



WTA Meeting Minutes Friday 23 June 2017

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1. ITEMS FOR CONSIDERATION

1.1. Register of Interest Update

Standing agenda item - WTA Members are reminded to notify the Superintendent of any change to their Register of Interests that may have occurred since the last meeting.
Nil.

1.2. MPI / COI

Standing agenda item - WTA Members are asked to consider any Material Personal Interest (MPI) or Conflicts of Interest (COI) issues that may arise due to items listed on the agenda.
Nil.

1.3. Information Stall at the Shopping Centre

Standing agenda item - WTA Members are asked to consider if there is need to arrange an information stall to obtain ratepayer feedback on any recent agenda items.
Nil.

1.4. WTA Member Travel /Reimbursement of Expenses

Standing agenda item - WTA Members are asked to consider any travel requirements so that all travel and reimbursements can be pre-approved by the WTA.

(Resolutions to follow **WTA Policy WTA01 Member Reimbursement of Expenses and Provisions of Facilities Policy**).

Nil.

2. CONFIRMATION OF PREVIOUS MINUTES

A draft version of the previous minutes from 12 May 2017 and 26 May 2017 were attached (Appendix 1 and 2).

Recommendation:

That the WTA Members adopt the minutes of the Special Meeting held on 12 May 2017 as a true and accurate records.

That the WTA Members adopt the minutes of the General Meeting held on 26 May 2017 as a true and accurate record.

Resolution:

The WTA Members adopt the minutes of the Special Meeting held Friday 12 May 2017 as a true and accurate record.

The WTA Members adopt the minutes of the General Meeting held Friday 26 May 2017 as a true and accurate record.

Moved: Chris Newman

Seconded: Duane Singleton

Carried

3. CHAIR'S REPORT (Michael Rowland)

Stretch Noonan presented the Chair's report.

4. SUPERINTENDENT REPORT (Emily Peel)

Emily Peel presented the Superintendent Report.

5. GOVERNMENT RELATIONS (Michael Rowland)

Nil.

6. ALNGITH CORPORATION (Jackie Madua)

Nil.

7. RIO TINTO (Ben Myall)

Ben Myall provided a Rio Tinto update.

8. PUBLIC WORKS PORTFOLIO (Stretch Noonan)

8.1. Member Update

Nil.

8.2. Business Items

Nil.

9. PLANNING AND DEVELOPMENT PORTFOLIO (Chris Newman)

9.1. Member Update

Nil.

9.2. Business Items

Nil.

10. CORPORATE SERVICES PORTFOLIO (Troy McNamara)

10.1. Member Update

Nil.

10.2. Business Item – Financial Reports

Emma Bebb presented the WTA financial reports for May 2017. (Appendix 3)

Resolution: The WTA approve the Refund and Waiver of Fees and Charges Policy.

Moved: Stretch Noonan **Seconded:** Troy McNamara

Carried

11. DISASTER MANAGEMENT PORTFOLIO (Stretch Noonan)

11.1. Member Update

Stretch Noonan provide an update from the District Disaster Management Group.

11.2. Business Items

Nil.

12. COMMUNITY SERVICES PORTFOLIO (Duane Singleton)

12.1. Member Update

Nil.

12.2. Business Item – 50th Anniversary Event

Standing Agenda Item. Fiona Langsdorf attended to provide an update on the event.

12.3. Business Item – Animal Systematic Inspection Program 2017

Emily Peel presented details for the Animal Systematic Inspection Program in 2017. (Appendix 7)

Recommendation: That the WTA approve for an Animal Systematic Inspection Program to be conducted within the Weipa Town Area between 4 September and 4 December 2017 for the purposes of monitoring compliance related to –

- Dog Registration
- Dog Microchipping
- Animal Enclosures and Fencing
- Additional Animal Permits
- Regulated Dogs.

