

Operational Plan 2020 – 2021



Norf'k Ailen Riigenl Kaunsl Ohparieshenl Plaen 2020 – 2021

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Table of Contents

Message from the General Manager	4
Vision, Mission, Culture and Values	5
The Integrated Planning and Reporting Framework.....	7
Strategic Directions	9
Strategic Direction 1 – “An environmentally sustainable community”	9
Strategic Direction 2 – “A proud, diverse and inclusive community”	22
Strategic Direction 3 – “A caring community”	26
Strategic Direction 4 – “A successful and innovative community”	31
Strategic Direction 5 – “An informed and accountable community”	34
Strategic Direction 6 – “A healthy and safe community”	40
Revenue Policy 2020-2021	47
Statutory Requirements	47
Statement of Ordinary and Special Rates.....	47
Statement of Fees to be Charged and the Pricing Policy of Goods and Services	51
Statement of Borrowings.....	52
Statement of Private Works	52
Statement of Business Government Activities	52
Budget	55
Schedule of Fees and Charges.....	62

Message from the General Manager

This is the final Operational Plan developed for the Norfolk Island Regional Council, which is the project plan that was developed by the Councillors for their first term in Council. With elections scheduled for September 2020, this plan will provide the incoming Council a basis to set their objectives for the forthcoming 4 year term.

This years plan has proven to be the most challenging during their first term, primarily due to the unforeseen and challenging circumstances of a pandemic never seen before in our time.

The Norfolk Island Regional Council operations are heavily dependent on the tourism industry, and with nearly 4 months last year of closed borders, we are starting this plan from unknown territory.

Council will finish a number of key projects that have been within the objectives of the term as follows:

- Airport Runway and Apron Upgrade – October 2020
- Mobile telecommunications (4G Mobile network) – November 2020
- Airport Masterplan
- Major road network upgrade off the back of the Airport contract – August 2020
- Electric generation and storage program – October 2020
- Commissioning of car bailing machine
- Commissioning organics composting process

Council has been required to make several significant reductions in expenditure lines, primarily Employment costs, reducing this line by over \$1.4M from the previous year. We have also “tightened the belt” on all expenditure lines across the rest of Council business.

Capital works have also been curbed for this Plan, with a number of projects pushed back a year or two to allow Council to address these challenging times.

That being said, Council in February 2020 has set a focused set of priorities through a Strategic Action Plan. The key strategic objectives set are:

- Water Security
- Renewable Energy
- Island Freight
- Population Strategy
- Tourism Regeneration
- Defence Capability
- Connectivity
- Environmental Advancements
- Council Governance Systems

As the General Manager, I have been tasked with these objectives, and with the incoming Council, will work closely with them and the community to address each of these challenges.

I commend the 2020/21 Operational Plan to you, and I look forward to working with the community in its aim to be the ‘Best Small Island in the World’.

ANDREW ROACH
GENERAL MANAGER

Vision, Mission, Culture and Values

Vision

Norfolk Island – the Best Small Island in the World.

Mission

The Norfolk Island Regional Council will provide local civic leadership and governance through good decision making, accountability and transparency.

We will protect and enhance our unique culture, heritage, traditions, and environment for the Norfolk Island people. We will do this through promoting a healthy and sustainable lifestyle, by looking after our community assets, and by fostering a prosperous economy.

Culture

During January 2016 the Administration of Norfolk Island engaged a consultant to conduct Culture Health Workshops with its staff. The key actions identified to ensure an improved organisational culture were:

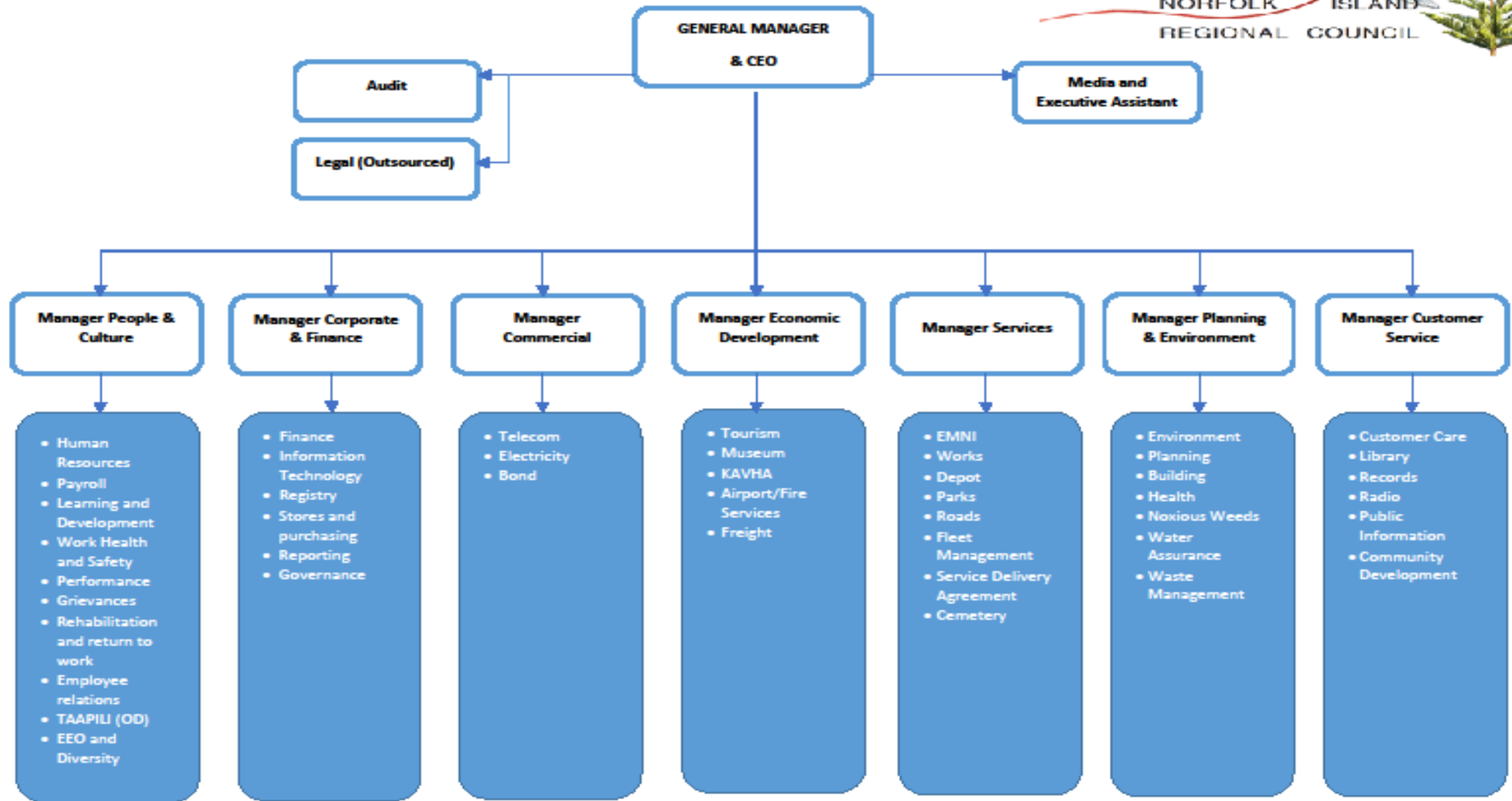
- Improve communications;
- Promote Island culture and traditions;
- Develop a Strategic Direction for the Public Service;
- Training; and
- Encourage and empower all staff to focus on the positives.

Values

The Norfolk Island Regional Council embraces the following values that were developed in a workshop with the elected Councillors (I CARE):

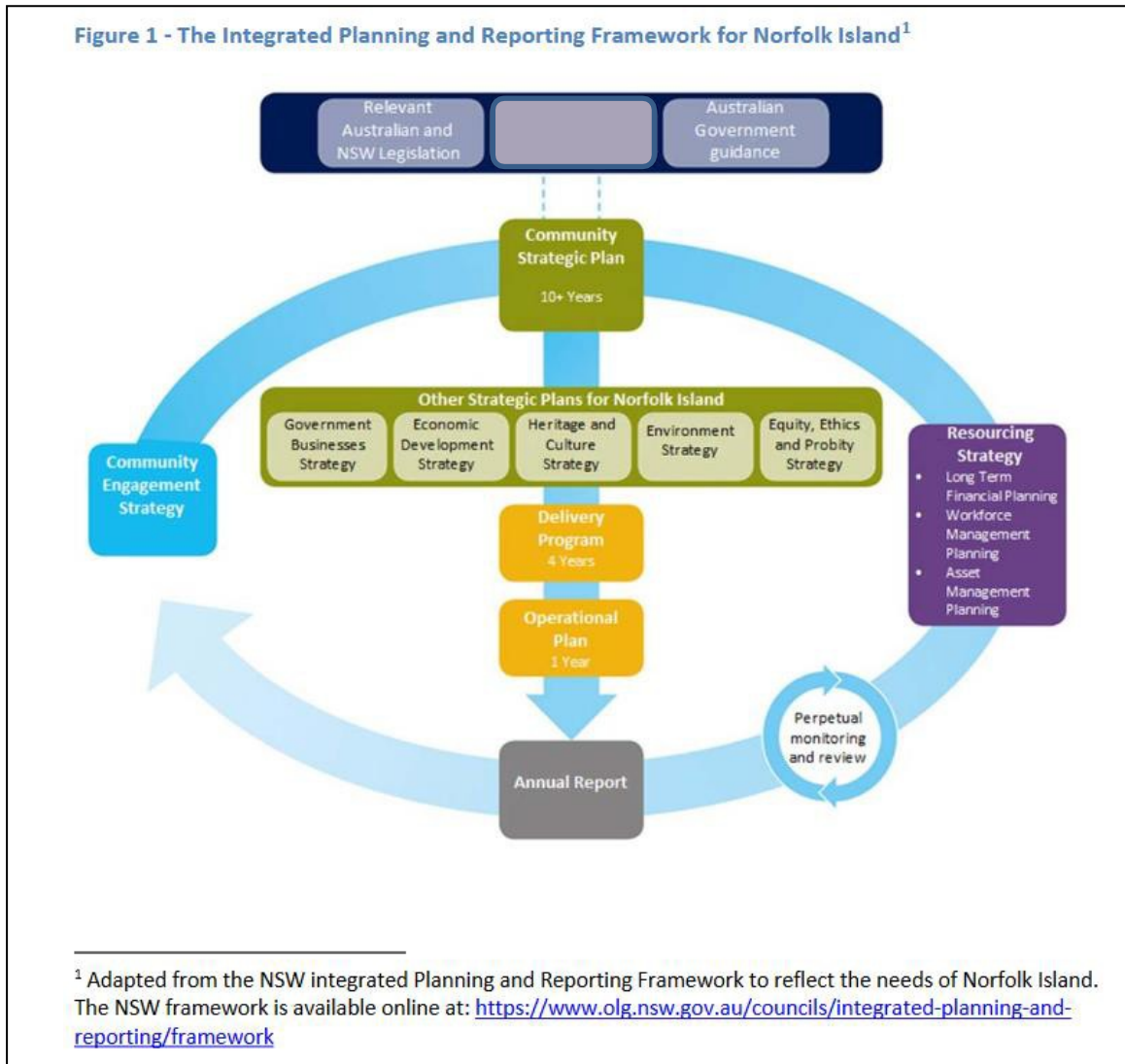
Integrity Communication Accountability Respect Excellence

2020 – 2021 ORGANISATIONAL STRUCTURE



The Integrated Planning and Reporting Framework

The *Integrated Planning and Reporting Framework* was developed by the New South Wales Office of Local Government. The following diagram outlines the elements of the Integrated Planning and Reporting Framework for Norfolk Island:



The Integrated Planning and Reporting framework recognises that most communities share similar aspirations: such as a safe, healthy and pleasant place to live, a sustainable environment, opportunities for social interaction, opportunities for employment and reliable infrastructure. The difference lies in how each community responds to these needs. This is what shapes the character of individual towns and cities. It also recognises that the Council plans and policies should not exist in isolation and are in fact connected to its community.

The Norfolk Island Community Strategic Plan 2016-2026 identified six strategic directions and thirteen objectives. These are outlined in figure 2 below.

Figure 2 – Norfolk Island Community Strategic Plan excerpt



Strategic Directions

Strategic Direction 1 – “An environmentally sustainable community”

~ *Our choices benefit our natural environment and our community*

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
1. Use and manage our resources wisely	1.1 Develop a clean energy future	Achieve 100% renewable energy generation on Norfolk Island by 2024	<p>1.1.1 Determine optimal implementation pathway to achieve the objective of 100% renewable energy at lowest capital cost, within specified timeframes, keeping ongoing operational costs as low as possible</p>	<p>Develop a 100% Renewable energy Vision and Exploration Statement for Council approval by September 2020</p> <p>Establish a Norfolk Island 100% Renewable Energy Transition Advisory Committee to maximise expert input and help to steer program implementation over next 5 years by November 2020</p> <p>Develop a Request for Proposals by February 2021 to undertake a business case to assess best options for achievement of 100% renewable energy</p> <p>Undertake preliminary assessments realistic funding, financing, and procurement and delivery options by February 2021</p>	General Manager Manager Commercial
			<p>1.1.2 Installation of a new diesel generator and battery capacity to reduce the Powerhouse's diesel fuel requirements</p>	<p>New generator and batteries installed by February 2021</p>	

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			1.1.3 Public education on electricity incentives	Provide public education on electricity and incentives for energy efficiency	Manager Commercial
	1.2 Protect and enhance our water quality	Council has implemented regular and structured water testing for commercial premises and provides reports to the community.	1.2.1 Continued monitoring of private drinking water suppliers to assist businesses to meet their obligations under the <i>Public Health Act 2010</i> (NSW)(NI)	All commercial premises have their water tested regularly as per Service 18: Public Health of the Service Delivery Agreement	Manager Planning and Environment
			1.2.2 Assist KAVHA to upgrade all effluent facilities associated with KAVHA buildings	Council will continue to work with DIRDC in a regulatory and advisory capacity to complete upgrades to the KAVHA area. The upgrade for the sanitary facilities is expected to be completed over a one to three year period.	Manager Planning and Environment
			1.2.3 Commence implementation of recommendations from the 'Water Quality in the KAVHA Catchment' report to address contamination from both human and animal sources	Complete an audit of all wastewater systems within the KAVHA catchment and any unsanitary facilities to be closed or upgraded. Audit only completed by June 2019	Manager Planning and Environment
			1.2.4 Continue routine inspections and maintenance of the sewer network, pump stations and Waste Water Treatment Plant	All maintenance requirements are addressed as required -	Manager Planning and Environment
			1.2.5		

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			All new effluent management systems are constructed and installed in a manner which does not adversely impact on surface or groundwater quality	Develop and implement guidelines to be included in Development Control Plan No 2. - Water Resources (2011), to design and maintain on-site sewage systems as per best practice Australian guidelines. Phase out the use of septic tanks and soakage trenches for new development applications.	Manager Planning and Environment
			1.2.6 Program for inspection and maintenance of existing individual on-site sewage treatment systems, septic tanks and holding tanks	Develop and implement an inspection, maintenance and improvement strategy for existing individual on-site sewage treatment to improve treatment outcomes and phase out existing septic tanks and soakage trenches.	Manager Planning and Environment
			1.2.7 Parks Australia are informed of water quality from the effluent outfall at Headstone	Council is able to provide reports, as required by Parks Australia, on the quality of water that is directed to the ocean outfall location at Headstone -	Manager Planning and Environment
	1.3 Reduce, reuse and recover waste and end disposal of waste into the sea	No waste disposal into the sea - Incinerator or alternative disposal method in place. Council has a policy of no plastic carry bags in shops. Council has provided ongoing and consistent educative recycling information to the community on a minimum of a quarterly basis.	1.3.1 Continue to implement Waste Management Solutions on Norfolk Island	Recyclable and residual wastes exported Composting facility continues to be fully operational. Assess the operation of the Waste Management Centre, including the remainder of waste streams, and provide a report on the findings to Council by October 2020, unfortunately due to COVID-19, this target has had to be rescheduled into a future date when restrictions have been lifted.	Manager Planning and Environment

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			<p>1.3.2 Commence investigation into advanced waste technologies for residual waste streams</p>	<p>Investigations into different advanced waste technologies for residual waste streams have been conducted, including the potential for an incinerator in accordance with Council resolution 2016/ 8 (3) and investigation into the potential for grant funding for an incinerator, by October 2020 As per the above – this deadline will need to be rescheduled to a future date once COVID-19 restrictions have been lifted.</p>	<p>Manager Planning and Environment</p>
			<p>1.3.3 Conduct community engagement and discussions with shops as to alternatives to single-use plastic</p>	<p>Community engagement will continue to encourage the use of compostable bags to assist with the disposal of food scraps</p>	<p>Manager Planning and Environment</p>
			<p>1.3.4 Continue community education program on recycling and waste minimisation methods</p>	<p>Educative information on recycling is provided to the community on a minimum quarterly basis Continue to provide waste and recycling information to the school</p>	<p>Manager Planning and Environment</p>
			<p>1.3.5 Report on environmental issues relevant to the environment established by the Community Strategic Plan</p>	<p>Prepare content for the 'State of the Environment Report' during 2020-2021 financial year, by 30 June 2021, to be presented by 30 November 2021 (this is underway and on track for 2019-20. A shorter "snapshot" will be done annually and included with the NIRC annual report)</p>	<p>Manager Planning and Environment</p>
			<p>1.3.6 Waste Management Implementation Action Plan</p>	<p>Develop a Waste Management Implementation Action Plan so that actions adopted in the Waste Management Strategic Plan (2015) are recorded and</p>	<p>Manager Planning and Environment</p>

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
				tracked, by December 2019 – However, as another Monash University activity affected by COVID-19 – this will need to be rescheduled after restrictions have been lifted.	
	1.4 Plan for additional pressures on water resources, transport, utilities, and tele-communications infrastructure	Prepared a strategic plan for additional pressures on water resources, transport, utilities, and telecommunications infrastructure in line with a sustainable Population Policy. Including advocate for quality mobile and internet services.	1.4.1 Development of a Population Policy	Population Policy completed by June 2020. -Implementation of Recommendations from the Strategy to follow. Suggest completion by December 2020. Refer to 2.2.1 for action items on Population Policy	General Manager Manager Planning and Environment
			1.4.2 Complete the development of the Airport Master Plan and implement approved recommendations	Airport Master Plan completed and recommendations adopted by Council by July 2020. The Airport Master Plan to include investment strategy, asset management and runway capability Plans for implementation of adopted Airport Master Plan recommendations to be developed by November 2020 Concurrently update Airport DCP No. 5 – Airport Land Use and Development Plan (Sub-Plan of NI Plan 2002) (also refer to 2.6.3)	General Manager Manager Planning and Environment
			1.4.3 Execute Council's resolution with Headstone being the preferred public Quarry, including the development of a plan for the ongoing supply of rock	EIS and Development Application (DA) to be completed under the Significant Development Assessment Pathway i.e. <i>Part 3A of the Planning Act 2002</i> (NI) and approval sought.	Manager Services Manager Planning and Environment

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			1.4.4 Supply of rock, timber, sand and other natural resources	Investigate sustainable supply of rock, timber, sand, water and other essential materials in accordance with environmental best practice	Manager Planning and Environment
			1.4.5 Expand the Water Assurance Scheme (WAS) Network	Investigate the option of expanding the WAS network to be extended to capture higher density development areas.	Manager Planning and Environment
	1.5 Create a food secure community	Council has promoted home gardening (food) and the use of worm farms. Worm castings and juice are an excellent fertiliser source when growing food.	1.5.1 Implement a community education program for promoting the use of Council's aerated composting system	Continued promotion of the use and benefits of the aerated composting system and the use of the end product/compost in home gardens Quarterly promotion on the use of worm farms	Manager Planning and Environment
	1.6 Create a water secure future	Investigation on water harvesting commenced.	1.6.1 Investigate options for increasing water harvesting capacity from Council infrastructure.	Implement the appropriate water storage capacity for Council's infrastructure and services by June 2021	Manager Planning and Environment
			1.6.2 Collect Water consumption data	Collect data on water consumption (including bore water usage) to clearly identify existing water demand on the island including water balance accounting to inform planning for a water secure future.	Manager Planning and Environment
			1.6.3 Provide water secure education	Provide education to the community on water harvesting techniques and encourage the community to increase rainwater storage infrastructure and reduce reliance on groundwater supplies.	Manager Planning and Environment

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	1.7 Keep our waters around Norfolk Island sustainable for the enjoyment of future generations	A monitoring system is in place to monitor responsible activity in and on the bays and beaches.	1.7.1 Develop a monitoring system for our bays and beaches	Monitor responsible activity in and on the bays and beaches identify any issues requiring changes in management and issuing of permits for controlled activities during 2010-2021	Manager Planning and Environment
			1.7.2 Develop a water quality monitoring regime in the recreational waters in Kingston	Conduct ongoing water quality monitoring of Emily Bay	Manager Planning and Environment
			1.7.3 Identify water quality management methodologies to improve water quality in the KAHVA catchment	Continue to work with the KAVHA site manager to gain the necessary approvals to rectify issues with water quality in the waterways within Kingston	Manager Planning and Environment
			1.7.4 Determine status of algal and coral reefs, ecosystem processes and interactions.	Advocate for research in the marine ecosystem of Norfolk Island. While the algae-coral dominate reefs of Norfolk Island have been studied, they are yet to be comprehensively categorised	Manager Planning and Environment
2. Preserve a healthy environment	2.1 Retain open spaces and low-density development	All planning instruments maintain existing values of low density and open community spaces.	2.1.1 Identify planning controls designed to maintain low density and open community spaces; to preserve those controls and objectives in NI Plan Review (see item 2.1.2).	All planning instruments maintain existing values of low density and open community spaces Review conducted of the Norfolk Island Plan 2002 (Community Strategic Plan (CSP) pg. 18). Ensuring that the planning framework continues to recognise high conservation value areas (CSP pg. 19), by December 2020. Refer to Operational Plan Action 2.1.2 below	Manager Planning and Environment
			2.1.2 Comprehensive review of the Norfolk Island	All planning instruments maintain existing	Manager Planning

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			Plan 2002 including identifying barriers for economic development, maintaining existing values of low density and open community spaces (2.1.1 above) and respect and protect natural biodiversity (2.6.2 below), Population Policy research and development (2.2.1 below), areas of high conservation value (2.3.1 below), etc.	values of low density and open community spaces	and Environment
	2.2 Recognise growth of the population is linked to the long term environmental sustainability of the Norfolk Island community	A sustainable Population Policy is developed, implemented, and monitored. The Population Policy is to encourage sustainable growth and work to minimise adverse environmental and social effects, setting redevelopment and growth targets.	2.2.1 Engage a consultant or academic support for the development of a Population Policy to form part of the 'Green Economy Project' conducted by the University of Newcastle	Review previous Norfolk Island population policies and reports Link Population Policy creation to Norfolk Island Plan Review 2.1.2 The Population Policy is presented to Council by June 2020 (ref: above)	General Manager Manager Planning and Environmental Services
	2.3 Protect and preserve environmentally sensitive areas and those of high conservation value, through improved land management and pest control practices	Identify areas of high conservation value.	2.3.1 Identification of areas of high conservation needs are conducted in consultation with the Public Reserves Advisory Committee, as part of the Norfolk Island Plan 2002 Review	As part of the statutory Review of the Norfolk Island Plan – review the 'Conservation Zones and High Conservation Preferred Dominant Land Use Areas' to identify any additional areas of high conservation value by December 2021, and to commence planning for enhancement of these areas through fencing of remnant vegetation, further revegetation with native species (according to NI Native Vegetation Mapping) and the removal of high priority weeds (also refer to 2.1.2 and 2.4.3).	Manager Planning and Environment

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	2.4 Support threatened species and minimise the presence of invasive species	A policy is developed and implemented for Council to work collaboratively with graziers and private land owners to manage weeds, pests, and animal protection. Council will review animal registrations and regulate and enforce responsible pet ownership. Feral cats have been addressed in cooperation with National Parks. Reduce or eradicate Argentinian Ants and the Polynesian and European rat.	<p>2.4.1 A policy is developed and implemented for Council to work collaboratively with graziers, private land owners to manage weeds, pest and animal protection</p> <p>2.4.2 Develop a work plan based on the recommendations of the Pest Plant and Animal Management Plan and the Plans of Management for Public R</p> <p>2.4.3 Control priority woody weeds in high priority reserves and other areas in line with the Norfolk Island Regional Council Pest Plant and Animal Management Plan</p> <p>2.4.4 Continue targeted control of cat, rat, feral chicken, Tarler Bird and Red Parrot populations in High Priority areas as identified in the NI Pest Plant and Animal Management Plan</p> <p>2.4.5 Assess each application for animal import under the <i>Animals (Importation) Act 1983</i> (NI) to ensure animal/s do not pose a threat to the island's ecosystem</p>	<p>Policy completed by June 2021 in line with High Priority Actions in the Norfolk Island Pest Plant and Animal Management Plan.</p> <p>Work plan developed by September 2020 and implemented by Pest and Noxious Weed staff by June 2021</p> <p>A formal works program is awaiting the finalisation of the Pest and Noxious Weeds Management Plan (currently in Draft form) and the remaining Plans of Management for Public Reserves.</p> <p>Removal and ongoing monitoring of woody weeds from identified high priority areas (2.3.1) by June 2021</p> <p>Rat bait stations are installed across Norfolk Island Reserves and checked/rebaited regularly, and strategic cat, rat, feral chicken Tarler Bird and Red Parrot control will continue in High Priority areas.</p> <p>Develop a Domestic Animal Policy in conjunction with the Parks Australia and the Cat Management Committee in line with High Priority Actions in the Norfolk Island Regional Council Pest Plant and Animal</p>	<p>Manager Planning and Environment</p> <p>Manager Planning and Environment</p> <p>Manager Planning and Environment</p> <p>Manager Planning and Environment</p> <p>Manager Planning and Environment</p>

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
				Management Plan.	
			2.4.6 Implement Argentine Ant Eradication Program	Continue to implement the Argentine Ant Eradication Strategy Community education to be continued on the Argentine Ant Eradication Program and how to reduce spread of ants. (leave as is)	Manager Planning and Environment
			2.4.7 Baseline Threatened Species Survey	Advocate with Parks Australia, students and scientists to undertake baseline threatened flora and fauna surveys to determine the population status of threatened species across all public and private land.	Manager Planning and Environment
			2.4.8 Restore and maintain vegetation communities	Restore and maintain vegetation communities within high priority Council reserves and other high conservation value Council land according to revegetation guidelines prepared as part of the Norfolk Island Native Vegetation Mapping project.	Manager Planning and Environment
			2.4.9 Conduct bushland restoration	Undertake strategic bushland restoration in Council reserves in line with Plans of Management, and other high conservation value Council land and set targets to increase the area of native vegetation, increase the extent of the less common native vegetation communities, improve the condition of remnant native vegetation and reduce the number of high priority weeds present in these areas, by June 2021	Manager Planning and Environment

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			2.4.10 Support the reestablishment of a plant nursery	Provide ongoing support to the Native Plant Nursery with Parks Australia leading the project.	Manager Planning and Environment
			2.4.11 Regulation of cattle grazing	Regulate cattle grazing on public land in line with Actions within Plans of Management to reduce impacts on surface water quality, soil degradation and native plant species in consultation with the community and key stakeholders.	Manager Planning and Environment
	2.5 Ensure a healthy, diverse marine ecosystem	Council has educated the community on the importance and how to maintain a healthy, diverse marine ecosystem, and research to education opportunities in this area to further promote this target.	2.5.1 Continue to Investigate ways to study, document and develop the marine ecosystem as well as create an opportunity for a niche tourism market	Work with travel wholesalers to coordinate itineraries and experiences for school and university groups	General Manager Manager Economic Development
	2.6 Protect and preserve vegetation communities and habitat	All planning instruments to respect and protect natural biodiversity.	2.6.1 Plans for public reserves are reviewed systematically	Review Plans of Management for Quarantine Reserve, the 6 Kingston/KAVHA Reserves (Cemetery, Government House Domain Reserve, Kingston Common Reserve, Kingston Recreation Reserve, Point Hunter Reserve, War Memorial Reserve (which will be covered in one document)) and the overarching Plan of Management, and prepare final 10 year Plans of Management for these reserves by June	Manager Planning and Environment

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
				<p>2021.</p> <p>Continue discussions with the Department of Infrastructure, Transport, Regional Development and Communications about funding and responsibilities for the ongoing management of Selwyn Reserve and Cascade Reserve, and if Council should proceed with the update of Plans of Management for these Commonwealth Reserves, and agree on a way forward for the management of these reserves by June 2021.</p>	
			<p>2.6.2 Review of the Norfolk Island Plan by June 2020. Will include respect and protect natural biodiversity, 2.1.2 above</p>	<p>Refer to 2.1.2 above</p>	<p>Manager Planning and Environment</p>
			<p>2.6.3 Review and update all Development Control Plans (DCP's) – 1 – New Subdivision Roads 2 – Water Resources 3 – Multi Unit Housing 4 - Advertising Structures and Signs 5- Airport Land Use and Development (see 1.4.2 above)</p> <p>Implement - DCP 6 – Community Title Develop a Masterplan for Land Use and Development in Cascade Activity Node area to potentially be implemented as a DCP to support the NI Plan.</p>	<p>Review of DCP's to be undertaken in conjunction with the statutory Review of the Norfolk Island Plan 2002 with the aim of completing draft revised DCP's to follow.</p>	<p>Manager Planning and Environment</p>
			<p>2.6.4 Schedule of reserves maintenance in place</p>	<p>Schedule for Reserve maintenance prepared</p>	<p>Manager Planning</p>

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				<p>by September 2020 and implemented by June 2021. All reserves are maintained for the enjoyment of the community and visitors. Schedule reviewed and updated as required and adhered to throughout the year</p>	<p>and Environment Manager Economic Development</p>

