



## Fees and Charges

**2019-20**

<b>EVENT HIRE FEES</b>	
Minimum fee to cover administration costs - includes GST	\$273.00
<i>Vehicle Display</i>	
- Bond	\$500.00
- Hire - includes GST	\$500.00
<i>Small recreational events - (ie 50-200 core participants)</i>	
- Bond	\$655.00
- Hire - includes GST	\$655.00
<i>Large Events</i>	
- Bond	\$1,732.00
- Hire - includes GST	\$1,894.00
<i>Commercial Events</i>	
- Bond	\$1,732.00
- Hire - includes GST	\$2,556.00
<i>Promotional Activities</i>	
4 hours - Bond	\$610.00
- Hire - includes GST	\$719.00
Full Day - Bond	\$1,732.00
- Hire - includes GST	\$1,732.00
<i>Hire of Jetty</i>	
4 hours - Bond	\$610.00
- Hire - includes GST	\$719.00
Full Day - Bond	\$1,732.00
- Hire - includes GST	\$1,732.00
<i>Filming</i>	
- Bond	\$333.00
- Hire - includes GST	\$501.00
<i>Annual Food Permits</i>	
Fee per stall	\$214.00
<i>Road Closures</i>	
Minimum	Subject to event
<i>Grass remediation levy</i>	
Minimum - subject per event	Subject to event
Event Bins	\$10.00
<i>Note: Hire and Bond fees may change without notice - costs may vary depending on event requirements</i>	

<b>ADMINISTRATIVE FEES</b>	
Copy of Previous Year's Rates Notice (per rateable property, per quarter)	\$12.00
<i>Assessment Record Extract</i>	\$12.00
<i>Photocopies – A4 Size (per side)</i>	\$1.00
<i>Photocopies – A3 Size (per side)</i>	\$1.00
<i>Voters Roll (copy of)</i>	\$108.00
<i>Agenda – Complete Council and Committee</i>	
<i>Council Minutes and Reports</i>	Available on website
<i>Freedom of Information *</i>	Available on website (Legislated Fee to be advised 1 July 2019)
<i>Policy Manual</i>	Available on website
<i>Council By-Laws</i>	Available on website
<i>Strategic/Corporate Plan</i>	Available on website
<i>Annual Business Plan and Budget</i>	Available on website
<i>Annual Financial Statements</i>	Available on website
<i>Quarterly Financial Reviews</i>	Available on website
<i>Delegation Manual</i>	Available on website
<i>*MPs only charged for FOI access if costs exceed \$1000</i>	



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<b>OUTDOOR DINING</b>	
<i>Location (per m2 per annum)</i>	
South Esplanade (Broadway Kiosk)	\$332.00
Moseley Square North side - Exposed	\$120.00
Moseley Square South side - Enclosed	\$332.00
Jetty Road, Glenelg (east of Jetty Hotel to Brighton Road)	\$217.00
Jetty Road, Brighton	\$102.00
Colley Terrace	\$120.00
Other locations	\$76.00
Foreshore (Glenelg)	\$102.00
<b>GOODS ON FOOTPATH</b>	
<i>Location (per m2 per annum)</i>	\$198.00
Jetty Road, Glenelg (east of Jetty Hotel to Brighton Road)	\$115.00
Jetty Road, Brighton	\$57.00
Foreshore (Glenelg)	\$96.00
Other locations	\$50.00
<b>SUPPORTED RESIDENTIAL FACILITIES</b>	
(Subject to gazetted schedule)	
Fees - Application	As per Schedule 1 of the regulations
- Licence	As per Schedule 1 of the regulations
<b>DEVELOPMENT AREA</b>	
Advertising	\$550.00
DPA's (copies of) average fee	*
EIS (copies of)	*
Plan Search Fee	\$75.00
Photocopying (per page) - Admin photocopying fees	Refer admin fees
* Fees to be determined on individual item basis.	
Development Application fees are set under the Development Act and are not subject to Council discretion.	
<b>STREET TRADING PERMITS (GST Exempt)</b>	
Per event	\$163.00
<b>ROAD AND PROPERTY RELATED CHARGES</b>	
<b>Invert / Crossover Construction</b>	
Owner / Builder (application fee only)	\$105.00
<b>Stormwater Construction</b>	
Owner / Builder (application fee only)	\$105.00
<b>Underground Electrical</b>	
Application fee	\$105.00
<b>Hard Waste Collection</b>	
Second hard waste collection fee	\$53.00
Second hard waste collection fee - pension discount	\$28.00
<b>Street Tree</b>	
Minimum Removal Cost	\$275.00
Removal cost (per metre over 2 metres in height)	\$76.00
Street Tree Replacement	\$396.00
Street Tree Replacement - advanced tree requested	\$627.00



