

SHIRE OF BOYUP BROOK ADOPTED FEES & CHARGES 2025-2026



Sandakan Park Playground 2025

www.boyupbrook.wa.gov.au



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	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
Rates and Debtor Charges			
Overdue Rates Interest Charge	Rates C	No	11% p/a
Interest on Instalments	Rates C	No	5.5% p/a
Administration Fee on Instalment Arrangements – charged in full on 1 st full instalment.	Rates C	No	\$15.90
Administration Fee on Instalment (Rates) Special Arrangements	1031013 C	No	\$0.00
Rate Enquiry Fee (written - Enquiry & Advice of Sale [EAS])	1031008 C	Yes	\$97.00
Rate Enquiry Fee (EAS - Including Orders & Requisitions)	1031008 C	Yes	\$143.00
Rate Notice Reprint / Reproduction Fee	1031008 C	Yes	\$21.50
WA State Government ESL Fee - As advised by DFES	1031009 S	No	\$108.00
Enquiries not of a general nature requiring research – per hour fee (or part thereof)	1031013 C	Yes	\$53.50 p/hr or part thereof
Administration Fee – BPAY – allocation of monies to correct assessments due to multi payments on one assessment unique reference	1031008 C	Yes	\$45.00
Debt collection fee - Landgate title search fee (per search)			At Cost
Debt collection fee - caveat withdrawal			At Cost
Debt collection fee - caveat lodgement			At Cost
Debt collection fee - Property seize & sale order			At Cost
Governance / Administration Charges			
Staff Time Charges and Secretarial Services (Time permitting)			
Research – Historical / Cemetery Information – per hour fee (or part thereof), includes research for building plans etc	1146001 C	Yes	\$53.50 p/hr Or part thereof
Sale of Photocopies			
A4 single sided			
1 – 9 copies - per page	1146001 C	Yes	\$0.75
10 – 50 copies - per page	1146001 C	Yes	\$0.75
50+ page (of same doc) - charge per page	1146001 C	Yes	\$0.75
A4 double sided			
1 – 9 copies	1146001 C	Yes	\$1.00
10 – 50 copies	1146001 C	Yes	\$1.00
50+ (of same doc)	1146001 C	Yes	\$1.00
A3 single sided			
1 – 9 copies	1146001 C	Yes	\$1.00
10 – 50 copies	1146001 C	Yes	\$1.00
50+ (of same doc)	1146001 C	Yes	\$1.00
A3 double sided			

	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
1 – 9 copies	1146001 C	Yes	\$1.75
10 – 50 copies	1146001 C	Yes	\$1.75
50+ (of same doc)	1146001 C	Yes	\$1.75
For Colour Copies, the fee will be double that of the above listed charges. Not-For-Profit Organisations may be allowed a discount on the above fees, at the discretion of the CEO			
Copies of Maps (Inclusive of GST)			
Cadastral			
A4 Size	1146001 C	Yes	\$2.30
A3 Size	1146001 C	Yes	\$3.55
Topographic			
A4 Size-Per Page Charge	1146001 C	Yes	\$4.60
A3 Size - Per Page Charge	1146001 C	Yes	\$7.95
Freedom of Information Charges			
Personal information or amendment of personal information about yourself (not allowed information on others)	1146001 S	No	Free
Application fee for documents (which are non-personal in nature)	1146001 S	No	\$30.00
Costs associated with dealing with an application	1146001 S	No	\$30.00 p/hr or part thereof
Supervision by staff when access is given to view documents	1146001 S	No	\$30.00 p/hr or part thereof
Staff preparation of a transcript or make photocopies	1146001 S	No	\$30.00 p/hr or part thereof
Staff for performing the photocopying	1146001 S	No	\$30.00 p/hr or part thereof
Photocopies in relation to a FOI request	1146001 S	Yes	\$0.20
Preparing a copy of a tape, film or computerised information, or arranging delivery, packaging and postage of documents	1146001 S		At Cost
Delivery, packaging and postage charge	1146001 S		At Cost
Members of the public may ask the Shire for an estimate of charges when lodging an application. If the charges are likely to exceed the above listed fee, the Shire will provide an estimate of charges and enquire whether the application is to proceed. The Shire must be notified within 30 days of an intention to proceed with the application. An advance deposit may be requested at the discretion of the CEO. Financially disadvantaged applicants may obtain a 25% reduction of charges at the discretion of the CEO.			
Electoral Roll			
Sale of Electoral Rolls to Individuals - No Commercial Sales	1146001 C	Yes	\$205.00
Law Order and Public Safety (Ranger, Fire & Emergency Services)			
Fire Control			
Sale of Fire Maps - cost per map (non-laminated)	1051002 C	Yes	\$25.50
Application for Firebreak variation (per lot applied for)	1051005 C	Yes	\$107.50
Arrange Firebreak work - non-compliant land - admin fee	1051005 C	Yes	\$215.00