Strategic Direction 2 – “A proud, diverse and inclusive community”

~ We showcase our unique histories, cultures, customs and people

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
<p>3. Cultural expression is maintained and built heritage is protected</p>	<p>3.1 All cultural traditions and practices in the Norfolk Island Community are recognised and acknowledged</p>	<p>Council includes the Norf'k equivalent in the titles of its Agenda, Minutes, important documents including reports, etc.</p> <p>Council to continue to advocate for the teaching of Norf'k Studies and the Norfolk Island language under LOTE at the Norfolk Island Central School. Remain committed to supporting the objectives of the KAVHA Heritage Management Plan April 2016.</p>	<p>3.1.1 Council continues to include the Norf'k equivalent in the titles of its Agenda, Minutes and other important documents, including reports</p>	<p>Norf'k equivalent is included in the titles of Council's Agenda, Minutes and other important documents including reports</p>	<p>General Manager Manager Economic Development</p>
			<p>3.1.2 Support Norfolk Island Central School (NICS) through outreach programs focussed on Norf'k Studies</p>	<p>Council has advocated for the teaching of Norf'k Studies and the Norfolk Island language under LOTE at the Norfolk Island Central School</p>	<p>Mayor General Manager Manager Economic Development</p>
			<p>3.1.3 Continue to work with stakeholders to progress the objectives outlined in the KAVHA Heritage Management Plan April 2016</p>	<p>Council remains committed to supporting the objectives of the KAVHA Heritage Management Plan April 2016</p>	<p>Mayor General Manager Manager Economic Development</p>
	<p>3.2 Uphold, respect, promote and encourage customs, culture,</p>	<p>A Heritage and Culture Strategy is developed and implemented and made available to the public.</p> <p>Prepare a business case to</p>	<p>3.2.1 Promote the measures and outcomes of the Heritage and Culture Strategy to the community and Council</p>	<p>Council's role - Actions, Measures and Outcomes detailed in the Heritage and Culture Strategy are recognised and implemented</p>	<p>General Manager Manager Economic Development</p>

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	histories and traditions of all cultures and their contribution to the Norfolk Island way of life	construct a Norfolk Island Cultural Centre to house and showcase cultural objects and display traditional practices.	3.2.2 Heritage and Culture Advisory Committee meet once per month	The Heritage and Culture Advisory Committee continue to make recommendations to Council based on the Heritage and Culture Strategy, Community's Role – as stated in the Community Strategic Plan	Mayor General Manager Manager Economic Development
			3.2.3 Investigate the possibilities to enable the Norfolk language to be included in street signs on Norfolk Island, including identifying cost of implementing proposal	Report to Council on findings of investigating the possibility of including Norfolk language in street signs on Norfolk Island including cost.	General Manager Manager Economic Development Manager Corporate and Finance
			3.2.4 Council to liaise with community members and groups to ascertain existing activities and planning towards the construction of a Norfolk Island Cultural Centre	Report to Council on findings resulting from liaising with community members and groups to ascertain existing activities and planning towards the construction of a NI Cultural Centre. Results will be used to inform the preparation of a business case to construct a Norfolk Island Cultural Centre to house and showcase cultural objects and display traditional practices.	General Manger Manager Economic Development Manager Planning and Environment
	3.3 Support cultural expression by people from all backgrounds living on Norfolk Island including the support of	A Heritage and Culture Advisory Committee has been formed with Terms of Reference that includes organising and/or promoting cultural events. Advocate for a Preamble to the Norfolk Island Act.	3.3.1 Promote community based cultural events	Cultural events are primarily organised by community groups. Council will promote community cultural events	Manager Economic Development
			3.3.2 Advocate for a Preamble to the Norfolk Island Act	The Mayor and Community Development Officer to successfully negotiate an agreeable	Mayor

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	contemporary events			outcome with the Council of Elders for a way forward in relation to the Preamble to the Norfolk Island Act.	General Manager;
	3.4 Identify and prioritise the needs of cultural expression	Community cultural satisfaction survey developed and issued to the community twice in the Councils term of office with results collated and reviewed and necessary actions incorporated into relevant strategies. (Surveys in 17/18 and 19/20)	<p>3.4.1 Develop and issue a community cultural satisfaction survey to the community</p> <p>3.4.2 Collate results, review and incorporate necessary actions into relevant strategies.</p>	<p>The Manager Economic Development to prepare a community cultural satisfaction survey, distribute and seek responses from the community.</p> <p>Collate results and adopt actions as necessary into relevant strategies.</p>	Manager Economic Development
	3.5 Identification of heritage assets	Review the definition of heritage assets to consider including culturally significant assets. Review and update existing registers including those attached to the relevant legislation.	<p>3.5.1 Review all registers and plans identifying heritage assets and assess and recommend other Council and community owned culturally significant assets for inclusion in registers</p> <p>Provide recommendations towards updating existing registers including those attached to the relevant legislation. Update existing registers</p>	<p>Review existing registers including those attached to the relevant legislation [such as the Norfolk Island Heritage Register under the <i>Heritage Act 2002</i> (NI)].</p> <p>Identify additional heritage assets to be recommended for listing in the Heritage Register.</p>	<p>Manager Economic Development</p> <p>Manager Planning and Environment</p>
	3.6 Recognise and protect the contribution of built heritage to local identity and economy	Continue to actively participate in the KAVHA Advisory Committee.	<p>3.6.1 Meet with KAVHA Advisory Committee in addition to continuing a pro- active relationship with DIRDC</p> <p>3.6.2 Meet with Norfolk Island Museum Trust to ensure collections are managed according to acceptable museum standards</p>	<p>Continue to actively participate in the KAVHA Advisory Committee</p> <p>Norfolk Island Museum Trust collection is maintained and accessible</p>	<p>General Manager</p> <p>Manager Economic Development</p> <p>Manager Economic Development</p>

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	3.7 Protect and maintain heritage sites for the enjoyment of residents and visitors, now and in the future	A Heritage Assets Preservation Policy for all Council owned heritage assets is developed.	3.7.1 Develop a Heritage Assets Preservation Policy in conjunction with Operational Plan Action 3.5.1	A Heritage Assets Preservation Policy for all Council owned heritage assets, is developed.	Manager Economic Development Manager Planning and Environment
			3.7.2 Continue to work with stakeholders to progress the objectives outlined in the Historic Shipwreck Program in relation to the jurisdiction of Norfolk Island	Council remains committed to supporting the objectives relating to Norfolk Island in the Historic Shipwreck Program	Manager Economic Development

Strategic Direction 3 – “A caring community”

~ *We are friendly, supportive and welcoming*

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
<p>4. We work together to achieve our goals</p>	<p>4.1 Encourage an informed community</p>	<p>Update Council’s website to allow for easy searching. Council’s website is always up to date.</p> <p>At least one media release per month from both the Mayor and General Manager to be issued.</p>	<p>4.1.1 Scope a project brief and costing to develop an interactive Planning and Building website with option for on-line submission of Development Applications and Building Applications (to link Civica Applications Module functions and capability).</p>	<p>Develop Project Plan and costing by June 2021</p>	<p>Manager Planning and Environment</p> <p>Manager Corporate and Finance</p>
			<p>4.1.2 The Mayor and the General Manager will keep the community informed through various media outlets</p>	<p>The Policy to include ‘At least one media release per month from both the Mayor and General Manager to be issued’ and relevant Status Reports monthly.</p>	<p>Mayor</p> <p>General Manager;</p>
	<p>4.2 Enable broad, rich and meaningful engagement to occur</p>	<p>Continue to actively promote communication avenues for the community to speak to Council (Customer Care, regionalcouncil@nirc.gov.nf). Council meetings are broadcast on local radio.</p>	<p>4.2.1 Ensure communication avenues of Customer Care and Regional Council are continually promoted in media communications</p>	<p>Continue to actively promote communication avenues for the community to speak to Council (Customer Care, regionalcouncil@nirc.gov.nf)</p>	<p>Manager Customer Service</p>
			<p>4.2.2 Review Customer Care telephone support</p>	<p>Stage two review of Customer Care PABX system and possible integration with Councils broader business units by June 2021</p>	<p>Manager Customer Service</p>
			<p>4.2.3 Ensure that Radio Norfolk is adequately staffed to allow live broadcasting of Council Meetings and re-broadcasting occurs</p>	<p>Council meetings are broadcast on Radio Norfolk</p>	<p>General Manager</p>

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			<p>4.2.4 Enable further engagement with Radio Norfolk</p>	<p>Research/implement online radio broadcasting for Radio Norfolk Build a lean-to for outside broadcast van to protect van from the weather</p>	<p>General Manager</p>
	<p>4.3 Build on our sense of community</p>	<p>The community is overall engaged in various activities and community trust in Council is evident.</p>	<p>4.3.1 Community engagement is high with Council activities</p>	<p>Community attendance at public meetings Community provides submissions when documents are placed on public exhibition Implementation of the Community Engagement Strategy is monitored and reviewed</p>	<p>Mayor General Manager</p>
	<p>4.4 Build strong relationships and shared responsibilities</p>	<p>The community has an understanding that Council assets are public assets and that there is a shared responsibility for their upkeep.</p>	<p>4.4.1 Encourage community participation in keeping public areas clean and free of weeds by implementing the proposed Pests and Noxious Weeds Management Plan</p>	<p>Activities regarding implementation of Norfolk island Pest Plant and Animal Management Plan above at 2.4.2 Public areas are well kept and frequently utilised by the community and visitors Ongoing media releases on high priority weed(s) (as identified in the Pest Plant and Animal Management Plan) to educate the community, including how the weed can best be removed. Preparation of a weed management guide for the community and contractors by June 2021. Ongoing media release about threatened flora and fauna species and the threats to these (weeds, Argentine Ants, Cats, Rats, Tarler Birds, Red Parrots etc). Organisation of 2 volunteer planting days by June 2021.</p>	<p>Manager Services Manager Planning and Environment</p>

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	4.5 Work in partnership to plan for the future	Community engagement is a regular activity for projects that have an impact on the community.	4.5.1 Develop a Government Business strategy to include investigating and reporting on examples of Public Private Partnership's best practice (CSP pg. 28)	Government Business Strategy.	Manager Services
5. Our community is a great place to live and visit	5.1 Promote the community as the place to visit, live, work and invest	An Economic Development Strategy is developed and implemented with evidence of increased population and economic activity.	5.1.1 Implement the Objectives in the Economic Development Implementation Strategy IP3 – University of Newcastle Sustainability Development Project 'Sustainable Development and Circular Economies'	University of Newcastle Sustainability Development Project is progressed	General Manager
			5.1.2 Scope a project brief and costing to develop and implement in Burnt Pine, a 'Main Street' Improvement / Enhancement Project (e.g. edible gardens, improved amenities, freshen shop frontages) to support economic and environmental sustainability objectives, to support a grant funding application	Community consultation and project plan created, in liaison with other projects including the Green Economy Project.	Manager Services
			5.1.3 Increased telecommunications service levels and commercial functionality to support the economy, including the education and tourism sectors	Completion of Future Proofing Telecommunications in Norfolk Island project by November 2020,	Manager Commercial
	5.2 Connect and protect our communities – Community Safety	Crime remains low and Council has a strong working relationship with the Police. Maintain awareness that Domestic violence is not tolerated.	5.2.1 Promote respectful behaviours and a safe community	Respect and trust are evident in the community	Mayor General Manager
			5.2.2 Mayor and General Manager attend relevant forums	Mayor and General Manager (or represented by the Community Development Officer where relevant) attend forums and where relevant undertake promotion	Mayor General Manager;

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	5.3 Develop the facilities, resources, capacity and confidence to adapt to changing circumstances	The community has embraced change and developed an understanding in the opportunities for becoming the best small Island in the world.	5.3.1 Community meetings held as needed to engage the community in matters relevant to their needs and interests	The revised Community Engagement Strategy is implemented reviewed and monitored, including Community Engagement of proposed changes to Norfolk Island Acts	Mayor General Manager
	5.3.2 Council conducts a customer satisfaction survey to ascertain community satisfaction in regard to Council activities		Survey is run continuously via a tablet at Customer Care as well as online. The community are encouraged to submit written feedback. Survey results are reported to Council every 6 months.	General Manager Manager Customer Service	
	5.4 Equality of access to services, social support, including health, education, child care, cultural, transport and recreational facilities	Council is satisfied that services provided to the Community by Council, by Health, Education and other social services have equality of access..	5.4.1 Communication with relevant stakeholders and the community to promote equal access to services.	Work collaboratively with stakeholders conducting community consultation and if required conduct additional consultation to gauge the community's satisfaction and experience in relation to health and education Equality of access to Council services, including transport and recreational facilities will be addressed in Operation Plan Action 12.8.2. development of the Disability Inclusion Action Plan	Mayor General Manager;
	5.5 Clarify childcare accreditation	Childcare centres are able to be accredited on Norfolk Island.	5.5.1 Child Care Accreditation	Completed. For on-going monitoring only	General Manager
	5.6 Provision of Community based preschool and Long Day Care facilities	Preschool and Long Day Care are available for families with young children.	5.6.1 Lobbying and support provided for child care providers	Preschool and Long Day Care are available for families with young children	Mayor General Manager;

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	5.7 Deliver high quality tourism experiences	A variety of visitor experiences are available for all ages and the infrastructure in place to support tourism activities.	5.7.1 Implement the Norfolk Island Tourism Strategic Plan 2013 – 2023 actions: Increase visitor numbers; promote investment; improve visitor experiences; develop sustainability, infrastructure and capacity; build employment capacity and skill	Support tactical sales campaigns; Target niche market groups; Participate in potential Burnt Pine Main Street Improvement Project; Review local tours and experiences; Develop and deliver the Buy Local Campaign; Provide Social Media Training Workshops	General Manager Manager Economic Development

Strategic Direction 4 – “A successful and innovative community”

~ *We work to make our economy grow*

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
<p>6. Strong, diverse and vibrant business environment</p>	<p>6.1 Grow and diversify the economy including niche markets</p>	<p>Council continues to employ an Economic Development Coordinator who has identified success factors for economic development, monitored and reported regularly to the community. E.g. the number of small businesses on the island has increased.</p> <p>Advocacy continues for a growing agricultural industry, including export.</p> <p>Investigation conducted into the potential for cottage industries and processing plants.</p> <p>Advocate and promote consumer protection.</p>	<p>6.1.1 Actions implemented to encourage business diversification to support the economy of Norfolk Island. Establish a unique point of difference in the Tourism industry Execute Buy Local Campaign to encourage local trade</p>	<p>Encourage development of new and existing businesses Improve tourism image by focusing on unique experiences and products Create a strong voice for local business in media while guiding the community to buy local and also recognising that off-shore businesses have a place in the economy</p>	<p>General Manager Manager Economic Development</p>
	<p>6.2 Incentives for business start up</p>	<p>Advocacy continued for access to Federal Government business start-up and development funding.</p>	<p>6.2.1 Investigation on the availability of business start-up programs for potential new business operators on Norfolk Island</p>	<p>Council to work closely with Regional Development Australia in sourcing incentives for start-up businesses</p>	<p>General Manager Manager Economic Development</p>
			<p>6.1.2 Investigate ways to reduce barriers to the agricultural industry, and conduct advocacy for a growing agricultural industry, including export</p>	<p>Barriers identified and removed where possible Identify and support establishment of export opportunities for local agriculture</p>	<p>General Manager Manager Economic Development</p>

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	6.3 Reduction in business costs – greater efficiencies in business costs	Council has investigated and identified barriers to economic growth and diversity, including 'red tape' barriers. Within the areas of Council's control, Council has reduced these barriers.	6.3.1 Systematic identification of barriers to business development reported to the Commonwealth for attention and removal where possible	Council has reported to the Commonwealth identified barriers to economic growth and diversity, including 'red tape' barriers	General Manager Manager Economic Development
	6.4 Secure fibre connectivity for internet access	Continued lobbying for cable to Norfolk Island.	6.4.1 Continue to investigate possible connectivity to optical fibre cables	Investigate opportunities to gain connectivity and linkages to an optical fibre undersea cable at no cost to Council	General Manager Manager Commercial
			6.4.2 Develop Telecom Business Plan for the future of Norfolk Telecom	Develop Business Plan for Council approval by December 2020	General Manager Manager Commercial
7. A skilled and competitive workforce	7.1 Create employment opportunities	The Economic Development Strategy is implemented and reported on every six months. The strategy sets out a vision for growing the economy, including the tourism sector.	7.1.1 Refer to 5.1.1 above for action for this financial year	Refer to 5.1.1 above for action for this financial year	General Manager Manager Economic Development
	7.2 Create opportunities for skill development	Advocate for fibre optic cable connectivity for increased business and educational opportunities. Advocate for the ongoing development of training and work skills.	7.2.1 Conduct a skills audit Human Resources to undertake audit of Council employee's licences and tickets to ensure current and compliant	Skills audit completed by December 2019 Opportunities are realised for training and up-skilling work skills for both the Council and community On-going Council wide appropriate training conducted to ensure compliance and staff have relevant licences and tickets	Manager People and Culture
			7.2.2 Submit reports to Council regularly on	Regular and transparent reporting to the	Manager People and

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			Councillor training attended and benefits gained from the training	community when any Councillor training is completed for the year, by 30 June 2020	Culture
8. Successful public private partnerships	8.1 Investigate partnerships to meet current and future infrastructure needs	Partnership funding secured with the Commonwealth for the upgrade of roads infrastructure across the Island. Investigate airport runway reseal including funding partnerships.	8.1.1 Update/undertake a Road Safety Audit with Asset Management Plan reviews to enable grant funding to be secured for road infrastructure works	Road Asset Management Plan reviewed and adopted by Council in timelines set out in 9.5.3	Manager Services
			8.1.2 Develop a Roads Program	Works program on 169 culverts with 100 being replaced and repairs and maintenance.	Manager Services
			8.1.3 Complete Airport pavement repair and resurfacing	Airport reseal project to be completed by October 2020	Manager Commercial

Strategic Direction 5 – “An informed and accountable community”

~ *We are transparent and accountable for our individual and collective decisions and actions*

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Officer / Division
9. An informed community	9.1 Representative, responsive and accountable community governance	Good governance - Council makes decisions based on information provided by Council Officers. Minimal deferral of decision making and minimal amendments to Officers' recommendations.	9.1.1 Good governance practices are followed by the Councillors	Decisions are being implemented in a timely fashion and information shared with the community Few deferrals (less than 4 in the year) of matters before Council and limited major amendments to Officer's recommendations	General Manager
	9.2 Timely, open and fair, evidence based decision making with demonstrated accountability	Good governance - Council officers provide evidence based reports with quality information so that Councillors can make sound decisions.	9.2.1 Staff reports are prepared with facts and solid information available for Councillors to make informed decisions	Councillors are satisfied with the standard of staff reports	General Manager
			9.2.2 Continue progression of contemporary functionality of Records Section	Continue to work with National Archives of Australia on Records Authorities and other projects	Manager Customer Service
			9.2.3 Further internal education and advocacy of the 'External Grant Management Procedure' and 'Unfunded Projects List'	Develop a grant strategy that is clearly aligned with the Council's Community Strategic Plan and approved priorities.	Manager Economic Development
	9.3 Provision of quality best practice government administration	Council meets the requirements as set by the Commonwealth for best quality local government administration with 90% of areas reached satisfaction in this term of Council.	9.3.1 Activities and adherence with the <i>Local Government Act 1993</i> (NSW) (NI) and any KPIs as set by DIRDC.	Fortnightly meetings with DIRDC staff on Norfolk Island and quarterly conference calls with staff in Canberra	General Manager
			9.3.2 Council raises revenue from rates according to legislative requirements	Issue four rates notice instalments throughout the year in line with legislative requirements	Manager Customer Service

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Officer / Division
				Report to Council at the end of each due period Implement Councils adopted debt recovery policy and develop internal procedures	
			9.3.3 Review of General Manager's and other Senior Staff performance	Reviews undertaken – mid-term review and annual review	Mayor General Manager
	9.4 Increased stakeholder participation in decision-making	Active community participation on Council Advisory Committees.	9.4.1 Facilitate Community Advisory Committees as adopted by Council	Active community participation on Council Advisory Committees by all members including Councillors and delegated Council Officers	General Manager
			9.4.2 Review and amend or make obsolete Community Advisory Committees as identified	Review all Council Advisory Committees Terms of Reference.	General Manager
	9.5 Reporting required by Integrated Planning and Reporting Framework to demonstrate NIRC performance	Quarterly and annual reporting conducted. Performance is at or above 80% across all activities.	9.5.1 Implement the actions in the Operational Plan and report to Council quarterly	Performance of quarterly and annually reporting within the Integrated Planning and Reporting Framework is at or above 80% across all activities Report quarterly (except the June quarter) to the Council on the budget in the Operational Plan	General Manager Manager Corporate and Finance
			9.5.2 Update the Long Term Financial Plan	Long Term Financial Plan to be updated annually when developing the Operational Plan A review to include an assessment of the previous year's performance in terms of the accuracy of the projections made in the Long Term Financial Plan, compared to	Manager Corporate and Finance

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Officer / Division
				<p>actual results</p> <p>Quarterly Budget Review Statements (QBRs) presented to Council at the end of each quarter (LGGR cl. 203(1))</p> <p>Ledger balances to be prepared for six monthly inspections by External Auditor (LGGR cl. 228)</p>	
			9.5.3 Review Asset Management Plans in line with the Long Term Financial Plan	Asset Management Plans revised and adopted by Council.	Manager Corporate and Finance
			9.5.4 Implement actions detailed in Asset Management Plans	Asset Management Plan actions are implemented.	Manager Corporate and Finance
			9.5.5 Council's Asset Management Strategy to include an overarching Council endorsed Asset Management Policy	Asset Management Policy adopted by Council.	Manager Corporate and Finance
			<p>9.5.6 Workforce Management Plan Actions:</p> <p>Develop a Performance Management System that includes Operational Plan KPIs/Work Plans and skills acquisition using Authority where possible</p> <p>Ongoing monthly meetings held</p> <p>Ensure staff have the tools and information that they need to carry out their jobs</p>	<p>All Workforce Management Plan actions are implemented within required timeframes</p> <p>A performance Management System is implemented</p> <p>Managers and Team Leader monthly meetings to continue</p> <p>Tools and equipment are safe and a register of maintenance conducted and in place</p>	Manager People and Culture
			9.5.7	Fees and charges reviewed and adopted for	CFO

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Officer / Division
			Set fees and charges in line with cost of services	public exhibition by Council	
			9.5.8 Annual Report	Financial Statements to be audited within four months of the end of the financial year Within five months after the end of the financial year Council will prepare its Annual Report and post it on the Council's website and provide the URL link to the Department	General Manager Manager Corporate and Finance
			9.5.9 Undertake comprehensive review of Development Application (DA) and Building Application (BA) fees in conjunction with review of Norfolk Island Plan and introduction of Community Title	Review of DA and BA fees	Manager Planning and Environment
			9.5.10 Prepare an 'End of Term Report'	Prepare 'End of Term Report' by June	General Manager Manager Corporate and Finance
10. Transparency in decision making	10.1 Consistent and sustainable governance through documented processes	The Audit committee is satisfied that there are controls in place to monitor risks and that the Risk Management Framework is implemented.	10.1.1 Recommendation/actions from Audit Committee reported to Council on a quarterly basis	Recommendations and actions that are identified by the Audit Committee are implemented and reported to Council	General Manager Manager People and Culture
	10.2 Equality of access to the same level and quality of government	Council has a policy in place that ensures equality of access to all its services.	10.2.1 Ethics, Equity and Probity Strategy developed and implemented	Ethics, Equity and Probity Strategy developed and implemented	General Manager Manager People and Culture

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Officer / Division
	services		<p>10.2.2 Ensure Equal Employment Opportunity (EEO) principles are included in all job advertisements and position descriptions i.e. 'Experience and understanding of Equal Employment Opportunity (EEO) compliance'</p> <p>Ensure all new employees at induction are made aware of EEO</p>	<p>Actions and Key Performance Indicators from the Equal Employment Management Plan are implemented</p> <p>All positions contain relevant EEO information. Appointments are made on merit in compliance with the principles of Equal Employment Opportunity (EEO)</p> <p>Hold quarterly (September, December, March, June) induction sessions for new staff members, including topics: EEO, Records Management, WHS, Risk and Continuous Improvement, Code of Conduct and Information Technology</p> <p>Staff newsletter produced monthly and distributed to all Council employees with copies placed on Intranet site</p> <p>Raise awareness of EEO principles at team meetings and in staff newsletter</p>	Manager People and Culture
			<p>10.2.3 Deliver, monitor and improve state type services based on the written agreement between the Commonwealth and Council</p>	<p>Delivery of state type services on behalf of the Commonwealth within agreed budget and report on the KPIs as required after the agreement has been signed</p>	General Manager Manager Services
			<p>10.2.4 Legislation changes affecting the NIRC</p>	<p>Ensure that the implementation of procedural and technological requirements of legislative changes occurs</p>	General Manager
			<p>10.2.5 IT strategies developed</p>	<p>Continue to develop and monitor the IT Security Strategy</p>	Manager Corporate and Finance

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Officer / Division
				Develop a Mobile Technology and Cloud Technology strategy Continue to analyse existing software usage and work with business units to develop system enhancements. Upgrade Authority v7.1 by 31 Dec 2020	
			10.2.6 Review and update where required Council's Freedom of Information (FOI) and Information Publication Scheme (IPS) requirements in accordance with the <i>Freedom of Information Act 1982</i> (Cth)	Maintain the FOI and IPS register and public information on Council's website in line with legislation Quarterly status report to Council on the number of complaints	Manager / Customer Service
			10.2.7 Commence review of policies and procedures created in 2017 (in line with Council procedure that policies and procedures should be reviewed no less than every three years)	New policies reviewed and presented to Council. Previous ANI policies made obsolete by Council. Procedures reviewed and presented to Executive Management for endorsement and then implementation	General Manager
			10.2.8 Digitisation of historical records	Work with DITRDC to secure funding for digitisation. Develop internal systems/storage for digital records. Develop a publication strategy for historical records. Review storage of hardcopy records.	Manager / Customer Service

Strategic Direction 6 – “A healthy and safe community”

~ We provide a safe and healthy place to live, work and visit

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
11. Informed, active and healthy residents	11.1 Value and promote a healthy and active lifestyle	A plan is developed for safe walking and cycle tracks and funding is secured for at least one set of exercise stations.	11.1.1 Create a plan for this project to occur including identifying potential sites. Investigate grant funding	Consultation with community on this project, including potential sites	Manager Services
	11.2 Encourage and promote participation in sport and well-being activities	The Mayor and Councillors are visible at sporting events and well-being activities, and actively show support and promote these activities. A community site is identified as the “go to place” for special events, concerts and music activities.	11.2.1 Promotion and attendance at sporting events by Councillors to encourage well-being	Mayor and Councillors are visible at sporting events and well-being activities, and actively show support and promote these activities	Mayor General Manager
	11.3 Promote the benefits of early intervention and testing	Children have access to early intervention services.	11.3.1 Council advocates for children with special needs	Children have access to early intervention services	Mayor General Manager
	11.4 Support and foster active, healthy,	A youth wellness plan is developed in partnership	11.4.1 Develop a Youth Wellness Plan in conjunction with youth and other	A Youth Wellness Plan is developed in partnership with	Manager Customer

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	informed and empowered youth	with youth and community organisations. The Norfolk Island Youth Council and Junior Youth Council meets regularly and is supported by the Community Development Officer.	relevant stakeholders 11.4.2 The Norfolk Island Youth Council and Junior Youth Council is supported by the Community Development Officer to raise issues relevant to young people and develop youth activities	youth and community organisations Junior youth are engaged, and a Junior Youth Council is established The Norfolk Island Youth Council and Junior Youth Council make recommendations to Council based on issues relevant to young people and the Community Strategic Plan Complete community grant application to support the development of youth activities and skill development Youth Activities are developed to support young people to be involved in Council functions Leadership development opportunities are provided to young people on the Norfolk Island Youth Council and in the community	Service Manager Customer Service
12. Focused and	12.1 Ensure availability	Continued relationship	12.1.1 Continue relationship with	Quarterly meetings to be held with	Mayor

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
coordinated approach to health care	of high quality and affordable health and aged care services and facilities	with the Multi-Purpose Service and advocacy on behalf of the community where gaps are identified.	NIHRACS and advocate for health care facilities, services and programs	NIHRACS Promote identified community needs for health and aged care services and facilities	Manager Customer Service
	12.2 Appreciate the significant contribution volunteer organisations make to community health and wellbeing and support them to ensure these services continue to be available	The Community Donations Program has assisted a variety of community and volunteer organisations during the life of this Delivery Program.	12.2.1 Review and advertise the Community Grants Programs (Community Strategic Plan Grant Program, Tertiary Education Grant Program and Queen Victoria Scholarship)	Review existing guidelines and update for the upcoming round of Community Grants Programs Community Strategic Plan Grant Program and Tertiary Education Grant Program are advertised and explained to the community	Manager Customer Service
	12.3 Minimise duplication and maximise coordination of the provision of health and aged care services	Barriers identified and addressed in relation to investment in the provision of aged care facilities. At least one private, government or community based aged care facility is developed or in the planning stage of being developed.	12.3.1 Communication with relevant stakeholders to ascertain the need and options for additional Aged Care Facilities	Ongoing discussion at the quarterly meetings with NIHRACS The General Manager and the Mayor to lobby, if there is an identified need, for additional Aged Care places/facilities available for the elderly on Norfolk Island	Mayor General Manager

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	<p>12.4 Advocate for services such as Day Care, Activities and Transport that reflect an aging population and people with disabilities including options for aging in home</p>	<p>Day care activities are available; home care is available and access to facilities are consistently addressed for people with disabilities.</p>	<p>12.4.1 Communication with relevant stakeholders to ascertain the need and options for additional day care activities, home care and services for people with disabilities</p>	<p>A clear outcome to be identified if there is a need for additional day care activities, home care services and/or services for people with disabilities</p> <p>Include Health and Wellbeing Co-ordinator (NIHRACS) and community organisations in assessment and planning</p>	<p>Mayor General Manager</p>
	<p>12.5 Identify issues and respond to mental health, drug and alcohol, domestic violence and child protection needs</p>	<p>Council is facilitating an interagency with clear aims and direction in assisting with responding to mental health, drug and alcohol, domestic violence and child protection.</p>	<p>12.5.1 There is one or more interagency forums for service providers on Norfolk Island</p>	<p>Council representation is present at various interagency forums by attendance of the Community Development Officer, Mayor and/or General Manager</p>	<p>Mayor General Manager</p>
	<p>12.6 Ensure confidential health support and services</p>	<p>The community is comfortable in accessing health and support services. There is no stigma in accessing these services.</p>	<p>12.6.1 Council to reassure and promote the value of confidentiality within the Norfolk Island community</p>	<p>Discuss at Quarterly meetings to be held with NIHRACS</p>	<p>Mayor General Manager</p>
	<p>12.7 Encourage and support visiting</p>	<p>Advocacy conducted to ensure visiting specialists</p>	<p>12.7.1 NIHRACS to provide updates to Council regarding visiting specialists</p>	<p>This action to be discussed at quarterly meetings to be held with</p>	<p>Mayor</p>

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	specialist programs	are targeting the population health needs.		NIHRACS	General Manager
	12.8 Ensure services and programs are available to cater for children, youth and adults with disabilities or special needs	Advocacy conducted to ensure services and programs are available for people with disabilities or special needs.	12.8.1 Advocacy conducted to National Disability Insurance Agency (NDIA) to ensure services and programs are available for people with disabilities or special needs	Services and programs are available for people with disabilities or special needs	Mayor General Manager
			12.8.2 The Disability Access Committee meets regularly	An action plan is developed in consultation with the Disability Access Committee (DAC). The DAC make recommendations and reports to Council on matters relating to access for people with disability	Mayor General Manager
	12.9 Encourage the education and implementation of strategies designed to build on awareness within the community about the importance of preventative health care and healthy living	Health and well-being programs are supported and promoted in partnership with the Department of Health. Key population health statistics consistently improving: vaccinations, cancer screening and rates of diabetes.	12.9.1 Work with the Health and Wellbeing Coordinator who has been appointed by NIHRACS	The 2019-2021 Health Promotion Plan will be implemented by NIHRACS Council will work with NIHRACS on any identified actions in the Health Promotion Plan where possible and relevant.	Mayor General Manager

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
13. A safe place for our families and visitors	13.1 Provide adequate infrastructure to maximise a safe visitor experience	Visitor surveys conducted and results used to improve visitor experience.	13.1.1 Continued distribution of Visitor Survey Cards to gather visitor statistics	Target for each year: Visitor surveys conducted, data recorded, and results compared to previous years. Visitor feedback forwarded to Tourism Operators in order to improve visitor experience.	General Manager Manager Economic Development
	13.2 Ensure all services meet minimum health and safety standards	Regulatory function is established and policies developed. Compliance is monitored.	13.2.1 Develop a risk management policy and framework	Risk Management Policy and Procedure, draft Enterprise Risk Management Framework adopted by Council Business Continuity Policy adopted by Council Risk Management Framework to be established and developed to support these policies	Manager Corporate and Finance
			13.2.2 Assist businesses to improve and maintain public health standards in relation to food safety	Respond to all complaints regarding food premises to ensure compliance with <i>Sale of Food Act 1950 (NI)</i> Inspect all new food premises before issuing licence under <i>Sale of Food 1950 (NI)</i>	Manager Planning and Environment

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
				Prepare for the implementation of food safety laws proposed to be introduced to Norfolk Island. Conduct community consultation, training and provide advice to Commonwealth, as required	

Revenue Policy 2020-2021

Statutory Requirements

In accordance with the *Local Government Act 1993 (NSW)(NI)* the following statutory requirements are included in this document:

- Statement of ordinary and special rates
- Rating structure
- Statement of fees to be charged and pricing policy of goods and services
- Statement of borrowings
- Statement of private works, and
- Statement of business and commercial activities

Statement of Ordinary and Special Rates

Ordinary Rates

In 2020-2021 Council will levy ordinary rates using a structure comprising a base amount to which an ad valorem (rate in the dollar) component is added. The base amount has been maximised in each category to narrow the distribution of properties.