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2019-20

<b>Hoarding</b>	
Application fee	\$60.00
Fee - (per m2 per week or part thereof) (on road)	\$6.25
Footpath Closure (per m2 per week or part thereof)	\$6.25
Road Closure with hoarding (per week or part thereof)	\$274.00
Traffic Management Plan Assessment Private Works	\$121.00
Community Directional Sign	\$133.00
Fees for paid car park use or closure (per day)	\$91.00
Fees for free or permit parking use or closure (per day, based on marked space of 6.5 linear metre of kerb)	\$52.00
<b>Bulk bin licence</b>	
Application fee	\$66.00
Additional fees (per day)	\$26.00
<b>LIBRARY CHARGES (Includes GST)</b>	
Photocopies	
- A4 Sheets	\$0.20
- A3 Sheets	\$0.30
Printing - Word Processing/CD ROM	
- per A4 Sheet (Black & White)	\$0.20
- per A4 Sheet (Colour)	\$1.00
<b>CEMETERY CHARGES</b>	
Interment rights inperpetuity	\$21,000.00
<b>NEW OR RENEWAL LEASE 25 YEARS</b>	<b>\$2,205.00</b>
<b>DIGGING OF GRAVE (Burials) – either new ground or a re-open of existing lease</b>	
Baby Grave 4'6" x 3'	\$653.00
Child under 10 years (child depth)	\$824.25
Single Depth/Standard Grave Size	\$1,495.20
Double Depth/Standard Grave Size	\$1,554.00
Triple Depth/Standard Grave Size	\$1,692.60
Single Depth/Large Grave Size	\$1,755.60
Double Depth/Large Grave Size	\$1,945.65
Triple Depth/Large Grave Size	\$2,229.70
Exhumations	\$2,293.20
Remove and Replace Ledger	\$605.85
Remove Concrete only	\$525.55
Remove and Replace Concrete	\$1,062.60
Lift and Deepen	\$937.65
Vault Preparation and Sealing	\$1,608.21
Saturday Surcharge	\$605.85
Late Fee after 3pm Monday to Thursday	\$315.00
Late Fee after 3pm Friday	\$469.35
Excess Soil Removal	\$101.00
Gravesite Search (1-2 searches)	\$63.00
Gravesite Search (each additional search thereafter)	\$34.65
Late Notice (<48 hours notice)	\$241.50
Administration Fee	\$160.00
<b>INTERMENT OF CREMATED REMAINS (into Grave Site)</b>	<b>\$414.00</b>
<b>COLUMBARIUM WALL CHARGES</b>	
North Brighton Wall	\$1,441.00
King George Avenue Wall	\$1,441.00
St Judes Wall	\$1,441.00
Standard 8 line computer set plaque	\$450.00
\$10 per extra line	
Administration Fee	\$160.00



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<b>MONUMENTAL WORK APPLICATION FEES</b>	
New Monument	\$146.00
Addition to Existing	\$76.00
<b>LEASE OF MEMORIAL SEATS (10 YEARS)</b>	
Memorial seats along the foreshore	\$5,280.00
Memorial seats on Council parks and reserves	\$2,640.00
<b>GLENELG/BRIGHTON SEASIDE MEMORIALS</b>	
Engraving	\$1,700.00