Resolution: The WTA approve for an Animal Systematic Inspection Program to be conducted within the Weipa Town Area between 4 September and 4 December 2017 for the purposes of monitoring compliance related to –

- Dog Registration
- Dog Microchipping
- Animal Enclosures and Fencing
- Additional Animal Permits
- Regulated Dogs.

Moved: Ben Myall

Seconded: Stretch Noonan

Carried



Refund and Waiver of Fees and Charges Policy

Policy Number: POL-003 Date of Issue: 23 June 2017
Version: 1.0 Next Review Date: 23 June 2019

INTENT

This policy outlines the circumstances where the Weipa Town Authority (WTA) may refund or waive (either partially or whole) its fees and charges to assist eligible not-for-profit / community organisations as defined by this policy. It will also include refund requests where a development application has been withdrawn. Weipa Town Authority recognises the importance of the community facilities which are provided and maintained by such organisations for the benefit of the wider community. WTA seeks to provide assistance in circumstances which may:

- Contribute to viable community services, programs and projects that meet community need
- Encourage accessibility and community participation from all sectors of the community
- Improve access and equity in community services provision

SCOPE

This policy refers to fees and charges associated with material change of use development applications, hire of WTA facilities and/or WTA equipment such as chairs, big screen projector etc. This policy does not incorporate rates, community grants, sponsorships or donations.

DEFINITIONS

Fees and charges

Charges per the approved schedule of WTA fees and charges for the current financial year.

Eligible Not-for-profit organisation / community organisations

A not-for-profit organisation is one which by its constituent documents or by operation of law (for example, a statute governing an organisation), it is prevented from distributing its profits or assets for the benefit of particular persons while it is operating and on winding up.

As per the Planning Regulation 2017, registered non-profit organisation means an incorporated organisation that is—

(a) recorded in the register kept under the *Collections Act 1966*, part 6; or

Note— The register of charities kept under the *Collections Act 1966* can be inspected on the website of the Office of Fair Trading.

(b) recorded in a register kept under a law of another State substantially corresponding to the register kept under the *Collections Act 1966*, part 6; or

(c) a registered entity within the meaning of the *Australian Charities and Not-for-profits Commission Act 2012* (Cwlth).

Note— The Australian Charities and Not-for-profits Register kept under the *Australian Charities and Not-for-profits Commission Act 2012* (Cwlth) can be inspected on the website of the Australian Charities and Not-for-profits Commission.

Policy Name: Refund & Waiver of Fees and Charges	Doc No: POL-003	Date of Issue: 23-06-2017
Owner: Corporate Services Administration Officer	Authorised By: Superintendent	Next Review Due: 23-06-2019



Refund and Waiver of Fees and Charges

LEGISLATION/COMPLIANCE

Planning Act 2016

Planning Regulation 2017

Local Government Act 2009

Local Law No 1 (Administration)

POLICY

Section 1 – Fees and charges eligible for subsidy

This policy applies to the following fees and charges outlined in the approved schedule of WTA fees and charges:

- Town planning fees associated with material change of use development applications
- Fees and charges associated with the hire of WTA facilities and equipment hire such as chairs, computer equipment, big screen projector
- Aquatic centre admission and pool lane hire fees.

1.1 – Waiving Town Planning Fees

The waiving of planning fees (either partially or in whole) must have approval of the WTA members by resolution (WTA General Meeting). All town planning fee reductions / waivers must be recorded on the WTA donations register.

1.2 Refund for Withdrawn Development Application Fees

Applicants may request a fee refund when withdrawing a development application. Refunds for applications withdrawn before decision stage, may be considered and approved as follows:

- Application Stage 90%
- Information and Referral Stage 60%
- Notification Stage 30%
- Nil refund applicable for a development application at the decision stage

No refund is applicable once a decision and/or Action Notice has been issued by the WTA. All requests for refunds must be made in writing and submitted to the WTA assessment manager. The decision to grant a refund is at the discretion of the Superintendent made on a case-by-case basis.

