

IP&R Framework

Fees and Charges

2024 to 2025



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



PORT STEPHENS
COUNCIL

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Pricing Policy

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

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

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

Pricing Methods

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

Full cost pricing

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

Partial cost pricing

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

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

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

Statutory pricing

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

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

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

Pricing Methods (continued)

Market pricing

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

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

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

Free (zero priced)

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

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

Name	Description	Year 23/24	Year 24/25			Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)			

Port Stephens Council

Community Services and Events

Graffiti wipes	Fee for packet of wipes	\$10.80	\$10.34	\$1.03	\$11.37			
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Administration Building – Hire of Rooms

Security	Security must be present when Administration Building rooms are hired. Charged at four hours minimum.	\$75.00	\$72.27	\$7.23	\$79.50	Hourly rate		Market pricing
Committee Room Hire (Double room) – First four hours	Minimum charge for up to four hours	\$239.50	\$229.55	\$22.95	\$252.50			Market pricing
Committee Room Hire (Double room) – Per hour thereafter	Charged in hourly increments Per hour or part thereof	\$115.00	\$110.45	\$11.05	\$121.50	Hourly rate		Market pricing
Committee Room Hire (Single room) – First four hours	Minimum charge for up to four hours	\$120.50	\$115.91	\$11.59	\$127.50			Market pricing
Committee Room Hire (Single room) – Per hour thereafter	Charged in hourly increments Per hour or part thereof	\$58.50	\$56.36	\$5.64	\$62.00	Hourly rate		Market pricing
Training Room Hire – First four hours, or \$245.00 (+ GST) per day 9am to 5pm		\$154.50	\$148.18	\$14.82	\$163.00			Market pricing
Cleaning Fee	Charged in hourly increments. Per hour or part thereof COVID-19 extra service included	\$194.50	\$186.82	\$18.68	\$205.50	Per hour		Market pricing
Kitchen Cleaning Fee	Charged in hourly increments Per hour or part thereof	\$183.50	\$175.91	\$17.59	\$193.50	Per hour		Market pricing

Name	Description	Year 23/24	Year 24/25			Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)			

Administration Building – Hire of Rooms [continued]

Kitchen Facilities Hire	Hirers must use Council caterer – charged in hourly increments Per hour or part thereof	\$183.50	\$175.91	\$17.59	\$193.50	Per hour		Market pricing
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Cemetery Operations

Bushland Garden Fees – Carumbah Memorial Gardens

Plaque	10 line bottle green bronze gumleaf motif plaque including installation	\$1,190.00	\$1,140.91	\$114.09	\$1,255.00	Per plaque		Market pricing
Extra line inscription on plaque	Extra line inscription on plaque	\$108.00	\$103.64	\$10.36	\$114.00	Per extra line		Market pricing
Niche	For interment of ashes	\$809.00	\$775.45	\$77.55	\$853.00	Per niche		Market pricing

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

Niche	For interment of ashes	\$755.00	\$723.64	\$72.36	\$796.00	Per niche		Market pricing
Plaque	8 line bronze niche plaque including installation	\$916.00	\$878.18	\$87.82	\$966.00	Per plaque		Market pricing
Extra line inscription on plaque	Excluding black granite plaque for granite wall Maximum of 2 additional lines	\$108.00	\$103.64	\$10.36	\$114.00	Per line		Market pricing
Black granite plaque for granite wall at Raymond Terrace Cemetery ONLY	Black granite with gold lettering and attached vase – including installation	\$916.00	\$878.18	\$87.82	\$966.00	Per plaque		Market pricing

Name	Description	Year 23/24 Fee (incl. GST)	Year 24/25		Fee (incl. GST)	Unit	Legislation	Pricing Policy
			Fee (excl. GST)	GST				

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

Plaque (Terrazzo Walls) Carumbah Memorial Gardens and Karuah Cemetery ONLY	Oval bronze gum motif niche plaque with vase – including installation	\$1,295.00	\$1,240.91	\$124.09	\$1,365.00	Per plaque		Market pricing
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Cemetery – Burial Plots

Burial Plot – Anna Bay – Concrete Beams	Includes "Right of Burial"	\$1,565.00	\$1,500.00	\$150.00	\$1,650.00	Per plot		Market pricing
Burial Plot – Karuah, Nelson Bay, Seaham, Raymond Terrace	Includes "Right of Burial"	\$1,510.00	\$1,450.00	\$145.00	\$1,595.00	Per plot		Market pricing

