

SHIRE OF CRANBROOK - SCHEDULE OF FEES AND CHARGES 2025/26

Description	Basis	GST (inc)	Statutory fee "S"	GL Number	2025/26
GENERAL PURPOSE FUNDING					
Rates					
Rates Enquiry / Orders and Requisitions Fee per request	per request	N		031107	\$110.00
Administration Fee - Rates Instalments per instalment <i>(per notice - excluding first notice)</i>	per instalment	N		031106	\$11.00
Electoral Roll / Rate Book <i>(Must sign Statutory Declaration)</i>		Y		031107	\$80.00
GOVERNANCE					
Photocopying & Printing Charges - Black & White:					
A4 Single Sided	per page	Y		042102	\$0.45
A4 Double Sided	per page	Y		042102	\$0.65
A3 Single Sided	per page	Y		042102	\$0.65
A3 Double Sided	per page	Y		042102	\$1.05
Photocopying & Printing Charges - Colour:					
A4 Single Sided	per page	Y		042102	\$1.05
A4 Double Sided	per page	Y		042102	\$1.60
A3 Single Sided	per page	Y		042102	\$1.60
A3 Double Sided	per page	Y		042102	\$2.15
<i>(Over 100 Copies 20% Discount, Supply of own paper deduct cost of paper only)</i>					
Other Office Services					
Reissue of Rate Notice (electronic or hard copy)		N		042102	\$12.00
Laminating A4 page		Y		042103	\$3.75
Laminating A3 page		Y		042103	\$7.50
Binding - per booklet		Y		042103	\$6.50
Shire staff administration support / event set up	per hour	Y		042103	\$70.00
Request for Archived Building Plans/Licenses	per hour	Y		042103	\$70.00
Council Minutes <i>(available on-line at no cost)</i>		Y		042103	\$0.00
Council Minutes <i>(hard copy - per annum)</i>		Y		042103	\$160.00
Freedom of Information					
<i>Fees are prescribed in the Freedom of Information Act Regulations 1993</i>					
Application Fee - per enquiry	per enquiry	N	S	042103	30.00
Charge for Time Dealing with the Application	per hour	N	S	042103	30.00
Access Time Supervised by Staff	per hour	N	S	042103	30.00
Photocopying - Staff Time	per hour	N	S	042103	30.00
Per Photocopy - A4	per hour	N	S	042102	0.20
Transcribing from tape, film or computer	per hour	N	S	042103	30.00
Duplicating a tape, film or computer information	actual cost	N	S	042103	At Cost
Delivery, packaging and postage	actual cost	N	S	042103	At Cost
LAW, ORDER & PUBLIC SAFETY					
Dog Registration - per dog					
<i>Registrations are prescribed in the Dog Act Regulations 1976</i>					
<i>Concession of 50% available to eligible pensioners</i>					
<i>Concession of 75% available for working dogs</i>					
Sterilised dog for 1 year	per dog	N	S	052101	20.00
Sterilised dog for 3 years	per dog	N	S	052101	42.50
Sterilised dog for lifetime	per dog	N	S	052101	100.00
Unsterilised dog for 1 year	per dog	N	S	052101	50.00
Unsterilised dog for 3 years	per dog	N	S	052101	120.00
Unsterilised dog for lifetime	per dog	N	S	052101	250.00
Cat Registration - per cat					
<i>Registrations are prescribed in the Cat Act Regulations 2012</i>					
<i>Concession of 50% available to eligible pensioners</i>					
Fee for application for grant or renewal of the registration of a cat for one year -					
Sterilised - 1 year (after 31 May)	per cat	N	S	052103	10.00
Sterilised - 1 year	per cat	N	S	052103	20.00
Sterilised - 3 years	per cat	N	S	052103	42.50
Lifetime registration	per cat	N	S	052103	100.00
Approval to breed cats - 1 year	per breeding cat	N	S	052103	100.00
Fines and Penalties - per animal					
<i>Fines are as prescribed in Dog Act 1976, and Cat Act 2011</i>					
Seizure and Impounding of a dog / cat	per animal	N		052102	110.00
Maintenance in Pound	per animal	N		052102	25.00
Destruction of Dog / Cat	per animal	N		052102	100.00
Other Stock					
<i>Refer: Local Government (Miscellaneous Provisions) Act 1960</i>					
Impounding					
All Stock/Head - during normal working hours		N	S	052102	110.00
All Stock/Head - after normal hours incl weekends		N	S	052102	320.00
Daily Sustenance Fees/Head		N	S	052102	55.00
Destruction - All Stock/Head		N	S	052102	110.00
Miscellaneous					
Microchipping - Dog/animal	per animal	Y		052101	65.00