1.3 Waiving Venue & Equipment Hire Fees

Applications associated with the hire of a WTA managed facility or equipment are to be submitted via the fee waiver / refund request form to the Superintendent for approval. Waiving of facility and equipment hire fees over \$1000 must have approval of the WTA Members by resolution (WTA General Meeting). Security deposits/bonds to be held for equipment and keys are not to be waived under any circumstances. All hire fee reductions / waivers / refunds must be recorded on the WTA donations register.

Policy Name: Refund & Waiver of Fees and Charges	Doc No: POL-003	Date of Issue: 23-06-2017
Owner: Corporate Services Administration Officer	Authorised By: Superintendent	Next Review Due: 23-06-2019



Refund and Waiver of Fees and Charges

1.4 Waiving Aquatic Centre Fees

Requests for waivers relating to aquatic centre admissions and lane hire are to be submitted to the Superintendent for approval. Seasonal passes and free admissions are to be recorded on the WTA donations register.

Section 2 – Eligibility requirements

In order to be considered eligible for fees and charges to be waived or refunded, the following requirements must all be met;

- The applicant is a not-for-profit organisation properly constituted or incorporated, or is sponsored by an incorporated body.
- The organisation operates within Weipa and the project, activity, or event can be demonstrated to provide a direct benefit to the Weipa Community. For example, a relevant project undertaken by a not-for-profit and community organisation.
- The organisation has its own bank account or a bank account in the sponsoring organisation's name and is able to provide a copy of its most recent audited or reconciled financial statements.
- The application is submitted on the prescribed application form.

Eligible organisations must not;

- Be political, discriminatory, Government or commercial organisations.
- Have outstanding debt or payments due to WTA.
- Notwithstanding exceptional circumstances, have applied for another fee waiver from the WTA within the same financial year.
- Apply retrospectively for their project, event or program.

RELATED DOCUMENTS

Refund and Waiver of Fees and Charges Application Form (FRM-054)

Donations register

FURTHER INFORMATION

Corporate Services Coordinator

Policy Name: Refund & Waiver of Fees and Charges	Doc No: POL-003	Date of Issue: 23-06-2017
Owner: Corporate Services Administration Officer	Authorised By: Superintendent	Next Review Due: 23-06-2019

Weipa Town Authority

Schedule of Fees And Charges - 2017/18

	2017/18
ADMINISTRATION FEES	
Property Rates Payment fees:	
Interest charges on overdue accounts	11%
Library Fees Internet	
Printing - per page	0.30
Internet Fees	-
Equipment Hire	
Chairs hire charge (fixed cost, not based on quantity, including funerals)	125.00
Replacement chair, pallet or strap	20.00
Big Screen - Flat fee (not for profit may apply for fee waiver in return for 'in kind' sponsorship to be added to sponsorship register)	500.00
Street Sweeper - Wet hire per hour (minimum of 2 hours) - business hours	155.00
Street Sweeper - Wet hire per hour (minimum of 2 hours) - out of business hours	POA
Normal projector hire flat fee per day	25.00
Deposit on all equipment for hire. (Per item per hire excl big screen)	50.00
Deposit on big screen hire	250.00
VENUE HIRE	
Andoom Oval	
Light key per hour (training lights only. SPECIAL APPROVAL TO BE GRANTED FOR USE OF FULL LIGHTS).	16.00
Council Chambers (day rate is 5 x hourly rate)	
Per hour	75.00
Daily rate 5 hours +	375.00
Community group / Not for profit - per hour (includes Church)	45.00
House on the Hill (day rate is 5 x hourly rate)	
Per hour	42.00
Daily rate 5 hours +	210.00
Community group / Not for profit - per hour (includes Church)	35.00
Assembly Hall (no Air Conditioning) (day rate is 5 x hourly rate)	
Per hour	42.00
Daily rate 5 hours +	210.00
Community group / Not for profit - per hour (includes Church)	35.00
Weipa Storm Surge Shelter (day rate is 5 x hourly rate) (No minimum booking time)	
Court Area per hour	74.00
Meeting Room per hour	52.00
Full Facility per hour	123.00
Community group / Not for profit Court Area per hour (includes Church)	46.00
Community group / Not for profit Meeting room per hour (includes Church)	43.00
Community group / Not for profit Full Facility per hour (includes Church)	87.00
Maximum Charge for full day hire - 5 hours x applicable rate	5 hours