Cemetery – Other fees

Additional emblem for bronze plaques (e.g. RAAF, Girl Guides, Scouts etc.)	As per special request from customer	\$129.50	\$124.09	\$12.41	\$136.50	Per item		Market pricing
Vase (Optional)	Only available for an 8 line bronze plaque	\$172.50	\$165.45	\$16.55	\$182.00	Per item		Market pricing
Interment fee	Burial fee (including ashes in plot)	\$269.50	\$258.64	\$25.86	\$284.50	Per burial		Market pricing
Monumental Permit	Headstone permit application fee	\$269.50	\$284.50	\$0.00	\$284.50	Per monument		Market pricing
Permit for exhumation of remains	Subject to approval by Public Health Authority and associated administration costs	\$701.00	\$739.00	\$0.00	\$739.00	Per occurrence		Market pricing
Transfer of "Right of Burial" Certificate	Fee for transfer of ownership of plot or niche	\$215.50	\$227.50	\$0.00	\$227.50	Per transfer		Market pricing
Administration Search Fee		\$81.00	\$85.50	\$0.00	\$85.50	Per search		Full cost pricing
Funeral Director/Grave Digger levied fee for incorrect burial	Funeral Director/ Grave Digger levied fee for incorrect burial	\$2,695.00	\$2,586.36	\$258.64	\$2,845.00	Per occurrence		Market pricing

Name	Description	Year 23/24	Year 24/25			Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)			

Cemetery – Other fees [continued]

Removal of ashes and plaque from gardens and walls	Removal of ashes and plaque from gardens and walls	\$269.50	\$258.64	\$25.86	\$284.50	Per occurrence		Market pricing
Monumental Mason levied fee for placement of headstone on incorrect grave	Monumental Mason levied fee for placement of headstone on incorrect grave	\$2,695.00	\$2,586.36	\$258.64	\$2,845.00	Per occurrence		Market pricing
Unauthorised placement of headstone on grave		\$2,500.00	\$2,395.45	\$239.55	\$2,635.00	Per occurrence		Market pricing
Weekend Internment Fee	Burial fee for weekend and public holiday interments. Including ashes in plot.	\$377.12	\$361.82	\$36.18	\$398.00	Per occurrence		Market pricing

NSW Government Interment Services Levy

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

Interment Services Levy - Ash Interments		\$0.00	\$63.00	\$6.30	\$69.30	Per Service	Cemeteries and Crematoria Act 2013	Statutory pricing
Interment Services Levy - Burial		\$0.00	\$156.00	\$15.60	\$171.60	Per Service	Cemeteries and Crematoria Act 2013	Statutory pricing

Children's Services

Activity Van

Outside School Hours Care

Before School Care 2 hours care – Casual position		\$23.00	\$24.15	\$0.00	\$24.15	Per session		Full cost pricing
Before School Care 2 hours care – Permanent position		\$21.50	\$22.75	\$0.00	\$22.75	Per session		Full cost pricing

Name	Description	Year 23/24	Year 24/25			Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)			

Outside School Hours Care [continued]

After School Care 3 hours care – Casual position		\$34.00	\$35.70	\$0.00	\$35.70	Per session		Full cost pricing
After School Care 3 hours care – Permanent position		\$32.00	\$33.90	\$0.00	\$33.90	Per session		Full cost pricing
Credit/Debit Card declined		\$13.60	\$14.40	\$0.00	\$14.40	Per transaction		Full cost pricing
Failure to notify of child absence	Failure to notify service that child will be absent for afternoon session	\$20.50	\$22.00	\$0.00	\$22.00	Per occurrence		Full cost pricing
Fee reminder		\$20.50	\$22.00	\$0.00	\$22.00	Per notice		Full cost pricing
Late collection of child	For every 10 minutes child remains after service closing time	\$33.50	\$35.50	\$0.00	\$35.50	Per 10 minutes late		Partial cost pricing
Pupil Free Day – per child		\$85.00	\$89.25	\$0.00	\$89.25	Per day		Market pricing
Hall Hire		\$18.45	\$17.68	\$1.77	\$19.45	Per hour		Full cost pricing
Attendance without booking		\$17.20	\$18.20	\$0.00	\$18.20	Per occurrence		Partial cost pricing
Refund Application - Vacation Care		\$20.50	\$22.00	\$0.00	\$22.00	Per occurrence		Full cost pricing
Vacation Care full day		\$85.00	\$89.25	\$0.00	\$89.25	Per session		Market pricing
Vacation Care weekly at one centre		\$400.00	\$420.00	\$0.00	\$420.00	Per week		Market pricing

