

FEES & CHARGES 2025/26



Unit Type Cost (\$) Statutory (S) or GST
Per Unit Council (C) Fee Y/N

ADMINISTRATION

RATES ENQUIRIES

Account enquiry fees (for settlement agents, etc.) Rates Only	per enquiry	\$110.00	C	Y
Account enquiry fees (for settlement agents, etc.) Rates, Requisitions and Orders	per enquiry	\$165.00	C	Y
Administration fee (for ratepayers opting to pay their annual rates by instalments)	per instalment	\$17.00	C	N
Reprint of rates notice	per notice	\$6.00	C	N
Special arrangement - administration fee per assessment	per arrangement	\$24.00	C	N
Street numbering (sign and installation)	per sign	cost recovery	C	Y

FREEDOM OF INFORMATION

Application fee (for non-personal information)	per application	\$30.00	S	N
Charge for processing time	per hour (or pro rata for part of hour)	\$30.00	S	N
Charge for photocopying	per copy	\$0.20	S	N
Charge for delivery or postage	per delivery	cost recovery	S	N

INFORMATION ON RECORD

Council minutes/agenda (hard copy) - specific meeting	per copy	\$10.00	C	Y
Council minutes/agenda (hard copy) - all meetings in a given year	per annum	\$50.00	C	Y
Electoral Rolls	per copy	\$10.00	C	Y
Property file plans (building, planning, sewerage, etc.)	per hour (or pro rata for part of hour)	\$30.00	C	Y

LIBRARY

Lost or damaged items (books, CDs, movies, etc.)	per item	cost recovery	C	Y
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PHOTOCOPIING

A4 - black and white	per copy	\$0.60	C	Y
A4 - colour	per copy	\$0.85	C	Y
A3 - black and white	per copy	\$0.85	C	Y
A3 - colour	per copy	\$1.10	C	Y
Own paper supplied	per copy	\$0.25	C	Y

LAMINATING & BINDING

A4 - laminating	per page	\$2.35	C	Y
A3 - laminating	per page	\$3.45	C	Y
Binding (includes plastic spine, opaque card backing, and clear plastic cover)	per document	\$6.80	C	Y

EMAIL

Sending	per email	\$3.10	C	Y
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STRATEGIC & COMMUNITY DEVELOPMENT

COMMUNITY BUS VEHICLE HIRE

Category 1 - Mingenew Primary School and seniors' groups	per day	\$0.00	C	Y
Category 2 - Local community and sporting groups, local businesses, and ratepayers	per day	\$110.00	C	Y
Category 3 - Non-local businesses and private groups	per day	\$440.00	C	Y

VENUE HIRE

See Council's 'Supporting the Community' Policy for concessions, discounts and waivers
Daily rates charged for bookings of more than 3 hrs

Recreation Centre				
Function Room only	per day	\$140.00	C	Y
	per hour	\$40.00	C	Y
Kitchen only	per day	\$140.00	C	Y
	per hour	\$40.00	C	Y
Function Room & Kitchen	per day	\$220.00	C	Y
	per hour	\$60.00	C	Y
Changerooms	per day	\$50.00	C	Y
Turf Bar / Pavilion / Offices				
Office only	per day	\$90.00	C	Y
	per hour	\$22.50	C	Y
Bar / Pavilion	per day	\$180.00	C	Y
	per hour	\$45.00	C	Y
Coolroom	per day	\$100.00	C	Y
Tennis Clubhouse				
Clubhouse (excludes Mingenew Tennis Club events)	per day	\$160.00	C	Y
	per hour	\$40.00	C	Y
Town Hall (*limited use)				
Main Hall only	per day	\$100.00	C	Y
	per hour	\$25.00	C	Y