	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
Firebreak Creation - contract work - actual cost	1051005 C	Yes	At Cost
Animal Control			
Dog and cat fees are statutory fees and are reviewed by the statutory body applicable, currently under review. Further clarification - refer WALGA website www.dlgsc.wa.gov.au/local-government/community/cats-and-dogs			
Registration – Unsterilised Dog			
1 Year	1052003 S	No	\$50.00
3 Years	1052003 S	No	\$120.00
Lifetime	1052003 S	No	\$250.00
Working Dog	1052003 S	No	¼ fee
Pensioner Concession	1052003 S	No	½ fee
Registration – Dangerous Dog			
1 Year – NO Pensioner Concession	1052003 S	No	\$50.00
Registration – Dog in approved kennel establishment	1052003 S	No	\$200.00 Per establishment
Registration – Sterilised Dog			
1 Year	1052003 S	No	\$20.00
3 Years	1052003 S	No	\$42.50
Lifetime	1052003 S	No	\$100.00
Working Dog	1052003 S	No	¼ fee
Pensioner Concession	1052003 S	No	½ fee
Replacement Registration Tag	1146001 C	Yes	\$2.65
Dog Registrations after 31May in any year, for that registration year are ½ the applicable Registration Fee.			
Registration – Cat			
ALL CATS MUST BE STERILISED AND MICROCHIPPED (Unless Vet gives exemption)			
1 Year	1052004 S	No	\$20.00
3 Years	1052004 S	No	\$42.50
Lifetime	1052004 S	No	\$100.00
Pensioner Concession	1052004 S	No	½ fee
Cat Breeding Application – for approval or renewal to breed cats (per cat)	1052004 S	No	\$100.00 per cat
Application to keep more than the prescribed number of cats	1052004 C	No	\$87.00
[Note: Permits required for keeping of 3 or more Cats]			
Other Fees – Dogs			
Application to keep more than the prescribed number of dogs	1052003 C	No	\$112.50
Ranger Inspection Fee - dangerous dog / kennel (annual)	1052002 C	Yes	\$58.75
Trap Hire - unreturned trap	1052002 C	Yes	Replacement Cost (Minimum \$500.00)

	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
Impound Fees – Dogs and Cats			
Seizure and impounding of dogs or cats (where necessary) - first within 12 months	1052002 C	Yes	\$69.50
Seizure and impounding of dogs or cats (where necessary) - subsequent within 12 months	1052002 C	Yes	\$138.00
Seizure and impounding of dogs or cats (where necessary) – non business hours: weekends, weekdays between 4:30pm to 8:30am	1052002 C	Yes	\$266.00
Private boarding fee, Vet fees, microchipping, sterilisation (where necessary)	1052002 C	Yes	At cost
Surrender, destruction or disposal of dog or cat	1052002 C	Yes	\$253.00
Sustenance Fee for impounded dog	1052002 C	Yes	\$45.00 per day
Sustenance Fee for impounded cat	1052002 C	Yes	\$27.50 per day
Impound Fees – Livestock			
These fees vary from the schedule of fees and charges per the <i>Local Government (Miscellaneous Provisions) Act 1960</i>			
Livestock 1 - (horses, mules, asses, camels, bulls or boars etc above 2 years of age) - 1st day	1052002 C	Yes	\$60.00 + pick up and transport costs per animal
per day thereafter	1052002 C	Yes	\$26.50 per animal
Livestock 2 - (horses, mules, asses, camels, bulls or boars etc under 2 years of age) - 1st day	1052002 C	Yes	\$30.00 + pick up and transport costs per animal
per day thereafter	1052002 C	Yes	\$26.50 per animal
Livestock 3 - (mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs etc) - 1st day	1052002 C	Yes	\$15.00 + pick up and transport costs per animal
per day thereafter	1052002 C	Yes	\$26.50 per animal
Livestock 4 - (wethers, ewes, lambs, goats etc) - 1st day	1052002 C	Yes	\$5.00 + pick up and transport costs per animal
per day thereafter	1052002 C	Yes	\$26.50 per animal
Under six months running with mother no sustenance charge	N/A		FREE
Non business hours surcharge all grades: weekends and weekdays between 4:30pm to 8:30am Per hour			
The above fees include driving, leading or otherwise transporting the animal or animals no more than a distance of 3 kms. Where the distance is more than 3 kms, an additional charge of 65 cents for each 1.0 km, or part thereof, in excess of 3 kms shall be paid for each animal impounded, other than a suckling animal.			
Vehicle Impoundment			
Vehicle Impound Fee	1051003 C	No	\$171.00
Towage	1051003 C	No	At cost + 30% Administration fee

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Poundage per day	1051003 C	No	\$12.75 per day
Parking & Parking Facilities			
Parking Infringements	1053001 C	No	As per local law
Health			
Food Legislation / Food Business			
Notification Fee	1072003 C	No	\$45.50
Registration Fee	1072003 C	No	\$219.00
Annual Notification & Registration Fee (local business)	1072003 C	No	\$117.50
Mobile Food Vendor Licence	1072001 C	No	\$219.00
Annual Inspection Fee (medium and low risk business)	1072004 C	No	FREE
Local 'Not-for-Profit' organisations will not be charged inspection or notification fees			
Traders, Thoroughfares & Public Places			
Festivals - Food Stallholders - Event Permit	1072001 C	No	\$45.50
Festivals - Other Stallholders - Event Permit non consumables	N/A	No	FREE
Waste Water			
Septic Tank Application	1103001 S	No	\$118.00
Septic Tank 'Permit to Use' Certificate	1103002 S	No	\$118.00
Accommodation - Lodging Houses, Chalets, Bed & Breakfast etc			
Inspection Fee – subsequent years	1072004 C	No	\$43.00
Application / Registration (Includes initial inspection)			
Serviced Apartments			
Lodging House	1072005 C	No	\$362.50
Holiday Accommodation (Chalets etc)	1072005 C	No	\$362.50
Temporary Caravan Park Licence	1072002 S	No	\$100.00
Application for Grant or Renewal of Caravan Park Licence	1072002 S	No	\$200.00
Caravan Camping Sites Inspection Fee	1072004 C	No	\$115.20
Water Testing (per bacteriological sample) - where not as part of a public health response	1072004 C	Yes	\$105.00
Certificates			
Public Building Certificate of Approval - Initial Inspection			
Licensed Premises	1072004 C	No	\$115.20
Other Premises	1072004 C	No	\$115.20
Section 39 Certificate (Liquor Licence Premises) - Initial Inspection			
Permanent Facilities	1072004 C	No	\$115.20
Temporary Facilities (excluding Shire Halls)	1072004 C	No	FREE