Pre-School

Fee reminder		\$11.60	\$12.40	\$0.00	\$12.40	Per notice		Partial cost pricing
Credit/Debit Card declined		\$13.60	\$14.40	\$0.00	\$14.40	Per transaction		Full cost pricing
Late collection of child	For every 10 minutes child remains after service closing time.	\$21.50	\$23.00	\$0.00	\$23.00	Per 10 minutes late		Partial cost pricing

Name	Description	Year 23/24	Year 24/25			Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)			

Pre-School [continued]

Pre-school session 6 hours Tier 1	All 4 year olds (Turns 4 before 31/7/23) and equity 3 year olds Equity child An "equity" child is classified by the state government as a child who is either indigenous or the holder of a Health Care Card	\$35.00	\$37.00	\$0.00	\$37.00	Per session	Partial cost pricing
Pre-school session 6 hours standard fee	Three year old "non-equity" child An "equity" child is classified by the state government as a child who is either indigenous or the holder of a Health Care Card	\$40.00	\$42.50	\$0.00	\$42.50	Per session	Partial cost pricing
Pre-school session Tier 2	Child attending 4th or 5th session in one week	\$20.00	\$21.50	\$0.00	\$21.50	Per session	Market pricing

Family Day Care

Administration fee – per child	Charge per hour per child	\$1.70	\$1.80	\$0.00	\$1.80	Per hour	Partial cost pricing
Educator Levy	Fee charged each week Educator works	\$18.45	\$20.00	\$0.00	\$20.00	Per week of operation	Partial cost pricing
Educator Levy if using Harmony Web		\$13.80	\$14.30	\$0.00	\$14.30	Per week of working	Market pricing

Name	Description	Year 23/24	Year 24/25			Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)			

Family Day Care [continued]

Enrolment – New family	Once off non-refundable fee to enrol a new family. Does not apply to families already enrolled with a transferring Educator Fee to be paid prior to commencing care	\$75.00	\$80.00	\$0.00	\$80.00	Per occurrence	Market pricing
Late Attendance Record processing	Attendance records incomplete, incorrect, or submitted after 12pm on processing day	\$6.80	\$7.20	\$0.00	\$7.20	Per attendance record	Partial cost pricing
Workshop / Training		Charged for educator workshops at cost on the day				Per workshop	Full cost pricing
Standard Hours Fee Range	The Standard Fee is for care between 8.00am and 6.00pm Monday to Friday				\$8.00 – \$18.00	Per child per hour	Market pricing
Non Standard Hours Fee Range	For care before 8.00am and after 6.00pm Monday to Friday				\$8.00 – \$30.00	Per child per hour	Market pricing
Before and After School Hours Care Fee Range					\$8.00 – \$18.00	Per child per hour	Market pricing
Weekend Care / Overnight Care Fee Range					\$9.00 – \$50.00	Per child per hour	Market pricing
Public Holiday Fee Range	For Gazetted Public Holidays. Applicable when care is provided				\$9.00 – \$50.00	Per child per hour	Market pricing

Disability Services

Miscellaneous

MLAK Keys	Amenities access keys	\$21.50	\$20.91	\$2.09	\$23.00	Per key	Full cost pricing
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Name	Description	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (excl. GST)	Year 24/25 GST	Year 24/25 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Miscellaneous [continued]

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

Access Community Land application	Fee for Council owned land. Fee to access Council owned land for casual short term use. Bond of \$1,000.00 is payable prior to access	\$181.50	\$165.00	\$16.50	\$181.50			Full cost pricing
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Category A – Regional Open Space (regional recreation space has the capacity to attract people from the wider Port Stephens Community):

High Impact Event

Venue Hire		\$10,960.00	\$10,504.55	\$1,050.45	\$11,555.00	Per day		Market pricing
Bond		\$18,820.00	\$19,840.00	\$0.00	\$19,840.00	Per event		Market pricing

Medium Impact Event

Venue Hire		\$3,585.00	\$3,436.36	\$343.64	\$3,780.00	Per day		Market pricing
Bond		\$10,035.00	\$10,580.00	\$0.00	\$10,580.00	Per event		Market pricing

Low Impact Event

Venue Hire		\$1,570.00	\$1,504.55	\$150.45	\$1,655.00	Per day		Market pricing
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Name	Description	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (excl. GST)	Year 24/25 GST	Year 24/25 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Category B – District Open Space (district recreation spaces typically have the capacity to draw people from more than one planning precinct area):