Microchipping - Cat/animal	per animal	Y		052103	65.00
Bond - Animal trap		N		052102	65.00
Bond - Anti Barking Dog Collar		N		052102	65.00
Destruction of Animals at owner's request per animal	per animal	Y		052102	100.00
Infringement Reminder Fee (Bush Fire, Dog, Litter, Parking) per notice	per notice	N		052100	27.00
<i>Transport fees at cost ie. Hiring of trailers, horse floats or other.</i>					
<i>Advertising Costs to be collected if released to original owner.</i>					
<i>Note: No charge is payable in respect to a suckling animal under the age of 6 months running with its mother.</i>					
LAW, ORDER & PUBLIC SAFETY (Continued)					
Other					
Fire Maps				051111	27.00
Vehicle impounding fee		Y		053103	150.00
Vehicle impounding - recovery/towage (at cost, includes staff time)		Y		053103	at cost
Daily fee for Impounded Vehicle at Depot		Y		053103	10.00

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HEALTH					
Offensive Trade Licence					
<i>Trades and fees as prescribed in the Health Act and Health (Offensive Trades Fees) Regulations 1976</i>		N	S	074103	up to \$298.00
Food Premises					
Registration of a food business		N		077100	375.00
Registered food business annual renewal/inspection fee	per annum	N		077100	250.00
Variations, conditions, or cancellation of Registration of Food Businesses		N		077100	120.00
Provision of information and/or additional inspections as an enforcement agency	per hour	N		077100	220.00
Thoroughfares and Public Places (Local Law) - Stallholders/Traders					
Stallholder/trader's permit - application fee		N		077100	65.00
Stallholder/trader's permit - annual fee	per annum	N		077100	250.00
Temporary (events) stallholder/trader's permit - food stalls *	per day	N		077100	40.00
Temporary (events) stallholder/trader's permit - non-consumables *	per day	N		077100	0.00
<i>* Temporary stallholder fees will be exempt for all stallholders at the Cranbrook Show or Frankland River Family Fun Day.</i>					
<i>In accordance with the Thoroughfares and Public Places local law, section 6.7, fees may be made exempt by the Shire of Cranbrook for local not-for-profit organisations.</i>					
Thoroughfares and Public Places(Local Law) - Temporary Outdoor Eating Facilities on Public Places					
Outdoor eating facility or establishment on a public place - application fee		N		077100	150.00
Outdoor eating facility or establishment on a public place - annual renewal fee	per annum	N		077100	70.00
Lodging House					
Registration of lodging house	per annum	N		077100	250.00
HOUSING					
Staff Housing					
Staff rent is in accordance with Council Policy 2.12 Workforce - Housing - Employees		N		091100	Various
Other Housing					
Market rent will apply to other rentals		N		092100	Various
COMMUNITY AMENITIES					
Onsite Effluent Disposal System Installation					
<i>Fees are prescribed in the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974</i>					
Application Fee		N	S	103102	118.00
Permit to Use Fee		N	S	074102	118.00
Local Government Report to DoH for onsite effluent disposal		N	S	074102	118.00
COMMUNITY AMENITIES (Continued)					
Cemetery Fees					
Digging of grave - Weekdays		Y		107101	1700.00
Digging of grave - Weekend and Public Holidays		Y		107101	2600.00
Reopening Grave		Y		107101	2600.00
Issue of Grant of "Right of Burial" (also applies to Niche Wall and renewals after 25 years)		N		107101	95.00
Internment of Ashes in Niche Wall - Single		Y		107101	200.00
Internment of Ashes in Niche Wall - Double		Y		107101	250.00
Internment of Ashes into existing grave		Y		107101	215.00
Removal and replacement of headstones, kerbing or monuments		Y		107101	At cost
License to erect a Headstone, Monument or Nameplate		N		107101	55.00
Undertakers License per internment		N		107101	85.00
Town Planning - Fees are prescribed in the Planning & Development Act Regulations 2009					
Town Planning Scheme					