All rateable properties within each category, regardless of their land value, are levied a base amount. The balance of income for ordinary rates is derived by multiplying the land value of a property by a rate in the dollar for the relevant category. The amount payable by ratepayers under this component is dependent on the land value of the property as determined by the Valuer General (NI).

The total amount to be levied for ordinary rates (the yield) is \$1.239 million, as set by Council; there are no special rates levied.

The applied *Local Government Act 1993 (NSW)(NI)* includes rating provisions for Norfolk Island and stipulates three rating categories applicable to Norfolk Island: Residential, Business and Farmland. Where a portion of land cannot be categorised into one of the three categories listed above, the default category is Business.

Definition of the categories from the *Local Government Act 1993 (NSW)(NI)* are as follows:

Residential

(1) Land is to be categorised as “**residential**” if it is a parcel of rateable land valued as one assessment and:

- (a) its dominant use is for residential accommodation (other than as a hotel, motel, guest-house, backpacker hostel or nursing home or any other form of residential accommodation (not being a boarding house or a lodging house) prescribed by the regulations), or
- (b) in the case of vacant land, it is zoned or otherwise designated for use under an environmental planning instrument (with or without development consent) for residential purposes, or
- (c) it is rural residential land.

Farmland

- (2) Land is to be categorised as "**farmland**" if it is a parcel of rateable land valued as one assessment and its dominant use is for farming (that is, the business or industry of grazing, animal feedlots, dairying, pig-farming, poultry farming, viticulture, orcharding, bee-keeping, horticulture, vegetable growing, the growing of crops of any kind, forestry or any combination of those businesses or industries) which:
- (a) has a significant and substantial commercial purpose or character, and
 - (b) is engaged in for the purpose of profit on a continuous or repetitive basis (whether or not a profit is actually made).
 - (c) Land is not to be categorised as farmland if it is rural residential land.
 - (d) The regulations may prescribe circumstances in which land is or is not to be categorised as farmland.

Business

- (3) Land is to be categorised as "**business**" if it cannot be categorised as farmland or residential.

Rating Structure

The Norfolk Island Applied Laws Ordinance 2016, Item 35 - sets out the minimum amounts of ordinary rates the Regional Council must levy. It provides that in year one (year ended 30 June 2017) the Regional Council must levy at least \$500,000. In subsequent years the Regional Council must levy at least \$1 million.

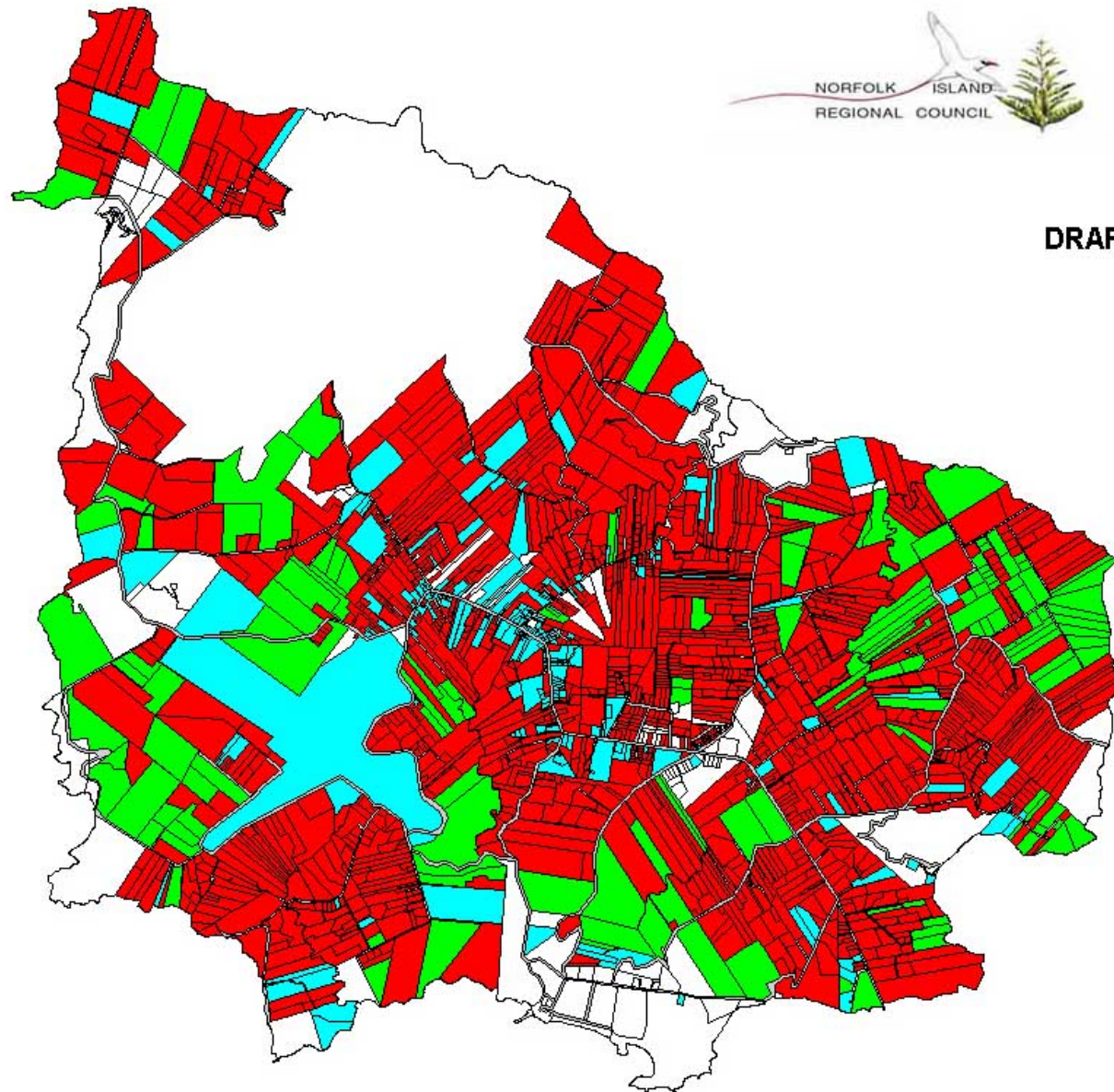
The Norfolk Island Regional Council has adopted a value-based rating system in compliance with the *Local Government Act 1993* (NSW)(NI). Ordinary rates are levied under section 494 of the Local Government Act and, special rates under section 495.

The proposed rating model was placed on public exhibition for 28 days and is summarised in the table below.






Category	Base Rate	Multiplier
Residential	\$240.00	0.00233824
Business	\$689.00	0.00557076
Farmland	\$199.00	0.00122285
Mining	\$0.00	0.00000000

The distribution of the yield is detailed in the table below.

Category	% of Yield	\$ Levied for each Category
Residential	63%	\$782,934.41
Business	32%	\$389,222.79
Farmland	5%	\$67,143.62
Mining	0%	\$0
	100%	\$1,239,300.82



DRAFT RATING CATEGORIES 2020 - 2021

-  Residential
-  Farmland
-  Business
-  Exempt
-  Roads

Rates and Charges Hardship Assistance Policy

Council updated the Hardship Policy to assist ratepayers on the 20 February 2019 (resolution 2019/20).

Exemptions

Current exemptions are only applicable under the *Local Government Act 1993 (NSW)(NI)* and the associated regulations, this includes Crown Land, the Hospital and the School. There are currently 165 properties which are exempt from land rates.

Interest

Interest on overdue amounts is set by NSW Office of Local Government, this amount is also adopted by the Norfolk Island Regional Council. This amount has not yet been defined for the 2020-2021 financial year, however, unless there is a change published by the Office of Local Government (OLG) then interest on overdue amounts for 2020-2021 will remain as 7.5%.

Arrears

The total balance of arrears at 30 March 2020 is \$455,270.97.

Statement of Fees to be Charged and the Pricing Policy of Goods and Services

Council fees for the 2020-2021 financial year are listed in the schedule of Fees and Charges.

In determining the appropriate fees to be charged for Council services and facilities in 2020-2021, the principle applied is that charges should be considered fair and equitable to the general community.

The range of services provided by Council to the community is incredibly diverse and requires different considerations when determining an associated fee or charge. The total fee or charge is determined having regard to the following categories:

Code	Description
A	Economic Cost Total cost of providing services for private good.
B	Community Service Services considered to have a level of benefit to the community. Generally, benefits are not solely confined to users. These services are partially funded by rates.
C	Regulated Charges Charges which are determined by legislation.
D	User Pays Principal Services under this category are such that individual costs can be determined and met by the user of the service.
E	Market Forces Services that Council operates in a competitive market. Charges are similar to other providers.
F	Cost Plus Services provided on a commercial basis with an amount of profit included.

Fees which appear in the scheduled of Fees and Charges identify the applicable pricing category.

Statement of Borrowings

Council has included no provision in 2020-2021 for borrowings to cover any shortfall in funding. Where grants are available which may allow construction of an asset sooner, then loans are used to attract or match that grant.

To provide for the future needs of our community, Council may borrow funds to provide infrastructure and community assets which are not able to be funded out of normal revenue sources. Loans allow Council to spread the cost of the asset over the length of the loan period, ensuring that both current and future generations contribute to paying for the asset. This is in accordance with the inter-generational equity principle. Council avoids borrowing for the annual recurring cost of asset renewals.

Acquired loans are based on periods which represent the economic life of the facility and/or asset, or a reasonable fixed term, whichever is the lesser. All loans are financed from an approved financial institution that offers the most competitive interest rate.

For information on Council's debt cover ratio refer to the Annual Financial Statements available on Council's website.

Statement of Private Works

The *Local Government Act 1993* (NSW)(NI) enables Council to carry out the following works for residents and organisations on private land:

- Paving and road making
- Kerbing and guttering
- Demolition and excavation
- Water, sewerage and drainage connections
- Land clearing and tree felling
- Tree planting and maintenance
- Fencing and ditching
- Miscellaneous works and services

Plant is to be charged at the prescribed rate adopted by council in the schedule of Fees and Charges. Where plant is hired with an operator, the following conditions apply:

- A charge for the appropriate operator is to be added to all vehicle and small plant hire rates
- Overtime rates may apply and hire rates should be adjusted accordingly
- Travelling time will be charged at full rate for plant
- Additional charges will apply if truck transport is required
- Minimum charge is one hour

Materials and Labour are to be charged at cost, plus an agreed overhead rate, this is to ensure that freight and waste charges are included in the total price.

Large contracts and Government works will be individually determined by quote as per financial delegations.

Statement of Business Government Activities

Council conducts the following commercial activities:

- Waste Management
- Airport

- Water Assurance (Sewer)
- Telecom
- Electricity
- Liquor Bond

Waste Management

Charges which apply to domestic and commercial waste management are determined in accordance with the recovery of costs to manage waste management on Norfolk Island.

Non-Commercial Waste Management Services

Non-recyclable waste disposal fee – box or bag/bin for volume up to 120 litres	\$2
Non-recyclable waste disposal fee – small truck/ute/trailer	\$10
Non-recyclable waste disposal fee – medium truck	\$15
Non-recyclable waste Disposal fee - large truck	\$20
Unsorted mixed truck load disposal fee	\$100

Commercial Waste Management Services

Non-recyclable waste disposal fee – box or bag/bin for volume up to 120 litres	\$4
Non-recyclable waste disposal fee – small truck/ute/trailer	\$15
Non-recyclable waste disposal fee – medium truck	\$20
Non-recyclable waste Disposal fee - large truck	\$25
RECYCLABLE waste Disposal fee – box or bag/bin for volume up to 120 litres	\$2
RECYCLABLE waste Disposal fee small truck	\$5
RECYCLABLE waste Disposal fee medium truck	\$10
RECYCLABLE waste Disposal fee large truck	\$15
Unsorted mixed truck load disposal fee	\$100

Airport

The Airport runway surface is currently being upgraded and is due for completion in October 2020. An array of Fees and charges for the delivery of airport operations are listed in the schedule of Fees and Charges for 2020-2021. It is not expected that any changes to these will be made within the financial year.

Water Assurance (Sewer)

Water assurance charges are set in accordance with the adopted schedule of Fees and Charges. Charges apply to all properties that are connected to the Islands sewer system (water assurance

scheme). The charges relate to the type of use of the property and in some cases the intended use and/or occupancy.

Telecom

Telecom fees and charges are set in the schedule of fees and charges under category F - Cost Plus. Cost Plus services are delivered on a commercial basis with an amount of profit included. It is anticipated that in the next financial year the 3G/4G telecommunications system will be active and, this will require a review of the fees and charges adopted as part of this Operational Plan.

Electricity

Charges which apply to Electricity are based on user pay to cover the cost of electricity generation and distribution on the Island. It is based on sharing the cost of the infrastructure and use of the poles and wires as well as the electricity itself.

The Electricity tariff remains unchanged at 70 cents/kwh.

Charges for Electricity per kWh	\$0.74
General Infrastructure Charge (grid access per quarter)	\$37.00
Development Charge (Photovoltaic access to grid fee per quarter). Charge multiplied by the total Kw capacity each quarter or part thereof.	\$26.00
Electricity Rebate – for seniors over the age of 65 years, one rebate per residence	\$25.00

Liquor Bond

The Liquor Bond prices both its wholesale and retail items at commercial rates. Pricing Policy E – Market Forces applies, however, there is currently limited competition in the market for these products.

BUDGET

Operational Plan - Annual Budget INCOME STATEMENT - 2020/2021

(\$000's)	2019/20 Budget	2020/21 Proposed	2020/21 SDA	2020/21 Group
Income from Continuing Operations				
Revenue:				
Rates and Annual charges	1,523	1,506	1	1,506
User charges and fees	14,651	8,346	2,620	10,966
Interest & Investment Income	363	332	-	332
Other revenue	4,705	4,663	207	4,870
Grants and Contributions for operating purposes	8,199	5,532	3,518	9,050
Grants and contributions for capital purposes	31,950	8,164	-	8,164
TOTAL INCOME FROM CONTINUING OPERATIONS	61,390	28,542	6,345	34,887
Expenses from Continuing Operations				
Employee benefits and costs	11,931	7,289	3,256	10,545
Borrowing costs	-	-	-	-
Materials and contracts	7,054	2,967	560	3,527
Depreciation and amortisation	4,787	4,328	-	4,328
Impairment	-	-	-	-
Other expenses	6,155	5,915	2,528	8,444
TOTAL EXPENSES FROM CONTINUING OPERATIONS	29,926	20,499	6,345	26,844
NET OPERATING RESULT FOR THE YEAR	31,464	8,043	0	8,043
BEFORE CAPITAL GRANTS AND CONTRIBUTIONS	- 486	(121)	0	(121)

Note:

1. Includes sewer charges

Operational Plan - Annual Budget

CASHFLOW STATEMENT 2020/21

\$'000	Notes	2019/20 Budget	2020/21 Proposed	2020/21 SDA	2020/21 Group
Cash Flows from Operating Activities					
Receipts:					
Rates & annual charges		1,471	1,461	-	1,461
User charges & fees		14,215	8,446	2,620	11,066
Investment & interest revenue received		363	332	-	332
Grants & contributions		38,099	13,696	3,518	17,214
Bonds, deposits & retention amounts received		-	-	-	0
Other		4,527	4,523	207	4,730
Payments:					
Employee benefit & costs		(11,931)	(7,289)	(3,256)	(10,545)
Materials & contracts		(7,054)	(2,967)	(560)	(3,527)
Borrowing costs		-	-	-	0
Bonds, deposits & retention amounts refunded		-	-	-	0
Other		(6,155)	(5,915)	(2,528)	(8,443)
NET CASH PROVIDED (OR USED IN) OPERATING ACTIVITIES		33,534	12,287	-	12,287
Cash Flows from Investing activities					
Receipts:					
Sale of investment securities		-	-	-	-
Sale of infrastructure, property, plant & equipment		-	-	-	-
Deferred debtor's receipts		-	-	-	-
Other investing activity receipts		-	-	-	-
Payments:					
Purchase of investment securities		-	-	-	-
Purchase of infrastructure, property, plant & equipment		(36,265)	(25,257)	-	(25,257)
Deferred debtors & advances made		-	-	-	-
NET CASH PROVIDED (OR USED IN) INVESTING ACTIVITIES		(36,265)	(25,257)	-	(25,257)
Cash Flows from Financing Activities					
Receipts:					
Proceeds from borrowings & advances		-	-	-	-
Payments:					
Repayment of borrowings & advances		-	-	-	-
NET CASH PROVIDED (OR USED IN) FINANCING ACTIVITIES		0	0	-	0
NET INCREASE/(DECREASE) IN CASH & CASH EQUIVALENTS		(2,731)	(12,970)	-	(12,970)
Plus: CASH & CASH EQUIVALENTS - beginning of year		16,500	13,769	-	13,769
CASH & CASH EQUIVALENTS - end of year		13,769	799	-	799

Assumptions

Rates & charges recovery rate	97.00%	97.00%
Debtor recovery rate	97.00%	97.00%
Investment interest rate	2.50%	0.90%
Overdue rates interest rate	7.50%	7.50%

Operational Plan - Annual Budget

STATEMENT OF FINANCIAL POSITION 2020/21

\$'000	Notes	2019/20 Budget	2020/21 Proposed
Assets			
Current Assets:			
Cash & cash equivalents		2,769	799
Investments		11,000	-
Receivables		1,901	2,179
Inventories		2,104	1,759
Other		-	-
Non-current assets classified as 'held for sale'		-	-
TOTAL CURRENT ASSETS		17,774	4,737
Non-Current Assets:			
Investments		-	-
Receivables		-	-
Inventories		-	-
Infrastructure, property, plant & equipment		168,632	187,277
Investments accounted for using the equity method		-	-
Investment property		-	-
Intangible assets		-	100
TOTAL NON-CURRENT ASSETS		168,632	187,377
TOTAL ASSETS		186,406	192,114
Liabilities			
Current Liabilities:			
Payables		1,561	1,446
Borrowings		-	-
Provisions		655	655
TOTAL CURRENT LIABILITIES		2,216	2,101
Non-Current Liabilities:			
Payables		-	-
Borrowings		-	-
Provisions		-	-
TOTAL NON-CURRENT LIABILITIES		-	-
TOTAL LIABILITIES		2,216	2,101
NET ASSETS		184,190	190,013
Equity			
Retained Earnings - current year (BCG)	-	486	-
Reserves			
Retained Earnings - accumulated		184,676	190,134
Council equity interest		184,190	190,013
Non-controlling interest		-	-
TOTAL EQUITY		184,190	190,013
		-	-

Operational Plan - Annual Budget

KEY PERFORMANCE INDICATORS (KPI) 2020/21

Local Government industry indicators	2019/20		2020/21		Benchmark
	Budget		Proposed		
1. Operating performance ratio					
Total continuing operating revenue excluding capital grants and contributions less operating expenses	- 486	-1.65%	- 121	-0.59%	> 0%
Total continuing operating revenue excluding capital grants and contributions	29,440		20,378		
2. Own source operating revenue ratio					
Total continuing operating revenue excluding all grants and contributions	21,241	72.15%	17,673	86.73%	> 60%
Total continuing operating revenue	29,440		20,378		
3. Unrestricted current ratio					
Current assets less all external restrictions	17,774	11.39	4,737	2.25	> 1.5x
Current liabilities less specific purpose liabilities	1,561		2,101		
4. Debt service cover ratio					
Operating result ⁽¹⁾ before capital excluding interest and depreciation/impairment/amortisation	4,301	-	4,207	-	> 2x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	-		-		
5. Rates, annual charges, interest and extra charges outstanding percentage					
Rates, annual and extra charges outstanding	457	30.00%	452	30.00%	< 10%
Rates, annual and extra charges collectible	1,523		1,506		
6. Cash expense cover ratio					
Current year's cash and cash equivalents plus all term deposits	13,769	4.93	799	0.78	> 3 mths
Monthly payments from cash flow of operating	2,795		1,024		

Operational Plan - Annual Budget

CAPITAL BUDGET 2020/2021

\$	Notes	New or Renewal(R eplace)	Carry Over	Proposed	Funding Source				Commitment
					2020/2021	Grant	Contribution	Loan	
Airport									
Airport Runway Reseal	The carry over and funding estimates will vary depending upon the amount of works that Boral complete by 30 June 2020	Renewal	14,049,807		14,049,807	6,942,807			7,107,000
Security Equipment - Equipment	Funding received in the 2019-20 financial year.	Renewal	226,800		226,800				226,800
Airport Fuel Farm									
Truck Shed	Safety Requirement	New		35,000	35,000				35,000
Dangerous Goods Shed	Safety Requirement	New		21,000	21,000				21,000
Fuel Workshop	Safety Requirement	New		29,000	29,000				29,000
Avgas Trailer System	Replace underground tank	Renewal		62,000	62,000				62,000
Filter Water Separator Jet - A1	Bail Bay Fuel Farm	Renewal		30,000	30,000				30,000
					-				-
			14,276,607	177,000	14,453,607	6,942,807	-	-	7,510,800
Airport ARFFS									
Install new pump & Motor		Renewal	10,000		10,000				10,000
Rosenbauer Spare Parts	50% community	Renewal		53,000	53,000				53,000
Water Pump new tank	50% community	Renewal		1,400	1,400				1,400
			10,000	54,400	64,400	-	-	-	64,400
Broadcasting									
Transmitter, backup modules - TV		Renewal	20,000		20,000				20,000
Electricity									
Batteries Council	Council Resolution 2018/210	New	2,200,000		2,200,000				2,200,000
Generator Council	Council Resolution 2018/210	New	200,000		200,000				200,000
			2,400,000	-	2,400,000	-	-	-	2,400,000
ICT									
Computer Hardware		Renewal	23,000		23,000				23,000
Upgrade Civica		Renewal	70,000		70,000				70,000
Upgrade human resources system		Renewal	30,000		30,000				30,000
					-				-
			123,000	-	123,000	-	-	-	123,000
Liquor Bond									
New Forklift battery	Needs replacing as not holding charge	Renewal		5,000	5,000				5,000
				-	5,000	-	-	-	5,000
Parks and Reserves									
Public Toilets-Rawson Hall and Burnt Pine Alley		New	99,000		99,000				99,000
					-				-
			99,000	-	99,000	-	-	-	99,000
Plant Operations									
Motorbikes (3) -Electricity		Renewal	15,000		15,000				15,000

\$	Notes	New or Renewal(R eplace)	Carry Over	Proposed	Funding Source				Commitment
					2020/2021	Grant	Contribution	Loan	
Tar Truck	Purchase from Boral	New		70,750	70,750				70,750
Power Screener unit	Purchase from Boral	New		260,000	260,000				260,000
Tipper Truck	Purchase from Boral	New		15,000	15,000				15,000
Dog Trailer	Purchase from Boral	New		5,000	5,000				5,000
Water Tank 8,500 litres	Purchase from Boral	New		10,000	10,000				10,000
General Manager vehicle	Currently leased	New		20,000	20,000				20,000
Desal Plant	Purchase from Boral	New		345,000	345,000	345,000			-
					-				-
			15,000	725,750	740,750	345,000	-	-	395,750
Roads									
Culverts x 169		Renewal	125,000		125,000				125,000
Road Reseals	Asphalt Roads by Boral: Council resolution 2019/141 17 July 2019	Renewal	5,065,000		5,065,000				5,065,000
			5,190,000	-	5,190,000	-	-	-	5,190,000
			-	-	-	-	-	-	-
Telecom									
4G phone network		New	1,854,772		1,854,772	876,101			978,671
Generators, batteries, refurb - Anson Bay		Renewal	91,816		91,816				91,816
Fibre Tester	Testing of existing Fibre network, testing of any new fibre installs ie airport fibre installation	New		20,000	20,000				20,000
Additional Eaton Rectifiers / Inverters	Currently No Spares for 4G Network	New		20,000	20,000				20,000
Additional Mobile 4G/3G Repeater	To cover black spot in the new mobile network	New		10,000	10,000				10,000
Small Generator for Mt Pitt	Needs to have a reliable power source for Mobile, Airport, Border Force	Renewal		10,000	10,000				10,000
ARIA PABX for hospital	IP PABX, will be leased by Hospital	Renewal		20,000	20,000				20,000
Mount Pitt Mast Maintenance	Estimate	Renewal		20,000	20,000				20,000
Cisco Backbone switch at Telecom	Upgrade of existing cheap switch carrying 4G and General Network	Renewal		8,000	8,000				8,000
Cisco Internal switches - \$3000 x 5	Upgrade of existing cheap switches carrying ALL Telecom network	Renewal		15,000	15,000				15,000
Cisco Backbone switch at Radio Station	Upgrade of existing cheap switch carrying Satellite Services	Renewal		4,000	4,000				4,000
Cisco Backbone switch at ANZCAN	Upgrade of existing cheap switch carrying 4G network and Satellite Services	Renewal		8,000	8,000				8,000
Cisco Backbone switch at Kingston	Upgrade of existing cheap switch carrying NIRC Network	Renewal		4,000	4,000				4,000
			1,946,588	139,000	2,085,588	876,101	-	-	1,209,487
Waste Management									
Metal Baler		New	26,000		26,000				26,000
Refurbish Toilets		Renewal	50,000		50,000				50,000
					-				-
			76,000	-	76,000	-	-	-	76,000
TOTAL CAPEX			24,156,195	1,101,150	25,257,345	8,163,908	-	-	17,093,437
Total excluding airport			10,106,388	1,101,150	11,207,538	1,221,101	-	-	9,986,437