	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
Boyup Brook Medical Centre			
Concession card holders and children under the age of 16 will be bulk billed			
Consultations - Short MBS Item 3	1074001 C	No	\$45.00
Consultations - Standard MBS Item 23	1074001 C	No	\$85.00
Consultations - Long (MBS Item 36)	1074001 C	No	\$130.00
Consultations – Extra Long (MBS Item 44)	1074001 C	No	\$175.00
Administration fee - missed appointments (after the third missed appointment)	1074001 C	Yes	\$40.00
Medical Reports for Third Parties	1074001 C	Yes	\$620.00 p/hr Or part thereof
File Copy of Records for Third Parties	1074001 C	Yes	\$165.00
Full Medical Records (sent to other practices)	1074001 C	Yes	\$30.00
Employment Medical	1074001 C	Yes	\$185.00
Work Cover Case Conference	1074001 C	Yes	\$345.00
Repeat Prescription Fee – same day	1074001 C	No	\$25.00
Repeat Prescription Fee - private patients	1074001 C	No	\$15.00
Repeat Prescription Fee - bulk billed patients	1074001 C	No	\$10.00
Repeat Referral Fee - without seeing the Doctor	1074001 C	No	\$10.00
Hire of Consultation Rooms			
Hire of Consultation Rooms - Allied Health Services Only - DAILY FEE	1074002 C	Yes	\$20.00 Max. \$80/month
Transport Medical (eg endorsement, commercial licence)	1074001 C	No	\$165.00
Procedures - as per Medicare Schedule	1074001 S	No	Per Medicare Schedule
Procedure Consumables:			
• Mirena consumables	1074001 C	No	\$25.00
• Biopsy consumables	1074001 C	No	\$35.00
• Rem consumables (including suture packs, pessaries, lesion)	1074001 C	No	\$45.00
Housing			
Community Housing			
16A Forrest Street, Boyup Brook	1092003	No	LG Act. 1995 / S 6.16
16B Forrest Street, Boyup Brook	1092004	No	LG Act. 1995 / S 6.16
24A Proctor Street, Boyup Brook	1092001	No	LG Act. 1995 / S 6.16
24B Proctor Street, Boyup Brook	1092002	No	LG Act. 1995 / S 6.16
GROH Housing			
7 Knapp Street, Boyup Brook	1092008	No	Lease
Community Amenities			

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Waste Management			
Rubbish Removal Charges			
The following rubbish collection charge is to be applied to all occupied premises within the area prescribed under the provisions of the <i>Health Act (112A) 1911</i> (as amended).			
Definitions as defined by the <i>Health Act 1911</i>			
"Occupier" includes a person having the charge, management, or control of the premises and in the case of a house which is let out in separate tenements, or in the case of a lodging-house which is let to lodgers, the person receiving the rent payable by the tenants or lodgers, either on his own account or as the agent of another person; and in the case of a vessel, the master or other person in charge thereof; the term also includes any person in occupation of the surface of any lands of the Crown, notwithstanding any want of title to occupy same.			
Council provides a rubbish removal service to urban properties which have been classified as 'Occupied', & includes residential, commercial, and industrial properties, storage, and most land with buildings on it. Council imposes Rubbish Removal Charges in accordance with the <i>Waste Avoidance & Resource Recovery Act 2007</i> .			
Receiving of commercial waste from outside the district is to be by Council approval.			
Boyup Brook Townsite and Environs (prescribed area)			
Kerbside service charge for 1x240litre MGB collected once per week (52 times/year) (GST FREE)	1101001 C	No	\$269.50
Kerbside recycling charge for 1x240litre MGB collected once per fortnight (26 times/year) (GST FREE)	1101001 C	No	\$134.50
Additional service 1x240litre MGB collected once per week (52 times/year)	1101001 C	No	\$269.50
Additional service for recycling of 1x240litre MGB collected once per fortnight (26times/year)	1101001 C	No	\$134.50
Community and Transfer Station Waste Collection Rate - per assessment in the district	1101001C	No	0.0000006 cents in \$
Community and Transfer Station Waste Collection Rate – minimum per assessment	1101001C	No	\$50.00
Pro-rata collection service charges apply from the 1 st of the month following the delivery of the bin (occupiers requiring a new collection service where there was no previous service)			
When a service is provided to a property which is in a 'satellite' urban area/village/locality, and the landowner/tenant and the Council agree on a service being provided, then the fee shall be at least the same as that which applies for an urban property but adjusted accordingly for the number of collections per year.			
When a service is provided to a property which is outside an urban area, and the landowner / tenant and the Council agree on a service being provided, then the fee shall be at least the same as that which applies to an urban property but adjusted accordingly for the number of collections per year.			
Boyup Brook Transfer Station and Landfill Charges (Local residents only)			
Transfer Station will accept loads up to 3 cubic metres loaded into rubbish trailer. Loads greater than this go directly to landfill - by appointment with the Shire of Boyup Brook.			
Waste Transfer Station and Landfill is for rate payers and residents, subject to proof of rate payer or residential status in the Shire of Boyup Brook with proof being demonstrated via an acceptable process such as Shire of Boyup Brook registration plates, rate notice or driver's licence.			