<b>ANIMALS</b>	
Dog Registration Fees	
Non-standard	\$95.00
Microchipped	\$80.00
Trained	\$73.00
Desexed	\$64.00
Microchipped and trained	\$49.00
Non-standard with concession	\$48.00
Microchipped and desexed	\$48.00
Microchipped, desexed and trained	\$41.00
Microchipped with concession	\$37.00
Trained with concession	\$36.00
Desexed with concession	\$32.00
Business registration	\$30.00
Microchipped and trained with concession	\$24.00
Microchipped and desexed with concession	\$24.00
Microchipped, desexed and trained with concession	\$20.00
Assistance dogs	\$0.00
Cat Trap hire	\$15/week

<b>OTHER</b>	
Damage to Council Property (including removal of posters) - \$36 minimum (\$36 per ½ hour or part thereof).	\$36/half-hour
Remove overgrown vegetation - \$144 minimum (\$36 per ½ hour or part thereof, minimum charge 2 hours).	\$36/half-hour
Domestic Bin Impoundment fee	\$92.00
Impoundment (other than dogs, domestic bins or cars) per item.	As charged by RSPCA
<b>Personal Training Permits:</b>	
Category A - 12 months	\$82.00
Category A - 3 months	\$36.00
Category B - 12 months	\$154.00
Category B - 3 months	\$72.00
Category C - 12 months	\$205.00
Category C - 3 months	\$92.00
Administrative Fee for Changes	\$15.00
High risk manufactured water systems	As per statutory regulations
Food Inspections as per Food Act 2001 regulated fees	Maximum allowed as per legislation
Food Auditing	\$166.00
Desk Top Food Audit	\$82.00
Food Truck Permits per Month	\$200.00
Food Truck Permits per Year	\$2,000.00




## Fees and Charges

2019-20

<b>OFF-STREET CAR PARKING (Hourly Rate includes GST, Permits are exempt)</b>	
Ticket Parking Fees (per hour)	
Dunbar Terrace Car Park	\$1/hour
Elizabeth Street	\$3/hour
Buffalo Car Park	\$1/hour
Cowper Street - Glenelg Cinema - Partridge Street	
First two hours	free
Third hour	\$2.50
Fourth hour	\$3.50
Subsequent hours	\$5.50/hour
Maximum fee	\$30
Staff business permits	\$4/day
Cinema Patrons	
First four hours	free
Subsequent hours	\$5.5/hour
Maximum fee	\$30
Council Car park Permit - Elizabeth Street (per month)	\$189.00
Temporary Parking Controls (per day based on marked space of 6.5 linear metre of kerb \$50)	\$52
<b>ON-STREET CAR PARKING (GST Exempt)</b>	
Ticket Parking Fees (per hour) - Moseley Street	\$3.00
Ticket Parking Fees (per hour) - Colley Terrace/Anzac Highway	\$3.00
Residential Parking Permits (per annum)	\$143.00
3P Parking (per annum)	\$143.00