Operational Plan - Annual Budget

INCOME STATEMENT 2020/2021 - Service/Function Areas

Unit	Service/Function	Rates & Annual Charges	User Charges & Fees	Interest Revenue	Other Revenue	Grants & Contributions	Total Operating Income	Employee Benefits	Materials & Contracts	Depreciation	Other Expenses	Allocation of Overheads	Total Expense	Surplus (Deficit)	
Governance	Office of the General Manager	-	-	-	-	-	-	417,582	63,500	1,000	152,300	634,382	-	-	
	Regional Council	-	-	-	-	-	-	-	1,500	38,000	130,500	170,000	-	-	
	Governance	-	-	-	-	-	-	50,808	2,000	-	288,950	341,758	-	-	
	Records Management	-	-	-	-	-	-	-	6,500	-	9,600	16,100	-	-	
	Finance	-	-	-	1,000	-	1,000	616,508	50,500	-	76,560	742,568	1,000	-	
	Risk and Internal Audit	-	-	-	-	-	-	-	-	-	153,671	153,671	-	-	
	Legal Services	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Customer Care	-	-	-	-	-	-	453,660	-	-	-	12,800	466,460	-	-
	Human Resources	-	-	-	-	-	-	549,182	48,175	-	90,000	687,357	-	-	
	ICT Services	-	-	-	-	10,000	10,000	329,763	116,000	53,000	269,100	757,863	10,000	-	
	Services Management	-	-	-	-	-	-	255,045	1,000	-	4,550	260,595	-	-	
	Facilities Management	-	18,000	-	-	-	-	18,000	360,271	90,000	153,000	232,450	817,721	18,000	-
	Facilities Repairs and Maintenance	-	-	-	-	-	-	-	-	44,000	-	-	44,000	-	-
	Works Management	-	10,000	-	-	7,000	-	17,000	174,055	15,000	81,100	64,150	317,305	17,000	-
	General Purpose Revenue	1,205,581	5,000	332,000	-	4,702,718	6,245,299	939,029	-	-	65,000	2,858,345	1,984,316	4,260,983	
Business	Waste Services	-	681,750	-	45,000	250,000	976,750	327,612	90,000	108,000	103,500	69,202	698,314	278,436	
	Airport	-	1,237,560	-	10,000	-	1,247,560	758,077	144,650	1,505,125	352,044	110,396	2,870,292	1,622,732	
	Sewerage Services	300,000	-	-	15,000	-	315,000	199,287	80,000	104,000	37,200	29,434	449,921	134,921	
	Telecom	-	1,536,686	-	1,426,335	-	2,963,021	486,562	1,412,339	466,046	441,015	112,238	2,918,200	44,821	
	Electricity	-	3,977,298	-	15,000	-	3,992,298	770,170	64,741	539,600	2,357,796	37,323	3,769,630	222,668	
Commercial	Liquor Mart	-	-	-	2,800,446	-	2,800,446	420,551	8,000	55,200	1,476,836	548,964	2,509,551	290,895	
	Norfolk Fuel	-	-	-	240,000	-	240,000	-	152,000	50,200	3,300	61,650	267,150	27,150	
	Tanalith Services	-	-	-	6,000	-	6,000	-	2,000	9,700	-	1,170	12,870	6,870	
	Cascade Quarry	-	31,000	-	-	-	31,000	-	37,000	-	31,100	14,982	83,082	52,082	
	Private Works	-	50,000	-	-	-	50,000	-	4,000	-	6,000	4,000	14,000	36,000	
	Plant Operations	-	-	-	-	-	-	-	167,000	192,500	1,258,246	260,636	638,110	638,110	
Community	Council and Community Housing	-	40,000	-	-	-	40,000	-	40,000	3,550	-	12,194	55,744	15,744	
	Broadcasting Services - Radio	-	40,000	-	-	-	40,000	76,831	17,800	10,400	47,360	60,956	213,347	173,347	
	Broadcasting Services - TV	-	-	-	-	-	-	-	-	-	10,000	1,200	11,200	11,200	
	Library	-	2,800	-	2,500	-	5,300	35,246	1,000	6,100	9,690	3,643	55,679	50,379	
	Registry, Courts and Lands	-	2,000	-	-	-	2,000	-	20	-	1,200	-	1,220	780	
	Tourism Services	-	120,000	-	3,000	390,000	513,000	278,150	11,000	9,000	562,900	146,379	1,007,429	494,429	
	Economic Development	-	-	-	-	-	-	-	100	-	100	2	202	202	
Operational	Environment, Parks and Reserves	-	-	-	20,000	-	20,000	276,663	93,503	14,000	147,750	37,234	569,150	549,150	
	Roads	-	550,000	-	4,000	188,949	742,949	517,307	100,000	892,000	273,000	267,346	2,049,653	1,306,704	
	Garage Operations	-	10,000	-	2,000	-	12,000	260,217	14,000	-	38,020	34,346	346,584	334,584	
	Works Store	-	-	-	6,000	-	6,000	150,481	5,000	6,520	267,700	4,297	433,998	427,998	
	Building and Development Control	-	20,000	-	-	-	20,000	379,442	44,000	-	22,700	31,230	477,372	457,372	
	Public Health and Safety	-	14,000	-	-	-	14,000	-	12,250	30,000	2,100	7,540	51,890	37,890	
	Emergency Services (NIRC)	-	-	-	-	-	-	-	1,000	-	2,500	665	4,165	4,165	
	Pest and Noxious Weed Control (NIRC)	-	-	-	-	-	-	84,892	27,000	-	31,600	27,263	170,755	170,755	
	Composting	-	-	-	50,000	-	50,000	-	-	-	65,500	-	65,500	15,500	
		2020-2021 Operating Totals	1,505,581	8,346,094	332,000	4,663,281	5,531,667	20,378,623	7,289,333	2,966,578	4,328,041	6,582,296	667,143	-20,499,105	-120,482
Total	SDA	-	2,620,000	-	206,500	3,518,085	6,344,585	3,255,809	560,323	-	1,861,310	667,143	6,344,585	-	
	Group Total	1,505,581	10,966,094	332,000	4,869,781	9,049,752	26,723,208	-10,545,142	-3,526,901	-4,328,041	-8,443,606	0	-26,843,690	-120,482	



Fees & Charges

Norfolk Island Regional Council

Table Of Contents

Norfolk Island Regional Council.....	7
Legislated Fees and Charges.....	7
Administration and Probate Act 2006.....	7
Administrative Review Tribunal Regulations 2002.....	7
Airport Act 1991.....	7
Airport Regulations 1992.....	7
Animals (Importation) Act 1983.....	8
Apiaries Act 1935.....	8
Associations Incorporations Regulations 2005.....	8
Auctioneers Act 1926.....	9
Brands and Marks Act 1949.....	9
Business Transactions (Administration) Act 2006.....	9
Schedule 1 – Sections 4 and 5 – Rates of levy.....	10
Conveyance of Leivable Property.....	10
Cheques (Duty) Act 1983.....	10
Community Title Act 2015.....	10
Preliminary examination of plan to be lodged with application before application is lodged.....	11
(a) for application for division of land by plan of community division.....	11
(b) for any other application.....	11
Application for division of land by plan of community division.....	11
(a) for examination of application.....	11
(b) for examination of plan of community division not subject to prior approval under.....	11
(c) for deposit of plan of community division.....	11
(d) for each lot requiring issue of certificate of title.....	11
(e) for filing of scheme description.....	12
(f) for filing of rules.....	12
(g) for filing of development contract.....	12
Application for amendment of deposited community plan.....	12
Application for division of development lot in pursuance of development contract and consequential amendment of community plan.....	12
Application for amalgamation of deposited community plans.....	12
Application for cancellation of deposited community plan.....	12
(a) for examination of application.....	12
(b) if application is for cancellation of primary plan.....	13
(c) for each certificate of title to be issued.....	13
Application to note Court order for cancellation of community plan.....	13
(a) for noting the order.....	13
(b) if application is for cancellation of primary plan.....	13
(c) for each certificate of title to be issued.....	13
Filing of notice of appointment, removal or replacement of administrator.....	13
Submission of outer boundary plan.....	13
Companies Regulation 1986.....	13
Lodging an application for a change of status.....	15
Lodging a copy of a special resolution.....	15
Return of allotment of shares.....	15
Lodging documents for the registration of a foreign company.....	15
Fundraising.....	15
Charges.....	15
Annual returns and accounts.....	15
Lodging an annual return of a public company, not being a company referred to in Item 24.....	16

Item 24.....	16
Late lodgment of a document.....	16
Dangerous Drugs Regulations 1998.....	16
Dogs Registration Act 1936.....	16
Dogs Registration Act 1936.....	16
Registration of a dog.....	16
Electricity (Licensing and Registration).....	16
Electricity Supply Act 1985.....	17
Electricity Supply Regulations 1986.....	17
Minimum charge where electricity supplied and read.....	18
Employment Regulations 1991.....	18
Fencing Act 1913.....	18
Firearms and Prohibitive Weapons Regulations 1998.....	18
Fuel Levy Act 1987.....	18
Health (Hairdressers) Regulations.....	18
Land Administration Fees Act 1996.....	18
Land Administration Fees Regulations 1997.....	19
Lighterage Act 1961.....	19
Livestock containers (whether occupied or not) for the carriage of.....	20
Goods in bags.....	20
Back-loading of empty collapsible reusable containers.....	20
Heavy lift surcharge.....	20
Other charges.....	20
Charges for lighterage service employees.....	20
Penalty rates.....	20
Waiting time.....	21
Standby time.....	21
Callout time.....	21
Liquor Act 2005.....	21
Special event permit.....	22
Local Government Act 1993 (NSW)(NI).....	22
Lotteries and Fundraising Act 1987.....	22
Mediation Act 2005.....	22
Mercantile Law Act 1959.....	22
Migratory Birds Act 1980.....	22
Norfolk Island Broadcasting Regulations 2002.....	23
For lodging an application for a Broadcasting Licence – Radio.....	23
For lodging an application for a Broadcasting Licence Television.....	23
Annual renewal fee for a Broadcasting Licence Radio.....	23
Annual renewal fee for a Broadcasting Licence Television.....	23
Pasturage and Enclosure Regulations 1949.....	23
Pharmacy Regulations.....	23
Planning Regulations 2004.....	23
Poisons and Dangerous Substances Act 1957.....	23
Pounds Act 1934.....	23
Public Reserves Act 1997.....	24
Registration of Births Deaths and Marriages Act 1963.....	24

Sale of Food Act 1950.....	24
Sale of Tobacco Act 2004.....	24
Slaughtering Act 1913.....	24
Surveys Act 1937.....	24
Traffic Act 2010.....	25
Registration of motor vehicles.....	25
Motor vehicles (other than trailers and motor cycles).....	25
Commercial vehicles.....	25
Trailers – other than trailers referred to in (3).....	26
Issue of number plates.....	26
Issue of replacement number plates.....	26
Trees Act 1997.....	26
Waste Management Regulation 2004.....	26
Water Assurance Fees and Charges.....	27
Water Assurance Act 1991.....	27
Telecom Fees and Charges.....	29
1. Line charges.....	29
2. Telephone landline charges.....	29
3. Minutes per month.....	29
4. Option extras.....	30
5. Connection fees for new service.....	30
6. Relocation fee.....	30
7. Miscellaneous.....	30
8. Internet – ADSL Service (20.1).....	30
9. Internet – ADSL Plan ADSL 10.....	31
10. Internet – ADSL Plan ADSL 30.....	31
11. Internet – ADSL Plan ADSL 50.....	31
12. Internet – ADSL Plan ADSL 90.....	32
13. Internet – ADSL Plan ADSL 180.....	32
14. Internet – ADSL On Hold (20.4).....	32
15. Internet – ADSL Plan Priority Support (20.5).....	32
16. Internet – ADSL Option Multisite (20.6).....	32
17. Internet – ADSL Modem Lease.....	33
18. Internet – Hotspot (20.7).....	33
19. Internet – Accommodation Service HotSpot (20.8).....	33
20. Internet – Other Services.....	33
Web page hosting.....	33
21. ISP Notes.....	33
22. Prepaid GSM Mobile.....	34
23. Telephone Landline & GSM Mobile – Peak/Off-Peak Times.....	35
Planning & Building (development) Fees and Charges.....	36
Use or Development.....	36
Waste Management.....	41
Waste and environment.....	41
Environment (non-commercial).....	41

Environment (commercial).....	41
Events bin hire.....	41
Crushed glass (purchase).....	41
Environment – asbestos charges.....	41
Green waste disposal.....	42
Compost charge resale.....	42
Disposal of vehicles.....	42
Fire service.....	43
Gas / air recharge.....	43
Extinguishers.....	43
Agents recharge.....	43
Equipment.....	43
Community fire service.....	44
Fire / alarm reports.....	44
Fire permits.....	44
Fire system monitoring.....	44
Fire standby.....	44
Training.....	44
Call Outs to Deliberate/Unattended Fires.....	45
Call outs to automatic fire alarms.....	45
Call Outs to Deliberate/Unattended Fires.....	46
Hydrant Testing.....	47
Works Depot.....	48
Weighbridge.....	48
Rock (Portion 44a) – add weighbridge use charge to these fees.....	48
Rock (Portion 5a1) – add weighbridge use charge to these fees.....	48
Airport.....	48
Electricity.....	48
Water assurance – use of effluent disposal pit.....	48
Marquees / Furniture.....	48
Hire per week – large marquee.....	48
Hire per week – small marquee.....	49
Plant.....	49
Private works.....	50
Miscellaneous.....	51
Library.....	51
Subscription rates.....	51
Liquor bond.....	51
Museums.....	51
Radio sponsorship.....	51
Rawson hall.....	52
Research centre (No.9 quality row).....	52
Copying and printing.....	52
Visitors Information Centre.....	52

Information Technology (IT) Services	53
Airport	53
Hire Fees	53
Finance	53

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Norfolk Island Regional Council

Legislated Fees and Charges

Administration and Probate Act 2006

Commission of executors etc. and curator Commission	5% on money in the estate collected, including money received as income or from the realisation of assets of the estate; and (a) 1% on the value, as fixed by the curator, of unrealised real and personal property in the estate transferred or delivered unconverted into money to a person entitled to the property under the will or intestacy, or (b) of \$100		C
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Administrative Review Tribunal Regulations 2002

Application for review	\$485.00	\$495.00	C
Application for review – social service recipient	\$48.00	\$49.00	C
Other applications	\$28.00	\$29.00	C

Airport Act 1991

Landing and Take Off Fees – 3 per passenger or 1.5 per 1,000kgs		\$85 or \$43	E
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Airport Regulations 1992

Regular Passenger Transport Services (RPT Services) (Embarking and Disembarking Passengers)	\$45.00	\$50.00	E
Regular Passenger Transport Services (RPT Services) (Embarking and Disembarking Passengers) – Unserved Route Concession	Unserved route concession, percentage of the RPT as negotiated with individual airlines		E
After hours' attendance between 1500 hours and 0700 hours	\$45.00	\$80.00	D
Fuel spill clean up	\$51.35 minimum or actual costs		D
Passenger and baggage screening per departing flight	\$380.00	\$380.00	D
Delay fees (unscheduled and ongoing)	\$2.70	\$2.70	D
Delay fees (diversions)	\$2.70	\$2.70	D
Sorting and disposal of waste (not including lavatory waste)	\$100.00	\$100.00	D
ARFFS per flight (movement fee)	\$2.60	\$5.20	D
Coverage for delayed RPT flights	\$2.70	\$2.70	D
Non RPT charter (5 passengers or more)	\$45.00	\$45.00	D

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Airport Regulations 1992 [continued]

After hours' attendance between 1500 hours and 0700 hours	\$45.00	\$80.00	D
Non RPT passenger and baggage screening services	\$700.00	\$700.00	D
ARFFS coverage requested per CAT 6 and below Non-ETOPS (one off callout fee)	\$1,000.00	\$1,000.00	D
In addition to other service fees			
Movement fees – Non RPT charter with (less than 5 passengers) per 1000 kg	\$33.80	\$33.80	D
Movement fee – General Aviation Aircraft including helicopters per 1000 kg	\$33.80	\$33.80	D
Movement fee – Military Aircraft per 1000 kg	\$33.80	\$33.80	D
Parking fee MTOW in excess of 20,000 kgs per hour or part thereof	\$64.50	\$64.50	D
Permanent parking fee per annum	\$215.00	\$215.00	D
Runway light per hour or part thereof	\$60.00	\$60.00	D
Apron security lighting charge per hour or part thereof	\$60.00	\$60.00	D
ASIC Application and processing	\$190.00	\$190.00	D
Commercial activity – lease per square metre per week (short term lease)	\$25.00	\$25.00	D
Security Deposit – Regular public passenger transport service; or Regular Public Transport service by charter	Sum equal to the total of 3 months estimated landing charges payable by the operator under these regulations, or \$50,000, whichever is the greater amount		C

Animals (Importation) Act 1983

Dog	\$85.00	\$85.00	C
Cat	\$85.00	\$85.00	C
Bird	\$85.00	\$85.00	C
Fish	\$140.00	\$140.00	C
All other animals	\$85.00	\$85.00	C

Apiaries Act 1935

Registration of Apiary	\$85.00	\$85.00	C
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Associations Incorporations Regulations 2005

Approval of Notice	\$28.00	\$29.00	C
Approval of an application	\$28.00	\$29.00	C
Approval of an application	\$55.00	\$56.00	C
Issue of a certificate of incorporation s11	\$85.00	\$85.00	C
Issue of a certificate of incorporation s21	\$28.00	\$29.00	C
For filing a copy of a balance sheet with the Registrar	\$28.00	\$29.00	C
Lodging an application for exemption from filing a copy balance sheet	\$28.00	\$29.00	C
Certificate of the Registrar	\$28.00	\$29.00	C

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Associations Incorporations Regulations 2005 [continued]

Filing a notice	\$28.00	\$29.00	C
Filing a document with the Registrar within the time specified by the Act	\$28.00	\$29.00	C
Filing a document with the Registrar where the time specified by the Act for filing the document has expired	\$55.00	\$56.00	C
Inspection of all or any of the documents filed with the Registrar in respect of an incorporated association	\$28.00	\$29.00	C
Issuing a document relating to an incorporated association by post or by facsimile transmission or other electronic means	\$28.00	\$29.00	C

Auctioneers Act 1926

Annual licence – Charitable	\$28.00	\$29.00	C
Annual licence – all others	\$200.00	\$205.00	C
Licence – Less than 12 months		Pro Rata	C
Temporary licence to clerk or deputy of licensed auctioneer	\$55.00	\$56.00	C

Brands and Marks Act 1949

Inspection of Register	\$14.00	\$14.00	C
Registration of brand or mark	\$14.00	\$14.00	C

Business Transactions (Administration) Act 2006

Reduction of leviabale value of leviabale property if conveyed to partner on retirement or dissolution of partnership	\$20.00	\$20.00	C
Interest payable on refunded levy	Interest per annum. Prescribed rate of repayment – if not prescribed 13%		C
Levy to be rounded down	Levy to be in multiple of 5 cents		C

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Schedule 1 – Sections 4 and 5 – Rates of levy

Conveyance of Leviable Property

(1) Conveyance other than a conveyance of leviable property to which the Land Administration Fees Act 1996 applies, and other than a conveyance of a description referred to in paragraph (2), (3), (4) or (5).	Where the amount of the consideration or the unencumbered value of the property the subject of the conveyance or transfer (whichever is the higher) – levy on the amount or the unencumbered value (the value), calculated in accordance with the formula – $D = 4 \times V$ Where: D = the levy payable in \$ and V = the value 100 Note for a value of \$150,000 the formula becomes: $D = 4 \times 150,000/100 = \$6,000$		C
(2) Conveyance to or by persons as joint tenants where one or more of those persons retains an interest in the property the subject of the conveyance	Where the amount of the consideration or the unencumbered value of the property the subject of the conveyance or transfer (whichever is the higher) – levy on the amount or the unencumbered value (the value), calculated in accordance with the formula – $D = 4 \times V$ Where: D = the levy payable in \$ and V = the value 100 Note for a value of \$150,000 the formula becomes: $D = 4 \times 150,000/100 = \$6,000$		C
(3) Conveyance made subsequent to and in conformity with an agreement or agreements for the conveyance and the agreement or agreements has or have been stamped with ad valorem levy	\$14.00	\$14.00	C
(4) A transfer of, or an agreement to transfer, leviable property subject to a declaration of trust to a trustee if ad valorem levy has been paid on the declaration of trust in respect of the same leviable property	\$14.00	\$14.00	C
(5) A declaration of trust that declares the same trusts as those on which and subject to which the same leviable property was transferred to the person declaring the trust if ad valorem levy has been paid on the transfer or the agreement to transfer	\$14.00	\$14.00	C

Cheques (Duty) Act 1983

Duty per cheque	\$0.20	\$0.20	C
Duty – using stamps	\$0.20	\$0.20	C
Authority to bankers	20 cents for each cheque form		C

Community Title Act 2015

Application to amend schedule of lot entitlements	\$140.00	\$140.00	C
Filing of copy of certified scheme description as amended	\$140.00	\$140.00	C

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Community Title Act 2015 [continued]

Filing of certified copy of rules as varied	\$140.00	\$140.00	C
Maximum fee for purchase from body corporate of copy of rules	\$28.00	\$28.00	C
Fee for purchase from Registrar of copy of rules filed with plan of community division	\$55.00	\$55.00	C
Filing of certified copy of development contract as varied or agreement to terminate development contract	\$140.00	\$140.00	C
Maximum fee for purchase from body corporate of copy of development contract	\$28.00	\$28.00	C
Fee for purchase from Registrar of copy of development contract filed with plan of community division	\$55.00	\$55.00	C
Fee for re-examination of plan when amended after approval for deposit is given	\$115.00	\$115.00	C
Lodgment of any other document required by this Act	\$140.00	\$140.00	C

Preliminary examination of plan to be lodged with application before application is lodged

(a) for application for division of land by plan of community division

(i) if there are 6 lots or less	\$455.00	\$455.00	C
(ii) if there are more than 6 lots	\$910.00	\$910.00	C

(b) for any other application

Fee	\$455.00	\$455.00	C
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Application for division of land by plan of community division

(a) for examination of application

Fee	\$370.00	\$370.00	C
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(b) for examination of plan of community division not subject to prior approval under

(i) if there are 6 lots or less	\$455.00	\$455.00	C
(ii) if there are more than 6 lots	\$910.00	\$910.00	C

(c) for deposit of plan of community division

Fee	\$115.00	\$115.00	C
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(d) for each lot requiring issue of certificate of title

Fee	\$55.00	\$55.00	C
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Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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(e) for filing of scheme description

Fee	\$140.00	\$140.00	C
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(f) for filing of rules

Fee	\$140.00	\$140.00	C
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(g) for filing of development contract

Fee	\$140.00	\$140.00	C
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Application for amendment of deposited community plan

(a) for examination of application	\$285.00	\$285.00	C
(b) for examination of plan to be substituted or sheets of plan to be substituted or added if plan not subject to prior approval under	\$455.00	\$455.00	C
(c) for each lot requiring issue of certificate of title	\$55.00	\$55.00	C
(d) for filing of amended scheme description	\$140.00	\$140.00	C

Application for division of development lot in pursuance of development contract and consequential amendment of community plan

(a) for examination of application	\$285.00	\$285.00	C
(b) for examination of plan to be substituted or sheets of plan to be substituted or added if plan not subject to prior approval	\$455.00	\$455.00	C
(c) for each lot requiring issue of certificate of title	\$55.00	\$55.00	C

Application for amalgamation of deposited community plans

(a) for examination of application	\$285.00	\$285.00	C
(b) for examination of plan of community division not subject to prior approval	\$455.00	\$455.00	C
(c) for deposit of plan of community division	\$115.00	\$115.00	C
(d) for each lot requiring issue of certificate of title	\$55.00	\$55.00	C
(e) for filing of scheme description	\$140.00	\$140.00	C
(f) for filing of rules	\$140.00	\$140.00	C

Application for cancellation of deposited community plan

(a) for examination of application

Fee	\$285.00	\$285.00	C
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Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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(b) if application is for cancellation of primary plan

(i) for examination of plan that delineates outer boundaries of primary parcel	\$455.00	\$455.00	C
(ii) for filing of plan	\$115.00	\$115.00	C

(c) for each certificate of title to be issued

Fee	\$55.00	\$55.00	C
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Application to note Court order for cancellation of community plan

(a) for noting the order

Fee	\$285.00	\$285.00	C
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(b) if application is for cancellation of primary plan

(i) for examination of plan that delineates outer boundaries of primary parcel	\$455.00	\$455.00	C
(ii) for filing of plan	\$115.00	\$115.00	C

(c) for each certificate of title to be issued

Fee	\$55.00	\$55.00	C
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Filing of notice of appointment, removal or replacement of administrator

Fee	\$140.00	\$140.00	C
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Submission of outer boundary plan

(a) for examination of plan	\$910.00	\$910.00	C
(b) for filing of plan	\$115.00	\$115.00	C

Companies Regulation 1986

Prescribed fees	\$28.00	\$29.00	C
Lodging an application for registration as auditor or liquidator	\$28.00	\$200.00	C
Lodging an application 42(1)(c) for registration as a liquidator of a specified corporation	\$28.00	\$200.00	C
Lodging a statement	\$14.00	\$14.00	C
Lodging a statement made in the capacity of auditor or liquidator	\$28.00	\$29.00	C
Lodging a statement	\$28.00	\$29.00	C
A search as to the availability of any names proposed to be adopted or used by a corporation or intended corporation, in respect of each name searched	\$28.00	\$29.00	C
Lodging an application for the reservation of a name or for the extension of a reservation	\$28.00	\$29.00	C

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Companies Regulation 1986 [continued]

Lodging an application for the approval of the Registrar to the change of name of a company, other than a change of name directed by the Registrar under subsection 85(3) or a change of name under subsection 86(2)	\$140.00	\$140.00	C
Submission of a memorandum and articles for the registration of an intended company having a share capital	\$1,136.00	\$1,136.00	C
Additional fee – memorandum and articles consist of more than 20 pages, for each page in excess of 20	\$9.00	\$9.00	C
Each whole amount of \$1,000 by which the share capital exceeds \$10,000	\$9.00	\$9.00	C
Submission of a memorandum and articles for the registration of an intended company not having a share capital	\$850.00	\$850.00	C
Additional fee – memorandum and articles consist of more than 20 pages, for each page in excess of 20	\$3.00	\$3.00	C
Lodging a copy of a resolution altering a provision or provisions of the memorandum or articles of a company, or the memorandum and articles of a company	\$28.00	\$29.00	C
Additional fee – where the resolution alters the memorandum of a company by increasing its share capital, for each whole amount of \$1,000 by which the share capital is increased beyond \$10,000	\$3.00	\$3.00	C
Application for licence	\$70.00	\$70.00	C
Lodging an application for the approval of the alteration or proposed alteration of the memorandum or articles of a company	\$28.00	\$29.00	C
Lodging an annual return of a proprietary company that is not an exempt proprietary company	\$995.00	\$495.00	C
Lodging an annual return of an exempt proprietary company	\$995.00	\$495.00	C
Lodging with the Registrar an annual return for a company that has been granted local company status	\$215.00	\$215.00	C
Lodging an annual return or a balance sheet and profit and loss account of a registered foreign company	\$995.00	\$495.00	C
Lodging an application for transfer for incorporation	\$1,420.00	\$995.00	C
Lodging any document for the lodging of which a fee is not provided by any other item	\$28.00	\$29.00	C
Defunct companies – lodging an application to the Registrar to exercise the powers conferred	\$28.00	\$29.00	C
An act done by the Registrar as representing a defunct company or its liquidator	\$28.00	\$29.00	C
An act done by the Registrar	\$28.00	\$29.00	C
Inspection of documents that are lodged by or in relation to a particular corporation or other person	\$14.00	\$14.00	C
For any enquiry, other than an enquiry in person, involving an inspection to which Item 48 refers	\$14.00	\$14.00	C
Supply of a photocopy of a document, for each page in addition to the fee payable under Item 48 or 49	\$6.00	\$6.00	C
For a certificate issued by the Registrar other than a certificate in section 70(2) or 590(7)	\$28.00	\$29.00	C
Supply of a certified copy of, or the supply of a certified copy of an extract from, a document filed or lodged with the Registrar – for one page	\$28.00	\$29.00	C
Supply of a certified copy of an extract from, a document filed or lodged with the Registrar – Additional page	\$28.00	\$29.00	C
Production by the Registrar pursuant to a subpoena, of a document in its custody	\$28.00	\$29.00	C
In addition, for each 2 pages or less of the document produced	\$6.00	\$6.00	C

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Companies Regulation 1986 [continued]

Act that the Registrar is required or authorised to do upon the request of a person and for which a fee is not prescribed by any other item	\$28.00	\$29.00	C
Lodging with the Registrar a copy of the notice and of the statement referred to in paragraph 193	\$28.00	\$29.00	C

Lodging an application for a change of status

(a) in respect of an application by a company limited by guarantee to convert to a company limited both by shares and guarantee	\$625.00	\$625.00	C
(b) in respect of an application other than an application referred to in paragraph (a)	\$28.00	\$29.00	C

Lodging a copy of a special resolution

Fee	\$28.00	\$29.00	C
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Return of allotment of shares

On lodging a return of allotment of shares, for each whole \$1,000, or incomplete part thereof, of the nominal amount of the shares allotted	\$9.00	\$9.00	C
Paragraph of item 7 or the second paragraph of item 9			
Note: No fee is payable under this item where the shares referred to in the return are an allotment of share capital in respect of which a fee was paid under the third			

Lodging documents for the registration of a foreign company

Fee	\$570.00	\$570.00	C
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Fundraising

Lodging an application for the approval of a trustee for debenture holders	\$28.00	\$29.00	C
Lodging an application to the Registrar	\$140.00	\$140.00	C
Lodging an application to the Registrar	\$140.00	\$140.00	C

Charges

Lodging a notice	\$140.00	\$140.00	C
Lodging a notice	\$140.00	\$140.00	C
Lodging a memorandum	\$140.00	\$140.00	C