	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
Rubbish Removal Pass (RURAL LAND OWNERS) - (2 x 20 x 240 MGBs or equivalent pa). Available for collection from Shire of Boyup Brook Administration Office To be collected by Land Owner from Shire office - proof of ownership required	N/A		FREE
Rubbish Removal Pass - (20 x 240 MGBs or equivalent pa)	1101002 C	Yes	\$53.00
Rubbish Removal Pass - (10 x 240 MGBs or equivalent pa)	1101002 C	Yes	\$32.50
Rubbish Removal Pass - (5 x 240 MGBs or equivalent pa)	1101002 C	Yes	\$24.00
1 x 240 litre Mobile Garbage Bin (& units of 240 litre after)	1101002 C	Yes	\$15.00
Sedan / Station-wagon - 4WD - Boot Load	1101002 C	Yes	\$15.00
Van - Utility - Trailer (not exceeding 1.8mx1.2m)	1101002 C	Yes	\$38.00
Small Truck (2-4 tonne)	1101002 C	Yes	\$77.50
Medium Truck (4-6 tonne)	1101002 C	Yes	\$93.00
Truck (6-8 tonne)	1101002 C	Yes	\$107.50
Truck (8 plus tonne single axle)	1101002 C	Yes	\$167.50
Truck (8 plus tonne dual axle)	1101002 C	Yes	\$200.00
Truck (semi trailer 20m ³ capacity)	1101002 C	Yes	\$384.00
Bulk Bins (3m ³ or less)	1101002 C	Yes	\$78.50
Bulk Bin (3m ³ - 6m ³)	1101002 C	Yes	\$93.00
Bulk Bin (6m ³ -10m ³)	1101002 C	Yes	\$108.50
Bulk Bin (exceeding 10m ³)	1101002 C	Yes	\$200.00
Asbestos Sheets - 2 m ² or less	1101002 C	Yes	\$27.50
Asbestos - 1m ³ Minimum Charge	1101002 C	Yes	\$200.00 min.
Asbestos per m ³ following initial 1m ³	1101002 C	Yes	Min. plus \$33.30 p/m ²
Plastic Drums not included in drum muster collection)	1101002 C	Yes	\$8.50 per 20 litres
Green waste: van - utility - trailer (not exceeding 1.8m x 1.2m)	N/A	-	FREE
White Goods Degassing (fridge, air conditioner)	1101002 C	Yes	\$42.50
Note. Residential Recyclable of uncontaminated green waste, aluminium, steel cans, newspaper, plastic containers, bottles, glass bottles, wax cardboard, corrugated cardboard and other items approved by attendant.			
Recycling From Commercial Premises			
Small trailer 1.2 x 1.8 x .5 (ie 1 cubic metre)	1101002 C	Yes	\$17.50
Large trailer (2 cubic metres)	1101002 C	Yes	\$38.50
Septic Disposals / Liquid Waste			
Liquid Waste originating from outside Shire of Boyup Brook	1101002 C	Yes	\$74.20 per m ³
Liquid Waste from Shire of Boyup Brook	1101002 C	Yes	\$12.80 per m ³
Portable Ablution Block hire - 6 x pans + urinal (week minimum)	1101002 C	Yes	\$74.20 per day

	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
Ablution Block pump out fee	1101002 C	Yes	At cost+ 30% administration fee
Bond - per ablution block	1180114 C	No	\$380.00
Town Planning			
Pursuant to Town Planning (Local Government Planning Fees) and Development Regulations 2009			
Fees to be paid at the time of application are as follows:			
Determining a development application (other than for an extractive industry) where the estimated cost of the development is			
1.(a) not more than \$50,000	1105001 S	No	\$147.00
1.(b) more than \$50,000 but not more than \$500,000	1105001 S	No	0.32% of the estimated cost of development
1.(c) more than \$500,000 but not more than \$2.5 million	1105001 S	No	\$1,700 + 0.257% for every \$1 in excess of \$500,000
1.(d) more than \$2.5 million but not more than \$5 million	1105001 S	No	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million
1.(e) more than \$5 million but not more than \$21.5 million	1105001 S	No	\$12,633 + 0.123% for every \$1 in excess of \$5 million
1.(f) more than \$21.5 million	1105001 S	No	\$34,196.00
2. Penalty fee for retrospective approvals shall be 3 x the calculated planning fee			
If the development has commenced or been carried out, an additional amount, by way of penalty, that is twice the amount of the maximum fee payable for determination of the application fee, making the total fee payable for an application subject to a penalty three times the application fee under paragraph (a), (b), (c), (d), (e) or (f)			
3. Determining an application for extractive industry where the development has not commenced or been carried out.	1105001 S	Yes	\$739.00
4. Determining an application for extractive industry where the development has commenced or been carried out.	1105001 S	Yes	The Fee in item1 + by way of penalty, twice that fee
5A. Determining an application to amend or cancel development approval	1105002 S	No	\$295.00
5. Providing a subdivision clearance for;			
5.(a) Not more than 5 lots; charge per lot	1105002 S	No	\$73.00 per lot
5.(b) More than 5 lots but not more than 195 lots; 1st 5 lots to be as per 5(a), 5above: 6-195 lots, Charge per lot	1105002 S	No	\$73.00 first 5 lots then \$35.00 per lot
5.(c) More than 195 lots	1105002 S	No	\$7,393.00
6. Determining an initial application for home occupation where the home occupation has not commenced.	1105001 S	No	\$222.00
7. Determining an initial application for home occupation where the home occupation has commenced.	1105001S	No	Fee in item 6 plus by way of penalty, twice that fee