Application for Town Planning Scheme Amendments		N		106101	At cost
Development Applications					
<i>Determination of development application (other than for extractive industry where the development has not commenced or been carried out and the estimated cost of the development is:</i>					
a) not more than \$50,000		N	S	106101	147.00
b) more than \$50,000 but not more than \$500,000		N	S	106101	0.32% of the estimated cost of development
c) more than \$500,000 but not more than \$2.5m		N	S	106101	\$1,700 + 0.257% for every \$1 in excess of \$500,000
d) more than \$2.5m but not more than \$5.0m		N	S	106101	\$7,161 + 0.206% for every \$1 in excess of \$2.5m
e) more than \$5.0m but not more than \$21.5m		N	S	106101	\$12,633 + 0.123% for every \$1 in excess of \$5m
f) more than \$21.5m		N	S	106101	34196.00
<i>If the development has commenced or been carried out, an addition amount, by way of penalty, that is twice the amount of the maximum fee payable for determination of the application under items (a) (b) (c) (d) (e) or (f) above.</i>					
COMMUNITY AMENITIES (Continued)					
Extractive Industry					
3. Extractive Industry - determining a development application where the development has not commenced or been carried out		N	S	106101	739.00
<i>If the work has already commenced or been carried out, the application fee must still be paid</i>					
Transfer of extractive industry licence		N		106101	250.00
<i>Transfer of extractive industry licence - must provide proof of original licence</i>					
Provision for subdivision clearance					
a) not more than 5 lots		N	S	106101	\$73 per lot

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b) more than 5 lots but not more than 195 lots		N	S	106101	\$73 per lot for the first 5 lots then \$35 per lot
c) more than 195 lots		N	S	106101	7393.00
Application for home occupation					
Home Occupation License - Initial Applications		N	S	106101	222.00
<i>If home occupation has commenced an additional amount of twice the fee by way of penalty.</i>					
Home Occupation License - Renewal Fee		N	S	106101	73.00
<i>If application for renewal of home occupation license is made after the approval has expired, an additional amount of twice the renewal fee by way of penalty.</i>					
Application for change of use or for an alteration or extension or change of a non-conforming use to which a development application does not apply:-					
Application fee		N	S	106101	295.00
<i>If alteration, extension or change has commenced an additional amount of twice the fee by way of penalty.</i>					
Issue of zoning certificate		N	S	106101	73.00
Reply to a Property Settlement questionnaire		N	S	106101	73.00
Issue of written planning advice		N	S	106101	73.00
Other					
Road Closure Applications per application	per application	N	S	106101	1000.00
Waste Facility Fees					
Replacement Waste Facility Pass	Shire residents only	Y		101105	25.00
Passenger/Motorcycle – Small Tyre		Y		101105	10.00
4x4 up to Light Truck – Medium Tyre		Y		101105	15.00
Truck – Large Tyre		Y		101105	60.00
Earthmover – Extra Large Tyre		Y		101105	150.00
<i>If the above tyres contain rocks, dirt or other contaminants the price is double as their collection and disposal requires additional work.</i>					
Users from outside Shire of Cranbrook - General household / recycling waste up to the equivalent of a 6x4 trailer load		Y		101105	45.00
Users from outside Shire of Cranbrook - General household / recycling waste up to the equivalent of a 8 tonne truck load		Y		101105	340.00
COMMUNITY AMENITIES (Continued)					
Waste Collection					
Weekly Kerbside Waste Collection (140L Blue Bin) per annum		N		101101	215.00
Fortnightly Kerbside Recycling Collection (240L Green Bin) per annum		N		101100	162.00
<i>Each property that receives a compulsory kerbside waste/recycling collection charge will be provided with 1 x 140L blue waste bin and 1 x 240L green recycling bin</i>					
Replacement Bins					