Annual returns and accounts

Annual returns and accounts – lodging an application to the Registrar 339(4)	\$28.00	\$29.00	C
Annual returns and accounts – lodging an application to the Registrar s343	\$140.00	\$140.00	C

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Lodging an annual return of a public company, not being a company referred to in Item 24

Fee	\$995.00	\$495.00	C
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Item 24

(a) is formed for a purpose referred to in paragraph 86(1)(a)	\$70.00	\$70.00	C
(b) applies its profits (if any) or other income in promoting its purpose; and		As above	C
(c) prohibits the distribution of its income or property among its members		As above	C

Late lodgment of a document

(a) if lodged within one month after the prescribed time	\$43.00	\$44.00	C
(b) if lodged more than one month, but within 3 months, after the prescribed time	\$130.00	\$130.00	C
(c) if lodged more than 3 months after the prescribed time	\$170.00	\$170.00	C

Dangerous Drugs Regulations 1998

Fee payable for the grant of a licence	\$28.00	\$28.00	C
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Dogs Registration Act 1936

Dog – Certificate of registration	\$14.00	\$14.00	C
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Dogs Registration Act 1936

Registration of a dog

Male dog (entire)	\$85.00	\$85.00	C
Male dog (neutered)	\$29.00	\$30.00	C
Female dog (entire)	\$85.00	\$85.00	C
Female dog (spayed)	\$29.00	\$30.00	C
Registration made after 30 June in any year, is 50% of the above fee		50% of normal fee	C

Electricity (Licensing and Registration)

Issue of electrical contractor's licence	\$30.00	\$30.00	C
Renewal of electrical contractor's licence	\$20.00	\$20.00	C
Duplicate electrical contractor's licence	\$5.00	\$5.00	C
Issue of certificate of registration as electrical mechanic	\$20.00	\$20.00	C
Duplicate certificate of registration as an electrical mechanic	\$5.00	\$5.00	C

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Electricity Supply Act 1985

Charges for electricity	\$0.70	\$0.70	D
General infrastructure Charge (Grid Access) (per quarter)	\$37.00	\$37.00	D
Development Charge (Photovoltaic access to grid fee) Solar infrastructure Access	\$26.00 multiplied by total Kw capacity each quarter or part thereof		D
Electricity Rebate – Seniors	\$25 per quarter - Seniors 65 years and above (one per residence)		B

Electricity Supply Regulations 1986

Single phase meter	\$2.00	\$2.00	C
0.06 fee units per three months or part if read three monthly; and if read monthly one third of that sum per month or part rounded up to the nearest ten cents			
3-phase meter	\$6.00	\$6.00	C
0.2 fee units per three months or part if read three monthly; and if read monthly one third of that sum per month or part rounded up to the nearest ten cents			
Reading fee for meters requested to be read on a monthly basis	\$17.00	\$17.00	C
Reading fee for termination of supply	\$17.00	\$17.00	C
Meter testing	\$48.00	\$48.00	C
New installation where time for inspection and connection does not exceed one hour	\$85.00	\$85.00	C
New installation where time for inspection and connection exceeds one hour – at the rate, for each authorised officer and assistant required	\$48.00	\$48.00	C
Addition to existing installation where time for inspection and connection does not exceed one hour	\$55.00	\$55.00	C
Addition to existing installation where time for inspection and connection exceeds one hour – at the rate, for each authorised officer and assistant required	\$48.00	\$48.00	C
Inspection only at the rate, for each authorised officer and assistant required	\$48.00	\$48.00	C
Reconnection	\$48.00	\$48.00	C
Re-inspection	\$48.00	\$48.00	C
Inspection and connection of generator	\$28.00	\$28.00	C
Service call during hours 7 a.m. to 3.30 p.m. Monday to Friday at the rate, for each authorised officer and assistant required	\$48.00	\$48.00	C
Service calls at other times	\$85.00	\$85.00	C
Installation of service mains; alterations to the supply of electricity to a consumer; alterations resulting from the failure of a consumer to comply with the terms and conditions of supply of electricity; and alterations to the supply of electricity made at the request of a consumer	140% of the sum of: (i) the cost of materials; and (ii) the cost of labour charged at a rate of \$25 per hour		C
The charge per unit of electricity measured by a meter shall be varied by determination	Measured by a meter and shall be varied by determination		C
Inspection and connection of solar energy generation facilities – new installation where time for inspection and connection does not exceed one hour	\$85.00	\$85.00	C
Fee for an accredited installer's certificate of compliance under regulation 34A – where time for inspection and connection exceeds one hour – at the rate, for each authorised officer and assistant required	\$48.00	\$48.00	C

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Electricity Supply Regulations 1986 [continued]

Addition to existing solar installation	\$55.00	\$55.00	C
Where time for inspection and connection does not exceed one hour	\$48.00	\$48.00	C
Where time for inspection and connection exceeds one hour – at the rate, for each authorised officer and assistant required	\$48.00	\$48.00	C

Minimum charge where electricity supplied and read

(a) once per three monthly charging period	\$28.00	\$28.00	C
(b) monthly	\$28.00	\$28.00	C

Employment Regulations 1991

Workers Compensation Levy	\$0.30	\$0.30	C
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Fencing Act 1913

Registration of fence	\$60.00	\$60.00	C
Inspect Register	\$14.00	\$14.00	C

Firearms and Prohibitive Weapons Regulations 1998

Application for licence	\$55.00	\$55.00	C
Prescribed form and fee for application for permit	\$55.00	\$55.00	C
Permit application fee	\$55.00	\$55.00	C

Fuel Levy Act 1987

Fuel Levy	\$0.25	\$0.25	C
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Health (Hairdressers) Regulations

Application to register premises	\$14.00	\$14.00	C
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Land Administration Fees Act 1996

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Land Administration Fees Act 1996 [continued]

Land Administration fee	\$250 or 2% of the value up to \$250,000, 3% of the value between \$251,000 - \$500,000 and 4% thereafter or \$250 or 3% of the value		C
	Last YR Fee \$250 or 2% of the value up to \$250,000, 3% of the value between \$251,000 - \$500,000 and 4% thereafter or \$250 or 3% of the value make BTL the same when a decision is made.		
Registration fee	\$95.00	\$95.00	C

Land Administration Fees Regulations 1997

Fee for registration of subdivision	\$140.00	\$145.00	C
Fee to search register	\$14.00	\$14.00	C
Obtaining a copy of a document referred to in section 30 of Land Titles Act	\$1.00	\$1.00	C
Certified copy of a registered title	\$28.00	\$29.00	C
Fee for inspection of documents	\$14.00	\$14.00	C
Obtaining a copy of a document referred to in section 148	\$1.00	\$1.00	C

Lighterage Act 1961

General Cargo	\$40m3 or per tonne whichever is the greater		F
All cargo not otherwise expressly specified [commences after the discharge of Norfolk Guardian Voyage 155, eta July 2018]			
Timber in excess of 3 metres in length	\$48m3 or per tonne whichever is the greater		F
Timber 3 metres or less in length	\$40m3 or per tonne whichever is the greater		F
Provided the importer identifies the cargo to be charged at this rate to the Lighterage Manager at the time the cargo is landed [commences after the discharge of Norfolk Guardian Voyage 155, eta July 2018]			
Carriage of Passengers by Lighterage Service	\$264.00	\$264.00	D
Charge when less than 300 tonnes	Difference between the actual tonnage handled and 300 tons multiplied by \$23.23		D
This charge is in addition to any other charges specified			

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Livestock containers (whether occupied or not) for the carriage of

(i) Equine or bovine animals (per Container)	\$105.00	\$105.00	F
(ii) Animals other than equine or bovine (per Container)	\$35.00	\$35.00	F

Bulk items in bags such as flour, bran, pollard, wheatmeal, potatoes, onions, stock feed, fertiliser. (for clarification this rate applies to goods supplied in bulk, not to a bag containing individual packages).

Goods in bags

Fee (per Tonne)	\$40.00	\$40.00	F
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Bulk items in bags such as flour, bran, pollard, wheatmeal, potatoes, onions, stock feed, fertiliser. (for clarification this rate applies to goods supplied in bulk, not to a bag containing individual packages).

Back-loading of empty collapsible reusable containers

Fee (per m3 or tonne whichever is the greater)	\$14.40	\$14.40	F
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Heavy lift surcharge

2.001 to 2.500 tonnes (inclusive)	\$10.50	\$10.50	F
2.501 to 3.000 tonnes (inclusive)	\$13.50	\$13.50	F
3.001 to 3.500 tonnes (inclusive)	\$16.70	\$16.70	F
3.501 to 4.000 tonnes (inclusive)	\$19.80	\$19.80	F
4.001 to 4.500 tonnes (inclusive)	\$28.50	\$28.50	F
4.501 to 5.000 tonnes (inclusive)	\$43.40	\$43.40	F
5.001 to 6.000 tonnes (inclusive)	\$58.30	\$58.30	F
6.001 and over	\$69.40	\$69.40	F

Other charges

Length Surcharge	\$3.90	\$3.90	F
A length surcharge shall apply on each complete metre by which the cargo exceeds 12 metres in length			
1. Double Lighters	Charge payable is twice the charges that would otherwise be payable		F
Where cargo is of a nature, size or weight that requires its carriage by two lighters joined together			
2. Double Lighters	\$300 per day		F
3 metre carrier frame hire			

Charges for lighterage service employees

Penalty rates

Monday to Friday – more than 8 hours worked in a day	\$23.75	\$23.75	D
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Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Penalty rates [continued]

Saturday – less than 8 hours worked in a day	\$23.75	\$23.75	D
Saturday – more than 8 hours worked in a day	\$30.00	\$30.00	D
Sunday and Public Holidays	\$30.00	\$30.00	D

Waiting time

Paid for the period when a machinery on board the vessel or rain prevents discharge	\$23.75	\$23.75	D
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Standby time

(i) Paid for the period of standby when the vessel fails to arrive at the advised time and labour is asked to standby	\$30.00	\$30.00	D
(ii) Paid for the period of standby when the first inspection of sea conditions is unfavourable and labour is asked to standby until a second broadcast is made	\$30.00	\$30.00	D

Callout time

Paid for the period when labour is called for work but sea conditions prevent discharge	\$30.00	\$30.00	D
Subject to a minimum of 4 hours being paid			

Liquor Act 2005

Regulations were repealed in 2019, update the legislative reference to reflect the Act

Application for general licence	\$570.00	\$570.00	C
Renewal of a general licence	\$570.00	\$570.00	C
If there is a period of less than 12 months between the grant of a general licence and the application for renewal, the licence fee payable by the licensee for the renewal	\$570.00	\$570.00	C
Application for restaurant Licence	\$570.00	\$570.00	C
Renewal of restaurant licence	\$570.00	\$570.00	C
Application for Club licence	\$570.00	\$570.00	C
Renewal of Club licence	\$570.00	\$570.00	C
If there is a period of less than 12 months between the grant of a restaurant licence and the application for renewal, the licence fee payable by the licensee for the renewal	\$570.00	\$570.00	C
Application for manufacturer's licence	\$570.00	\$570.00	C
Renewal of manufacturer's licence	\$570.00	\$570.00	C
Application BYO licence	\$570.00	\$570.00	C
Renewal BYO licence	\$570.00	\$570.00	C
Variation of licence	\$85.00	\$85.00	C
Relocation of licence	\$570.00	\$570.00	C
Transfer of licence	\$85.00	\$85.00	C

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Liquor Act 2005 [continued]

Objection to application	\$85.00	\$85.00	C
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Special event permit

Annual	\$285.00	\$285.00	C
7 days	\$225.00	\$225.00	C
1 night	\$55.00	\$55.00	C
Any other event	\$55.00	\$55.00	C

Local Government Act 1993 (NSW)(NI)

Certificate as to Rates and Charges	\$85.00	\$85.00	C
Interest charge on unpaid rates		7.50%	C

Lotteries and Fundraising Act 1987

Application for registration as registered association	\$28.00	\$29.00	C
Application to conduct prescribed scheme	\$6.00	\$6.00	C
Application to conduct prescribed scheme	\$6.00	\$6.00	C

Mediation Act 2005

Application to be registered as a mediator	\$85.00	\$85.00	C
Application to renew registration as a mediator	\$43.00	\$44.00	C

Mercantile Law Act 1959

Registration of Bill of Sale	\$140.00	\$145.00	C
Renewal of registration	\$70.00	\$70.00	C
Filing of memorandum of satisfaction	\$28.00	\$29.00	C
Registration of a lien on a crop	\$140.00	\$145.00	C
Search of registers, etc.	\$14.00	\$14.00	C
Copy of extract	\$6.00	\$6.00	C

Migratory Birds Act 1980

Grant of Permit	\$100.00	\$100.00	C
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Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Norfolk Island Broadcasting Regulations 2002

For lodging an application for a Broadcasting Licence – Radio

(i) open	\$655.00	\$655.00	C
(ii) limited	\$655.00	\$655.00	C

For lodging an application for a Broadcasting Licence Television

(i) open	\$655.00	\$655.00	C
(ii) limited	\$655.00	\$655.00	C

Annual renewal fee for a Broadcasting Licence Radio

(i) open	\$655.00	\$655.00	C
(ii) limited	\$655.00	\$655.00	C

Annual renewal fee for a Broadcasting Licence Television

(i) open	\$655.00	\$655.00	C
(ii) limited	\$655.00	\$655.00	C

Pasturage and Enclosure Regulations 1949

Charges for rights of pasturage	\$125.00	\$125.00	C
Issue of tag for each horse or head of cattle over the age of 6 months			
The charge for a right of pasturage (including the issue of a tag) for a period of less than 6 months shall be half of the charge	\$75.00	\$75.00	C

Pharmacy Regulations

Planning Regulations 2004

Fees – Planning certificate	\$115.00	\$115.00	C
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Poisons and Dangerous Substances Act 1957

Grant of Licence to sell poison	\$10.00	\$10.00	C
Renewal of Licence to sell poison	\$10.00	\$10.00	C

Pounds Act 1934

Impounded animal	\$20.00	\$20.00	C
Ongoing impounded animal	\$10.00	\$10.00	C

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Public Reserves Act 1997

Permit to Extract Sand From Cemetery Reserve	\$55.00	\$55.00	C
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Registration of Births Deaths and Marriages Act 1963

Search Register and issue copy of entry	\$28.00	\$28.00	C
Search in Register of Births and issue of extract from entry containing only the name, and date and place of birth, of person	\$14.00	\$15.00	C
Search in Register of Births and issue of extract from entry containing particulars in addition to name, and date and place of birth, of person	\$14.00	\$15.00	C
Search in register, other than Register of Births, and issue of extract from entry	\$14.00	\$15.00	C
Where correct particulars of entry not stated in application, additional fee for searching for and identifying correct entry	\$1.00	\$2.00	C
Registration of change of name by Deed Poll	\$28.00	\$30.00	C
Search of name on the register of Deed Poll	\$6.00	\$10.00	C
Celebrant Services	\$200.00	\$220.00	C
Copy of a Registered Marriage Certificate	\$28.00	\$58.00	C

Sale of Food Act 1950

Licence	\$350.00	\$380.00	C
Renewal of Licence	\$175.00	\$185.00	C
Licence – issued after 30 June in any year	\$175.00	\$185.00	C

Sale of Tobacco Act 2004

Fee for Licence to sell Tobacco	\$175.00	\$175.00	C
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Slaughtering Act 1913

Reinspection of non-compliant properties	\$100.00	\$100.00	C
Licence	\$350.00	\$350.00	C
Examination of sheep or swine	\$10.00	\$10.00	C
Examination of other stock	\$15.00	\$15.00	C

Surveys Act 1937

Authorisation	\$200.00	\$200.00	C
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Traffic Act 2010

Administrator may prescribe fee in Regulations for controlling or regulating vehicular and other traffic (including pedestrian traffic)	Not Exceeding \$140		C
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Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Traffic Act 2010

Registration of a Special Purpose Vehicle	\$35.00	\$35.00	C
Veteran, vintage and historic motor vehicles	\$80.00	\$80.00	C
Administration fee on cancellation and reassignment of identifying number for motor vehicle	\$15.00	\$15.00	C
Transfer of registration of motor vehicles	\$25.00	\$25.00	C
Administration fee on cancellation of registration of motor vehicle	\$5.00	\$5.00	C
Assignment of general identification mark to dealer in motor vehicles	\$15.00	\$15.00	C
Issue of learners licence	\$15.00	\$15.00	C
Issue of drivers licence for each year of validity, or part thereof	\$15.00	\$15.00	C
Taking of blood sample (except where analysis of the sample does not indicate that the person was under the influence of intoxicating liquor or a drug)	\$150.00	\$150.00	C
Issue of an Inspectors Authority	\$90.00	\$90.00	C
Issue of a duplicate Inspectors Authority	\$45.00	\$45.00	C
Certificate of Inspection	\$25.00	\$25.00	C
Issue of Proprietors Authority	\$175.00	\$175.00	C
Issue of duplicate Proprietors Authority	\$45.00	\$45.00	C
Registrar may issue rules	\$45.00	\$45.00	C
Books of Inspection Reports	\$15.00	\$20.00	C
Fee for Inspection at NIRC Works Depot	\$55.00	\$60.00	C
Probationary Licence	\$30.00	\$30.00	C

Registration of motor vehicles

Motor cycles – other than motor cycles for hire (seniors 65 years and above)	\$40.00	\$40.00	C
Motor cycles – other than motor cycles for hire	\$80.00	\$80.00	C
Motor cycles for hire	\$180.00	\$180.00	C
Trailers or side cars that, when in use, are attached to motor cycles	\$50.00	\$50.00	C

Motor vehicles (other than trailers and motor cycles)

Private Vehicles – Seniors 65 years and above	\$80.00	\$80.00	C
Private vehicles	\$180.00	\$180.00	C
Omnibuses	\$750.00	\$750.00	C
Private hire vehicles	\$550.00	\$550.00	C
Public hire vehicles	\$600.00	\$600.00	C

Commercial vehicles

Commercial vehicles having a load carrying capacity of less than 1 tonne	\$500.00	\$500.00	C
Commercial vehicles having a carrying capacity of 1 tonne or more	\$750.00	\$750.00	C

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Trailers – other than trailers referred to in (3)

(a) less than 1 tonne in weight unladen	\$30.00	\$30.00	C
(b) 1 tonne or more in weight unladen	\$60.00	\$60.00	C

Issue of number plates

Motor cycles	\$30.00	\$30.00	C
Motor vehicles – other than motor cycles	\$30.00	\$30.00	C

Issue of replacement number plates

Motor cycles	\$45.00	\$45.00	C
Motor vehicles – other than motor cycles	\$45.00	\$45.00	C

Trees Act 1997

Application for permit to take protected tree	\$28.00	\$29.00	C
Application for timber licence	\$28.00	\$29.00	C
Application for authority pinecones	\$28.00	\$29.00	C

Waste Management Regulation 2004

Waste Levy imported Motor Vehicles (cubic metre or per tonne whichever greater)	\$100.00	\$100.00	D
Levy if imported by Sea (excluding motor vehicles)	\$41.00	\$41.00	D
Levy if imported by Air (excluding motor vehicles)	\$41 per cubic metre or per tonne whichever is the greater		D
Levy for livestock container by air or sea	\$150.00	\$150.00	D

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Water Assurance Fees and Charges

Special Use – a premise used by 50 or more persons where food and drink is not provided		POA	D
Annual Charge per premise – 1 base unit; Calculation Methodology – 1 base unit by the expected number of persons to use that facility			

Water Assurance Act 1991

General Connection	\$420.00	\$420.00	D
Annual Charge per premise – 14 base units; Calculation Methodology – Set Rate			
Restaurant in which liquor is sold		POA	D
Annual Charge per premise – 2 base units; Minimum Annual Charge – 40 base units; Calculation Methodology – 2 base units by the occupancy rate or 40 base units, whichever is greater			
Restaurant in which liquor is not sold		POA	
Annual Charge per premise – 0.8 base units; Minimum Annual Charge – 40 base units; Calculation Methodology – 0.8 base units by the occupancy rate or 40 base units, whichever is greater			
Bar room (other than bar room forming		POA	D
Annual Charge per premise – 2 base units; Minimum Annual Charge – 40 base units; Calculation Methodology – 2 base units by the occupancy rate or 40 base units, whichever is greater			
Food shop	\$1,200.00	\$1,200.00	D
Minimum Annual Charge – 40 base units; Calculation Methodology – Set Rate			
Specialty shop	\$810.00	\$810.00	D
Minimum Annual Charge – 27 base units; Calculation Methodology – Set Rate			
Shop other than food or specialty shop		POA	D
Annual Charge per premise – 3 base units; Minimum Annual Charge – 13 base units; Calculation Methodology – 3 base units by the number of staff or 13 base units, whichever is the greater			
Garage or service station	\$1,200.00	\$1,200.00	D
Minimum Annual Charge – 40 base units; Calculation Methodology – Set Rate			
Tourist accommodation house – hotel		POA	D
Annual Charge per premise – 13 base units; Calculation Methodology – 10 base units by the number of licenced rooms			
Tourist accommodation house – other than hotel		POA	D
Annual Charge per premise – 15 base units; Calculation Methodology – 13 base units by the number of licenced rooms			

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Water Assurance Act 1991 [continued]

Tourist accommodation house – staff accommodation		POA	D
Annual Charge per premise – 10 base units; Calculation Methodology – 5 base units by the number of rooms			
Commercial Laundry		POA	D
Annual Charge per premise – 1 base unit; Calculation Methodology – 1 base unit by the expected number of persons to use that facility			

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Telecom Fees and Charges

1. Line charges

Business	\$35.00	\$37.00	F
Private	\$20.00	\$23.00	F
Toll Free 1800	\$50.00	\$57.00	F
Silent (CLI Restricted)	\$10.00	\$11.00	F
Number on Hold (inactive service)	\$10.00	\$6.00	F
Parallel Service	\$15.00	\$11.00	F
Leased Circuit – Point to Point single pair – 24-hour Support	\$25.00	\$23.00	F
Leased Circuit Bundled – Point-to-Point single pair – Bundled with a Norfolk Telecom ADSL Service	\$10.00	\$11.00	F
Leased Circuit Emergency/Essential – Point-to-Point single pair – Connects to emergency /essential services facilities – 24- hour Support	\$10.00	\$11.00	F

2. Telephone landline charges

IDD to Australian Landline – Peak	\$0.50	\$0.46	F
IDD to Australian Landline – Off-Peak	\$0.20	\$0.23	F
IDD to Australian Mobile – Peak	\$0.90	\$0.92	F
IDD to Australian Mobile – Off-Peak	\$0.45	\$0.46	F
IDD to New Zealand Landline – Peak	\$0.50	\$0.46	F
IDD to New Zealand Landline – Off-Peak	\$0.20	\$0.23	F
IDD to New Zealand Mobile – Peak	\$0.90	\$1.15	F
IDD to New Zealand Mobile – Off-Peak	\$0.45	\$0.57	F
IDD to Rest of World Landline and Mobile – Peak	\$1.00	\$1.15	F
IDD to Rest of World Landline and Mobile – Off-Peak	\$0.50	\$0.57	F
Local call Landline to Landline	\$0.20	\$0.23	F
Local Landline to Local Mobile – Peak	\$0.40	\$0.55	F
Local Landline to Local Mobile – Off-Peak	\$0.20	\$0.28	F

3. Minutes per month

0-2,499	\$0.20	\$0.23	F
Volume Based Discount (Outward IDD Traffic) – None			
2,500-4,999	\$0.16	\$0.18	F
Volume Based Discount (Outward IDD Traffic) – Discount 20%			
5,000-9,999	\$0.14	\$0.16	F
Volume Based Discount (Outward IDD Traffic) – Discount 30%			
10,000-19,999	\$0.09	\$0.10	F
Volume Based Discount (Outward IDD Traffic) – Discount 55%			

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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3. Minutes per month [continued]

20,000-49,999	\$0.07	\$0.08	F
Volume Based Discount (Outward IDD Traffic) – Discount 65%			
Over 50,000	\$0.05	\$0.06	F
Volume Based Discount (Outward IDD Traffic) – Discount 75%			

4. Option extras

Extra Handset	\$2.50	\$2.35	F
Additional Socket	\$1.00	\$1.17	F
Local Calls Itemised on Invoice	\$5.00	\$5.85	F
Subscriber facilities	\$1.50	\$1.58	F
External alarm	\$10.00	\$6.00	F
240 Volt large alarm	\$10.00	\$7.10	F

5. Connection fees for new service

Non-Intact (minimum)	\$130.00	\$130.00	F
Intact	\$65.00	\$57.00	F

6. Relocation fee

Non-Intact (minimum)	\$110.00	\$105.00	F
Intact	\$55.00	\$57.00	F
Reconnection fee	\$25.00	\$17.00	F

7. Miscellaneous

Provision of Interim IDD Printout	\$5.00	\$6.00	F
Under road Borer	\$400.00	\$400.00	F
Trencher	\$100.00	\$95.00	F
Crane Truck	\$75.00	\$72.00	F
Telecom Labour Rate	As per private works		F
Telephone Directory	\$15.00	\$15.00	F
Service Fee for all Telecom services (ADSL Priority Support)	\$150.00	\$150.00	F

8. Internet – ADSL Service (20.1)

Installation Fees	Per Hour Labour equipment (minimum fee applies)		E
Minimum Establishment Fee	\$50.00	\$50.00	E
Minimum Contract Term	1 Month		E
Free Services	Mail, local Web, DNS, NTP		E

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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9. Internet – ADSL Plan ADSL 10

Data Rate	3 Mbps Download / 1 Mbps Upload		E
Service Fee	\$10.00	\$10.00	E
Data Allowance (20.3)	5 Gigabytes Peak and 20 Gigabytes Off Peak, per month		E
	Last YR Fee 10 Gigabytes Peak and 30 Gigabytes Off Peak, per month		
Additional Usage (after allowance) (20.3)	Peak: Excess per Gigabyte: \$5.00 per Gigabyte		E
	Last YR Fee Peak: Excess per Gigabyte: \$10.00 per Gigabyte		

10. Internet – ADSL Plan ADSL 30

Data Rate	5 Mbps Download / 1 Mbps Upload		E
Service Fee	\$30.00	\$30.00	E
Data Allowance (20.3)	20 Gigabytes Peak and 60 Gigabytes Off Peak, per month		E
	Last YR Fee 30 Gigabytes Peak and Unlimited Off Peak, per month		
Additional Usage (after allowance) (20.3)	Peak: Excess per Gigabyte: \$4.00 per Gigabyte		E
	Last YR Fee Peak: Excess per Gigabyte: \$10.00 per Gigabyte		

11. Internet – ADSL Plan ADSL 50

Data Rate	10 Mbps Download / 1 Mbps Upload		E
Service Fee	\$50.00	\$50.00	E
Data Allowance (20.3)	50 Gigabytes Peak and Unlimited Off Peak, per month		E
Additional Usage (after allowance) (20.3)	Peak: Excess per Gigabyte: \$3.50 per Gigabyte		E
	Last YR Fee Peak: Excess per Gigabyte: \$10.00 per Gigabyte		

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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12. Internet – ADSL Plan ADSL 90

Data Rate	20 Mbps Download / 1 Mbps Upload		E
Service Fee	\$90.00	\$90.00	E
Data Allowance (20.3)	90 Gigabytes Peak and Unlimited Off Peak, per month		E
Additional Usage (after allowance) (20.3)	Peak: Excess per Gigabyte: \$3.00 per Gigabyte		E
	Last YR Fee Peak: Excess per Gigabyte: \$10.00 per Gigabyte		

13. Internet – ADSL Plan ADSL 180

Data Rate	20 Mbps Download / 1 Mbps Upload		E
Service Fee	\$180.00	\$180.00	E
Data Allowance (20.3)	180 Gigabytes Peak and Unlimited Off Peak, per month		E
Additional Usage (after allowance) (20.3)	Peak: Excess per Gigabyte: \$2.00 per Gigabyte		E
	Last YR Fee Peak: Excess per Gigabyte: \$10.00 per Gigabyte		

14. Internet – ADSL On Hold (20.4)

Data Rate	Service Disabled		E
Service Fee	\$10.00	\$10.00	E
Data Allowance (20.3)	N/A		E
Additional Usage (after allowance) (20.3)	N/A		E

15. Internet – ADSL Plan Priority Support (20.5)

Internet – ADSL Plan	\$150.00	\$155.00	E
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16. Internet – ADSL Option Multisite (20.6)

Installation Fees	Per Hr Labour plus equipment (minimum fee applies)		E
Minimum Install Fee	\$25.00	\$25.00	E
Service Fee per extra link (maximum = 2)	\$10.00	\$10.00	E

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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17. Internet – ADSL Modem Lease

Modem – UE (USB/Eth Modem)	\$5.00	\$5.00	E
Modem – 4E (4 x Eth Modem)	\$5.00	\$5.00	E
Modem – 4EW (4 x Eth/Wireless Modem)	\$6.50	\$6.50	E

18. Internet – Hotspot (20.7)

1 Hour Access	\$5.00	\$5.00	E
5 Hour Access	\$20.00	\$20.00	E
10 Hour Access	\$35.00	\$35.00	E
Data Only – 1 Gig Valid 6 months	\$25.00	\$25.00	E
Data Only – 2 Gig Valid 6 months	\$40.00	\$40.00	E
Data Only – 4 Gig Valid 6 months	\$70.00	\$70.00	E

19. Internet – Accommodation Service HotSpot (20.8)

Installation Fees	Last YR Fee Per Hr Labour plus equipment (minimum fee applies)		E
Service Fees	\$10.00	\$10.00	E
Internet – HotSpot	Home Service		E
Home Hotspot bundled with ADSL plan	Once only \$10 installation fee		E
Home Hotspot Pre-paid only includes standard installation fees	\$10 per month plus modem rental		E

20. Internet – Other Services

Web page hosting

Private – 5 meg (Local Host)	Free		E
Business – 5 meg (Local Host)	Free		E
Network Engineering	\$60.00	\$60.00	E

21. ISP Notes

20.1 ISP Notes	Charges may apply	E
During the term of the ADSL Service contract, you can choose (and move between) any of the listed plans. Changes to plans are implemented on the 1st day of a new month and an application for change must be submitted at least two working days prior to start of that month.		
20.2 ISP Notes	Free services	E
Free services are services provided by Norfolk Telecom that will not be included in data usage calculations and are therefore free of charge. Please contact Norfolk Telecom for further information.		