	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
8. Determining an application for the renewal of a home occupation where the application is made before the approval has expires.	1105001 S	No	\$73.00
9. Determining an application for the renewal of a home occupation where the application is made after the approval has expired.	1105001 S	No	Fee in item 8 plus by way of penalty, twice that fee
10. Determining an application for a change of use or for an alteration or extension or change of non-conforming use to which item 1 does not apply, where the change or the alteration, extension or change has not commenced or been carried out	1105001 S	No	\$295.00
11. Determining an application for a change of use or for an alteration or extension or change of non-conforming use to which item 2 does not apply, where the change or the alteration, extension or change has not commenced or been carried out	1105001 S	No	Fee in item 10 plus by way of penalty, twice that fee
12. Providing a zoning certificate	1105001 S	No	\$73.00
13. Replying to a property settlement questionnaire	1105001 S	No	\$73.00
14. Providing written planning advice	1105001 S	No	\$73.00
Amendments to Planning Applications			
Minor Amendment fee estimate	1105001 S	Yes	If amendment not initiated by Council \$500 refunded
Major Amendment fee estimate	1105001 S	Yes	If amendment not initiated by Council \$2,000 refunded
The fee estimate is based upon the following hourly charges and where they exceed the above "estimate", then Council may require the balance to be paid. Advertising costs are not included in this estimate.			
Executive / Shire Planner (Planning & Development Regulations 2009)	1105001 C	Yes	\$97.20 per hour
Manager / Senior Planner	1105001 C	Yes	\$72.70 per hour
Planning Officer, Environmental Health Officer or other officer with qualifications relevant to request	1105001 C	Yes	\$40.50 per hour
Other staff	1105001 C	Yes	\$50.60 per hour
Secretary / administration	1105001 C	Yes	\$33.55 per hour
Note: The above rates include a loading of 33.3% for overheads, as provided for in the Regulations			
Advertising Costs			
Local newspaper, West Australian, Government Gazette	1105001 C		100% Cost Recovery
Goods and Services Tax (GST)			
The Goods and Services Tax (GST) does not apply to the following compulsory Planning Fees: Development applications, subdivision clearances, home occupations, change of use or zoning certificates			
The Goods and Services Tax (GST) does apply to the following Planning Services: Property settlement questionnaires, written planning advice, scheme amendments, structure plans			

	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
Advertising / Notification of Proposals (not scheme amendments)			
Local Newspaper Advertising	1105001 C	Yes	100% Cost Recovery
<p>Advertising fees are to be paid in addition to any development application fees (as set out in part 1 of this Schedule).</p> <p>If advertising of proposals is required both of the above fees will be charged (in addition to development application fee).</p> <p>Advertising may be required to comply with Council's town planning scheme(s), policies or may be determined as being a requirement of the planning assessment process by Shire officers.</p> <p>Costs associated with written notification of adjoining/nearby landowners associated with the assessment of a planning application have been built into development application fees set out in Part 1.</p>			
Other Fees Addressing Applications Processed by Planning Department but Concern Issue Not Applicable to Town Planning and Development Act			
Road Closure Application (note this fee covers costs of processing and advertising application up to point of Council resolution to proceed with closure. All costs after referral of the application to DOLA will be the responsibility of the applicant).	1125005 C	No	\$802.30
Copy of Town Planning Scheme Text (<i>includes GST</i>)	1146001 C	Yes	\$36.80
Copy of Local Planning Strategy (colour)(<i>includes GST</i>)	1146001 C	Yes	\$175.00

Relocated Dwellings Inspection Fee (inspection by Shire staff prior to dwelling being approved for relocation)			
Where building is located within Shire of Boyup Brook:	1105001 C	Yes	\$318.00
Where building is located within South-West Region:	1105001 C	Yes	\$559.00
Where building is located in Perth Metropolitan Area or elsewhere within 3 hour drive from Boyup Brook:	1105001 C	Yes	\$1,092.60
Where building is located greater than three (3) hours drive from Boyup Brook: (including travelling, inspection time)	1105001 C	Yes	\$160.55 p/hr
Planning/Development Bonds:			
Relocated dwellings	1180118 C	No	\$6,113.00
Relocated outbuildings	1180118 C	No	\$629.75
Boyup Brook Cemetery			
Grant of Right of Burial	1106002 C	No	\$385.00
Copy of Grant of Right of Burial	1106002 C	No	\$28.50
Renewal of Grant of Right of Burial	1106002 C	No	\$100.00
Transfer of Grant of Right of Burial	1106002 C	No	\$100.00
Burials (Add Grant of Right of Burial if Required)			
Interment in grave to depth of 2.13m depth - manual dig	1106001 C	Yes	Cost of Contractor plus 30%
Interment in grave to depth of 2.13m depth	1106001 C	Yes	Cost of Contractor plus 30%
Reopening Fees for Interment in existing grave	1106001 C	Yes	Cost of Contractor plus 30%
Interment of a child (under 13 years) including registration fee	1106001 C	Yes	\$633.00

	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
Interment of any stillborn child in ground set aside for that purpose (includes Res. Fee)	1106001 C	Yes	\$327.00
Extra Charges			
Additional fee for interment on a Saturday, Sunday or Public Holiday	1106001 C	Yes	\$502.00
Reservation fee of specific site (reserve for 25 years)	1106001 C	No	\$385.00
Administration fee for exhumation of grave (note Council will not carry out the exhumation or reinterment, Undertakers are to arrange such matters)	1106003 C	Yes	\$115.00
Administration fee - re-open grave for 2nd interment	1106002 C	Yes	\$115.00
Placement of Ashes in the Niche Wall			
Placement in single niche including standard bronze plaque and inscription	1106004 C	Yes	\$588.00
Placement in double niche including standard bronze plaque and first inscription	1106004 C	Yes	\$837.00
Placement of second Ashes into double niche including attachable bronze plaque and inscription	1106004 C	Yes	\$304.00
Reservation of specific site in Niche Wall	1107008 C	Yes	\$185.00
Vase of Perpetual Emblem Attachment	1106004 C	Yes	Actual cost of attachment
Placement of Ashes into a Grave			
Placement of Ashes into existing gravesite	1106004 C	Yes	\$307.00
Place Ashes into new gravesite (+ Res. Fee: see above)	1106004 C	Yes	\$307.00
Transfer of Ashes to a new position plus cost of plaques if required (note: This fee does not include new Plaque)	1106004 C	Yes	\$307.00
Removal of Ashes from Cemetery to authorised family member	1106004 C	Yes	\$190.00
Miscellaneous Fees			
Funeral Directors Annual Licence Fee	1106002 C	Yes	\$191.50
Funeral Directors Single Funeral Permit (Applicable to Non-Licence Holders)	1106002 C	Yes	\$115.20
Monumental Masons Annual Licence Fee	1106002 C	Yes	\$191.50
Monumental Masons – installing a new headstone/monument	1106002 C	Yes	\$115.20
Placement and Registration of Plaque (No ashes)	1106002 C	Yes	\$587.00
Recreation & Culture			
Boyup Brook Hall Hire			
The Hall Hire Fees do not include kitchen, bar, or stage. If requiring the extra areas, then other Fees will apply. Unless otherwise stated, the Fees are of a 'daily' nature, covering 7am to 7pm, or 2pm to 12pm.			
For all prospective hires not subject to an Alcohol Licence, in the following list from Stage Shows through to the Lesser Hall hire, all applications will incur a mandatory bond deposit. All bonds are fully refundable minus cleaning charges and damages to facilities.	1180116 C	No	\$200.00