240L Recycling Bins (Replacement, Includes Delivery)		Y		101102	186.00
140L Waste Bins (Replacement, Includes Delivery)		Y		101102	161.00
Replacement recycling/waste bin lids (including install)		Y		101102	50.00
RECREATION & CULTURE					
Cranbrook and Frankland River Halls					
				CB / FR	
Main Hall, Supper Room and Kitchen		Y		111101 / 111102	180.00
Supper Room and Kitchen		Y		111101 / 111102	105.00
Indoor Sports per hour - Council Approved		Y		111101 / 111102	11.00
Community Organisations - Refer to Council Policy 4.12		Y			N/C
Special Occasion Bond-eg Birthday, Engagement, Anniversary, Wedding etc		N		111101 / 111102	500.00
Set Up Fee	per hour	Y		111101 / 111102	70.00
Cleaning Fee (failure to clean and tidy venue and equipment)	per hour	Y		111101 / 111102	70.00
Cranbrook Community Hub					
<i>All hire includes shared use of kitchen + toilet facilities</i>					
Creative Industries Room - Half Day Hire		Y		111107	21.00
Creative Industries Room - Full Day Hire		Y		111107	35.00
Community Room - Half Day Hire		Y		111107	21.00
Community Room - Full Day Hire		Y		111107	35.00
Training Room - Half Day Hire		Y		111107	65.00
Training Room - Full Day Hire		Y		111107	105.00
Allied Health Rooms - Half Day Hire		Y		111107	27.00
Allied Health Rooms - Full Day Hire		Y		111107	45.00
Office - Half Day Hire		Y		111107	21.00
Office - Full Day Hire		Y		111107	35.00
Civic Space - Half Day Hire		Y		111107	35.00
Civic Space - Full Day Hire		Y		111107	55.00
Tea and coffee (functions)		Y		111107	2.00
Set Up Fee	per hour	Y		111101 / 111102	70.00
Cleaning Fee (failure to clean and tidy venue and equipment)	per hour	Y		111101 / 111102	70.00
RECREATION & CULTURE (Continued)					
Frankland River Community Centre					
Hire of Lecture Room - Half Day Hire		Y		111104	45.00
Hire of Lecture Room - Full Day Hire		Y		111104	75.00
Hire of Office - Half Day Hire		Y		111104	21.00
Hire of Office - Full Day Hire		Y		111104	35.00
Hire of Clinic - Half Day Hire		Y		111104	27.00
Hire of Clinic - Full Day Hire		Y		111104	45.00
Community Organisations - Refer to Council Policy 4.12		Y		111104	N/C
Set Up Fee	per hour	Y		111101 / 111102	70.00
Cleaning Fee (failure to clean and tidy venue and equipment)	per hour	Y		111101 / 111102	70.00
Equipment Hire					
<i>Breakages and/or non-return will be charged at replacement cost</i>					
Bain Marie		Y		111101 / 111102	40.00
Tressels per unit		Y		111101 / 111102	12.00
Chairs per unit		Y		111101 / 111102	3.50

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Cutlery - per dozen or part thereof		Y		111101 / 111102	6.50
Crockery - per dozen or part thereof		Y		111101 / 111102	6.50
Urn		Y		111101 / 111102	27.00
Horse Paddock Fees					
Per year / Per paddock		Y		113102	600.00
Lake Site Fees					
Camping at Lake Poorrarecup		Y		112102	10.00
<i>Fee is per vehicle/motorbike per night</i>					
Books					
Sale of ANZAC Books		Y		116102	45.00
Sale of History Books - Hard Cover		Y		116101	25.00
Sale of History Books - Soft Cover		Y		116101	15.00
Plus postage at cost		Y			
Community and Youth Events					
Community and youth programs and events - excursions and contracted activities	per event	N		116104	\$0 - 100% of activity cost
Gym Fees					
Cranbrook Community Gym fees - 12 months Adult		Y		111108	200.00
Cranbrook Community Gym fees - 6 months Adult		Y		111108	150.00
Cranbrook Community Gym fees - 3 months Adult		Y		111108	75.00
Cranbrook Community Gvm fees - 1 month Adult		Y		111108	40.00
Cranbrook Community Gym fees - 12 months Student/Concession		Y		111108	120.00
Cranbrook Community Gym fees - 6 months Student/Concession		Y		111108	100.00
Cranbrook Community Gym fees - 3 months Student/Concession		Y		111108	50.00
Cranbrook Community Gym fees - 1 month Student/Concession		Y		111108	25.00
Cranbrook Community Gym fees - Access card deposit		Y		111108	30.00
Cranbrook Community Gym fees - Access card replacement fee		Y		111108	30.00