# Partridge House

 <b>Hire Options</b>	19/20 Fees		
	Private/Corporate Bookings (for weddings, children's birthday parties and memorial services please refer to our packages section)		Not For Profit & Community Benefit Events
	Mon - Thu	Fri, Sat, Sun, Public Holiday (minimum hire charge: 3 hours)	Mon-Thu Only
	Venue Only <i>(hirer responsible for all set up/pack down and clean up)</i>		
<b>House</b>			
Partridge Room/Kitchen (Rm 1)	\$115 - \$165 per hour	\$170 - \$220 per hour	\$70 - \$150 for up to 3 hrs
Courtyard Room/Kitchen (Rm 3)	\$115 - \$165 per hour	\$170 - \$220 per hour	\$70 - \$150 for up to 3 hrs
Library Room (Rm 4)	\$55 - \$75 per hour	\$70 - \$110 per hour	\$40 - \$90 for up to 3 hours
Meeting Room (Rm 5)	NA	NA	\$40 - \$90 for up to 3 hours
Mayoresses Parlour	\$100 - \$140 per hour	\$100 - \$150 per hour	\$60 - \$150 for up to 3 hours
Garden Room incl. Kitchen (Rm 8)	\$100 - \$160 per hour	\$100 - \$170 per hour	\$60 - \$150 for up to 3 hours
Partridge Room, Courtyard Room, Library, Kitchen	\$220 - \$370 per hour	\$280 - \$380 per hour	\$170 - \$320 for up to 3 hours
Entire House/Exclusive Use	\$270 - \$430 per hour	\$370 - \$570 per hour	\$310 - \$515 for up to 3 hours
<b>Grounds</b>			
Elm Tree Courtyard	\$65 - \$110 per hour	\$105 - \$210 per hour	\$60 - \$150 for up to 3 hours
Pond Lawn	\$65 - \$110 per hour	\$105 - \$210 per hour	\$60 - \$150 for up to 3 hours
House Lawn	\$65 - \$110 per hour	\$100 - \$200 per hour	\$60 - \$150 for up to 3 hours
Sun Dial Lawn	\$65 - \$110 per hour	\$100 - \$200 per hour	\$60 - \$150 for up to 3 hours
All reservable grounds areas [Rate = Elm Tree + Sun Dial Lawn]	\$180 - \$330 per hour	\$320 - \$520 per hour	\$155 - \$310 for up to 3 hours
Additional hire time			
<b>Additional Options</b>			
Staff assistance (set up / pack down furniture)	\$70-\$100 per hour	\$110- \$150 per hour	\$70
Cleaning	\$70	\$110	\$70
Wiifi internet access	On application	On application	On application
Data projector (flat rate)	\$100	\$100	Inc if available
Screen (flate rate)	\$80	\$80	Inc if available
Sound equipment incl. microphone & CD player (flate rate)	\$100	\$100	Inc if available
Lecturn (flat rate)	\$50	\$50	Inc if available
Wedding ceremony signing table (flat rate)	\$20	\$20	N/A
Wedding ceremony chairs (per chair)	\$5	\$5	\$5
Cocktail Table	\$25	\$25	\$25
Flower pedestal (per item)	\$10	\$10	Inc if available
Table linen (per item)	\$20 per cloth	\$20 per cloth	\$20 per cloth
Arch	\$100	\$100	\$100
Smart TV Screen	\$200	\$200	\$100

**Note:**


- The actual price for each booking will be quoted on application and is
- Private & Corporate booking charge capped at \$1600 per room or \$2000
- Prices for not for profit or small business bookings on a Friday, Saturday,
- Fees will be charged to the hirer if the venue is not left in a clean and tidy
- All bookings need to include time for set up/pack down and clean up
- Use of chairs and tables for up to 100 people included in house venue
- Use of basic crockery, cutlery & glass ware included in venue hire
- Additional charges apply for catering. Please refer to separate catering
- Additional charges may apply to process applications for use of Partridge
- Not all areas in grounds can be booked (playground, rear oval and
- City of Holdfast Bay Ratepayers receive a 10% discount on venue hire
- 25% non-refundable deposit required to confirm venue bookings