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Autumn Centre				
Office only	per day	\$60.00	C	Y
	per hour	\$15.00	C	Y
Kitchen / Main Hall	per day	\$140.00	C	Y
	per hour	\$40.00	C	Y
Railway Station				
Private Room	per day	\$60.00	C	Y
	per hour	\$15.00	C	Y
Main Function Room	per day	\$96.00	C	Y
	per hour	\$24.00	C	Y
Entire Venue	per day	\$124.00	C	Y
	per hour	\$31.00	C	Y
Sports Club				
Private Room	per day	\$120.00	C	Y
	per hour	\$30.00	C	Y
Main Function Room	per day	\$160.00	C	Y
	per hour	\$40.00	C	Y
Entire Venue	per day	\$240.00	C	Y
	per hour	\$60.00	C	Y
Co-working Space				
Office space (per desk, hourly rate)	per hour	\$16.00	C	Y
Office space (per desk, daily rate)	per day	\$40.00	C	Y
Office space (per desk, weekly rate for 5 days per week or more)	per week	\$200.00	C	Y
SECURITY BONDS				
Venue hire bond, where liquor may be provided (local)	all venues per event	\$231.00	C	N
Venue hire bond, where liquor may be provided (non-local)	all venues per event	\$578.00	C	N
Community bus vehicle hire bond	all categories per booking	\$300.00	C	N
	<i>equivalent to vehicle insurance excess, subject to change in line with annual premiums</i>			
Seasonal keys / swipe cards	per season	\$50.00	C	N
Equipment hire bond (i.e. cups, saucers, tables, chairs, shade shelters etc.)	per event	\$100.00	C	N
Astrotourism telescope (local)	per occasion	\$50.00	C	N
Astrotourism telescope (non-local)	per occasion	\$200.00	C	N
Coolroom bond	per event	\$220.00	C	N
Standpipe key bond	per key	\$50.00	C	N
Transfer Station keycard bond (once off access only, including contractors)	per occasion	\$25.00	C	N
Cat / dog trap bond	per trap	\$55.00	C	N
COMMUNITY EQUIPMENT HIRE				
Mobile coolroom within the Mingenew Shire	per day	\$75.00	C	Y
Mobile coolroom outside of the Mingenew Shire	per day	\$150.00	C	Y
Trestle tables	per item	\$6.50	C	Y
Chairs	per item	\$2.00	C	Y
Tablecloth	per tablecloth	\$5.50	C	Y
Shade structure - mobile	per event	\$11.00	C	Y
Astrotourism telescope (local residents)	per night	\$0.00	C	Y
Astrotourism telescope - weeknights (non-local)	per night	\$35.00	C	Y
Astrotourism telescope - weekends (non-local)	per weekend	\$35.00	C	Y
Cat trap (maximum hire period is one week)	per trap	\$5.00	C	Y
Dog trap (maximum hire period is one week)	per trap	\$8.00	C	Y
CATERING				
Cups and saucers only	per venue / occasion	\$35.00	C	Y
Full catering (< 50 people)	per venue / occasion	\$74.00	C	Y
Full catering (50 - 80 people)	per venue / occasion	\$108.00	C	Y
Full catering (80 - 150 people)	per venue / occasion	\$136.00	C	Y
CLEANING CHARGES ON VENUE, VEHICLE & EQUIPMENT HIRE				
Failure to clean and tidy venue	per hour	\$88.00	C	Y
Failure to clean externally hired equipment	per hour	\$88.00	C	Y
Failure to clean community bus vehicle	per hour	\$88.00	C	Y
RAW MATERIALS & AGGREGATES CHARGES				
Sand				
Small truck (approx 1.5m ³)	per load	\$17.00	C	Y
Large truck (approx 14 m ³)	per load	\$154.00	C	Y
Cartage	per load	Cost to Shire + 20%	C	Y
Gravel				
Small truck (approx 1.5m ³)	per load	\$29.00	C	Y
Large truck (approx 14 m ³)	per load	\$278.00	C	Y
Cartage	per load	Cost to Shire + 20%	C	Y
Blue Metal				
Small truck (approx 1.5m ³)	per load	\$108.00	C	Y
Large truck (approx 14 m ³)	per load	\$1,003.00	C	Y
Cartage	per load	Cost to Shire + 20%	C	Y