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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21. ISP Notes [continued]

20.3 ISP Notes	Allowances and data charges	E
Allowances and Data charges (MB and GB) are calculated on combined upload and download data transfer (except for some traffic provided from time to time by Norfolk Telecom at no cost). Unused usage forfeited.		
20.4 ISP Notes	On hold plans	E
The On Hold plan is only available for periods greater than one month and must include a full calendar month. The service will be disabled whilst this plan is in effect.		
20.5 ISP Notes	Priority support	E
Priority Support provides 24/7 callout on all your Telecom services at no further cost, excluding existing lease agreements. Standard support is provided during Norfolk Telecom normal technical staffing hours only.		
20.6 ISP Notes	Multisite	E
Multisite provides for multiple locations to be included under the one rate plan up to a total of three sites		
20.7 ISP Notes	HotSpot wireless access	E
HotSpot wireless access is available at participating Norfolk Telecom Hotspot locations. Access dockets can be purchased from the HotSpot location or at Norfolk Telecom.		
20.8 ISP Notes	Hotspot accommodation service	E
HotSpot Accommodation Service is available for Tourist Resorts, Hotels, Apartments and Units to access and on sell the Norfolk Telecom Hotspot service to their guests		
20.9 ISP Notes	Multilink	E
Multilink provides for multiple locations to be included under the one rate plan up to a total of three sites. All premises must belong to the common business.		
20.10 ISP Notes	HotSpot wireless access	E
HotSpot wireless access is available at participating Norfolk Telecom Hotspot locations. Access dockets can be purchased from the HotSpot location or at Norfolk Telecom.		
20.11 ISP Notes	Hotspot accommodation service	E
HotSpot Accommodation Service is available for Tourist Resorts, Hotels, Apartments and Units to access and on sell the Norfolk Telecom Hotspot service to their guests		
20.12 ISP Notes	Home Hotspot	E
Home Hotspot – available to existing ADSL customers includes a once only \$10 install fee		
20.13 ISP Notes	Home Hotspot Pre-paid only is a service that is not bundled with an ADSL plan	E

22. Prepaid GSM Mobile

Local – Peak	\$0.50	\$0.55	F
Local – Off Peak	\$0.25	\$0.28	F
Local – SMS Peak/Off Peak	\$0.15	\$0.15	F
Australia – Peak	\$1.00	\$1.00	F
Australia – Off Peak	\$0.75	\$0.70	F
Australia – SMS Peak/Off Peak	\$0.25	\$0.40	F

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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22. Prepaid GSM Mobile [continued]

New Zealand – Peak	\$1.00	\$1.00	F
New Zealand – Off Peak	\$0.75	\$0.70	F
New Zealand – SMS Peak/Off Peak	\$0.25	\$0.40	F
Rest of World – Peak	\$1.50	\$1.40	F
Rest of World – Off Peak	\$0.75	\$0.85	F

23. Telephone Landline & GSM Mobile – Peak/Off-Peak Times

Monday – Friday

Peak: 07:00-20:00

Off Peak: 20:00-07:00

Saturday

Peak: 08:00-12:00

Off Peak: 12:00-08:00

Sunday

Off Peak: All Day

Public Holidays

Off Peak: All Day

Rest of the World – SMS Peak / Off Peak	\$0.35	\$0.40	
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Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Planning & Building (development) Fees and Charges

Use or Development

Agriculture – Permitted	\$255.00	\$260.10	C
Agriculture – Permissible with Consent	\$655.00	\$670.00	C
Airport – Permitted	\$655.00	\$670.00	C
Airport – Permissible with Consent	\$1,305.00	\$1,330.00	C
Business premises – Permitted	\$400.00	\$410.00	C
Business premises – Permissible with Consent	\$910.00	\$930.00	C
Car Park (sole development proposal) – Permitted	\$400.00	\$410.00	C
Car Park (sole development proposal) – Permissible with Consent	\$910.00	\$930.00	C
Child Care Centre – Permitted	\$255.00	\$260.00	C
Child Care Centre – Permissible with Consent	\$655.00	\$670.00	C
Club – Permitted	\$400.00	\$410.00	C
Club – Permissible with Consent	\$910.00	\$930.00	C
Concrete Batching Plant – Permitted	\$910.00	\$930.00	C
Concrete Batching Plant – Permissible with Consent	\$1,305.00	\$1,330.00	C
Dangerous Goods Store – Permitted	\$910.00	\$930.00	C
Dangerous Goods Store – Permissible with Consent	\$1,305.00	\$1,330.00	C
Depot – Permitted	\$910.00	\$930.00	C
Depot – Permissible with Consent	\$1,305.00	\$1,330.00	C
Educational Establishment – Permitted	\$255.00	\$260.00	C
Educational Establishment – Permissible with Consent	\$655.00	\$670.00	C
Filling / Earthworks (sole development proposal) – Permitted	\$400.00	\$410.00	C
Filling / Earthworks (sole development proposal) – Permissible with Consent	\$910.00	\$930.00	C
Food Premises – Permitted	\$400.00	\$410.00	C
Food Premises – Permissible with consent	\$910.00	\$930.00	C
Forestry – Permitted	\$400.00	\$410.00	C
Forestry – Permissible with consent	\$910.00	\$930.00	C
Garden Centre – Permitted	\$400.00	\$410.00	C
Garden Centre – Permissible with consent	\$910.00	\$930.00	C
Home Industry – Permitted	\$140.00	\$145.00	C
Home Industry – Permissible with consent	\$400.00	\$410.00	C
Home Occupation – Permitted	\$140.00	\$145.00	C
Home Occupation – Permissible with consent	\$400.00	\$410.00	C
Hospital – Permitted	\$400.00	\$410.00	
Hospital – Permissible with consent	\$910.00	\$930.00	C
Hotel – Permitted	\$910.00	\$930.00	C
Hotel – Permissible with consent	\$1,305.00	\$1,330.00	C
Indoor Sport and Recreation Facility – Permitted	\$400.00	\$410.00	C
Indoor Sport and Recreation Facility – Permissible with consent	\$910.00	\$930.00	C
Industry (rural, general & light) – Permitted	\$655.00	\$670.00	C

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Use or Development [continued]

Industry (rural, general & light) – Permissible with consent	\$1,305.00	\$1,330.00	C
Industry (extractive, noxious, hazardous & offensive) Permitted	\$910.00	\$930.00	C
Industry (extractive, noxious, hazardous & offensive) Permissible with consent	\$1,305.00	\$1,330.00	C
Intensive Animal Husbandry – Permitted	\$655.00	\$670.00	C
Intensive Animal Husbandry – Permissible with consent	\$1,305.00	\$1,330.00	C
Licensed Club – Permitted	\$910.00	\$930.00	C
Licensed Club – Permissible with consent	\$1,305.00	\$1,330.00	C
National Park – Permitted	\$0.00	\$0.00	C
National Park – Permissible with consent	\$0.00	\$0.00	C
Open space – Permitted	\$255.00	\$260.00	C
Open space – Permissible with consent	\$655.00	\$670.00	C
Outdoor Sport and Recreation Facility – Permitted	\$400.00	\$410.00	C
Outdoor Sport and Recreation Facility – Permissible with consent	\$910.00	\$930.00	C
Park – Permitted	\$255.00	\$260.00	C
Park – Permissible with consent	\$655.00	\$670.00	C
Place of Assembly – Permitted	\$400.00	\$410.00	C
Place of Assembly – Permissible with consent	\$910.00	\$930.00	C
Place of Public Worship – Permitted	\$400.00	\$410.00	C
Place of Public Worship – Permissible with consent	\$910.00	\$930.00	C
Public Building – Permitted	\$0.00	\$0.00	C
Public Building – Permissible with consent	\$0.00	\$0.00	C
Public Works (major) – Permitted	\$0.00	\$0.00	C
Public Works (major) – Permissible with consent	\$0.00	\$0.00	C
Public Works (minor) – Permitted	\$0.00	\$0.00	C
Public Works (minor) – Permissible with consent	\$0.00	\$0.00	C
Residence/Resort (new: fee per each net additional residence) – Permitted	\$400.00	\$410.00	C
Residence/Resort (new: fee per each net additional residence) – Permissible with consent	\$910.00	\$930.00	C
Residence/Resort (extension, alteration, garage, deck, etc) – Permitted	\$255.00	\$260.00	C
Residence/Resort (extension, alteration, garage, deck, etc) – Permissible with consent	\$655.00	\$670.00	C
Road (sole development proposal) – Permitted		Nil	C
Road (sole development proposal) – Permissible with consent		Nil	C
Salvage Yard – Permitted	\$400.00	\$410.00	C
Salvage Yard – Permissible with consent	\$910.00	\$930.00	C
Service Station – Permitted	\$910.00	\$930.00	C
Service Station – Permissible with consent	\$1,305.00	\$1,330.00	C
Shop (local) – Permitted	\$410.00	\$420.00	C
Shop (local) – Permissible with consent	\$910.00	\$930.00	C
Shop – Permitted	\$400.00	\$410.00	C
Shop – Permissible with consent	\$910.00	\$930.00	C
Tourist Facility – Permitted	\$655.00	\$670.00	C

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Use or Development [continued]

Tourist Facility – Permissible with consent	\$1,305.00	\$1,330.00	C
Vehicle Sales or Hire Yard – Permitted	\$400.00	\$410.00	C
Vehicle Sales or Hire Yard – Permissible with consent	\$910.00	\$930.00	C
Veterinary Establishment – Permitted	\$655.00	\$670.00	C
Veterinary Establishment – Permissible with consent	\$1,305.00	\$1,330.00	C
Warehouse Premises – Permitted	\$400.00	\$410.00	C
Warehouse Premises – Permissible with consent	\$910.00	\$930.00	C
Wharf – Permitted	\$910.00	\$930.00	C
Wharf – Permissible with consent	\$1,305.00	\$1,330.00	C
Subdivision involving net additional lots – Permitted	\$655.00	\$670.00	C
Subdivision involving net additional lots – Permissible with consent	\$655.00	\$670.00	C
Subdivision involving consolidation/boundary realignment – Permitted	\$400.00	\$410.00	C
Subdivision involving consolidation/boundary realignment – Permissible with consent	\$400.00	\$410.00	C
Demolition (sole development proposal) – Permitted	\$255.00	\$260.00	C
Demolition (sole development proposal) – Permissible with consent	\$655.00	\$670.00	C
Change of use (i.e no development activity) – Permitted	\$255.00	\$260.00	C
Change of use (i.e no development activity) – Permissible with consent	\$655.00	\$670.00	C
Sign (sole development proposal) – Permitted	\$55.00	\$56.00	C
Sign (sole development proposal) – Permissible with consent	\$140.00	\$145.00	C
Application to modify a development approval shall be the greater of – Permitted	<p>(1) if the value of the work in the modification is less than or equal to the value of the work in the original plans, 30% of the original application fee; or</p> <p>(2) if the value of the work in the modification is higher than the value of the work in the original plans, an amount equal to the difference between the original fees paid and the fee that would have been payable if the modified plans had been submitted for approval as the original plans.</p>		C
	<p style="text-align: center;">Last YR Fee</p> <p>(1) if the value of the work in the modification is less than or equal to the value of the work in the original plans, 30% of the original application fee; or</p> <p>(2) if the value of the work in the modification is higher than the value of the work in the original plans, an amount equal to the difference between the original fees paid and the fee that would</p>		

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Use or Development [continued]

	Last YR Fee (1) if the value of the work in the modification is less than or equal to the value of the work in the original plans, 30% of the original application fee; or (2) if the value of the work in the modification is higher than the value of the work in the original plans, an amount equal to the difference between the original fees paid and the fee that would have been payable if the modified plans had been submitted for approval as the original plans.		
Application to modify a development approval shall be the greater of – Permissible with consent	(1) if the value of the work in the modification is less than or equal to the value of the work in the original plans, 30% of the original application fee; or (2) if the value of the work in the modification is higher than the value of the work in the original plans, an amount equal to the difference between the original fees paid and the fee that would have been payable if the modified plans had been submitted for approval as the original plans.		C
	Last YR Fee (1) if the value of the work in the modification is less than or equal to the value of the work in the original plans, 30% of the original application fee; or (2) if the value of the work in the modification is higher than the value of the work in the original plans, an amount equal to the difference between the original fees paid and the fee that would have been payable if the modified plans had been submitted for approval as the original plans.		
Application to vary The Norfolk Island Plan – Permitted	\$1,305.00	\$1,330.00	C
Application to vary The Norfolk Island Plan – Permissible with consent	\$1,305.00	\$1,330.00	C
Add charge for significant development – Permitted	\$1,305.00	\$1,330.00	C

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Use or Development [continued]

Add charge for significant development – Permissible with consent	\$1,305.00	\$1,330.00	C
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Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Waste Management

Waste and environment

Hi Temperature Incinerator (hazardous waste)	\$100.00	\$52.00	D
Charges are per use up to a maximum of 20kg per load *contact Waste and Environment regarding the limitations of the incinerator*			

Environment (non-commercial)

Non-recyclable waste disposal fee – box or bag/bin for volume up to 120 litres	\$2.00	\$2.00	D
Non-recyclable waste disposal fee – small truck/ute/trailer	\$10.00	\$10.00	D
Non-recyclable waste disposal fee – medium truck	\$15.00	\$15.00	D
Non-recyclable waste Disposal fee – large truck	\$20.00	\$20.00	D
Unsorted mixed truck load disposal fee	\$100.00	\$100.00	D

Environment (commercial)

Non-recyclable waste disposal fee – box or bag/bin for volume up to 120 litres	\$4.00	\$4.00	D
Non-recyclable waste disposal fee – small truck/ute/trailer	\$15.00	\$15.00	D
Non-recyclable waste disposal fee – medium truck	\$20.00	\$20.00	D
Non-recyclable waste Disposal fee – large truck	\$25.00	\$25.00	D
Recyclable waste Disposal fee – box or bag/bin for volume up to 120 litres	\$2.00	\$2.00	D
Recyclable waste Disposal fee small truck\ute\trailer	\$5.00	\$5.00	D
Recyclable waste Disposal fee medium truck	\$10.00	\$10.00	D
Recyclable waste Disposal fee large truck	\$15.00	\$15.00	D
Unsorted mixed truck load disposal fee	\$100.00	\$100.00	D

Events bin hire

240 Litre includes drop off, pick up and waste disposal	\$20.00	\$20.00	D
1,100 Litre includes drop off, pick up and waste disposal	\$40.00	\$40.00	

Crushed glass (purchase)

200kg load	\$20.00	\$20.00	D
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Environment – asbestos charges

Small domestic loads – one cubic metre or less	\$1,500.00	\$1,500.00	D
Medium domestic loads – one to two cubic metres	\$1,500.00	\$1,500.00	D
Large domestic loads – first two cubic metres	\$1,500.00	\$1,500.00	D
Commercial loads – small, medium and large	\$1,500.00	\$1,500.00	D

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Green waste disposal

Green Waste Delivery	\$10.00 per cubic metre		D
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Compost charge resale

20 Litre bag	\$5.00	\$5.00	F
Bulk (per cubic metre)	\$40.00	\$41.00	F

Disposal of vehicles

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Fire service

Level 1 inspection – extinguisher	\$10.00	\$10.00	D
Level 2 inspection – extinguisher	\$15.00	\$15.00	D
Level 4 inspection – extinguisher	\$30.00	\$30.00	D
Hose Reel Inspection	\$10.00	\$10.00	D
Fire Blankets	\$7.00	\$7.00	D

Gas / air recharge

9 Litre Water	\$22.00	\$22.00	D
9 Litre Foam	\$28.00	\$29.00	D
9 Kg DCP	\$34.00	\$35.00	D
1.0 Kg DCP	\$11.00	\$11.00	D

Extinguishers

3.4 CO2 extinguisher	Price + Freight + 40%		D
9 Kg DCP	Price + Freight + 40%		D
9 Litre water extinguisher	Price + Freight + 40%		D
1 DCP	Price + Freight + 40%		D
4.5 Kg DCP	Price + Freight + 40%		D
Fire blanket	Price + Freight + 40%		D
9 Litre foam	Price + Freight + 40%		D
9 Litre wet chemical	Price + Freight + 40%		D

Agents recharge

A Class Foam	\$6.00	\$6.00	D
Dry Chemical Powder	\$17.00	\$17.00	D
Foam	\$7.00	\$7.00	D

Equipment

Chubb gauge DCP	\$37.00	\$38.00	D
Pressure Gauge Water/Foam	\$47.00	\$47.00	D
Operating head	\$89.00	\$91.00	D
Valve stem assembly	\$16.00	\$16.00	D
Decals	\$2.50	\$2.50	D
Tags	\$0.55	\$0.55	D
Anti-tamp seals	\$3.50	\$3.50	D
Split Rings	\$3.50	\$3.50	D
Red Plastic Safety pin	\$13.00	\$13.00	D
Safety Pins	\$3.50	\$3.50	D

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Community fire service

Fire / alarm reports

Copy of a fire report	\$50.00	\$50.00	D
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Fire permits

Building and Development Application Processing Fee	\$35.00	\$35.70	
A legal requirement during times of high fire danger periods.	\$100.00	\$100.00	D
Extinguishing a fire not notified or left unattended	\$255.00	\$260.00	D

Fire system monitoring

Fee	\$140.00	\$140.00	D
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Fire standby

Private properties request manned vehicle standby while scrub heaps are burnt	\$100.00	\$100.00	D
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Training

Fire Safety Theoretical & Practical Training	\$20.00	\$20.00	D
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Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Call Outs to Deliberate/Unattended Fires

Non Etops charge – increase from January 2019 2017/18 Fee: \$155.40 Per hour during core times (MTuF)	\$345.00	\$350.00	D
Non Etops charge – increase from January 2019 2017/18 Fee: \$233.10 Outside of core hours (1.5 x \$155.40)	\$520.00	\$530.00	D
Non Etops charge – increase from January 2019 2017/18 Fee: \$310.80 At double time	\$695.00	\$710.00	D
Non Etops charge – increase from January 2019 2017/18 Fee: \$288.50 During P/H	\$865.00	\$880.00	D
Non Etops charge – increase from January 2019 2017/18 Fee: \$194.25 On Saturday	\$520.00	\$530.00	D
Non Etops charge – increase from January 2019 2017/18 Fee: \$217.56 On Sunday	\$605.00	\$615.00	D

Call outs to automatic fire alarms

Call outs to automatic fire alarms	Last YR Fee Mon, Tue, Fri during core hours to reset and investigate the alarm	D
Call outs to automatic fire alarms	Last YR Fee Wed, Thu (ROD) to reset and investigate an alarm	D
Call outs to automatic fire alarms	Last YR Fee On a Public Holiday to reset and investigate an alarm	D
Call outs to automatic fire alarms	Last YR Fee Saturday during core hours to reset and investigate an alarm	D
Call outs to automatic fire alarms	Last YR Fee Sundays to reset and investigate an alarm	D
Call outs to automatic fire alarms	Last YR Fee Outside Core hours to reset and investigate an alarm	D

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Call Outs to Deliberate/Unattended Fires

Call Outs to Deliberate/Unattended Fires. Full crew turn out includes 2 Vehicles from time of call + additional Aux Fire Fighters if required

Call Outs to Deliberate/Unattended Fires. Full crew turn out includes 2 Vehicles from time of call + additional Aux Fire Fighters if required

Call Outs to Deliberate/Unattended Fires	Sunday minimum \$810.00 + \$328 per hour after the first 2 hours or part thereof. Additional Aux Fire Fighters \$70.00 per Fire Fighter	D
Call Outs to Deliberate/Unattended Fires	Wed, Thu (ROD) Minimum charge \$605.00 + \$246.00 per hour after the first 2 hours or part thereof. Additional Aux Fire Fighters \$35.00 per Fire Fighter	D
Call Outs to Deliberate/Unattended Fires	Public Holiday - minimum charge \$1,010 + \$410 per hour after first 2 hours or part thereof. Additional Aux Fire Fighters \$70.00 per Fire Fighter	D
Call Outs to Deliberate/Unattended Fires	Mon, Tue, Fri during core hours \$164.00/hour or part thereof. Additional Aux Fire Fighters \$35.00 per Fire Fighter	D
Call Outs to Deliberate/Unattended Fires	Saturday during core hours \$246/hour or part thereof. Additional Aux Fire Fighters \$53.00 per Fire Fighter	D

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Hydrant Testing

Actual testing and report to airport OIC	\$155.00	\$160.00	D
Fuel through put fee	As agreed		F

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Works Depot

Weighbridge

Weighbridge Use – multiple loads per day within a 7 hour time limit	\$110.00	\$110.00	E
Weighbridge Use – single load	\$30.00	\$31.00	D
Weighbridge Use – multiple loads within a 2 hour time limit	\$55.00	\$56.00	D

Rock (Portion 44a) – add weighbridge use charge to these fees

Second grade unsorted rock	\$20/tonne + weighbridge fee		F
Screened rock	\$51/tonne + weighbridge fee		F

Rock (Portion 5a1) – add weighbridge use charge to these fees

Airport

Concrete Saw	\$66.00	\$67.00	F
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Electricity

Trencher	\$75.00	\$76.00	F
Cherry Picker	\$100.00	\$100.00	F
Portable lights		\$50 / light unit	F

Water assurance – use of effluent disposal pit

Annual amount unlimited loads	\$560.00	\$570.00	D
Per load charge	\$25.00	\$26.00	D

Marquees / Furniture

Hire of Tents	\$100.00 resource charge to locate electricity and water mains prior to the erection of tent/marquee		D
Stage – 8 sections	\$20.00/section of stage (8 sections in total). This fee excludes NIRC resource to delivery. It is the hirers responsibility to arrange for delivery, to and from, the Works Depot		D

Hire per week – large marquee

Marquee x 4 pole	\$3,500.00	\$3,570.00	D
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Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Hire per week – large marquee [continued]

Marquee x 3 pole	\$3,000.00	\$3,060.00	D
Marquee x 2 pole	\$2,000.00	\$2,040.00	D
Marquee x 1 pole	\$1,000.00	\$1,020.00	D

Hire per week – small marquee

7.3m x 7.3m – 35 person – self assembly	\$100.00	\$100.00	D
7.3m x 7.3m – 35 person – assembled	\$400.00	\$400.00	D
7.3m x 7.3m – Marquee hire for School sporting events	\$200.00	\$0.00	B
7.3m x 10.9m – 68 persons – self assembly	\$150.00	\$150.00	D
7.3m x 10.9m – 68 persons – assembled	\$450.00	\$450.00	D
10.9m x 10.9m – 120 persons – self assembly	\$200.00	\$200.00	D
10.9m x 10.9m – 120 persons – assembled	\$500.00	\$500.00	D
Chairs (private functions other than at Rawson Hall)	\$0.50	\$0.51	D
Wooden stools (collected/returned by hirer)	\$20.00	\$20.00	D
Wooden stools delivered by Council	\$30.00	\$31.00	D

Plant

60 tonne crane		\$180.00/hr	D
Bobcat broom		\$40.00/hr	D
Bobcat profiler		\$40.00/hr	D
Cat G12 Grader		\$180.00/hr	D
DC6 Bulldozer		\$160.00/hr + charges to lift Dozer onto Low Loader and Low Loader charges to cart Bulldozer to worksite	D
Hire of Loader attachment for Foundation Day		\$50.00/day	
Scaffolding		\$150.00 per hire (available up to 2 months maximum)	D
Spreader box		\$ 40.00/hr + the hire of the Hino truck	D
Utility with tray 2 wheel drive		\$8.00/hr or \$60.00 minimum charge day	F
Utility with tray 4 wheel drive, 2 or 4 door cab		\$9.00/hr or \$67.50 minimum charge day	F
Truck (under 4T)		\$12.00/hr or \$90.00 minimum charge day	F
Truck (over 4T)		\$13.00/hr or \$97.50 minimum charge	F
Fork lift	\$100.00	\$100.00	F
Bobcat	\$110.00	\$110.00	F
Volvo Loader	\$165.00	\$170.00	F

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Plant [continued]

Launch	\$120.00	\$120.00	F
Lighter	\$120.00	\$120.00	F

Private works

Materials		Cost + 40%	F
Labour		Cost + 40%	F
Plant hire		As per fees and charges	F
Large contracts and Government works – request for quote		As quoted	F

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Miscellaneous

Photo ID Cards	\$15.00	\$16.00	D
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Library

Donations of old Library Publications to charity	Free of Charge		
Photocopying	\$0.30	\$0.50	D
Sale of Donated Books	Minimum fee is \$2.00 maximum fee is \$5.00 per book		B
Sale of Old and Damaged Library Publications	Gold coin donation		

Subscription rates

Basic Plus – 10 items on loan	\$25.00	\$26.00	
Basic – 5 items on loan	\$20.00	\$21.00	B
Family – 15 items on loan	\$40.00	\$41.00	B
Child – 5 items on loan	\$10.00	\$10.00	B
Family Plus – 20 items on loan	\$50.00	\$51.00	B
Visitor Subscriptions One month – 5 items on loan	\$10.00	\$10.00	B

Liquor bond

Liquor Bond – Retail Items	Commercial Retail Price	F
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Museums

Entry Fee all Museums and Tag Along Tour – multiple entry	\$35.00	\$35.00	D
School age children	Free		D
Entry Fee individual museums	\$10.00	\$10.00	D
Cemetery Tour	\$20.00	\$20.00	D
Cemetery Tour – with Museum Pass	\$15.00	\$15.00	D
Museums – Retail Items	Normal Retail Price		F
Group Tours (through wholesale companies and tour operators)	Commercial Retail Price		F
Conservation Materials (as part of Conservation Workshops)	Wholesale Price		F

Radio sponsorship

Outside Broadcast Unit (Van)	\$0.00	\$0.00	
Tour visits to Radio Station	As negotiated with individual tour companies		
As negotiated with individual tour companies			
Time Calls (usually 2 seconds)	\$2.00	\$2.00	B
2-liners (usually 5 seconds)	\$5.00	\$5.00	B

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Radio sponsorship [continued]

Live Reads (usually 15 seconds of text)	\$15.00	\$15.00	B
Interview (telephone or in person)	\$25.00	\$26.00	B
Production Recording (using announcer's voice)	\$50.00	\$51.00	B
Professional Voice-overs (per 30 seconds slots, minimum 30 seconds)	\$1.00	\$1.00	B

Rawson hall

Refundable bond	\$200.00	\$205.00	D
Hall Only	\$90.00	\$92.00	D
Supper Room Only	\$45.00	\$46.00	D
Hall & Supper Room	\$120.00	\$120.00	D

Research centre (No.9 quality row)

Annex & Courtyard – Commercial (up to 3 hours)	\$6 per head or minimum charge \$72		D
Annex & Courtyard – Non-commercial (up to 3 hours)	\$8 per head or minimum charge \$72		D
Kitchen hire – Commercial and Private / Non-commercial (up to 3 hours)	\$55.00	\$55.00	D
For usage above 3 hours – Commercial and non-commercial	\$40.00	\$40.00	D
House access requiring KAVHA supervising staff – Commercial and non-commercial	\$50.00	\$50.00	D
Entry Fee	\$0 (combined into Museum Pass ticket)		D
Assisted Research and/or use of KRIC resources (Includes entry fee) Plus Photocopy Charges	\$15.00	\$15.00	D
Research Request completed by Research Officer – 2 hours (includes report and documentation) Plus Photocopy Charges	\$50.00	\$50.00	D
Additional hours	\$20.00	\$20.00	D
Postage Charges if recipient off Island	\$5.00	\$5.00	D
Research Centre – Retail Items	Normal Retail Price		F

Copying and printing

A4 Black & White	\$1.00	\$1.00	D
A3 Black & White	\$2.00	\$2.00	D

Visitors Information Centre

Advertising in the Visitors Information Display Cabinet			D
Tourism bookeasy commission		15%	B
Visitors Information Centre – Retail Items	Normal Retail Price		F

Name	Year 19/20 Fee	Year 20/21 Fee	Pricing Policy Category
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Information Technology (IT) Services

Airport

Airside Drivers Permit	\$150.00	\$150.00	F
Airside Drivers Permit Training	\$150.00	\$150.00	F
Airside Key Bond Charge	\$100.00	\$100.00	F
Airside Vehicle Permit	\$250.00	\$250.00	F
Airside Work Permit Induction	\$150.00	\$150.00	F
ARO supervision of Airside Workers without ASIC cards	\$100.00	\$100.00	F
ASIC Card Application	\$380.00	\$380.00	A

Hire Fees

Hire fees for items not identified in other schedules

Hire fees for Council buildings not identified in other schedules	\$50.00	\$51.00	D
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Finance

Credit Card Surcharge	Council will not pass on merchant fees for payments made with a credit card during the 2020-2021 financial year.	D
	Last YR Fee Council may pass on merchant fees for payments made with a credit card at the rate applied to Council.	
Interest on outstanding debt	Post judgement interest fee as specified in the Court Procedures Rules 2006 (ACT) of 4% above the variable cash rate set by the Reserve Bank of Australia at any time.	