	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
For all prospective hires with an Alcohol Licence, in the following list from Stage Shows through to the Lesser Hall hire, all applications will incur a mandatory bond deposit. All bonds are fully refundable minus cleaning charges and damages to facilities.	1180116 C	No	\$400.00
BOOKINGS ESSENTIAL TO SECURE DATES			
Cleaning charges - where hired facility is not cleaned sufficiently by user (Per Hour)	1111001 C	Yes	\$61.25 p/hr Or part thereof
Stage Shows, Balls, Weddings, Other Hiring's			
Hire Charge	1111001 C	Yes	\$340.00
NFP Community Groups (50% of Standard Hire)			
Hire Charge	1111001 C	Yes	\$170.00
Badminton / Gym / Aerobics and Like Activities			
Hire Charge	1111001 C	Yes	\$13.00 for first hour & \$4.65 per hour or part thereof thereafter
Rehearsals (per occasion)			
Hire Charge	1111001 C	Yes	FREE
Hire of Boyup Brook Hall Front Consultation Rooms			
Bond for Hire of Front Consultation Room	1111001 C	No	\$100.00
Front Consultation Rooms (Monthly Hire) Pro-Rata per month	1111001 C	Yes	\$50.00
Front Consultation Rooms (Daily Hire) Pro-Rata per day	1111001 C	Yes	\$20.00
Front Consultation Rooms NFP & Community Groups	1111001 C	Yes	FREE
Kitchen Only (Bond still applies)			
Commercial Hire (per half day)	1111001 C	Yes	\$23.50
Hire Charge 1/2 day (prior to or after midday)	1111001 C	Yes	\$26.00
Hire Charge full day	1111001 C	Yes	\$53.00
Stage, Bar, Other			
Charge for each area	1111001 C	Yes	\$53.00
Public Meetings (no kitchen)			
Hire Charge	1111001 C	Yes	\$167.00
Council Chambers Hire - with CEO Approval			
For prospective hires not subject to an Alcohol License, for the Council Chambers (previously Lesser Hall) Hire, all applications will incur a mandatory bond deposit of \$200. All bonds are fully refundable, minus cleaning charges and damages to facilities.	1180116 C	No	\$200.00

	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
For prospective hires with an Alcohol License, the Council Chambers (previously Lesser Hall) Hire, all applications will incur a mandatory bond deposit of \$400. All bonds are fully refundable, minus cleaning charges and damages to facilities.	1180116 C	No	\$400.00
Daily use (not including kitchen)	1111001 C	Yes	\$350.00
Half Day Use (not including kitchen)	1111001 C	Yes	\$200.00
Not for Profits Community Groups (50% of Standard Hire) (not including kitchen)	1111001 C	Yes	50% of Standard Hire
Night use (not including kitchen)	1111001 C	Yes	\$350.00
Recreation and Sporting Venues			
Fee for leaving the lights on at recreation facility following conclusion of event	1113003 C	Yes	\$113.00 p/hr or part thereof
Cleaning charges where hired facility is not cleaned by user	1113003 C	Yes	\$61.25 p/hr
Boyup Brook Football Club per season	1113003 C	Yes	\$1,186.00
Boyup Brook Hockey per season	1113003 C	Yes	\$593.25
Boyup Brook Cricket Club per season	1113003 C	Yes	\$593.25
Boyup Brook Juniors Netball per season (when required)	1113003 C	Yes	\$593.25
Boyup Brook Tennis Club per season	1113003 C	Yes	\$593.25
Boyup Brook Swimming Club per season	1113003 C	Yes	\$593.25
Country Music Club of Boyup Brook - Charge for use of Music Park per year	1113003 C	Yes	\$903.60
Music Park (includes stage) per day	1113003 C	Yes	\$260.00
Music Park (excludes stage) per day	1113003 C	Yes	\$81.40
Other Public Open Space per day	1113003 C	Yes	\$146.90
Oval per day	1113003 C	Yes	\$88.00
Hockey Ablutions – Use of Showers and no other facilities	1113003 C	Yes	\$6.65
Hockey Ground per day	1113003 C	Yes	\$44.00
Swimming Pool Entry Fees			
Adult entry	1112003 C	Yes	\$6.50
Spectator entry	1112003 C	Yes	\$3.00
Pensioner Card	1112003 C	Yes	\$4.50
Child entry - under 1 year, up to 5 years	N/A		FREE
Child entry – Attending school	1112003 C	Yes	\$4.00
School Group - Entry Fee (accompanying supervising teachers, parents FREE)	1112003 C	Yes	\$3.00
Local School swimming carnivals - supervising teachers, parents	N/A		FREE
Australia Day - Free Entry all day	N/A		FREE BB Residents Only