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MOBILE PLANT WET HIRE (INCLUSIVE OF OPERATOR)

Grader	per hour	\$182.00	C	Y
Backhoe	per hour	\$186.00	C	Y
Loader	per hour	\$205.00	C	Y
Small Truck	per hour	\$108.00	C	Y
Truck & Trailer	per hour	\$302.00	C	Y
Water Truck	per hour	\$225.00	C	Y
Rubber Tyred Roller	per hour	\$174.00	C	Y
Vibratory Roller	per hour	\$174.00	C	Y
Tractor & Slasher	per hour	\$180.00	C	Y
Tractor & Broom	per hour	\$180.00	C	Y
Skid Steer	per hour	\$174.00	C	Y
Skid Steer & Mulcher	per hour	\$228.00	C	Y
Ute	per hour	\$89.00	C	Y
Ute (with fogger, not including chemicals)	per hour	\$138.00	C	Y
Other works	cost to Shire + 20%		C	Y
Site setup	per hour	\$173.00	C	Y

LABOURER

Hourly rate	per hour	\$84.00	C	Y
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RURAL SERVICES

Water from standpipes	per kilolitre	\$11.32	C	N
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CEMETERY FEES

Funeral directors licence fees	per annum	\$40.00	C	N
Single funeral permit	per funeral	\$30.00	C	Y
Extra charge for interment without notice	per funeral	\$200.00	C	Y
Funeral late fee	per 15 minutes	\$20.00	C	Y
Monumental mason's work licence	per annum	\$40.00	C	N
Grant / renewal of right of burial (25 years)	per application	\$50.00	C	Y
Reservation fee (burial plot or niche wall)	per application	\$42.00	C	Y
Permission to erect headstone, monument, plaque etc.	per application	\$50.00	C	N
Re-opening of a grave / reinterment / exhumation	per application	\$720.00	C	Y
Burial fee - adult	per application	\$600.00	C	Y
Burial fee - child under 10 years	per application	\$450.00	C	Y
Burial fee - still born	per application	\$300.00	C	Y
Additional burial depth (standard grave depth 1.8m)	per additional 300mm depth	\$50.00	C	Y
Interment of ashes into existing plot or niche wall compartment	per application	\$120.00	C	Y

REGULATORY SERVICES

REPLACEMENT TAGS - CATS & DOGS

Replacement tag fee	per tag	\$13.00	C	Y
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DOG REGISTRATION FEES

Sterilised Dog				
One year - normal fee	per dog	\$20.00	S	N
One year - pensioner concession	per dog	\$10.00	S	N
One year - droving or tending of stock	per dog	\$5.00	S	N
Three years - normal fee	per dog	\$42.50	S	N
Three years - pensioner concession	per dog	\$21.25	S	N
Three years - droving or tending of stock	per dog	\$10.60	S	N
Lifetime - normal fee	per dog	\$100.00	S	N
Lifetime - pensioner concession	per dog	\$50.00	S	N
Lifetime - droving or tending of stock	per dog	\$25.00	S	N
Unsterilised Dog				
One year - normal fee	per dog	\$50.00	S	N
One year - pensioner concession	per dog	\$25.00	S	N
One year - droving or tending of stock	per dog	\$12.50	S	N
Three years - normal fee	per dog	\$120.00	S	N
Three years - pensioner concession	per dog	\$60.00	S	N
Three years - droving or tending of stock	per dog	\$30.00	S	N
Lifetime - normal fee	per dog	\$250.00	S	N
Lifetime - pensioner concession	per dog	\$125.00	S	N
Lifetime - droving or tending of stock	per dog	\$62.50	S	N
Dangerous Dog				
One year only and no concession	per dog	\$50.00	S	N
Keeping Dogs				
Application to keep more than two (2) dogs per household	per application	\$71.00	C	N

DOG KENNEL LICENCE

Application for licence to keep an approved kennel establishment	per application	\$200.00	S	N
Application to renew licence	per annum	\$200.00	S	N