High Impact Event

Venue Hire		\$5,460.00	\$5,231.82	\$523.18	\$5,755.00	Per day		Market pricing
Bond		\$9,405.00	\$9,915.00	\$0.00	\$9,915.00	Per event		Market pricing

Medium Impact Event

Venue Hire		\$2,710.00	\$2,600.00	\$260.00	\$2,860.00	Per day		Market pricing
Bond		\$3,770.00	\$3,975.00	\$0.00	\$3,975.00	Per event		Market pricing

Low Impact Event

Venue Hire		\$1,315.00	\$1,263.64	\$126.36	\$1,390.00	Per day		Market pricing
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Category C – Local Open Space (local recreation spaces will generally cater for people within the local area within one or two suburbs):

High Impact Event

Venue Hire		\$3,250.00	\$3,118.18	\$311.82	\$3,430.00	Per day		Market pricing
Bond		\$4,395.00	\$4,635.00	\$0.00	\$4,635.00	Per event		Full cost pricing

Medium Impact Event

Venue Hire		\$2,450.00	\$2,350.00	\$235.00	\$2,585.00	Per day		Market pricing
Bond		\$1,200.00	\$1,265.00	\$0.00	\$1,265.00	Per event		Full cost pricing

Name	Description	Year 23/24	Year 24/25		Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST			

Low Impact Event

Venue Hire		\$1,030.00	\$990.91	\$99.09	\$1,090.00	Per day	Market pricing
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Event Administration Fees

Bin Hire		Additional Fees may apply for bin hire and additional service fees					
Event Administration Charge – Filming and Commercial Photography		\$0.00	\$400.00	\$40.00	\$440.00	Per event	Market pricing
Event Site Preparation and/or assistance	Quotation will be based on an estimated cost of labour, plant, materials, organisational overheads and allowance for profit to complete the works				Inclusive of GST		Market pricing
Event Site Remediation or Cleaning	Quotation will be based on an estimated cost of labour, plant, materials, organisational overheads and allowance for profit to complete the works				Inclusive of GST		Market pricing
Not for Profit Fee Discount	This discount may be applicable to applicants who identify as Not for Profit organisations or Schools and are applying for a licence to stage an event on council owned or managed land.				Eligibility is based on the Not for Profit Fee Discount Assessment Matrix		

Name	Description	Year 23/24	Year 24/25			Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)			

Event Administration Fees [continued]

Tomaree Sport Fields – Field Maintenance Levy	Field Maintenance Levy to be charged to all external users, for all bookings through Events and payable to Tomaree Sports Council	Sliding scale, the fee per person depends on the number of participants: \$3.50 (31-99), \$3.00 (100-249), \$2.50 (250-499), \$2.00 (500+)						Market pricing
Event Administration Charge – Private ceremonies (including weddings and christenings)		\$250.00	\$239.55	\$23.95	\$263.50	Per event		Market pricing

Event Fee - Other

Commercial Events (over 5 days in length)

Venue Hire					By negotiation			Market pricing
Bond					By negotiation			Market pricing

Helicopter Landing Sites

Designated Sites

Helicopter landing licence fee	No fees are applicable for the landing of a helicopter for emergency services. All other landings will require a Development Assessment/Events Application	\$1,220.00	\$1,290.00	\$0.00	\$1,290.00	Per licence		Market pricing
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Library Services

e-Resources

Internet Access					Core library service			Free (zero priced)
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Name	Description	Year 23/24	Year 24/25			Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)			

Inter-Library Loans

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

Miscellaneous

Meeting room hire: Raymond Terrace Library	Registered Charities & Community Groups	\$12.00	\$10.91	\$1.09	\$12.00	Per hour	Market pricing
Meeting room hire: Raymond Terrace Library	For profit organisations, private, funded, government (including Council for Council business)	\$24.00	\$21.82	\$2.18	\$24.00	Per hour	Market pricing
Membership card replacement		Fee will be as per charge set by Newcastle City Council			Each	Partial cost pricing	
Merchandise – library bags	Indicative fee only	\$1.65	\$1.50	\$0.15	\$1.65	Each	Market pricing

Fees

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

Name	Description	Year 23/24	Year 24/25			Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)			