## Partridge House - Packages

Packages	Inclusions	19/20 Venue Hire Fees		
		Mon - Thu	Fri, Sat & Sun	Public Holiday
<b>Weddings</b>				
Ceremony only	2 hours exclusive use of reservable space in grounds or entire house, 24 chairs for guests, signing table and 2 chairs, photography permit, 3 reserved parking spaces, set up, pack down and clean up. 1 hour rehearsal prior to wedding day	\$850	\$1,000 Garden and indoor backup	poa
Ceremony and refreshment table	2.25 hours exclusive use of reservable space in grounds or entire house, 24 chairs for guests, signing table and 2 chairs, photography permit, 3 reserved parking spaces, set up, pack down and clean up. 1 hour rehearsal prior to wedding day. Drinks table with white cloth and silver tubs and ice set up for clients own drinks to be supplied for refreshments after the service. Glassware additional cost. POA	\$950	\$1,100 - 1,250	poa
Reception only	6 hours exclusive use of entire house or reservable space in grounds, chairs and tables for up to 100 guests, photography permit, 3 reserved parking spaces, set up, pack down and clean up. Note: catering is an additional cost and is provided exclusively by Partridge House caterers - Instyle Catering (see brochure for details)	\$1,200	\$1,500 - \$1,650	poa
Ceremony + reception	8 hours exclusive use of reservable space in grounds or entire house, 20 guest chairs, signing table and chairs for ceremony, photography permit, chairs and tables for up to 100 guests, 3 reserved parking spaces, set up, pack down and clean up. Note: catering is an additional cost and is provided exclusively by Partridge House caterers - Instyle Catering (see brochure for details)	1500- 2000	1800-2200	poa
<b>Children's Birthday Parties</b> <i>Valid only for bookings made within 3 months of the event date</i>	3 hours exclusive use of Kitchen, Garden Room and side lawn, 20 chairs, 2 trestle tables	\$300	\$400 - \$500	poa
<b>Private Events</b>				
Day time event (before 5pm) <i>Valid only for bookings made within 3 months of the event date</i>	Up to 4 hours exclusive use of Partridge Room, Courtyard Room, Kitchen and front lawn, chairs and tables for up to 100 guests (indoor only)	\$500- \$1000	\$1000- \$1400	poa
Evening event (after 5pm) <i>Valid only for bookings made within 3 months of the event date</i>	Up to 6.5 hours exclusive use of Partridge Room, Courtyard Room, Kitchen and front lawn, chairs and tables for up to 100 guests (indoor only).	\$600- \$1100	\$1000- \$1400	poa
<b>Memorial Service</b>				
Service only	2.5 hours exclusive use of entire house, 20 chairs for guests, audio visual equipment, lecturn, flower pedestals, 3 reserved parking spaces.	\$350 --\$550	700-1100	poa + catering
Set up & pack down for Memorial Service	Partridge House standard service set up and pack away	\$80-\$150	\$80-\$150	poa
Service & refreshments	4 hours exclusive use of entire house, chairs and tables for up to 100 guests, water, tea, coffee, biscuits, 3 reserved parking spaces, set up, pack down and clean up for catering. Note: additional catering can be provided - please refer to functions brochure for options and pricing	\$500	\$500	poa
up to 50 guests		\$600	\$600	
up to 75 guests		\$700	\$700	
50 to 100 guests		\$200	\$200	
TV Screen Hire		\$200	\$200	

- Note:
- Bookings may be for future financial years
  - City of Holdfast Bay Ratepayers receive a 10% discount on venue hire for private bookings. Evidence required to receive ratepayer discount - event must be for the ratepayer or an immediate family member

# Seacliff Sports Complex

 <b>Hire Options</b>	19/20 Fees		
	Private/Corporate Bookings		Not For Profit & Community Benefit Events
	Mon - Thu	Fri, Sat, Sun, Public Holiday (minimum hire charge: 3 hours)	Mon-Thu Only
<b>Venue Only</b> <i>(hirer responsible for all set up/pack down and clean up)</i>			
<b>Function Room</b>			
Function Room	\$220 - \$320 per hour	\$320 - \$420 per hour	\$110 - \$160 for up to 3 hrs
Meeting Room	\$50 - \$70 per hour	\$60 - \$100 per hour	\$40 - \$90 for up to 3 hours
<b>Additional Options</b>			
Staff assistance (set up / pack down furniture)	\$60 per hour	\$100 per hour	\$60
Cleaning	\$60	\$100	\$60
Wiifi internet access	On application	On application	On application
Data projector (flat rate)	\$100	\$100	Inc if available
Screen (flate rate)	\$80	\$80	Inc if available
Sound equipment incl. microphone & CD player (flate rate)	\$100	\$100	Inc if available
Lecturn (flat rate)	\$50	\$50	Inc if available
Chairs (per chair)	\$5	\$5	\$5
Tables (per table)	\$25	\$25	\$25
Table linen (per item)	\$15	\$15	\$15