Weipa Town Authority

Schedule of Fees And Charges - 2017/18

	2017/18
Venue Hire Facilities keys	
Bond (only refunded if/when key returned forfeit if key lost)	50.00
All facilities cleaning fee (including pool)	
Cleaning costs (hire form indicates extra costs if left untidy)	POA (QUOTE OF CLEANING)
RECREATIONAL PROGRAMS	
Basketball competition - registration per player (up to a maximum of 12 players per team)	70.00
Basketball competition - team bibs deposit (charge per team)	50.00
Volleyball competition - registration per player	50.00
Volleyball competition - team bibs deposit (charge per team)	50.00
Aqua Aerobics per person per class (includes entry)	10.00
CEMETERY	
Administration & Reservations	
Burial administration fee	180.00
Plot purchase fee (includes plot assignment)	400.00
Plot reservation fee (One off holding fee, includes administration fee)	450.00
Plot reservation transfer fee	107.00
Internment Fee	118.00
Exhumation – Application Fee (ex. operational costs)	120.00
Excavation Fees	
Burial of Ashes	142.00
Grave excavation (with hand fill in)	850.00
Grave excavation (with machine fill in)	1,200.00
Headstone	
Installation	POA
Other Charges	
Machine hire for additional cemetery work (per hour)	POA
Outside business hours works	POA
AQUATIC CENTRE	
Entry fees per session:	
Children <2yrs	Free
Children 2-18yrs / Pensioner	3.00
Adult	4.00
Spectator	Free
Family (2 adults, 2 children)	12.00
Swipe system tag fee (initial purchase fee & replacement if lost)	20.00
Bulk entry fees:	
Child/Pensioner x10 (20% discount)	24.00
Child/Pensioner x25 (25% discount)	56.00
Adult x10 (20% discount)	32.00
Adult x25 (25% discount)	75.00
Child Annual	150.00
Adult Annual	200.00
Family Pass Annual (2 x adult, 2 x child)	490.00
Lane hire (per hour during normal operating times - does not include pool access)	

Weipa Town Authority

Schedule of Fees And Charges - 2017/18

	2017/18	
Casual use - Commercial	20.00	
Casual use - Not for Profit/ Community Group	10.00	
Permanent booking - Commercial	15.00	
Permanent - Not for Profit/ Community Group	6.00	
Exclusive hire of facility (hirer to supply own lifeguard):		
Per day	400.00	
Per evening (outside normal operating hours, open to max 10pm)	100.00	
School Lessons (per student) - Introduce from Jan 17 now term fees already implemented	2.00	
SEARCH FEES		
Rate Search		
Property Rate Search Certificate	179.00	
Property Rate Search Certificate - Urgent [less than 3 days]	377.00	
Building Search		
Building Compliance / Town Planning Search	280.00	
Certificate of Classification (copy)	253.00	
Permit Search	163.00	
Business Inspection / Report (includes for pre-sale requirements)		
Compliance report (for each licence type identified; does not include inspection)	150.00	
Inspection (and written report)	384.00	
Inspection and written report (required within 72 business hours)	514.00	
Interim Control Development Regulations		
Interim Control Development Regulations Certificate	184.00	
Advisory Development Plan	79.00	
Photocopy of development plans or documents - with a search fee being paid-price per sheet below		
Photocopy - per page-A4	0.30	
Photocopy - per page-A3	0.30	
Document/Plan search fee (ex photocopies)	111.00	
ANIMALS		
Annual Registration		
Cat	Free	
Puppy under 12 months (free until next registration period)	Free	
Desexed Dog, non regulated	20.00	
Non Desexed Dog, non regulated	80.00	
Desexed Dog, non regulated- Pensioner discount (50%)	10.00	
Non Desexed Dog, non regulated- Pensioner discount (50%)	40.00	
Prorata Registration Rate (Desexed)	20.00	May - July
	15.00	Aug - Oct
	10.00	Nov- Jan
	5.00	Feb- Apr
Prorata Registration Rate (Non Desexed)	80.00	May - July
	60.00	Aug - Oct
	40.00	Nov- Jan
	20.00	Feb- Apr
	10.00	May - July