Production Services

Printing/Photocopying A4	A4 Exempt from GST if Council-controlled document	\$0.25	\$0.23	\$0.02	\$0.25	Per page/ copy		Market pricing
Printing/Photocopying A4 Colour	A4 (colour) Exempt from GST if Council-controlled document	\$0.65	\$0.59	\$0.06	\$0.65	Per page/ copy		Market pricing
Printing/Photocopying A3	A3 Exempt from GST if Council-controlled document	\$0.45	\$0.41	\$0.04	\$0.45	Per page/ copy		Market pricing
Printing/Photocopying A3 Colour	A3 (colour) Exempt from GST if Council-controlled document	\$1.30	\$1.18	\$0.12	\$1.30	Per page/ copy		Market pricing
Laminating A4	A4	\$3.00	\$2.73	\$0.27	\$3.00	Per sheet		Market pricing
Laminating A3	A3	\$6.00	\$5.45	\$0.55	\$6.00	Per sheet		Market pricing

Programs/Activities

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

Name	Description	Year 23/24	Year 24/25			Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)			

Halls & Community Centres

For Profit Hirers & Private Bookings:

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

Registered Charities and Community Groups:

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

Regular Hirers:

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

Bonds (no GST on Bonds)

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

Ancillary Costs

Carpet Cleaning Fee	Carpet cleaning fee to be deducted from the bond or charged if required	Maximum carpet cleaning fee is \$200.00				Each	Market pricing
Cleaning Fee	Cleaning fee to be deducted from the bond or charged if the facility is not cleaned to a satisfactory standard after use	\$85.00	\$90.91	\$9.09	\$100.00	Per hour	Market pricing
Lost Key	All Hirers	\$50.00	\$45.45	\$4.55	\$50.00	Per key	Market pricing

Name	Description	Year 23/24	Year 24/25			Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)			

Ancillary Costs [continued]

Storage Cupboard - Small	Where applicable - Regular hirers only	\$30.00	\$29.09	\$2.91	\$32.00	Per Year	Full cost pricing
Storage Cupboard - Medium	Where applicable - Regular hirers only	\$45.00	\$43.18	\$4.32	\$47.50	Per Year	Full cost pricing
Storage Cupboard - Large	Where applicable - Regular hirers only	\$70.00	\$67.27	\$6.73	\$74.00	Per Year	Full cost pricing
Election Day Hire		\$485.00	\$463.64	\$46.36	\$510.00	Per event	Full cost pricing

Anna Bay/Birubi Point Hall

Hourly Rate	For-profit hirers & private bookings	\$24.00	\$23.64	\$2.36	\$26.00	Per hour	Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$12.00	\$12.73	\$1.27	\$14.00	Per hour	Market pricing

Corlette Community Hall

Hourly Rate	For-profit hirers & private bookings	\$15.00	\$24.55	\$2.45	\$27.00	Per hour	Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$7.50	\$14.55	\$1.45	\$16.00	Per hour	Market pricing

Fern Bay Community Centre

Hourly Rate	For-profit hirers & private bookings	\$24.00	\$27.27	\$2.73	\$30.00	Per hour	Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$17.50	\$16.36	\$1.64	\$18.00	Per hour	Market pricing
Tennis Clubhouse	Casual hirer	\$5.50	\$5.27	\$0.53	\$5.80	Per hour	Market pricing
Tennis Court Hire	Casual hirer Day time	\$8.50	\$8.14	\$0.81	\$8.95	Per hour/ court	Market pricing

Name	Description	Year 23/24	Year 24/25			Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)			

Fern Bay Community Centre [continued]

Tennis Court Hire	Casual hirer Night time	\$17.00	\$16.36	\$1.64	\$18.00	Per hour/ court	Market pricing
Tennis Court Hire	Regular hirer Day time	\$5.50	\$5.27	\$0.53	\$5.80	Per hour/ court	Market pricing
Tennis Court Hire	Regular hirer Night time	\$11.00	\$10.55	\$1.05	\$11.60	Per hour/ court	Market pricing

Hinton School of Arts

Hourly Rate	For-profit hirers & private bookings	\$24.00	\$23.18	\$2.32	\$25.50	Per hour	Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$16.00	\$15.32	\$1.53	\$16.85	Per hour	Market pricing

Karuah Community Hall

Hourly Rate	For-profit hirers & private bookings	\$11.00	\$10.00	\$1.00	\$11.00	Per hour	Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$9.00	\$8.18	\$0.82	\$9.00	Per hour	Market pricing
Meeting Room	All hirers	\$9.00	\$8.18	\$0.82	\$9.00	Per hour	Market pricing
Other Hire – Shed	For-profit hirers & private bookings Per half shed – user to hold own insurance	\$46.50	\$42.27	\$4.23	\$46.50	Per month	Market pricing
Other Hire – Shed	Registered charities & community groups Per half shed – user to hold own insurance	\$29.00	\$26.36	\$2.64	\$29.00	Per month	Market pricing