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CAT REGISTRATION FEES				
One year - normal fee	per cat	\$20.00	S	N
One year - pensioner concession	per cat	\$10.00	S	N
Three years - normal fee	per cat	\$42.50	S	N
Three years - pensioner concession	per cat	\$21.25	S	N
Lifetime - normal fee	per cat	\$100.00	S	N
Lifetime - pensioner concession	per cat	\$50.00	S	N
Grant or renewal of approval to breed cats	per breeding cat (male or female)	\$100.00	S	N
ANIMAL CONTROL AND IMPOUNDING FEES				
First day of impoundment	per occasion	\$141.00	C	N
Subsequent days of impoundment	per day	\$28.00	C	N
Authorised destruction of animal	per animal	\$58.00	C	Y
ANIMAL INFRINGEMENT FINES				
Infringements committed against the Dog Act 1976 & Cat Act 2011	per offence	per the Act(s)	S	N
FIRE PREVENTION				
Infringements committed against the Bush Fires Act 1954	per offence	per the Act	S	N
Firebreaks/fire prevention works carried out at request of property owners	per property	cost to Shire + 10%	S	N
HEALTH SERVICES				
FINES AND PENALTIES				
Health-related infringements (Health Local Laws, Food Act, Noise)	per offence	per the Act(s)	S	N
FOOD BUSINESS PREMISES				
Registration of a food business	per application	\$255.00	S	N
Notification of a food business (excludes exempt food businesses)	per application	\$84.00	S	N
Temporary food permit (excludes local community groups)	per day	\$25.00	C	Y
FOOD PREMISES SURVEILLANCE FEES				
High-risk premises	annual fee, per business	\$341.00	C	N
Medium-risk premises	annual fee, per business	\$198.00	C	N
Low-risk premises	annual fee, per business	\$58.00	C	N
Very low-risk premises (local charities and community groups exempt)	annual fee, per business	\$15.00	C	N
SEPTIC TANK FEES				
Application for the approval of an apparatus by Local Government	per tank	\$118.00	S	N
Issuance of a 'Permit to Use an Apparatus'	per tank	\$118.00	S	N
Local Government Report	per tank	\$118.00	S	N
TRADING IN PUBLIC PLACES				
Trade licence application (goods or services, inc mobile food vendors)	per application	\$40.00	C	Y
Operating fee - daily	per day	\$10.00	C	Y
Operating fee - 1 week	per week	\$40.00	C	Y
Operating fee - 1 month	per month	\$60.00	C	Y
Operating fee - 12 months	per annum	\$220.00	C	Y
REFUSE CHARGES				
Residential & Commercial				
240L general domestic waste bin	per bin, per annum	\$464.00	C	N
240L general commercial waste bin	per bin, per annum	\$464.00	C	N
240L general domestic waste bin, additional or replacement	complete bin	cost recovery	C	Y
1.5m ³ skip bin	per bin, per annum	\$1,281.00	C	N
3.0m ³ skip bin	per bin, per annum	\$1,604.00	C	N
Transfer Station				
Asbestos waste		not accepting	C	Y
Demolition rubble / refuse (generated within Shire of Mingenew)	per cubic metre or part thereof	\$87.00	C	Y
General household waste (Shire of Mingenew residents only)	per load	\$0.00	C	Y
Residents residing immediately adjacent to our boundary access keypad	per annum	\$510.00	C	Y
Replacement keypad access	per card	\$25.00	C	Y
Liquid Waste				
Council resolved (021511235) to not accept seplage liquid waste generated by or associated with the mining and resource sector or outside Shire of Mingenew boundary				
Residential septic tank only (generated within Shire of Mingenew)	per 2,000 litres or less	\$110.00	C	Y
Townsite commercial (generated within Shire of Mingenew)	per 1,000 litres	\$110.00	C	Y
LODGING HOUSES				
Application / renewal of lodging house	per annum	\$35.00	C	N
Inspection fee	per inspection	\$75.00	C	N