<i>All members may be required to undertake a gym induction prior to taking out membership.</i>					
ECONOMIC SERVICES					
Building Control - Fees are prescribed in the Building Act Regulations 2012 - Schedule 2					
Applications for Building Permits, Demolition Permits					
Certified Application for a building permit (section 16(1))					
a) for building work for a Class 1 or Class 10 building or incidental structure		N	S	133100	0.19% of the estimated value of the building work but not less than \$110.00
b) for building work for a Class 2 to Class 9 building or incidental structure		N	S	133100	0.09% of the estimated value of the building work but not less than \$110.00
Uncertified application for a building permit for a Class 1 or Class 10 building or incidental structure		N	S	133100	0.32% of the estimated value of the building work but not less than \$110.00
Application for a Demolition Permit					
a) for demolition work in respect of a Class 1 or Class 10 building or incidental structure		N	S	133100	110.00
b) for demolition work in respect of a Class 2 to Class 9 building or incidental structure		N	S	133100	\$110.00 for each storey of the building
Application to extend the time during which a building or demolition permit has effect (section 32 (3) (f))		N	S	133100	110.00
Application for an occupancy permit for a completed building (section 46)		N	S	133100	110.00
Application for a temporary occupancy permit for an incomplete building (section 47)		N	S	133100	110.00
Application for modification of an occupancy permit for additional use of a building on a temporary basis (section 48)		N	S	133100	110.00
Application for a replacement occupancy permit for permanent change of the buildings use, classification (section 49)		N	S	133100	110.00
Application for an occupancy permit for a building in respect of which unauthorised work has been done (section 51 (2))		N	S	133100	0.18% of the estimated value of the building work but not less than \$110.00
ECONOMIC SERVICES (Continued)					
Application for a building approval certificate for a building in respect of which unauthorised work has been done (section 51 (3))		N	S	133100	0.38% of the estimated value of the building work but not less than \$110.00
Application to replace occupancy permit for existing building (section 52 (1))		N	S	133100	110.00
Application for a building approval certificate for an existing building where unauthorised work has not been done (section 52 (2))		N	S	133100	110.00
Application to extend the time during which an occupancy permit or building approval certificate has effect (section 65 (3) (a))		N	S	133100	110.00
Application as defined in regulation 31 (for each building standard in respect of which a declaration is sought)		N	S	133100	2123.00
Application as defined in regulation 61 (battery powered smoke alarm)		N	S	133100	176.30
Construction Training Fund Levy					

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BCITF - Levy		N	S	401002	= 0.2% of the estimated value of construction over \$20,000
BCITF - Commission		Y	S	133101	8.25
Building Services Levy					
BSL - Levy on Building or Demolition Permit		N	S	401003	0.137% of the value of the with minimum fee of \$61.65
BSL - Commission		N	S	133102	5.00
Occupancy permit or building approval certificate for approved building work under sections 47, 49, 50 or 52 of the Building Act		N	S	401003	61.65
Occupancy permit or building approval certificate for unauthorised building work under section 51 of the Building Act		N	S	401003	0.274% of the value of the with minimum fee of \$123.30
ECONOMIC SERVICES (Continued)					
CARAVAN PARKS					
<i>PLEASE NOTE: There are no refunds on cancellations with less than 72 hours notice for all Council facilities including caravan park accommodation.</i>					
CRANBROOK					
Chalet (without ensuite)					
Daily		Y		132101	100.00
Park Home (with ensuite)					
Daily		Y		132101	140.00