Lemon Tree Passage Old School Centre

Hourly Rate	For-profit hirers & private bookings	\$11.00	\$10.55	\$1.05	\$11.60	Per hour	Market pricing
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Name	Description	Year 23/24	Year 24/25		Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST			

Lemon Tree Passage Old School Centre [continued]

Hourly Rate	Registered charities, community groups & regular hirers	\$8.00	\$7.73	\$0.77	\$8.50	Per hour	Market pricing
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Mallabula Community Centre

Hourly Rate	For-profit hirers & private bookings	\$17.00	\$23.64	\$2.36	\$26.00	Per hour	Market pricing
Hourly Rate	Registered charities, community groups & regular users/hirers	\$11.00	\$12.73	\$1.27	\$14.00	Per hour	Market pricing

Medowie Community Centre

Banksia or Acacia Hall Hire	For-profit hirers & private bookings	\$28.50	\$27.27	\$2.73	\$30.00	Per hour	Market pricing
Banksia or Acacia Hall Hire	Registered charities, community groups & regular users	\$16.00	\$16.36	\$1.64	\$18.00	Per hour	Market pricing
Waratah, Tougher or Boronia Office / Room Hire	For-profit hirers & private bookings	\$20.50	\$23.64	\$2.36	\$26.00	Per hour	Market pricing
Waratah, Tougher or Boronia Office / Room Hire	Registered charities, community groups & regular hirers	\$13.00	\$12.73	\$1.27	\$14.00	Per hour	Market pricing
Other Hire - Wilkinson Room	Hunter New England Health	\$40.50	\$39.09	\$3.91	\$43.00	Per day	Market pricing

Nelson Bay Community Hall

Hourly Rate	For-profit hirers & private bookings	\$23.00	\$20.91	\$2.09	\$23.00	Per hour	Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$17.00	\$15.45	\$1.55	\$17.00	Per hour	Market pricing
Other hire	Table Tennis & Snooker group	\$4.50	\$4.09	\$0.41	\$4.50	Per player per attendance	Market pricing

Name	Description	Year 23/24	Year 24/25			Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)			

Nelson Bay Community Hall [continued]

Other Hire - Garage	For-profit hirers and private bookings	\$55.50	\$50.45	\$5.05	\$55.50	Per month	Market pricing
Other Hire - Garage	Registered charities & community groups	\$45.00	\$40.91	\$4.09	\$45.00	Per month	Market pricing

Raymond Terrace Senior Citizens Hall

Hourly Rate	For-profit casual / regular hirers & private bookings	\$24.00	\$23.18	\$2.32	\$25.50	Per hour	Market pricing
Hourly Rate	Registered charities, community groups & not for profit hirers	\$17.50	\$14.55	\$1.45	\$16.00	Per hour	Market pricing

Salt Ash Community Hall

Hourly Rate	For-profit hirers & private bookings	\$24.00	\$23.18	\$2.32	\$25.50	Per hour	Market pricing
Hourly Rate	Registered charities & community groups	\$17.50	\$16.77	\$1.68	\$18.45	Per hour	Market pricing
Hourly Rate	Regular hirers	\$14.00	\$13.41	\$1.34	\$14.75	Per hour	Market pricing
Other hire	Crockery hire	\$27.00	\$25.91	\$2.59	\$28.50	Per event	Market pricing

Seaham School of Arts & Community Hall

Hourly Rate	For-profit hirers & private bookings	\$24.00	\$23.64	\$2.36	\$26.00	Per hour	Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$14.00	\$12.73	\$1.27	\$14.00	Per hour	Market pricing

Soldiers Point Hall

Hourly Rate	For-profit hirers & private bookings	\$24.00	\$23.18	\$2.32	\$25.50	Per hour	Market pricing
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Name	Description	Year 23/24	Year 24/25			Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)			

Soldiers Point Hall [continued]

Hourly Rate	Registered charities & community groups	\$18.00	\$17.27	\$1.73	\$19.00	Per hour	Market pricing
Hourly Rate	Regular hirers	\$14.50	\$13.91	\$1.39	\$15.30	Per hour	Market pricing

Tanilba Foreshore Hall

Hourly Rate	All hirers	\$13.50	\$12.27	\$1.23	\$13.50	Per hour	Market pricing
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Tomaree Library & Community Centre