Weipa Town Authority

Schedule of Fees And Charges - 2017/18

	2017/18	
Prorata Registration Rate -Pensioner discount (Desexed)	7.50	Aug - Oct
	5.00	Nov- Jan
	2.50	Feb- Apr
Prorata Registration Rate - Pensioner discount (Non Desexed)	40.00	May - July
	30.00	Aug - Oct
	20.00	Nov- Jan
	10.00	Feb- Apr
Reciprocal registration (Transferring current 12 month registration from other councils)	Free	
Transfer of owner registrations	10.00	
Regulated Dog (Menancing)	250.00	
Regulated Dog (Dangerous)	300.00	
Regulated Dog (Restricted)	300.00	
Regulated dog good behavior (restricted, dangerous and menacing) per dog. - This will be the price given to owners at the discretion of the authorised person.	125.00	
Permit application- Additional dog, non regulated (2nd dog for units / 3rd dog for houses)	120.00	
Permit application- Other animal (animals other than cats and dogs)	120.00	
Permit renewal- Additional dog, non regulated and other animals - from 2nd year onwards	40.00	
Late registration fee (fee charged in addition to annual registration fee if animal registration has not been paid before 1 July) (Per animal)	50.00	
Other Fees		
Replacement Tag, non regulated Dog	6.00	
Replacement Tag - Regulated Dog (Menancing, Dangerous, Restricted)	25.00	
Replacement Signage - Regulated Dog (Menancing, Dangerous, Restricted)	40.00	
Collar- Regulated Dog (Menancing, Dangerous, Restricted)	40.00	
Pound		
Pound release Fee (per dog)	50.00	
Impound sustenance fee (charged 1st night onwards)	35.00	
Microchipping	30.00	
Animal Surrender	50.00	
Animal Euthanasia	70.00	
Worming treatment (per 10kg of animal e.g 30kg dog = \$9.00)	3.00	
Tick treatment	15.00	
Emergency veterinary treatment	as per vet fees	
Fines		
Animal fines as per Local Laws 2 penalty units		
BUILDINGS		
General		
Urgent processing of applications - within two weeks of lodgement (fee payable in addition to the application fees prescribed)	259.00	
Building Inspections	201.00	
Building reinspection	173.00	
Private Certification inspections	364.00	
Change to existing approval	197.00	
Lodgement Fee (private certifier)	201.00	
Siting Dispensation request	306.00	
Demolition/Removal of buildings (includes one inspection)	424.00	
Referral Fee (based on engineering hourly rate)	POA	
Swimming Pool and fences		