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CERTIFICATES				
Liquor Act certification (Section 39 or 40)	per application	\$73.00	C	N
CARAVAN PARKS				
License fee, grant or renewal	per application	\$200.00	S	N
Long-stay sites	per site	\$6.00	S	N
Transit park and short-stay sites	per site	\$6.00	S	N
Campsites	per site	\$3.00	S	N
Overflow sites	per site	\$1.50	S	N
Additional late fee for renewal after expiry	per application	\$20.00	S	N
Temporary caravan park licence	pro rata, per application	\$100.00	S	N
Transfer of licence	per application	\$100.00	S	N
HOUSING AND LEASES				
CLUB LEASES (maximum, calculated on % of actual expenditure)				
Football Club	per annum	\$9,499.00	C	Y
Hockey Club	per annum	\$6,464.00	C	Y
Netball Club	per annum	\$1,280.00	C	Y
Tennis Club	per annum	\$5,683.00	C	Y
Polocrosse Club	per annum	\$342.00	C	Y
Horse & Pony Club	per annum	\$169.00	C	Y
Turf Club	per annum	\$9,818.00	C	Y
Golf Club	per annum	\$5,796.00	C	Y
Bowling Club	per annum	\$4,808.00	C	Y
RENTAL PROPERTIES				
Aged Persons Units & Independent Living Units	per week	25%	S	N
		<i>rent is calculated as a percentage of the household's assessable income</i>		
<i>All other Shire property rented at market rate or subsidised for Shire of Mingenew employees</i>	per week	market rate	C	N
HORSE Paddock LEASES				
Eligible lease area = 0.2Ha	per annum	\$130.00	C	Y
PLANNING AND DEVELOPMENT SERVICES				
PLANNING AND DEVELOPMENT APPLICATIONS				
Deemed to Comply (DTC) Check (minor works)	per application	\$73.00		
Deemed to Comply (DTC) Check	per application	\$295.00		
Development Applications (extractive industry only)				
Application fee	per application	\$739.00	S	N
Retrospective development application penalty (in addition to the application fee itself)	per application	200% of the underlying fee	S	N
Development Applications (all other)				
Application fee (developments < \$50,000)	per application	\$147.00	S	N
Application fee (developments \$50,000 - \$500,000)	per application	Maximum \$1,700 <i>0.32% of the estimated cost of the development</i>	S	N
Application fee (developments \$500,000 - \$2.5million)	per application	Minimum \$1,700 <i>\$1,700 + 0.257% for every dollar above \$500,000</i>	S	N
Application fee (developments \$2.5million - \$5million)	per application	Minimum \$7,161 <i>\$7,161 + 0.206% for every dollar above \$2.5 million</i>	S	N
Application fee (developments \$5million - \$21.5million)	per application	Minimum \$12,633 <i>\$12,633 + 0.0123% for every dollar above \$5 million</i>	S	N
Application fee (developments > \$21.5 million)	per application	Capped at \$34,196	S	N
Retrospective development application penalty (in addition to the application fee itself)	per application	200% of the underlying fee	S	N
Determining an application to amend or cancel development approval	per application	\$295.00	S	N
Determining an application for advice made for local planning scheme	per application	\$295.00	S	N
Home-based Business Applications				
Initial application (home occupation has not commenced)	per application	\$222.00	S	N
Retrospective application penalty (in addition to the application fee itself)	per application	200% of the underlying fee	S	N
Renewal application prior to initial approval expiry	per application	\$73.00	S	N
Renewal application after initial approval has expired	per application	200% of the underlying fee	S	N
Change of Use / Alteration / Extension / Non-conforming Use Applications				
Application fee	per application	\$295.00	S	N
Retrospective application penalty (in addition to the application fee itself)	per application	200% of the underlying fee	S	N
SUB-DIVISION CLEARANCE				
Sub-division clearance (< 5 lots)	per lot	\$73.00	S	N
Sub-division clearance (5 - 195 lots)	per lot	Minimum \$365 <i>\$365 for the first five (5) lots + \$35.00 for each lot thereafter</i>	S	N
Sub-division clearance (> 195 lots)	per lot	Capped at \$7,393	S	N