Index of all fees

Other

(1) Conveyance other than a conveyance of leviabale property to which the Land Administration Fees Act 1996 applies, and other than a conveyance of a description referred to in paragraph (2), (3), (4) or (5).	[Conveyance of Leviabale Property]	10
(2) Conveyance to or by persons as joint tenants where one or more of those persons retains an interest in the property the subject of the conveyance	[Conveyance of Leviabale Property]	10
(3) Conveyance made subsequent to and in conformity with an agreement or agreements for the conveyance and the agreement or agreements has or have been stamped with ad valorem levy	[Conveyance of Leviabale Property]	10
(4) A transfer of, or an agreement to transfer, leviabale property subject to a declaration of trust to a trustee if ad valorem levy has been paid on the declaration of trust in respect of the same leviabale property	[Conveyance of Leviabale Property]	10
(5) A declaration of trust that declares the same trusts as those on which and subject to which the same leviabale property was transferred to the person declaring the trust if ad valorem levy has been paid on the transfer or the agreement to transfer	[Conveyance of Leviabale Property]	10
(a) for examination of application	[Application for amendment of deposited community plan]	12
(a) for examination of application	[Application for division of development lot in pursuance of development contract and consequential amendment of community plan]	12
(a) for examination of application	[Application for amalgamation of deposited community plans]	12
(a) for examination of plan	[Submission of outer boundary plan]	13
(a) if lodged within one month after the prescribed time	[Late lodgment of a document]	16
(a) in respect of an application by a company limited by guarantee to convert to a company limited both by shares and guarantee	[Lodging an application for a change of status]	15
(a) is formed for a purpose referred to in paragraph 86(1)(a)	[Item 24]	16
(a) once per three monthly charging period	[Minimum charge where electricity supplied and read]	18
(a) less than 1 tonne in weight unladen	[Trailers – other than trailers referred to in (3)]	26
(b) 1 tonne or more in weight unladen	[Trailers – other than trailers referred to in (3)]	26
(b) applies its profits (if any) or other income in promoting its purpose; and	[Item 24]	16
(b) for examination of plan of community division not subject to prior approval	[Application for amalgamation of deposited community plans]	12
(b) for examination of plan to be substituted or sheets of plan to be substituted or added if plan not subject to prior approval	[Application for division of development lot in pursuance of development contract and consequential amendment of community plan]	12
(b) for examination of plan to be substituted or sheets of plan to be substituted or added if plan not subject to prior approval under	[Application for amendment of deposited community plan]	12
(b) for filing of plan	[Submission of outer boundary plan]	13
(b) if lodged more than one month, but within 3 months, after the prescribed time	[Late lodgment of a document]	16
(b) in respect of an application other than an application referred to in paragraph (a)	[Lodging an application for a change of status]	15
(b) monthly	[Minimum charge where electricity supplied and read]	18
(c) for deposit of plan of community division	[Application for amalgamation of deposited community plans]	12
(c) for each lot requiring issue of certificate of title	[Application for amendment of deposited community plan]	12

Other [continued]

(c) for each lot requiring issue of certificate of title	[Application for division of development lot in pursuance of development contract and consequential amendment of community plan]	12
(c) if lodged more than 3 months after the prescribed time	[Late lodgment of a document]	16
(c) prohibits the distribution of its income or property among its members	[Item 24]	16
(d) for each lot requiring issue of certificate of title	[Application for amalgamation of deposited community plans]	12
(d) for filing of amended scheme description	[Application for amendment of deposited community plan]	12
(e) for filing of scheme description	[Application for amalgamation of deposited community plans]	12
(f) for filing of rules	[Application for amalgamation of deposited community plans]	12
(i) Equine or bovine animals (per Container)	[Livestock containers (whether occupied or not) for the carriage of]	20
(i) for examination of plan that delineates outer boundaries of primary parcel	[(b) if application is for cancellation of primary plan]	13
(i) for examination of plan that delineates outer boundaries of primary parcel	[(b) if application is for cancellation of primary plan]	13
(i) if there are 6 lots or less	[(a) for application for division of land by plan of community division]	11
(i) if there are 6 lots or less	[(b) for examination of plan of community division not subject to prior approval under]	11
(i) open	[For lodging an application for a Broadcasting Licence – Radio]	23
(i) open	[For lodging an application for a Broadcasting Licence Television]	23
(i) open	[Annual renewal fee for a Broadcasting Licence Radio]	23
(i) open	[Annual renewal fee for a Broadcasting Licence Television]	23
(i) Paid for the period of standby when the vessel fails to arrive at the advised time and labour is asked to standby	[Standby time]	21
(ii) Animals other than equine or bovine (per Container)	[Livestock containers (whether occupied or not) for the carriage of]	20
(ii) for filing of plan	[(b) if application is for cancellation of primary plan]	13
(ii) for filing of plan	[(b) if application is for cancellation of primary plan]	13
(ii) if there are more than 6 lots	[(a) for application for division of land by plan of community division]	11
(ii) if there are more than 6 lots	[(b) for examination of plan of community division not subject to prior approval under]	11
(ii) limited	[For lodging an application for a Broadcasting Licence – Radio]	23
(ii) limited	[For lodging an application for a Broadcasting Licence Television]	23
(ii) limited	[Annual renewal fee for a Broadcasting Licence Radio]	23
(ii) limited	[Annual renewal fee for a Broadcasting Licence Television]	23
(ii) Paid for the period of standby when the first inspection of sea conditions is unfavourable and labour is asked to standby until a second broadcast is made	[Standby time]	21
0		
0-2,499	[3. Minutes per month]	29
1		
1 DCP	[Extinguishers]	43
1 Hour Access	[18. Internet – Hotspot (20.7)]	33
1 night	[Special event permit]	22
1,100 Litre includes drop off, pick up and waste disposal	[Events bin hire]	41
1. Double Lighters	[Other charges]	20
1.0 Kg DCP	[Gas / air recharge]	43
10 Hour Access	[18. Internet – Hotspot (20.7)]	33
10,000-19,999	[3. Minutes per month]	29
10.9m x 10.9m – 120 persons – assembled	[Hire per week – small marquee]	49
10.9m x 10.9m – 120 persons – self assembly	[Hire per week – small marquee]	49

Fee Name	Parent	Page
2		
2,500-4,999	[3. Minutes per month]	29
2. Double Lighters	[Other charges]	20
2.001 to 2.500 tonnes (inclusive)	[Heavy lift surcharge]	20
2.501 to 3.000 tonnes (inclusive)	[Heavy lift surcharge]	20
20 Litre bag	[Compost charge resale]	42
20,000-49,999	[3. Minutes per month]	30
20.1 ISP Notes	[21. ISP Notes]	33
20.10 ISP Notes	[21. ISP Notes]	34
20.11 ISP Notes	[21. ISP Notes]	34
20.12 ISP Notes	[21. ISP Notes]	34
20.13 ISP Notes	[21. ISP Notes]	34
20.2 ISP Notes	[21. ISP Notes]	33
20.3 ISP Notes	[21. ISP Notes]	34
20.4 ISP Notes	[21. ISP Notes]	34
20.5 ISP Notes	[21. ISP Notes]	34
20.6 ISP Notes	[21. ISP Notes]	34
20.7 ISP Notes	[21. ISP Notes]	34
20.8 ISP Notes	[21. ISP Notes]	34
20.9 ISP Notes	[21. ISP Notes]	34
200kg load	[Crushed glass (purchase)]	41
240 Litre includes drop off, pick up and waste disposal	[Events bin hire]	41
240 Volt large alarm	[4. Option extras]	30
2-liners (usually 5 seconds)	[Radio sponsorship]	51
3		
3.001 to 3.500 tonnes (inclusive)	[Heavy lift surcharge]	20
3.4 CO2 extinguisher	[Extinguishers]	43
3.501 to 4.000 tonnes (inclusive)	[Heavy lift surcharge]	20
3-phase meter	[Electricity Supply Regulations 1986]	17
4		
4.001 to 4.500 tonnes (inclusive)	[Heavy lift surcharge]	20
4.5 Kg DCP	[Extinguishers]	43
4.501 to 5.000 tonnes (inclusive)	[Heavy lift surcharge]	20
5		
5 Hour Access	[18. Internet – Hotspot (20.7)]	33
5,000-9,999	[3. Minutes per month]	29
5.001 to 6.000 tonnes (inclusive)	[Heavy lift surcharge]	20
6		
6.001 and over	[Heavy lift surcharge]	20
60 tonne crane	[Plant]	49
7		
7 days	[Special event permit]	22
7.3m x 10.9m – 68 persons – assembled	[Hire per week – small marquee]	49
7.3m x 10.9m – 68 persons – self assembly	[Hire per week – small marquee]	49
7.3m x 7.3m – 35 persons – assembled	[Hire per week – small marquee]	49
7.3m x 7.3m – 35 person – self assembly	[Hire per week – small marquee]	49
7.3m x 7.3m – Marquee hire for School sporting events	[Hire per week – small marquee]	49
9		
9 Kg DCP	[Gas / air recharge]	43
9 Kg DCP	[Extinguishers]	43
9 Litre foam	[Extinguishers]	43

Fee Name	Parent	Page
9 [continued]		
9 Litre Foam	[Gas / air recharge]	43
9 Litre Water	[Gas / air recharge]	43
9 Litre water extinguisher	[Extinguishers]	43
9 Litre wet chemical	[Extinguishers]	43
A		
A Class Foam	[Agents recharge]	43
A legal requirement during times of high fire danger periods.	[Fire permits]	44
A search as to the availability of any names proposed to be adopted or used by a corporation or intended corporation, in respect of each name searched	[Companies Regulation 1986]	13
A3 Black & White	[Copying and printing]	52
A4 Black & White	[Copying and printing]	52
Act that the Registrar is required or authorised to do upon the request of a person and for which a fee is not prescribed by any other item	[Companies Regulation 1986]	15
Actual testing and report to airport OIC	[Hydrant Testing]	47
Add charge for significant development – Permissible with consent	[Use or Development]	40
Add charge for significant development – Permitted	[Use or Development]	39
Addition to existing installation where time for inspection and connection does not exceed one hour	[Electricity Supply Regulations 1986]	17
Addition to existing installation where time for inspection and connection exceeds one hour – at the rate, for each authorised officer and assistant required	[Electricity Supply Regulations 1986]	17
Addition to existing solar installation	[Electricity Supply Regulations 1986]	18
Additional fee – memorandum and articles consist of more than 20 pages, for each page in excess of 20	[Companies Regulation 1986]	14
Additional fee – memorandum and articles consist of more than 20 pages, for each page in excess of 20	[Companies Regulation 1986]	14
Additional fee – where the resolution alters the memorandum of a company by increasing its share capital, for each whole amount of \$1,000 by which the share capital is increased beyond \$10,000	[Companies Regulation 1986]	14
Additional hours	[Research centre (No.9 quality row)]	52
Additional Socket	[4. Option extras]	30
Additional Usage (after allowance) (20.3)	[9. Internet – ADSL Plan ADSL 10]	31
Additional Usage (after allowance) (20.3)	[10. Internet – ADSL Plan ADSL 30]	31
Additional Usage (after allowance) (20.3)	[11. Internet – ADSL Plan ADSL 50]	31
Additional Usage (after allowance) (20.3)	[12. Internet – ADSL Plan ADSL 90]	32
Additional Usage (after allowance) (20.3)	[13. Internet – ADSL Plan ADSL 180]	32
Additional Usage (after allowance) (20.3)	[14. Internet – ADSL On Hold (20.4)]	32
Administration fee on cancellation and reassignment of identifying number for motor vehicle	[Traffic Act 2010]	25
Administration fee on cancellation of registration of motor vehicle	[Traffic Act 2010]	25
Administrator may prescribe fee in Regulations for controlling or regulating vehicular and other traffic (including pedestrian traffic)	[Traffic Act 2010]	24
Advertising in the Visitors Information Display Cabinet	[Visitors Information Centre]	52
After hours' attendance between 1500 hours and 0700 hours	[Airport Regulations 1992]	7

Fee Name	Parent	Page
A [continued]		
After hours' attendance between 1500 hours and 0700 hours	[Airport Regulations 1992]	8
Agriculture – Permissible with Consent	[Use or Development]	36
Agriculture – Permitted	[Use or Development]	36
Airport – Permissible with Consent	[Use or Development]	36
Airport – Permitted	[Use or Development]	36
Airside Drivers Permit	[Airport]	53
Airside Drivers Permit Training	[Airport]	53
Airside Key Bond Charge	[Airport]	53
Airside Vehicle Permit	[Airport]	53
Airside Work Permit Induction	[Airport]	53
All other animals	[Animals (Importation) Act 1983]	8
An act done by the Registrar	[Companies Regulation 1986]	14
An act done by the Registrar as representing a defunct company or its liquidator	[Companies Regulation 1986]	14
Annex & Courtyard – Commercial (up to 3 hours)	[Research centre (No.9 quality row)]	52
Annex & Courtyard – Non-commercial (up to 3 hours)	[Research centre (No.9 quality row)]	52
Annual	[Special event permit]	22
Annual amount unlimited loads	[Water assurance – use of effluent disposal pit]	48
Annual licence – all others	[Auctioneers Act 1926]	9
Annual licence – Charitable	[Auctioneers Act 1926]	9
Annual returns and accounts – lodging an application to the Registrar 339(4)	[Annual returns and accounts]	15
Annual returns and accounts – lodging an application to the Registrar s343	[Annual returns and accounts]	15
Anti-tamp seals	[Equipment]	43
Any other event	[Special event permit]	22
Application BYO licence	[Liquor Act 2005]	21
Application for authority pinecones	[Trees Act 1997]	26
Application for Club licence	[Liquor Act 2005]	21
Application for general licence	[Liquor Act 2005]	21
Application for licence	[Companies Regulation 1986]	14
Application for licence	[Firearms and Prohibitive Weapons Regulations 1998]	18
Application for manufacturer's licence	[Liquor Act 2005]	21
Application for permit to take protected tree	[Trees Act 1997]	26
Application for registration as registered association	[Lotteries and Fundraising Act 1987]	22
Application for restaurant Licence	[Liquor Act 2005]	21
Application for review	[Administrative Review Tribunal Regulations 2002]	7
Application for review – social service recipient	[Administrative Review Tribunal Regulations 2002]	7
Application for timber licence	[Trees Act 1997]	26
Application to amend schedule of lot entitlements	[Community Title Act 2015]	10
Application to be registered as a mediator	[Mediation Act 2005]	22
Application to conduct prescribed scheme	[Lotteries and Fundraising Act 1987]	22
Application to conduct prescribed scheme	[Lotteries and Fundraising Act 1987]	22
Application to modify a development approval shall be the greater of – Permissible with consent	[Use or Development]	39
Application to modify a development approval shall be the greater of – Permitted	[Use or Development]	38
Application to register premises	[Health (Hairdressers) Regulations]	18
Application to renew registration as a mediator	[Mediation Act 2005]	22
Application to vary The Norfolk Island Plan – Permissible with consent	[Use or Development]	39
Application to vary The Norfolk Island Plan – Permitted	[Use or Development]	39
Approval of an application	[Associations Incorporations Regulations 2005]	8
Approval of an application	[Associations Incorporations Regulations 2005]	8
Approval of Notice	[Associations Incorporations Regulations 2005]	8
Apron security lighting charge per hour or part thereof	[Airport Regulations 1992]	8

Fee Name	Parent	Page
A [continued]		
ARFFS coverage requested per CAT 6 and below Non-ETOPS (one off callout fee)	[Airport Regulations 1992]	8
ARFFS per flight (movement fee)	[Airport Regulations 1992]	7
ARO supervision of Airside Workers without ASIC cards	[Airport]	53
ASIC Application and processing	[Airport Regulations 1992]	8
ASIC Card Application	[Airport]	53
Assignment of general identification mark to dealer in motor vehicles	[Traffic Act 2010]	25
Assisted Research and/or use of KRIC resources	[Research centre (No.9 quality row)]	52
Australia – Off Peak	[22. Prepaid GSM Mobile]	34
Australia – Peak	[22. Prepaid GSM Mobile]	34
Australia – SMS Peak/Off Peak	[22. Prepaid GSM Mobile]	34
Authorisation	[Surveys Act 1937]	24
Authority to bankers	[Cheques (Duty) Act 1983]	10
B		
Bar room (other than bar room forming Basic – 5 items on loan	[Water Assurance Act 1991]	27
Basic Plus – 10 items on loan	[Subscription rates]	51
Bird	[Animals (Importation) Act 1983]	8
Bobcat	[Plant]	49
Bobcat broom	[Plant]	49
Bobcat profiler	[Plant]	49
Books of Inspection Reports	[Traffic Act 2010]	25
Building and Development Application Processing Fee	[Fire permits]	44
Bulk (per cubic metre)	[Compost charge resale]	42
Business	[1. Line charges]	29
Business – 5 meg (Local Host)	[Web page hosting]	33
Business premises – Permissible with Consent	[Use or Development]	36
Business premises – Permitted	[Use or Development]	36
C		
Call outs to automatic fire alarms	[Call outs to automatic fire alarms]	45
Call outs to automatic fire alarms	[Call outs to automatic fire alarms]	45
Call outs to automatic fire alarms	[Call outs to automatic fire alarms]	45
Call outs to automatic fire alarms	[Call outs to automatic fire alarms]	45
Call outs to automatic fire alarms	[Call outs to automatic fire alarms]	45
Call outs to automatic fire alarms	[Call outs to automatic fire alarms]	45
Call Outs to Deliberate/Unattended Fires	[Call Outs to Deliberate/Unattended Fires]	46
Call Outs to Deliberate/Unattended Fires	[Call Outs to Deliberate/Unattended Fires]	46
Call Outs to Deliberate/Unattended Fires	[Call Outs to Deliberate/Unattended Fires]	46
Call Outs to Deliberate/Unattended Fires	[Call Outs to Deliberate/Unattended Fires]	46
Call Outs to Deliberate/Unattended Fires	[Call Outs to Deliberate/Unattended Fires]	46
Call Outs to Deliberate/Unattended Fires	[Call Outs to Deliberate/Unattended Fires]	46
Car Park (sole development proposal) – Permissible with Consent	[Use or Development]	36
Car Park (sole development proposal) – Permitted	[Use or Development]	36
Carriage of Passengers by Lighterage Service	[Lighterage Act 1961]	19
Cat	[Animals (Importation) Act 1983]	8
Cat G12 Grader	[Plant]	49
Celebrant Services	[Registration of Births Deaths and Marriages Act 1963]	24
Cemetery Tour	[Museums]	51
Cemetery Tour – with Museum Pass	[Museums]	51
Certificate as to Rates and Charges	[Local Government Act 1993 (NSW)(NI)]	22
Certificate of Inspection	[Traffic Act 2010]	25
Certificate of the Registrar	[Associations Incorporations Regulations 2005]	8
Certified copy of a registered title	[Land Administration Fees Regulations 1997]	19
Chairs (private functions other than at Rawson Hall)	[Hire per week – small marquee]	49

Fee Name	Parent	Page
C [continued]		
Change of use (i.e no development activity) – Permissible with consent	[Use or Development]	38
Change of use (i.e no development activity) – Permitted	[Use or Development]	38
Charge when less than 300 tonnes	[Lighterage Act 1961]	19
Charges for electricity	[Electricity Supply Act 1985]	17
Charges for rights of pasturage	[Pasturage and Enclosure Regulations 1949]	23
Cherry Picker	[Electricity]	48
Child – 5 items on loan	[Subscription rates]	51
Child Care Centre – Permissible with Consent	[Use or Development]	36
Child Care Centre – Permitted	[Use or Development]	36
Chubb gauge DCP	[Equipment]	43
Club – Permissible with Consent	[Use or Development]	36
Club – Permitted	[Use or Development]	36
Commercial activity – lease per square metre per week (short term lease)	[Airport Regulations 1992]	8
Commercial Laundry	[Water Assurance Act 1991]	28
Commercial loads – small, medium and large	[Environment – asbestos charges]	41
Commercial vehicles having a carrying capacity of 1 tonne or more	[Commercial vehicles]	25
Commercial vehicles having a load carrying capacity of less than 1 tonne	[Commercial vehicles]	25
Commission of executors etc. and curator Commission	[Administration and Probate Act 2006]	7
Concrete Batching Plant – Permissible with Consent	[Use or Development]	36
Concrete Batching Plant – Permitted	[Use or Development]	36
Concrete Saw	[Airport]	48
Conservation Materials (as part of Conservation Workshops)	[Museums]	51
Copy of a fire report	[Fire / alarm reports]	44
Copy of a Registered Marriage Certificate	[Registration of Births Deaths and Marriages Act 1963]	24
Copy of extract	[Mercantile Law Act 1959]	22
Coverage for delayed RPT flights	[Airport Regulations 1992]	7
Crane Truck	[7. Miscellaneous]	30
Credit Card Surcharge	[Finance]	53

D		
Dangerous Goods Store – Permissible with Consent	[Use or Development]	36
Dangerous Goods Store – Permitted	[Use or Development]	36
Data Allowance (20.3)	[9. Internet – ADSL Plan ADSL 10]	31
Data Allowance (20.3)	[10. Internet – ADSL Plan ADSL 30]	31
Data Allowance (20.3)	[11. Internet – ADSL Plan ADSL 50]	31
Data Allowance (20.3)	[12. Internet – ADSL Plan ADSL 90]	32
Data Allowance (20.3)	[13. Internet – ADSL Plan ADSL 180]	32
Data Allowance (20.3)	[14. Internet – ADSL On Hold (20.4)]	32
Data Only – 1 Gig Valid 6 months	[18. Internet – Hotspot (20.7)]	33
Data Only – 2 Gig Valid 6 months	[18. Internet – Hotspot (20.7)]	33
Data Only – 4 Gig Valid 6 months	[18. Internet – Hotspot (20.7)]	33
Data Rate	[9. Internet – ADSL Plan ADSL 10]	31
Data Rate	[10. Internet – ADSL Plan ADSL 30]	31
Data Rate	[11. Internet – ADSL Plan ADSL 50]	31
Data Rate	[12. Internet – ADSL Plan ADSL 90]	32
Data Rate	[13. Internet – ADSL Plan ADSL 180]	32
Data Rate	[14. Internet – ADSL On Hold (20.4)]	32
DC6 Bulldozer	[Plant]	49
Decals	[Equipment]	43
Defunct companies – lodging an application to the Registrar to exercise the powers conferred	[Companies Regulation 1986]	14
Delay fees (diversions)	[Airport Regulations 1992]	7
Delay fees (unscheduled and ongoing)	[Airport Regulations 1992]	7

Fee Name	Parent	Page
D [continued]		
Demolition (sole development proposal) – Permissible with consent	[Use or Development]	38
Demolition (sole development proposal) – Permitted	[Use or Development]	38
Depot – Permissible with Consent	[Use or Development]	36
Depot – Permitted	[Use or Development]	36
Development Charge (Photovoltaic access to grid fee) Solar infrastructure Access	[Electricity Supply Act 1985]	17
Dog	[Animals (Importation) Act 1983]	8
Dog – Certificate of registration	[Dogs Registration Act 1936]	16
Donations of old Library Publications to charity	[Library]	51
Dry Chemical Powder	[Agents recharge]	43
Duplicate certificate of registration as an electrical mechanic	[Electricity (Licensing and Registration)]	16
Duplicate electrical contractor's licence	[Electricity (Licensing and Registration)]	16
Duty – using stamps	[Cheques (Duty) Act 1983]	10
Duty per cheque	[Cheques (Duty) Act 1983]	10
E		
Each whole amount of \$1,000 by which the share capital exceeds \$10,000	[Companies Regulation 1986]	14
Educational Establishment – Permissible with Consent	[Use or Development]	36
Educational Establishment – Permitted	[Use or Development]	36
Electricity Rebate – Seniors	[Electricity Supply Act 1985]	17
Entry Fee	[Research centre (No.9 quality row)]	52
Entry Fee all Museums and Tag Along Tour – multiple entry	[Museums]	51
Entry Fee individual museums	[Museums]	51
Examination of other stock	[Slaughtering Act 1913]	24
Examination of sheep or swine	[Slaughtering Act 1913]	24
External alarm	[4. Option extras]	30
Extinguishing a fire not notified or left unattended	[Fire permits]	44
Extra Handset	[4. Option extras]	30
F		
Family – 15 items on loan	[Subscription rates]	51
Family Plus – 20 items on loan	[Subscription rates]	51
Fee	[(b) for any other application]	11
Fee	[(a) for examination of application]	11
Fee	[(c) for deposit of plan of community division]	11
Fee	[(d) for each lot requiring issue of certificate of title]	11
Fee	[(e) for filing of scheme description]	12
Fee	[(f) for filing of rules]	12
Fee	[(g) for filing of development contract]	12
Fee	[(a) for examination of application]	12
Fee	[(c) for each certificate of title to be issued]	13
Fee	[(a) for noting the order]	13
Fee	[(c) for each certificate of title to be issued]	13
Fee	[Filing of notice of appointment, removal or replacement of administrator]	13
Fee	[Lodging a copy of a special resolution]	15
Fee	[Lodging documents for the registration of a foreign company]	15
Fee	[Lodging an annual return of a public company, not being a company referred to in Item 24]	16
Fee	[Fire system monitoring]	44
Fee (per m3 or tonne whichever is the greater)	[Back-loading of empty collapsible reusable containers]	20
Fee (per Tonne)	[Goods in bags]	20

Fee Name	Parent	Page
F [continued]		
Fee for an accredited installer's certificate of compliance under regulation 34A – where time for inspection and connection exceeds one hour – at the rate, for each authorised officer and assistant required	[Electricity Supply Regulations 1986]	17
Fee for Inspection at NIRC Works Depot	[Traffic Act 2010]	25
Fee for inspection of documents	[Land Administration Fees Regulations 1997]	19
Fee for Licence to sell Tobacco	[Sale of Tobacco Act 2004]	24
Fee for purchase from Registrar of copy of development contract filed with plan of community division	[Community Title Act 2015]	11
Fee for purchase from Registrar of copy of rules filed with plan of community division	[Community Title Act 2015]	11
Fee for re-examination of plan when amended after approval for deposit is given	[Community Title Act 2015]	11
Fee for registration of subdivision	[Land Administration Fees Regulations 1997]	19
Fee payable for the grant of a licence	[Dangerous Drugs Regulations 1998]	16
Fee to search register	[Land Administration Fees Regulations 1997]	19
Fees – Planning certificate	[Planning Regulations 2004]	23
Female dog (entire)	[Registration of a dog]	16
Female dog (spayed)	[Registration of a dog]	16
Filing a document with the Registrar where the time specified by the Act for filing the document has expired	[Associations Incorporations Regulations 2005]	9
Filing a document with the Registrar within the time specified by the Act	[Associations Incorporations Regulations 2005]	9
Filing a notice	[Associations Incorporations Regulations 2005]	9
Filing of certified copy of development contract as varied or agreement to terminate development contract	[Community Title Act 2015]	11
Filing of certified copy of rules as varied	[Community Title Act 2015]	11
Filing of copy of certified scheme description as amended	[Community Title Act 2015]	10
Filing of memorandum of satisfaction	[Mercantile Law Act 1959]	22
Filling / Earthworks (sole development proposal) – Permissible with Consent	[Use or Development]	36
Filling / Earthworks (sole development proposal) – Permitted	[Use or Development]	36
Fire blanket	[Extinguishers]	43
Fire Blankets	[Fire service]	43
Fire Safety Theoretical & Practical Training	[Training]	44
Fish	[Animals (Importation) Act 1983]	8
Foam	[Agents recharge]	43
Food Premises – Permissible with consent	[Use or Development]	36
Food Premises – Permitted	[Use or Development]	36
Food shop	[Water Assurance Act 1991]	27
For a certificate issued by the Registrar other than a certificate in section 70(2) or 590(7)	[Companies Regulation 1986]	14
For any enquiry, other than an enquiry in person, involving an inspection to which Item 48 refers	[Companies Regulation 1986]	14
For filing a copy of a balance sheet with the Registrar	[Associations Incorporations Regulations 2005]	8
For usage above 3 hours – Commercial and non-commercial	[Research centre (No.9 quality row)]	52
Forestry – Permissible with consent	[Use or Development]	36
Forestry – Permitted	[Use or Development]	36
Fork lift	[Plant]	49
Free Services	[8. Internet – ADSL Service (20.1)]	30
Fuel Levy	[Fuel Levy Act 1987]	18
Fuel spill clean up	[Airport Regulations 1992]	7
Fuel through put fee	[Hydrant Testing]	47

G

Garage or service station	[Water Assurance Act 1991]	27
Garden Centre – Permissible with consent	[Use or Development]	36
Garden Centre – Permitted	[Use or Development]	36
General Cargo	[Lighterage Act 1961]	19
General Connection	[Water Assurance Act 1991]	27
General infrastructure Charge (Grid Access) (per quarter)	[Electricity Supply Act 1985]	17
Grant of Licence to sell poison	[Poisons and Dangerous Substances Act 1957]	23
Grant of Permit	[Migratory Birds Act 1980]	22
Green Waste Delivery	[Green waste disposal]	42
Group Tours (through wholesale companies and tour operators)	[Museums]	51

H

Hall & Supper Room	[Rawson hall]	52
Hall Only	[Rawson hall]	52
Hi Temperature Incinerator (hazardous waste)	[Waste and environment]	41
Hire fees for Council buildings not identified in other schedules	[Hire Fees]	53
Hire of Loader attachment for Foundation Day	[Plant]	49
Hire of Tents	[Marquees / Furniture]	48
Home Hotspot bundled with ADSL plan	[19. Internet – Accommodation Service HotSpot (20.8)]	33
Home Hotspot Pre-paid only includes standard installation fees	[19. Internet – Accommodation Service HotSpot (20.8)]	33
Home Industry – Permissible with consent	[Use or Development]	36
Home Industry – Permitted	[Use or Development]	36
Home Occupation – Permissible with consent	[Use or Development]	36
Home Occupation – Permitted	[Use or Development]	36
Hose Reel Inspection	[Fire service]	43
Hospital – Permissible with consent	[Use or Development]	36
Hospital – Permitted	[Use or Development]	36
Hotel – Permissible with consent	[Use or Development]	36
Hotel – Permitted	[Use or Development]	36
House access requiring KAVHA supervising staff – Commercial and non-commercial	[Research centre (No.9 quality row)]	52