Weipa Town Authority

Schedule of Fees And Charges - 2017/18

	2017/18
Swimming pool - in ground [includes 1 inspection]	547.00
Swimming pool - above ground [includes 1 inspection]	424.00
Pool fence compliance	218.00
Alterations to existing buildings [Does not include inspection/s]	
Under 100m2 floor area	607.00
Over 100m2 floor area	816.00
Class 1 buildings (Dwellings) [Does not include inspection/s]	
New dwelling	1,122.00
Class 10 building (Shed, Patio, Carport, Shipping Container) [One inspection included]	
18m2 and less in floor area	424.00
19m2 to 108m2 in floor area	607.00
Greater than 108m2 in floor area	791.00
Class 2-9 building work (Commercial Buildings) [Does not include inspection/s]	
100m2 and less in floor area	791.00
Every m2 over 100m2 of floor area	7.65
PLUMBING	
Plumbing & Drainage	
All building types - 1-2 fixtures	95.00
All building types - 3 to 6 fixtures	510.00
Each fixture in excess of 6 fixtures	37.00
Plumbing Application Inspections - per inspection	159.00
Connection to sewer - per unit of accommodation	389.00
Referral for building over/near sewer (based on engineering hourly rate)	POA
Search & copy of existing drainage plans	POA
Water	
Bulk Water Access - Infrastructure	194.00
Bulk Water Access - cents / kl	2.10
Water meters up to 20mm	1,533.00
Water meters up to 25mm	1,709.00
Water meters up to 32mm	2,062.00
Water meters up to 40mm	2,357.00
Water meters up to 50mm	3,065.00
Water meters up to 100mm	3,771.00
TOWN PLANNING (Material Change of Use Development Applications)	
Building height/setback dispensation	119.00
Application to purchase additional land adjoining residential property	953.00
Application for additional property access - Commercial / Residential not complying with Standard	193.00
Advertising (paper, letter, sign erection & removal)	810.00
Engineering Advice / Assessment (hourly rate - by application)	282.00
Application Fee - mobile vendor	250.00
Permit Fee - mobile vendor (yearly)	500.00
Application Fee - Advertisement signage	109.00

Weipa Town Authority

Schedule of Fees And Charges - 2017/18

	2017/18
Permit Fee - Advertisement signage (yearly)	55.00
Simple Material Change of Use Application (Does not incl. advertising or engineering)	
Home Occupation, Home Based Business; Class 10 over 108m ² ; caretaker accomodation	1,369.00
Agriculture; Shop/showroom (<100m ²) Business (<250m ²) Restaurant (<250m ²) industrial (<100m ²); Community and Special use Building(<250m ²) Sport and Entertainment (<250m ²) Public Uiltiy (<250m ²); multiple accommodation buildings (up to 2 units of accommodation)	2,487.00
Medium Material Change of Use Application (Does not include advertng, includes some engineering)	
Shop/showroom (between 100m ² and 500m ²) Business (between 250m ² and 500m ²) Restaurant (between 250 m ² and 500m ²) industrial (between 100m ² and 500m ²); Community and Special use Building (between 250 m ² and 500m ²) Sport and Entertainment (>250m ²) Public Utility (>250m ²) multiple accomodation buildings (3 to 10 units of accommodation) Caravan park/short term accomodation (<20 units/sites) Child Care Centre; Educational Establishment (<250m ²); Place of Assembly; Telecommunication Facility; Transport facility;	6,795.00
Large Material Change of Use Application (Does not include advertng)	
Shop/showroom (>500m ²) Business (>500m ²) Restaurant (>500m ²) industrial (>500m ²); Community and Special use Building () Sport and Entertainment (>250m ²) Public Utility (>250m ²) multiple accommodation buildings (> 10 units of accommodation) Caravan park/short term accomodation (> 20 units/sites) Educational Establishment (>250m ²)	10,589.00
Strata Title - Signing & Dating (Stamping) of Survey Plans	
Building Format Plans / Standard Format Plans (these also require a reconfiguration of a lot prior to stamping)	351.00
	(+\$90/lot)
Operational Works Permit (Does not include engineering)	
Base fee for first lot	1,822.00
each additional lot after first lot	207.00
Reconfiguration of a Lot (Does not include advertising or engineering)	
Base fee for first lot	972.00
Each additional lot after first lot	487.00
BUSINESS LICENSING	
LICENCE APPLICATIONS OUTSIDE OF THE STANDARD ANNUAL RENEWAL PERIOD <i>(please refer to ** against charges below)</i>	
Provision of prorata payments for Annual Fees only. Application fees must be paid in full. Licences and Permits eligible for prorata payments are identified by ** and include: - Food Licences - Environmentally Relevant Activities - Personal Appearance Services - Trade Waste Permits NOTE: Prorata payments for new licence applications (annual fees only) are not applicable if the business is found to be operating illegally, without applicable Licences and Permits. NOTE: Prorata licence fees are payable at the time a properly made application is submitted to WTA.	
New licence between 1 July and 30 September. 100 % of prescribed fee.	100%
New licence between 1 October and 31 December. 75% of prescribed fee.	75%
New licence between 1 January and 31 March. 50% of prescribed fee.	50%
New licence between 1 April and 30 June. 25% of prescribed fee.	25%
FOOD PREMISES	