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SCHEME AND STRUCTURE PLANS				
Scheme and structure plans amendment fees	per amendment	TBA	S	N
	<i>Estimate to be given upon application, per Planning and Development Regulations 2009 R48</i>			
Advertising	per advertisement	cost + 10% admin fee	C	Y
OTHER PLANNING FEES				
Request to extend current development approval	per request	\$147.00	S	N
Issue of a zoning certificate	per certificate	\$73.00	S	N
Written planning advice	per advice document	\$73.00	S	N
BUILDING SERVICES				
BUILDING PERMIT APPLICATIONS				
Certified building permit application class 1 or 10	per application	Minimum \$110 <i>\$110.00 or 0.19% of the estimated project value, whichever is greater</i>	S	N
Certified building permit application class 2 - 9	per application	Minimum \$110 <i>\$110.00 or 0.09% of the estimated project value, whichever is greater</i>	S	N
Uncertified building permit application	per application	Minimum \$110 <i>\$110.00 or 0.32% of the estimated project value, whichever is greater</i> <i>** calculate BSL & CTF fees if applicable **</i>	S	N
DEMOLITION PERMIT				
Demolition permit application class 1 or 10	per application	\$110.00	S	N
Demolition permit application class 2 - 9	per story	\$110.00 <i>** calculate BSL & CTF fees if applicable **</i>	S	N
BSL AND CTF LEVIES				
Building Services Levy (est. project value < \$45,000)	per application	\$61.65	S	N
Building Services Levy (est. project value > \$45,000)	per application	Minimum \$61.65 <i>0.137% of the estimated project value</i>	S	N
Occupancy Permit or Building Approval Certificate for registration of strata scheme / plan of re-subdivision	per application	\$61.65	S	N
Occupancy permit or building approval certificate for unauthorised building work under s51 of the Building Act < \$45,000	per application	\$123.30	S	N
Occupancy permit or building approval certificate for unauthorised building work under s51 of the Building Act > \$45,000	per application	Minimum \$105 <i>\$105.00 or 0.274% of the estimated project value, whichever is greater</i>	S	N
CTF Levy (est. project value > \$20,000)	per application	Minimum \$40 <i>0.2% of the estimated project value</i>	S	N
OCCUPANCY PERMIT				
Occupancy permit application (for completed building)	per application	\$110.00	S	N
Occupancy permit application (for building with unauthorised works)	per application	Minimum \$110 <i>\$110.00 or 0.18% of the estimated value of the unauthorised work</i>	S	N
Temporary occupancy permit (for an incomplete building)	per application	\$110.00	S	N
Modify occupancy application (for additional use of a building)	per application	\$110.00	S	N
Replacement occupancy permit (for permanent change in building use)	per application	\$110.00 <i>** calculate BSL & CTF fees if applicable **</i>	S	N
BUILDING APPROVAL CERTIFICATE				
Application for building approval certificate for authorised building/structure	per application	\$110.00	S	N
Application for same with unauthorised works (s51(3))	per application	Minimum \$110 <i>\$110.00 or 0.38% of the estimated value of the unauthorised work, whichever is greater</i>	S	N
EXTENSION OF TIME PERMIT				
Extension of time permit - building	per application	\$110.00	S	N
Extension of time permit - demolition	per application	\$110.00	S	N
Extension of time permit - occupancy	per application	\$110.00	S	N
Extension of time permit - building approval certificate	per application	\$110.00	S	N
POOL INSPECTIONS				
Pool inspection fee (to be conducted once every four years)	per occasion	\$78.00	S	Y
Initial inspection of new pool or spa safety barrier	per occasion	\$312.00	S	Y
SMOKE ALARMS				
Approval of battery powered smoke alarms (r61)	per application	\$179.40	S	N
OTHER BUILDING FEES				
Building plan search fees	per hour or part there of	\$31.00	C	N
Inspection fees	per inspection	\$140.00	C	N
MISCELLANEOUS				
VEHICLE LICENSING				
Special district number plates	per plate set	\$275.00	C	Y