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

Williamtown Hall

Hourly Rate	For-profit hirers & private bookings	\$24.00	\$27.27	\$2.73	\$30.00	Per hour	Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$17.00	\$16.36	\$1.64	\$18.00	Per hour	Market pricing

Recreation Services Administration

Park Seat without Plaque		\$2,850.00	\$2,731.82	\$273.18	\$3,005.00	Per unit	Full cost pricing
Park Seat with Plaque		\$2,975.00	\$2,854.55	\$285.45	\$3,140.00	Per unit	Full cost pricing
Tree without Plaque		\$832.00	\$797.27	\$79.73	\$877.00	Per unit	Full cost pricing

Name	Description	Year 23/24 Fee (incl. GST)	Year 24/25			Unit	Legislation	Pricing Policy
			Fee (excl. GST)	GST	Fee (incl. GST)			

Recreation Services Administration [continued]

Tree with Plaque		\$956.00	\$918.18	\$91.82	\$1,010.00	Per unit		Full cost pricing
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Waste Management Services

Collection Services

Additional Bins/Bin Size Upgrades

Red bin		\$268.00	\$282.50	\$0.00	\$282.50	Per bin		Full cost pricing
Yellow bin		\$178.00	\$188.00	\$0.00	\$188.00	Per bin		Full cost pricing
Green Bin		\$178.00	\$188.00	\$0.00	\$188.00	Per bin		Full cost pricing
Upgrade bin size: yellow bin only		\$27.50	\$30.00	\$0.00	\$30.00	Per bin		Full cost pricing

Holiday Rental Bin Service

Garbage bin (240 litres)	Per bin – covers the 6 week service period from 16 December 2024 to 27 January 2025	\$90.00	\$95.00	\$0.00	\$95.00	Per bin		Market pricing
Recycle bin (240 litres)	Per bin – covers the 6 week service period from 16 December 2024 to 27 January 2025	\$47.00	\$50.00	\$0.00	\$50.00	Per bin		Market pricing

Special Events

Additional Collection Service of special event bin		\$21.00	\$20.00	\$2.00	\$22.00	Per service		Full cost pricing
Garbage bin (240 litres)	Minimum three bins per order	\$26.00	\$25.00	\$2.50	\$27.50	Per bin		Full cost pricing

Name	Description	Year 23/24	Year 24/25			Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)			

Special Events [continued]

Recycle bin (240 litres)	No minimum order applies if in conjunction with garbage bins – If ordered separately a minimum order of 3 bins applies	\$26.00	\$25.00	\$2.50	\$27.50	Per bin		Full cost pricing
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Kerbside Collection

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

Userpay Kerbside Collection (Bulky)		\$130.00	\$137.00	\$0.00	\$137.00	Per collection		Market pricing
Userpay Kerbside Collection (Green)		\$83.00	\$87.50	\$0.00	\$87.50	Per collection		Market pricing

General Processable Waste

Putrescible Waste (Food Waste) – minimum fee		\$28.00	\$27.27	\$2.73	\$30.00			Partial cost pricing
Putrescible Waste (Food Waste)		\$470.00	\$427.27	\$42.73	\$470.00	Per tonne		Partial cost pricing

Household Recyclables

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

Garden/Wood Waste – Minimum Fee	Must be sorted. If unsorted the General Mixed Waste fee applies	\$28.00	\$27.27	\$2.73	\$30.00			Market pricing
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Name	Description	Year 23/24	Year 24/25			Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)			

Garden/Wood Waste [continued]

Garden/Wood Waste (Does not include painted, treated or laminated timber)	Must be sorted. If unsorted the General Mixed Waste fee applies	\$260.00	\$236.36	\$23.64	\$260.00	Per tonne		Full cost pricing
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Mixed Inert Waste

General Mixed Waste – Minimum Fee		\$28.00	\$27.27	\$2.73	\$30.00			Market pricing
General Mixed Waste	State government waste levy of \$170.10 included in fee	\$380.00	\$359.09	\$35.91	\$395.00	Per tonne		Partial cost pricing

Mattresses & Bases

1 piece (mattress or base)		\$38.00	\$40.91	\$4.09	\$45.00	Per Item		Full cost pricing
Polystyrene - Clean	Clean polystyrene, must be sorted with no contaminants	\$10.00	\$9.09	\$0.91	\$10.00	Per item		Full cost pricing