	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
Swimming Pool - Book 10 Tickets			
Adult	1112004 C	Yes	\$50.00
Child (Attending School) / Non swimmer	1112004 C	Yes	\$30.00
Pensioner	1112004 C	Yes	\$35.00
Swimming Pool - Family Day Pass			
Family (includes 2 adults and all children attending school)	1112003 C	Yes	\$15.00
Swimming Pool Season Tickets - eligible persons as identified on the Season Pass			
Adult only	1112004 C	Yes	\$175.00
Family, Single - Adult and 1 Child (attending school)	1112004 C	Yes	\$175.00
Family Single - Adult more than 1 child (attending school)	1112004 C	Yes	\$175.00 \$10.00 for each additional child
Family (includes 2 adults and up to 3 children (attending school))	1112004 C	Yes	\$310.00 After 3 children, \$10 per child
Single - Pension / Senior Card Holder - 1 Adult & 1 child attending school	1112004 C	Yes	\$87.50 Plus \$10 per additional child
Family - Pension / Senior Card Holder - 1 Adult and up to 3 children all attending school	1112004 C	Yes	\$155.00 After 3 kids its \$10 per child
Child only - (Over 10 years of age and attending school)	1112004 C	Yes	\$87.50
Single Pensioner / Senior	1112004 C	Yes	\$87.50
Pensioner Couple - with Pension / Senior Cards	1112004 C	Yes	\$155.00
Vacation Swimming Lessons			
Parent / Carer (non-swimmer) entry 7 Day pass	1112008 C	Yes	\$17.50
Child (6 - 17 yrs) 7 Day Pass	1112008 C	Yes	\$21.00
Other			
Private Hire - Available upon prior arrangements made with Swimming Pool Manager	1112005 C	Yes	\$106.00
Private Hire – Inflatables (min 2 hours) – Pool operating hours (Includes 2 lifeguards)	1112005 C	Yes	\$281.00
Private Hire – Inflatables (min 2 hours) – Pool NON operating hours (includes 2 lifeguards) e.g. Saturday/Sunday 9am to 12pm. Subject to conditions.	1112005 C	Yes	\$450.00
Mat Hire (maximum period 1 hour)	1112005 C	Yes	FREE
Use of showers and no other swimming pool facilities	1112005 C	Yes	\$6.00
Water Aerobics (entry not included)	1112007 C	Yes	\$7.50 Per Session
Water Aerobics - 10 class pass (entry not included)	1112007 C	Yes	\$70.00 10 sessions
Private Swimming Lessons (minimum 4 participants)	1112007 C	Yes	\$12.00 per session

	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
Concession will be given to holders of Pension and Senior Cards (not Health Care Cards)			
Boyup Brook Community Gym			
Casual (daily pass)	1112006 C	Yes	\$10.00
3 Month Adult	1112006 C	Yes	\$128.00
3 Month Pensioner / Concession	1112006 C	Yes	\$64.00
3 Month Youth (14-17 years)	1112006 C	Yes	\$64.00
6 Month Adult	1112006 C	Yes	\$245.00
6 Month Pensioner / Concession	1112006 C	Yes	\$115.00
6 Month Youth (14-17 years)	1112006 C	Yes	\$115.00
12-month adult (pay in full 10 months for 12 months)	1112006 C	Yes	\$358.00
12-month pensioner / concession (pay in full 10 months for 12 months)	1112006 C	Yes	\$179.00
12-month youth (pay in full 10 months for 12 months) FREE for guardian	1112006 C	Yes	\$179.00
Family 2 x adult plus child (14-17 years)	1112006 C	Yes	\$485.00 plus \$25.00 per child
Single family 1 x adult plus child (14-17 years)	1112006 C	Yes	\$324.00 plus \$25.00 per child
Single family concession plus child (14-17 years)	1112006 C	Yes	\$161.00 plus \$25.00 per child
School group entry fee	1112006 C	Yes	\$3.00 per child
Professional membership (clients require membership)	1112006 C	Yes	\$395.00 per year
Corporate membership (5 or more employees)	1112006 C	Yes	25% discount
Services membership	1112006 C	Yes	25% discount
2 x Adults 12-month Pass	1112006 C	Yes	\$485.00
Adult Swimming Pool Pass Plus 12-month Gym Membership	1112006 C	Yes	15 % Discount Only on full paying membership.
Works & Services Department			
Works & Services Charges			
(inclusive of GST)			
Application for Temporary Road Closure	1125005 C	No	\$92.00
Heavy Haulage Approval	1125005 C	No	\$202.75
Heavy Haulage Approval Renewal	1125005 C	No	\$202.75
Approval of Road and Drainage Plans for Sub-Divisions	1125005 C	Yes	1.5% of Construction Costs + GST
Residential Crossovers			
(inclusive of GST)			
Shire Contribution			
(Note to receive a contribution the crossover must be built in accordance with Shire specifications)			