Weipa Town Authority

Schedule of Fees And Charges - 2017/18

	2017/18
Application for new licence/ amendment of existing licence (where relevant) for the following situations (one off fee) (Plus prescribed annual licence fee for relevant category) - - brand new (previously unlicensed by WTA) food premises or vehicle OR - food premises or vehicle with operational change and/or renovations to food premises. Includes assessment of plans and inspection.	650.00
NOTE: One off fee (non refundable if Application is withdrawn, cancelled or refused) Application for new licence (one off fee)/ amendment of existing licence (where relevant). (Plus prescribed annual licence fee for relevant category) - existing and already licensed (by WTA) food premises or vehicle with NO operational change and / or renovations to food premises. NOTE: One off fee (non refundable if Application is withdrawn, cancelled or refused)	355.00
** Prescribed Licence Fee (annual fee) - Category 1 Food Business (fruit and vegetable cutting only, ice cream only, food vehicles and home based food businesses manufacturing non-potentially hazardous foods only, drinking water carriers (per vehicle) and food businesses with non potentially hazardous foods only).	285.00
** Prescribed Licence Fee (annual fee) - Category 2 Food Business (food vehicles and home based food businesses manufacturing potentially hazardous foods, small convenience stores, bakeries, cafes)	325.00
** Prescribed Licence Fee (annual fee) - Category 3 Food Business (Hotels, resorts, restaurants, supermarkets)	385.00
Licence amendment (administrative) - e.g. change condition, licensee removal.	150.00
Compliance reinspection fee from a notice issued (each inspection)	160.00
Fee for restoration of licence (licence renewal application and fee not received by due date). Payable in addition to applicable annual licence fee.	300.00
Plan approval (including written report)	290.00
Temporary Food Stall Permit- For Profit (Permit for one location and up to three consecutive dates)	150.00
Temporary Food Stall Permit- Not for Profit	-
Food thermometer - Noronix pocket probe thermometer (includes GST)	32.00
Food thermometer - Noronix 550N infrared and probe combination thermometer (includes GST)	224.00
Food thermometer - sanitising swabs - per box (includes GST)	3.50
Replacement Licence for food business license	20.00
HIGH RISK PERSONAL APPEARANCE SERVICES [Skin Penetration (hair implants or anything that draws blood); and acupuncturist, tattooist, body piercing, electrolysis, collagen treatment etc]	
** Annual licence fee	375.00
New Application for Licence (annual licence fee also payable) NOTE: One off fee (non refundable if Application is withdrawn, cancelled or refused)	450.00
Application for a temporary premises (includes inspection fee). Applications including plans must be submitted with fee to Weipa Town Authority twenty (20) business days before proposed commencement date) Permit is for a maximum of one consecutive week only. NOTE: One off fee (non refundable if Application is withdrawn, cancelled or refused)	500.00
Transfer of registration	120.00
Licence Amendment Fee (Operational change and/or renovations to premises)	350.00
Replacement Licence for high risk personal appearance	20.00
TRADE WASTE	
Application Fee - Approval for all categories	320.00
Inspection Fee - Additional inspections for non-compliance	155.00
Testing Fee - Additional analytical tests for non-compliance	cost
Septic & other approved liquid waste - Volume charge all loads (per kl)	110.00
TKN (Total Kjeldahl Nitrogen)	2.95
TP (Total Phosphorus)	5.10
Sulphates (as SO ₄)	1.35
Ammonia (as N)	1.95
Total Oil and Grease	1.35