Metals, Batteries, Motor Oil

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

Concrete, bricks, roof tiles – minimum fee	Must be sorted. If unsorted the General Mixed Waste fee applies	\$28.00	\$27.27	\$2.73	\$30.00			Market pricing
Concrete, bricks, roof tiles – per tonne	Must be sorted. If unsorted the General Mixed Waste fee applies	\$207.00	\$195.45	\$19.55	\$215.00	Per tonne		Full cost pricing

Name	Description	Year 23/24 Fee (incl. GST)	Year 24/25			Unit	Legislation	Pricing Policy
			Fee (excl. GST)	GST	Fee (incl. GST)			

Tyres

Tyres	Car or motorbike tyre	\$8.00	\$9.09	\$0.91	\$10.00	Per tyre	Full cost pricing
Tyres	Car or motorbike tyre on rim	\$17.00	\$18.18	\$1.82	\$20.00	Per tyre	Full cost pricing
Tyres	4WD tyre	\$17.00	\$18.18	\$1.82	\$20.00	Per tyre	Full cost pricing
Tyres	4WD tyre on rim	\$33.00	\$31.82	\$3.18	\$35.00	Per tyre	Full cost pricing
Tyres	Truck tyre	\$35.00	\$36.36	\$3.64	\$40.00	Per tyre	Full cost pricing
Tyres	Truck tyre on rim	\$75.00	\$68.18	\$6.82	\$75.00	Per tyre	Full cost pricing
Tyres	Tractor tyre - Less than 1m	\$130.00	\$118.18	\$11.82	\$130.00	Per tyre	Full cost pricing
Tyres	Tractor tyre - greater than 1m	\$260.00	\$272.73	\$27.27	\$300.00	Per tyre	Full cost pricing

e-Waste

Commercial		\$930.00	\$863.64	\$86.36	\$950.00	Per tonne	Full cost pricing
Residential		No charge if sorted from other waste					Free (zero priced)

Charity Waste Disposal

Less than 20 tonnes	Registered charities	\$0.00	\$0.00	\$0.00	\$0.00	Per tonne	Free (zero priced)
20 to 60 tonnes	Registered charities Registered charities increased yearly by CPI	\$43.50	\$41.82	\$4.18	\$46.00	Per tonne	Partial cost pricing
60 to 150 tonnes	Registered charities	\$86.50	\$83.18	\$8.32	\$91.50	Per tonne	Partial cost pricing
Greater than 150 tonnes	Registered charities	Full gate rate at disposal facility				Per tonne	Full cost pricing

Name	Description	Year 23/24	Year 24/25			Unit	Legislation	Pricing Policy
		Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)			

Waste Sales

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

Recreational Berthing

Recreational/event berthing		\$55.00	\$52.73	\$5.27	\$58.00	Per day		Market pricing
Foreshore Dinghy storage	Fee to be charged pro rata (year or half year thereof)	\$115.00	\$121.50	\$0.00	\$121.50	Per annum		Full cost pricing

Visitor Information Centre

Commission - Accommodation bookings				On Request - 12.5%		Per booking		Market pricing
				Instantly Bookable - 10%				
Commission – Tour bookings				On Request - 15%		Per booking		Market pricing
				Instantly Bookable - 12.5%				
Online Accommodation Booking Fee				Range between \$10 - \$15		Per booking		Partial cost pricing
Brochure display	Non-members of Destination Port Stephens	\$286.00	\$274.55	\$27.45	\$302.00	Per brochure		Market pricing
Second (2nd) brochure display	Non-members of Destination Port Stephens	\$166.00	\$159.09	\$15.91	\$175.00	Per brochure		Market pricing
Souvenirs				Prices as displayed on items in store				Market pricing
In Centre Advertising	Annual Fee	\$351.00	\$336.36	\$33.64	\$370.00			Market pricing
Booking Engine Training Fee		\$75.50	\$72.73	\$7.27	\$80.00	Per hour		Market pricing
Set up Fee		\$75.50	\$72.73	\$7.27	\$80.00	Per set up		Market pricing
Online Booking Fee – Tours		\$5.20	\$5.00	\$0.50	\$5.50	Per booking		Partial cost pricing

Name	Description	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (excl. GST)	Year 24/25 GST	Year 24/25 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Visitor Information Centre [continued]

Amendments/Changes to Bookings		\$34.00	\$32.73	\$3.27	\$36.00	Per change		Market pricing
Cancellation Fee		\$60.00	\$54.55	\$5.45	\$60.00	Per booking		Partial cost pricing



PORT STEPHENS
COUNCIL