Weekly		Y		132101	0.00
Per Person extra - Daily		Y		132101	0.00
Per Person extra - Weekly		Y		132101	0.00
Powered Sites					
Daily *		Y		132101	35.00
<i>* charge applies to all caravan sites whether occupied or vacant</i>					
Unpowered Sites					
Daily		Y		132101	20.00
Cranbrook RV Rest Stop					
Per Night		Y		132111	5.00
Other Charges					
Washer / Dryer - per load		Y		132101	4.00
Casual Shower - daily per person		Y		132101	5.00
Booking cancellation charge *		Y		132102	20.00
<i>* for cancellations with greater than 72 hours notice</i>					
FRANKLAND RIVER					
Park Home (with ensuite)					
Daily		Y		132102	140.00
Frankland River Worker Accommodation					
Daily		Y		132102	100.00
Frankland River Caravan Park (Continued)					
Powered Sites					
Daily		Y		132102	35.00
<i>* charge applies to all caravan sites whether occupied or vacant</i>					
Unpowered Sites					
Daily		Y		132102	20.00
Other Charges					
Casual Shower - daily per person		Y		132102	5.00
Booking cancellation charge *		Y		132102	20.00
<i>* for cancellations with greater than 72 hours notice</i>					
ECONOMIC SERVICES (Continued)					
Tourism - Promotional Items					
Wine Glasses	each	Y		132105	10.00
Travel Mugs	each	Y		132105	12.00
Coasters	each	Y		132105	45.00
Postcards	each	Y		132105	1.00
Fridge Magnets	each	Y		132105	6.00
Water (Minimum Charge \$15) - CB + FR Standpipes					
<i>(only available for domestic use)</i>					
Per 1000 Litres		N		136100	3.75
Community Buses					
					CB / FR
<i>Buses limited to travel within the Great Southern or at the discretion of the Chief Executive Officer</i>					
Per Kilometre (less than six hours)		Y		136106 / 136107	0.71
Full Day Hire - 24 Hours maximum		Y		136106 / 136107	180.00
Half Day Hire - 6 Hours maximum		Y		136106 / 136107	90.00
Weekly Hire (restricted to 1,500kms, then per km rate applies)		Y		136106 / 136107	960.00
Fuel - Shire of Cranbrook bowser price plus 15c/litre (if not full of fuel when returned)		Y			
Cleaning Fee (if not clean when returned)		Y		136106 / 136107	60.00
Community Bus Trailer Per Day		Y		136106 / 136107	12.00
PRIVATE WORKS					
Plant Hire (includes labour, overheads and parts*) - No Dry Hire					
Grader		Y		141100	305.00

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Loader		Y		141100	305.00
Backhoe		Y		141100	255.00
8m³ Truck (13T)		Y		141100	285.00
3m³ Isuzu Truck (Tipper)		Y		141100	230.00
Isuzu Dual Cab Truck		Y		141100	180.00
Multi Tyred Roller		Y		141100	255.00
Vibrating Roller		Y		141100	255.00
Tractor		Y		141100	190.00
Front Deck Mower		Y		141100	205.00
Skidsteer/Mini Excavator		Y		141100	220.00
Skidsteer with Trencher		Y		141100	250.00
Road Broom		Y		141100	150.00
12m³ Side Tipper & Side Tipping Trailer		Y		141100	510.00
12m³ Side Tipper		Y		141100	245.00
Excavator (Mobilisation costs extra)		Y		141100	315.00
Excavator with Mulcher (Mobil. costs extra)		Y		141100	455.00
PRIVATE WORKS (Continued)					
Float Trailer or Utility		Y		141100	180.00
Sundry Plant including operator (eg Chainsaw, lawnmower)		Y		141100	180.00
Rural Road Number (Replacement or additional number)		Y		141100	60.00
* NOTE: If Shire Labour, incl plant operators is required out of ordinary operating hrs, then the appropriate overtime rate will apply					
Labour Hire (per hour) Normal Working Hours (overtime rates apply outside of normal working hours)					
Normal Working Hours - Works Staff		Y		141100	100.00
Normal Working Hours - Supervisor		Y		141100	150.00
Professional Engineering Fees		Y		141100	150.00
Travel/km		Y		141100	1.65
Items Available without Shire Operator - Per Day					
Tandem Box Trailer		Y		141100	85.00
6 x 4 Trailer		Y		141100	85.00
Plate Compactor		Y		141100	150.00
Cement Mixer		Y		141100	240.00
Jackhammer		Y		141100	180.00
Materials - Per Unit					
<i>Independent arrangements for community groups for sand/gravel/aggregate can be made by contacting the Chief Executive Officer.</i>					