Weipa Town Authority

Schedule of Fees And Charges - 2017/18

	2017/18
WASTE CHARGES	
** Annual approval fee for Category 1 (Flat Fee per annum) - eg. Minor food service (assessed as not requiring a grease trap), or hairdresser OR as prescribed by an Authorised Officer.	310.00
** Annual approval fee for Category 2 (Flat Fee per annum) - Small to medium non-food service trader; automotive and mechanical workshop; panel shop; commercial laundry, hotel, motel, bar, club (without cooking), veterinary practice OR as prescribed by an Authorised Officer.	405.00
** Annual approval fee for Category 3 (Flat Fee per annum) - eg. Manufacturing and processing plants OR as prescribed by an Authorised Officer.	650.00
New Bin	65.00
Replacement Bin (the charge for a replacement bin is at the discretion of the WTA and the Bin register should be reviewed for any previous replacements).	65.00
ENVIRONMENTALLY RELEVANT ACTIVITIES (ERA) [as per Environmental Protection Act 1994 (EP Act) and subordinate legislation]	
<i>NB All ERA fees are GST Exempt</i>	
Environmental Authority Fees	
Application for environmental authority (Act s125(1)e) (for a standard application)	609.00
Application to change environmental authority, other than an application for a minor change or a change approved by the administering authority (Act, s 132(1)(b))	316.60
Fee for amendment application for environmental authority (Act, a 226(1)(c))	305.90
Application to change amendment application for environmental authority (Act, s236(b))	316.60
Fee for amalgamation application (Act, s 246(d))	316.60
Fee for transfer application for environmental authority for a prescribed ERA (Act, s 253 (f))	126.50
Fee for conversion application (Act, s 696(b))	316.60
Other Fees	
Fee for late payment of an annual fee for an environmental authority	126.50
Application for a temporary emissions licence (Act, s357B(5))	2,438.00
Fee for obtaining an extract from the environmental management register or contaminated land register (Act, s542 (3)), for each lot to which the extract relates –(a) if the extract is obtained from the internet	47.65
Fee for obtaining an extract from the environmental management register or contaminated land register (Act, s542 (3)), for each lot to which the extract relates –(b) otherwise	55.95
Application for approval as an auditor (Act, s 570(c))	1,262.00
Reinspection fee	250.00
Application for Development Approval (in addition to ERA annual fee)	795.00
Application for Concurrence Agency	295.00
Application to change Development Approval	350.00
Application to change or cancel a Development Approval	350.00
Transfer application for environmental authority for a prescribed ERA	126.50
** ERA Annual Fee - 6(b) Asphalt Manufacturing >1000t year	950.00
** ERA Annual Fee - 12 (1) Plastic Product Manufacturing - manufacturing, in a year, a total of 50t or more of plastic product, other than a plastic product mentioned in item 2.	780.00
** ERA Annual Fee - 12 (2) Plastic Product Manufacturing - manufacturing, in a year, a total of 5t or more of foam, composite plastics or rigid fibre-reinforced plastics.	1,500.00
** ERA Annual Fee - 19 Metal Forming - hot forming a total of 10 000t or more of metal in a year.	500.00
** ERA Annual Fee - 20 (1) - Metal Recovery - recovering less than 100t of metal in a day	500.00
** ERA Annual Fee - 20 (2) (a) Metal Recovery >100t per day or >10 000t per year (Threshold 2)	550.00
** ERA Annual Fee - 38 (1) (a) Surface Coating	500.00
** ERA Annual Fee - 49 Boat Maintenance or Repairs	470.00
** ERA Annual Fee - 61 (1) Waste Incineration and thermal treatment	500.00