I

IDD to Australian Landline – Off-Peak	[2. Telephone landline charges]	29
IDD to Australian Landline – Peak	[2. Telephone landline charges]	29
IDD to Australian Mobile – Off-Peak	[2. Telephone landline charges]	29
IDD to Australian Mobile – Peak	[2. Telephone landline charges]	29
IDD to New Zealand Landline – Off-Peak	[2. Telephone landline charges]	29
IDD to New Zealand Landline – Peak	[2. Telephone landline charges]	29
IDD to New Zealand Mobile – Off-Peak	[2. Telephone landline charges]	29
IDD to New Zealand Mobile – Peak	[2. Telephone landline charges]	29
IDD to Rest of World Landline and Mobile – Off-Peak	[2. Telephone landline charges]	29
IDD to Rest of World Landline and Mobile – Peak	[2. Telephone landline charges]	29
If there is a period of less than 12 months between the grant of a general licence and the application for renewal, the licence fee payable by the licensee for the renewal	[Liquor Act 2005]	21
If there is a period of less than 12 months between the grant of a restaurant licence and the application for renewal, the licence fee payable by the licensee for the renewal	[Liquor Act 2005]	21
Impounded animal	[Pounds Act 1934]	23
In addition, for each 2 pages or less of the document produced	[Companies Regulation 1986]	14
Indoor Sport and Recreation Facility – Permissible with consent	[Use or Development]	36

I [continued]

Indoor Sport and Recreation Facility – Permitted	[Use or Development]	36
Industry (extractive, noxious, hazardous & offensive) Permissible with consent	[Use or Development]	37
Industry (extractive, noxious, hazardous & offensive) Permitted	[Use or Development]	37
Industry (rural, general & light) – Permissible with consent	[Use or Development]	37
Industry (rural, general & light) – Permitted	[Use or Development]	36
Inspect Register	[Fencing Act 1913]	18
Inspection and connection of generator	[Electricity Supply Regulations 1986]	17
Inspection and connection of solar energy generation facilities – new installation where time for inspection and connection does not exceed one hour	[Electricity Supply Regulations 1986]	17
Inspection of all or any of the documents filed with the Registrar in respect of an incorporated association	[Associations Incorporations Regulations 2005]	9
Inspection of documents that are lodged by or in relation to a particular corporation or other person	[Companies Regulation 1986]	14
Inspection of Register	[Brands and Marks Act 1949]	9
Inspection only at the rate, for each authorised officer and assistant required	[Electricity Supply Regulations 1986]	17
Installation Fees	[8. Internet – ADSL Service (20.1)]	30
Installation Fees	[16. Internet – ADSL Option Multisite (20.6)]	32
Installation Fees	[19. Internet – Accommodation Service HotSpot (20.8)]	33
Installation of service mains; alterations to the supply of electricity to a consumer; alterations resulting from the failure of a consumer to comply with the terms and conditions of supply of electricity; and alterations to the supply of electricity made at the request of a consumer	[Electricity Supply Regulations 1986]	17
Intact	[5. Connection fees for new service]	30
Intact	[6. Relocation fee]	30
Intensive Animal Husbandry – Permissible with consent	[Use or Development]	37
Intensive Animal Husbandry – Permitted	[Use or Development]	37
Interest charge on unpaid rates	[Local Government Act 1993 (NSW)(NI)]	22
Interest on outstanding debt	[Finance]	53
Interest payable on refunded levy	[Business Transactions (Administration) Act 2006]	9
Internet – ADSL Plan	[15. Internet – ADSL Plan Priority Support (20.5)]	32
Internet – HotSpot	[19. Internet – Accommodation Service HotSpot (20.8)]	33
Interview (telephone or in person)	[Radio sponsorship]	52
Issue of a certificate of incorporation s11	[Associations Incorporations Regulations 2005]	8
Issue of a certificate of incorporation s21	[Associations Incorporations Regulations 2005]	8
Issue of a duplicate Inspectors Authority	[Traffic Act 2010]	25
Issue of an Inspectors Authority	[Traffic Act 2010]	25
Issue of certificate of registration as electrical mechanic	[Electricity (Licensing and Registration)]	16
Issue of drivers licence for each year of validity, or part thereof	[Traffic Act 2010]	25
Issue of duplicate Proprietors Authority	[Traffic Act 2010]	25
Issue of electrical contractor's licence	[Electricity (Licensing and Registration)]	16
Issue of learners licence	[Traffic Act 2010]	25
Issue of Proprietors Authority	[Traffic Act 2010]	25
Issuing a document relating to an incorporated association by post or by facsimile transmission or other electronic means	[Associations Incorporations Regulations 2005]	9

K

Kitchen hire – Commercial and Private / Non-commercial (up to 3 hours)	[Research centre (No.9 quality row)]	52
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Fee Name	Parent	Page
L		
Labour	[Private works]	50
Land Administration fee	[Land Administration Fees Act 1996]	19
Landing and Take Off Fees – 3 per passenger or 1.5 per 1,000kgs	[Airport Act 1991]	7
Large contracts and Government works – request for quote	[Private works]	50
Large domestic loads – first two cubic metres	[Environment – asbestos charges]	41
Launch	[Plant]	50
Leased Circuit – Point to Point single pair – 24-hour Support	[1. Line charges]	29
Leased Circuit Bundled – Point-to-Point single pair – Bundled with a Norfolk Telecom ADSL Service	[1. Line charges]	29
Leased Circuit Emergency/Essential – Point-to-Point single pair – Connects to emergency /essential services facilities – 24-hour Support	[1. Line charges]	29
Length Surcharge	[Other charges]	20
Level 1 inspection – extinguisher	[Fire service]	43
Level 2 inspection – extinguisher	[Fire service]	43
Level 4 inspection – extinguisher	[Fire service]	43
Levy for livestock container by air or sea	[Waste Management Regulation 2004]	26
Levy if imported by Air (excluding motor vehicles)	[Waste Management Regulation 2004]	26
Levy if imported by Sea (excluding motor vehicles)	[Waste Management Regulation 2004]	26
Levy to be rounded down	[Business Transactions (Administration) Act 2006]	9
Licence	[Sale of Food Act 1950]	24
Licence	[Slaughtering Act 1913]	24
Licence – issued after 30 June in any year	[Sale of Food Act 1950]	24
Licence – Less than 12 months	[Auctioneers Act 1926]	9
Licensed Club – Permissible with consent	[Use or Development]	37
Licensed Club – Permitted	[Use or Development]	37
Lighter	[Plant]	50
Liquor Bond – Retail Items	[Liquor bond]	51
Live Reads (usually 15 seconds of text)	[Radio sponsorship]	52
Local – Off Peak	[22. Prepaid GSM Mobile]	34
Local – Peak	[22. Prepaid GSM Mobile]	34
Local – SMS Peak/Off Peak	[22. Prepaid GSM Mobile]	34
Local call Landline to Landline	[2. Telephone landline charges]	29
Local Calls Itemised on Invoice	[4. Option extras]	30
Local Landline to Local Mobile – Off-Peak	[2. Telephone landline charges]	29
Local Landline to Local Mobile – Peak	[2. Telephone landline charges]	29
Lodging a copy of a resolution altering a provision or provisions of the memorandum or articles of a company, or the memorandum and articles of a company	[Companies Regulation 1986]	14
Lodging a memorandum	[Charges]	15
Lodging a notice	[Charges]	15
Lodging a notice	[Charges]	15
Lodging a statement	[Companies Regulation 1986]	13
Lodging a statement	[Companies Regulation 1986]	13
Lodging a statement made in the capacity of auditor or liquidator	[Companies Regulation 1986]	13
Lodging an annual return of a proprietary company that is not an exempt proprietary company	[Companies Regulation 1986]	14
Lodging an annual return of an exempt proprietary company	[Companies Regulation 1986]	14
Lodging an annual return or a balance sheet and profit and loss account of a registered foreign company	[Companies Regulation 1986]	14
Lodging an application 42(1)(c) for registration as a liquidator of a specified corporation	[Companies Regulation 1986]	13

Fee Name	Parent	Page
L [continued]		
Lodging an application for exemption from filing a copy balance sheet	[Associations Incorporations Regulations 2005]	8
Lodging an application for registration as auditor or liquidator	[Companies Regulation 1986]	13
Lodging an application for the approval of a trustee for debenture holders	[Fundraising]	15
Lodging an application for the approval of the alteration or proposed alteration of the memorandum or articles of a company	[Companies Regulation 1986]	14
Lodging an application for the approval of the Registrar to the change of name of a company, other than a change of name directed by the Registrar under subsection 85(3) or a change of name under subsection 86(2)	[Companies Regulation 1986]	14
Lodging an application for the reservation of a name or for the extension of a reservation	[Companies Regulation 1986]	13
Lodging an application for transfer for incorporation	[Companies Regulation 1986]	14
Lodging an application to the Registrar	[Fundraising]	15
Lodging an application to the Registrar	[Fundraising]	15
Lodging any document for the lodging of which a fee is not provided by any other item	[Companies Regulation 1986]	14
Lodging with the Registrar a copy of the notice and of the statement referred to in paragraph 193	[Companies Regulation 1986]	15
Lodging with the Registrar an annual return for a company that has been granted local company status	[Companies Regulation 1986]	14
Lodgment of any other document required by this Act	[Community Title Act 2015]	11

M

Male dog (entire)	[Registration of a dog]	16
Male dog (neutered)	[Registration of a dog]	16
Marquee x 1 pole	[Hire per week – large marquee]	49
Marquee x 2 pole	[Hire per week – large marquee]	49
Marquee x 3 pole	[Hire per week – large marquee]	49
Marquee x 4 pole	[Hire per week – large marquee]	48
Materials	[Private works]	50
Maximum fee for purchase from body corporate of copy of development contract	[Community Title Act 2015]	11
Maximum fee for purchase from body corporate of copy of rules	[Community Title Act 2015]	11
Medium domestic loads – one to two cubic metres	[Environment – asbestos charges]	41
Meter testing	[Electricity Supply Regulations 1986]	17
Minimum Contract Term	[8. Internet – ADSL Service (20.1)]	30
Minimum Establishment Fee	[8. Internet – ADSL Service (20.1)]	30
Minimum Install Fee	[16. Internet – ADSL Option Multisite (20.6)]	32
Modem – 4E (4 x Eth Modem)	[17. Internet – ADSL Modem Lease]	33
Modem – 4EW (4 x Eth/Wireless Modem)	[17. Internet – ADSL Modem Lease]	33
Modem – UE (USB/Eth Modem)	[17. Internet – ADSL Modem Lease]	33
Monday to Friday – more than 8 hours worked in a day	[Penalty rates]	20
Motor cycles	[Issue of number plates]	26
Motor cycles	[Issue of replacement number plates]	26
Motor cycles – other than motor cycles for hire	[Registration of motor vehicles]	25
Motor cycles for hire	[Registration of motor vehicles]	25
Motor cycles – other than motor cycles for hire (seniors 65 years and above)	[Registration of motor vehicles]	25
Motor vehicles – other than motor cycles	[Issue of number plates]	26
Motor vehicles – other than motor cycles	[Issue of replacement number plates]	26

Fee Name	Parent	Page
M [continued]		
Movement fee – General Aviation Aircraft including helicopters per 1000 kg	[Airport Regulations 1992]	8
Movement fee – Military Aircraft per 1000 kg	[Airport Regulations 1992]	8
Movement fees – Non RPT charter with (less than 5 passengers) per 1000 kg	[Airport Regulations 1992]	8
Museums – Retail Items	[Museums]	51
N		
National Park – Permissible with consent	[Use or Development]	37
National Park – Permitted	[Use or Development]	37
Network Engineering	[Web page hosting]	33
New installation where time for inspection and connection does not exceed one hour	[Electricity Supply Regulations 1986]	17
New installation where time for inspection and connection exceeds one hour – at the rate, for each authorised officer and assistant required	[Electricity Supply Regulations 1986]	17
New Zealand – Off Peak	[22. Prepaid GSM Mobile]	35
New Zealand – Peak	[22. Prepaid GSM Mobile]	35
New Zealand – SMS Peak/Off Peak	[22. Prepaid GSM Mobile]	35
Non Etops charge – increase from January 2019	[Call Outs to Deliberate/Unattended Fires]	45
Non Etops charge – increase from January 2019	[Call Outs to Deliberate/Unattended Fires]	45
Non Etops charge – increase from January 2019	[Call Outs to Deliberate/Unattended Fires]	45
Non Etops charge – increase from January 2019	[Call Outs to Deliberate/Unattended Fires]	45
Non Etops charge – increase from January 2019	[Call Outs to Deliberate/Unattended Fires]	45
Non Etops charge – increase from January 2019	[Call Outs to Deliberate/Unattended Fires]	45
Non RPT charter (5 passengers or more)	[Airport Regulations 1992]	7
Non RPT passenger and baggage screening services	[Airport Regulations 1992]	8
Non-Intact (minimum)	[5. Connection fees for new service]	30
Non-Intact (minimum)	[6. Relocation fee]	30
Non-recyclable waste disposal fee – box or bag/bin for volume up to 120 litres	[Environment (non-commercial)]	41
Non-recyclable waste disposal fee – box or bag/bin for volume up to 120 litres	[Environment (commercial)]	41
Non-recyclable waste Disposal fee – large truck	[Environment (non-commercial)]	41
Non-recyclable waste Disposal fee – large truck	[Environment (commercial)]	41
Non-recyclable waste disposal fee – medium truck	[Environment (non-commercial)]	41
Non-recyclable waste disposal fee – medium truck	[Environment (commercial)]	41
Non-recyclable waste disposal fee – small truck/ute/trailer	[Environment (non-commercial)]	41
Non-recyclable waste disposal fee – small truck/ute/trailer	[Environment (commercial)]	41
Number on Hold (inactive service)	[1. Line charges]	29
O		
Objection to application	[Liquor Act 2005]	22
Obtaining a copy of a document referred to in section 148	[Land Administration Fees Regulations 1997]	19
Obtaining a copy of a document referred to in section 30 of Land Titles Act	[Land Administration Fees Regulations 1997]	19
Omnibuses	[Motor vehicles (other than trailers and motor cycles)]	25

O [continued]

On lodging a return of allotment of shares, for each whole \$1,000, or incomplete part thereof, of the nominal amount of the shares allotted	[Return of allotment of shares]	15
Ongoing impounded animal	[Pounds Act 1934]	23
Open space – Permissible with consent	[Use or Development]	37
Open space – Permitted	[Use or Development]	37
Operating head	[Equipment]	43
Other applications	[Administrative Review Tribunal Regulations 2002]	7
Outdoor Sport and Recreation Facility – Permissible with consent	[Use or Development]	37
Outdoor Sport and Recreation Facility – Permitted	[Use or Development]	37
Outside Broadcast Unit (Van)	[Radio sponsorship]	51
Over 50,000	[3. Minutes per month]	30

P

Paid for the period when a machinery on board the vessel or rain prevents discharge	[Waiting time]	21
Paid for the period when labour is called for work but sea conditions prevent discharge	[Callout time]	21
Parallel Service	[1. Line charges]	29
Park – Permissible with consent	[Use or Development]	37
Park – Permitted	[Use or Development]	37
Parking fee MTOW in excess of 20,000 kgs per hour or part thereof	[Airport Regulations 1992]	8
Passenger and baggage screening per departing flight	[Airport Regulations 1992]	7
Per load charge	[Water assurance – use of effluent disposal pit]	48
Permanent parking fee per annum	[Airport Regulations 1992]	8
Permit application fee	[Firearms and Prohibitive Weapons Regulations 1998]	18
Permit to Extract Sand From Cemetery Reserve	[Public Reserves Act 1997]	24
Photo ID Cards	[Miscellaneous]	51
Photocopying	[Library]	51
Place of Assembly – Permissible with consent	[Use or Development]	37
Place of Assembly – Permitted	[Use or Development]	37
Place of Public Worship – Permissible with consent	[Use or Development]	37
Place of Public Worship – Permitted	[Use or Development]	37
Plant hire	[Private works]	50
Portable lights	[Electricity]	48
Postage Charges if recipient off Island	[Research centre (No.9 quality row)]	52
Prescribed fees	[Companies Regulation 1986]	13
Prescribed form and fee for application for permit	[Firearms and Prohibitive Weapons Regulations 1998]	18
Pressure Gauge Water/Foam	[Equipment]	43
Private	[1. Line charges]	29
Private – 5 meg (Local Host)	[Web page hosting]	33
Private hire vehicles	[Motor vehicles (other than trailers and motor cycles)]	25
Private properties request manned vehicle standby while scrub heaps are burnt	[Fire standby]	44
Private vehicles	[Motor vehicles (other than trailers and motor cycles)]	25
Private Vehicles – Seniors 65 years and above	[Motor vehicles (other than trailers and motor cycles)]	25
Probationary Licence	[Traffic Act 2010]	25
Production by the Registrar pursuant to a subpoena, of a document in its custody	[Companies Regulation 1986]	14
Production Recording (using announcer's voice)	[Radio sponsorship]	52
Professional Voice-overs (per 30 seconds slots, minimum 30 seconds)	[Radio sponsorship]	52
Provision of Interim IDD Printout	[7. Miscellaneous]	30
Public Building – Permissible with consent	[Use or Development]	37
Public Building – Permitted	[Use or Development]	37

Fee Name	Parent	Page
P [continued]		
Public hire vehicles	[Motor vehicles (other than trailers and motor cycles)]	25
Public Works (major) – Permissible with consent	[Use or Development]	37
Public Works (major) – Permitted	[Use or Development]	37
Public Works (minor) – Permissible with consent	[Use or Development]	37
Public Works (minor) – Permitted	[Use or Development]	37
R		
Reading fee for meters requested to be read on a monthly basis	[Electricity Supply Regulations 1986]	17
Reading fee for termination of supply	[Electricity Supply Regulations 1986]	17
Reconnection	[Electricity Supply Regulations 1986]	17
Reconnection fee	[6. Relocation fee]	30
Recyclable waste Disposal fee – box or bag/bin for volume up to 120 litres	[Environment (commercial)]	41
Recyclable waste Disposal fee large truck	[Environment (commercial)]	41
Recyclable waste Disposal fee medium truck	[Environment (commercial)]	41
Recyclable waste Disposal fee small truck\ute\trailer	[Environment (commercial)]	41
Red Plastic Safety pin	[Equipment]	43
Reduction of leviable value of leviable property if conveyed to partner on retirement or dissolution of partnership	[Business Transactions (Administration) Act 2006]	9
Refundable bond	[Rawson hall]	52
Registrar may issue rules	[Traffic Act 2010]	25
Registration fee	[Land Administration Fees Act 1996]	19
Registration made after 30 June in any year, is 50% of the above fee	[Registration of a dog]	16
Registration of a lien on a crop	[Mercantile Law Act 1959]	22
Registration of a Special Purpose Vehicle	[Traffic Act 2010]	25
Registration of Apiary	[Apiaries Act 1935]	8
Registration of Bill of Sale	[Mercantile Law Act 1959]	22
Registration of brand or mark	[Brands and Marks Act 1949]	9
Registration of change of name by Deed Poll	[Registration of Births Deaths and Marriages Act 1963]	24
Registration of fence	[Fencing Act 1913]	18
Regular Passenger Transport Services (RPT Services) (Embarking and Disembarking Passengers)	[Airport Regulations 1992]	7
Regular Passenger Transport Services (RPT Services) (Embarking and Disembarking Passengers) – Unserviced Route Concession	[Airport Regulations 1992]	7
Re-inspection	[Electricity Supply Regulations 1986]	17
Reinspection of non-compliant properties	[Slaughtering Act 1913]	24
Relocation of licence	[Liquor Act 2005]	21
Renewal BYO licence	[Liquor Act 2005]	21
Renewal of a general licence	[Liquor Act 2005]	21
Renewal of Club licence	[Liquor Act 2005]	21
Renewal of electrical contractor's licence	[Electricity (Licensing and Registration)]	16
Renewal of Licence	[Sale of Food Act 1950]	24
Renewal of Licence to sell poison	[Poisons and Dangerous Substances Act 1957]	23
Renewal of manufacturer's licence	[Liquor Act 2005]	21
Renewal of registration	[Mercantile Law Act 1959]	22
Renewal of restaurant licence	[Liquor Act 2005]	21
Research Centre – Retail Items	[Research centre (No.9 quality row)]	52
Research Request completed by Research Officer – 2 hours (includes report and documentation)	[Research centre (No.9 quality row)]	52
Residence/Resort (extension, alteration, garage, deck, etc) – Permissible with consent	[Use or Development]	37
Residence/Resort (extension, alteration, garage, deck, etc) – Permitted	[Use or Development]	37

Fee Name	Parent	Page
R [continued]		
Residence/Resort (new: fee per each net additional residence) – Permissible with consent	[Use or Development]	37
Residence/Resort (new: fee per each net additional residence) – Permitted	[Use or Development]	37
Rest of the World – SMS Peak / Off Peak	[23. Telephone Landline & GSM Mobile – Peak/Off-Peak Times]	35
Rest of World – Off Peak	[22. Prepaid GSM Mobile]	35
Rest of World – Peak	[22. Prepaid GSM Mobile]	35
Restaurant in which liquor is not sold	[Water Assurance Act 1991]	27
Restaurant in which liquor is sold	[Water Assurance Act 1991]	27
Road (sole development proposal) – Permissible with consent	[Use or Development]	37
Road (sole development proposal) – Permitted	[Use or Development]	37
Runway light per hour or part thereof	[Airport Regulations 1992]	8
S		
Safety Pins	[Equipment]	43
Sale of Donated Books	[Library]	51
Sale of Old and Damaged Library Publications	[Library]	51
Salvage Yard – Permissible with consent	[Use or Development]	37
Salvage Yard – Permitted	[Use or Development]	37
Saturday – less than 8 hours worked in a day	[Penalty rates]	21
Saturday – more than 8 hours worked in a day	[Penalty rates]	21
Scaffolding	[Plant]	49
School age children	[Museums]	51
Screened rock	[Rock (Portion 44a) – add weighbridge use charge to these fees]	48
Search in Register of Births and issue of extract from entry containing only the name, and date and place of birth, of person	[Registration of Births Deaths and Marriages Act 1963]	24
Search in Register of Births and issue of extract from entry containing particulars in addition to name, and date and place of birth, of person	[Registration of Births Deaths and Marriages Act 1963]	24
Search in register, other than Register of Births, and issue of extract from entry	[Registration of Births Deaths and Marriages Act 1963]	24
Search of name on the register of Deed Poll	[Registration of Births Deaths and Marriages Act 1963]	24
Search of registers, etc.	[Mercantile Law Act 1959]	22
Search Register and issue copy of entry	[Registration of Births Deaths and Marriages Act 1963]	24
Second grade unsorted rock	[Rock (Portion 44a) – add weighbridge use charge to these fees]	48
Security Deposit – Regular public passenger transport service; or Regular Public Transport service by charter	[Airport Regulations 1992]	8
Service call during hours 7 a.m. to 3.30 p.m. Monday to Friday at the rate, for each authorised officer and assistant required	[Electricity Supply Regulations 1986]	17
Service calls at other times	[Electricity Supply Regulations 1986]	17
Service Fee	[9. Internet – ADSL Plan ADSL 10]	31
Service Fee	[10. Internet – ADSL Plan ADSL 30]	31
Service Fee	[11. Internet – ADSL Plan ADSL 50]	31
Service Fee	[12. Internet – ADSL Plan ADSL 90]	32
Service Fee	[13. Internet – ADSL Plan ADSL 180]	32
Service Fee	[14. Internet – ADSL On Hold (20.4)]	32
Service Fee for all Telecom services (ADSL Priority Support)	[7. Miscellaneous]	30
Service Fee per extra link (maximum = 2)	[16. Internet – ADSL Option Multisite (20.6)]	32
Service Fees	[19. Internet – Accommodation Service HotSpot (20.8)]	33
Service Station – Permissible with consent	[Use or Development]	37
Service Station – Permitted	[Use or Development]	37
Shop – Permissible with consent	[Use or Development]	37
Shop – Permitted	[Use or Development]	37
Shop (local) – Permissible with consent	[Use or Development]	37
Shop (local) – Permitted	[Use or Development]	37
Shop other than food or specialty shop	[Water Assurance Act 1991]	27

Fee Name	Parent	Page
S [continued]		
Sign (sole development proposal) – Permissible with consent	[Use or Development]	38
Sign (sole development proposal) – Permitted	[Use or Development]	38
Silent (CLI Restricted)	[1. Line charges]	29
Single phase meter	[Electricity Supply Regulations 1986]	17
Small domestic loads – one cubic metre or less	[Environment – asbestos charges]	41
Sorting and disposal of waste (not including lavatory waste)	[Airport Regulations 1992]	7
Special Use – a premise used by 50 or more persons where food and drink is not provided	[Water Assurance Fees and Charges]	27
Specialty shop	[Water Assurance Act 1991]	27
Split Rings	[Equipment]	43
Spreader box	[Plant]	49
Stage – 8 sections	[Marquees / Furniture]	48
Subdivision involving consolidation/boundary realignment – Permissible with consent	[Use or Development]	38
Subdivision involving consolidation/boundary realignment – Permitted	[Use or Development]	38
Subdivision involving net additional lots – Permissible with consent	[Use or Development]	38
Subdivision involving net additional lots – Permitted	[Use or Development]	38
Submission of a memorandum and articles for the registration of an intended company having a share capital	[Companies Regulation 1986]	14
Submission of a memorandum and articles for the registration of an intended company not having a share capital	[Companies Regulation 1986]	14
Subscriber facilities	[4. Option extras]	30
Sunday and Public Holidays	[Penalty rates]	21
Supper Room Only	[Rawson hall]	52
Supply of a certified copy of an extract from, a document filed or lodged with the Registrar – Additional page	[Companies Regulation 1986]	14
Supply of a certified copy of, or the supply of a certified copy of an extract from, a document filed or lodged with the Registrar – for one page	[Companies Regulation 1986]	14
Supply of a photocopy of a document, for each page in addition to the fee payable under Item 48 or 49	[Companies Regulation 1986]	14

T		
Tags	[Equipment]	43
Taking of blood sample (except where analysis of the sample does not indicate that the person was under the influence of intoxicating liquor or a drug)	[Traffic Act 2010]	25
Telecom Labour Rate	[7. Miscellaneous]	30
Telephone Directory	[7. Miscellaneous]	30
Temporary licence to clerk or deputy of licensed auctioneer	[Auctioneers Act 1926]	9
The charge for a right of pasturage (including the issue of a tag) for a period of less than 6 months shall be half of the charge	[Pasturage and Enclosure Regulations 1949]	23
The charge per unit of electricity measured by a meter shall be varied by determination	[Electricity Supply Regulations 1986]	17
Timber 3 metres or less in length	[Lighterage Act 1961]	19
Timber in excess of 3 metres in length	[Lighterage Act 1961]	19
Time Calls (usually 2 seconds)	[Radio sponsorship]	51
Toll Free 1800	[1. Line charges]	29
Tour visits to Radio Station	[Radio sponsorship]	51

Fee Name	Parent	Page
T [continued]		
Tourism bookeasy commission	[Visitors Information Centre]	52
Tourist accommodation house – hotel	[Water Assurance Act 1991]	27
Tourist accommodation house – other than hotel	[Water Assurance Act 1991]	27
Tourist accommodation house – staff accommodation	[Water Assurance Act 1991]	28
Tourist Facility – Permissible with consent	[Use or Development]	38
Tourist Facility – Permitted	[Use or Development]	37
Trailers or side cars that, when in use, are attached to motor cycles	[Registration of motor vehicles]	25
Transfer of licence	[Liquor Act 2005]	21
Transfer of registration of motor vehicles	[Traffic Act 2010]	25
Trencher	[7. Miscellaneous]	30
Trencher	[Electricity]	48
Truck (over 4T)	[Plant]	49
Truck (under 4T)	[Plant]	49
U		
Under road Borer	[7. Miscellaneous]	30
Unsorted mixed truck load disposal fee	[Environment (non-commercial)]	41
Unsorted mixed truck load disposal fee	[Environment (commercial)]	41
Utility with tray 2 wheel drive	[Plant]	49
Utility with tray 4 wheel drive, 2 or 4 door cab	[Plant]	49
V		
Valve stem assembly	[Equipment]	43
Variation of licence	[Liquor Act 2005]	21
Vehicle Sales or Hire Yard – Permissible with consent	[Use or Development]	38
Vehicle Sales or Hire Yard – Permitted	[Use or Development]	38
Veteran, vintage and historic motor vehicles	[Traffic Act 2010]	25
Veterinary Establishment – Permissible with consent	[Use or Development]	38
Veterinary Establishment – Permitted	[Use or Development]	38
Visitor Subscriptions One month – 5 items on loan	[Subscription rates]	51
Visitors Information Centre – Retail Items	[Visitors Information Centre]	52
Volvo Loader	[Plant]	49
W		
Warehouse Premises – Permissible with consent	[Use or Development]	38
Warehouse Premises – Permitted	[Use or Development]	38
Waste Levy imported Motor Vehicles (cubic metre or per tonne whichever greater)	[Waste Management Regulation 2004]	26
Weighbridge Use – multiple loads per day within a 7 hour time limit	[Weighbridge]	48
Weighbridge Use – multiple loads within a 2 hour time limit	[Weighbridge]	48
Weighbridge Use – single load	[Weighbridge]	48
Wharf – Permissible with consent	[Use or Development]	38
Wharf – Permitted	[Use or Development]	38
Where correct particulars of entry not stated in application, additional fee for searching for and identifying correct entry	[Registration of Births Deaths and Marriages Act 1963]	24
Where time for inspection and connection does not exceed one hour	[Electricity Supply Regulations 1986]	18
Where time for inspection and connection exceeds one hour – at the rate, for each authorised officer and assistant required	[Electricity Supply Regulations 1986]	18
Wooden stools (collected/returned by hirer)	[Hire per week – small marquee]	49

Fee Name**Parent****Page****W** [continued]

Wooden stools delivered by Council
Workers Compensation Levy

[Hire per week – small marquee]
[Employment Regulations 1991]

49
18