**Note:**

1. The actual price for each booking will be quoted on application.
2. Private & Corporate booking charge capped \$2000 for up to 10 hours hire
3. Prices for not for profit or small business bookings on a Friday, Saturday, Sunday or
4. Additional Fees will be charged to the hirer if the venue is not left in a clean and tidy
5. All bookings need to include time for set up/pack down and clean up
6. Use of basic crockery, cutlery & glass ware included in venue hire charges for
7. Additional charges apply for catering. Please refer to separate catering brochure for
8. 25% non-refundable deposit required to confirm venue bookings



<b>COMMUNITY WELLBEING PROGRAM</b>			
<b>FEES AND CHARGES 2019/2020</b>			
<b>SERVICE TYPE</b>	<b>SUBSIDISED RATE - CHSP</b>	<b>RATE FOR NON-CHSP</b>	<b>COMMENT</b>
Invoice Fee	\$1.50	\$1.50	Per invoice if not paying at time of service.
Missed Visit Fee	\$40.00	\$75.00	At least 24 hours notice of cancellation or reschedule required to avoid fee.
<b>TRANSPORT</b>			
Community Bus	\$2.50	\$3.50	Per one way trip.
Community Bus Hire (Per KM)	\$1.85	\$2.25	Plus \$10.00 admin fee - minimum charge
Personal Transport by a volunteer driver in a private motor vehicle - one way trip WITHIN council boundaries	\$2.50	\$5.00	Income below \$35,000
	\$3.50	\$7.00	Income between \$35,001 - \$44,999
	\$5.00	\$10.00	Income greater than \$45,000
Personal Transport by a volunteer driver in a private motor vehicle - one way trip OUTSIDE council boundaries	\$5.00	\$10.00	Income below \$35,000
	\$7.50	\$15.00	Income between \$35,001 - \$44,999
	\$10.00	\$20.00	Income greater than \$45,000
<b>SOCIAL SUPPORT</b>			
Social Groups - within Council borders	\$2.50	\$5.00	For transport. All other fees at own cost.
Community Information Sessions	FREE		Transport charges extra
Community Lifestyle Courses	\$5.00 - \$50.00	Full cost TBQ	Dependent upon length and type of course. Transport extra.
Let's Eat Community Meal	\$12.00	\$15.00	Lunch at HBCC or Dinner at GNCC or KCSC. Includes 2 or 3 course meal &
Day Trips and Outings	\$25.00 - \$65.00	Full cost TBQ	Dependent upon cost of coach hire, entrance fees & meals.
<b>HOME MAINTENANCE</b>			
Basic Home Maintenance (includes hard rubbish to kerb)	\$20.00	\$90.00	Income below \$35,000
	\$30.00		Income between \$35,001 - \$44,999
	\$50.00		Income greater than \$45,000
Subsidised Pruning - Safety/Security Focussed only	\$20.00	\$90.00	Income below \$35,000
	\$30.00		Income between \$35,001 - \$44,999
	\$50.00		Income greater than \$45,000
Green Waste Removal - Per 6 x 4 trailer	\$40.00	\$65.00	Limited to one subsidised trailer load per job. Full cost applies for second & subsequent
Home Modification - per item (grab rails, banister, hand held shower, key safety box etc.)	50% subsidy 30% subsidy 20% subsidy	Full cost TBQ	Income below \$35,000 Income between \$35,001 - \$44,999 Income greater than \$45,000
Clearing of gutters only - standard single storey home, accessible gutters - ladder only	\$20.00	\$60.00	Income below \$35,000
	\$30.00		Income between \$35,001 - \$44,999
	\$50.00		Income greater than \$45,000
<b>DOMESTIC ASSISTANCE</b>			
Spring Cleaning, Short Term Flexible, Short Term Restorative	\$20.00	\$80.00	Income below \$35,000
	\$30.00		Income between \$35,001 - \$44,999
	\$50.00		Income greater than \$45,000