	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
Shire contribution to a concrete crossover is half the cost of the crossover to a maximum of	1122111 C	Yes	\$1,372.00
Shire contribution to a brick paved crossover is half the cost of the crossover to a maximum of	1122111 C	Yes	\$1,372.00
Shire contribution to an asphalt crossover is half the cost of the crossover to a maximum of	1122111 C	Yes	\$1,142.75
Shire contribution to a 2 coat, 5mm stone, spray seal crossover is half the cost to a maximum of	1122111 C	Yes	\$1,259.50
Shire contribution to a gravel crossover is half the cost to a maximum of	1122111 C	Yes	\$762.75
Note: In addition to the above construction costs, a Shire contribution is available if a culvert is required.			
Shire contribution where a stormwater culvert is to be installed. Consisting of a minimum of Class 4 concrete pipes and 2 headwalls.			
Two pipe lengths plus two precast headwalls			
300mm	1122111 C	Yes	\$947.20
375mm	1122111 C	Yes	\$1049.60
Three pipe lengths plus two precast headwalls			
300mm	1122111 C	Yes	\$1,141.75
375mm	1122111 C	Yes	\$1,341.40
Two pipes only (no precast headwalls)			
300mm	1122111 C	Yes	\$610.30
375mm	1122111 C	Yes	\$717.80
Three pipes only			
300mm	1122111 C	Yes	\$761.85
375mm	1122111 C	Yes	\$1,022.45
Notes: A standard residential crossover (for the purposes of the <i>Local Government Act 1995</i>) has the following dimensions:			
Length (verge width) = 7m			
Width at boundary line = 3m			
Width at edge of road = 6m			
Area = 31.5m ²			
Thickness for concrete = 100mm			
Thickness for Asphalt = 25mm			
Thickness of base course for Asphalt/Spray Seal = 100mm			
Thickness of subbase course for Asphalt/Spray seal = 100mm			
Rural Numbering			
Rural Numbering – per sign	1122001 C	Yes	\$51.00
Replacement of Rural Road Numbering (includes sign, post & fittings)	1122001 C	Yes	\$65.50
Other			

	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
Accessing Water from Shire Standpipes – (inclusive of GST)			
Ad-hoc use as per Water Corporation Charges and service fee	1135001 C	No	\$12.00 per kilo litre
Water standpipe deposit fee – Fob/Card	1135001 C	No	\$50.00
Administration charge for use of Shire standpipes (multiple use - invoiced)	1135001 C	Yes	\$5.00
Ad-hoc use as per Water Corporation Charges and service fee, Reservoir (per KL)	1135001 C	No	\$1.00
Motor Vehicle Special Plates (inclusive of GST)			
Shire administration fee for Special Series Number Plates	1125002 C	Yes	\$23.55
Local Authority Plate Applications (per Department of Transport) - Plus Shire administration fee above	1125002 S	No	\$225.00 Charged by Dep't Transport
Airport Hanger			
Airport Hanger Hire Fee	1126001 C	Yes	\$40.90 per week
Airport Landing Fee	1126001 C	Yes	FREE
Economic Services			
Flax Mill Sheds Storage			
Storage key bond	1132003 C	Yes	\$25.60
Administration charge - First or initial hire agreement	1132003 C	Yes	\$126.60
Administration charge - Annual hire agreement renewal	1132003 C	Yes	\$29.40
Per square metre per month	1132003 C	Yes	\$0.43 per m2 / month
Minimum Annual Charge	1132003 C	Yes	\$533.30 Or part thereof
Completion of the Flax mill Storage Hire form is required before the commencement of storage and then on an annual basis.			
Abel Street Shed Storage			
Abel Street Shed Storage	1135005 C	Yes	\$27.10 per week
Commercial Rentals			
Shop 80A Abel Street, Boyup Brook	1135005 C	Yes	LG Act. 1995 / S 6.16
Shop 80B Abel Street, Boyup Brook	1135005 C	Yes	LG Act. 1995 / S 6.16
Shop 80C Abel Street, Boyup Brook	1135005 C	Yes	LG Act. 1995 / S 6.16
Building Control (GST not applicable unless specifically stated)			
All fees are to be paid upon application (excepting building licence application fees) and are non-refundable.			
Building Approval Certificate	1133001 S		Plus BSL
Amended Building Plans	1133001 S		Plus BSL & CTF
Building Occupancy Certificate	1133001 S		Plus BSL
Demolition License (per storey)	1133001 S		Plus BSL
Temporary Accommodation Approval/Renewal (6 month/annum)	1133001 C	No	\$167.90

	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
Swimming Pool Inspection Fee (4 yearly)	1133001 S	No	As per the maximum fee listed in Regulation 53 of Building Regulations 2012
Copy of Building and/or Septic Plans (where available)	1146001 C	Yes	\$75.75
Monthly Building Statistics (per month including GST)	1133001 C	Yes	\$23.00
Other Property and Services			
Private Works Charges			
(Inclusive of GST)			
Plant and Machinery (including labour, overheads and parts) – Wet Hire Only			
Motor Grader	1141001 C	Yes	\$239.00
Tip Truck	1141001 C	Yes	\$213.00
Side Tipping Truck and Trailer	1141001 C	Yes	\$368.50
Tray Top Truck (4 tonne)	1141001 C	Yes	\$176.00
Tray Top Truck (3 tonne)	1141001 C	Yes	\$176.00
Utilities	1141001 C	Yes	\$159.70
Front End Loader	1141001 C	Yes	\$239.50
Tractors	1141001 C	Yes	\$154.60
Backhoe	1141001 C	Yes	\$154.60
Water Cart	1141001 C	Yes	\$282.60
Ride-on Mower	1141001 C	Yes	\$154.60
10 tonne Vibrating Roller	1141001 C	Yes	\$224.25
16 tonne Multi Tyre Roller	1141001 C	Yes	\$212.00
Prime Mover and Low Loader	1141001 C	Yes	\$367.60
Labour			
Labour and overheads only, doesn't include cost of plant, or any materials	1141001 C	Yes	\$116.20
Labour and overheads only, doesn't include cost of plant, or any materials – time and half	1141001 C	Yes	\$174.00
Labour and overheads only, doesn't include cost of plant, or any materials – double time	1141001 C	Yes	\$232.40
Materials	1141001 C	Yes	Cost + 30% + GST
Waste Oil Disposal	1141001 C	Yes	Cost + 30% + GST
Waste Oil Disposal (under 100 litres)	1141001 C		FREE
Note 1: A fee is charged from leaving the Depot to return if job is separate to Council Works.			
Note 2: Where a Shire staff member is on a private job, all hours while present will be charged at the 'Labour and Overheads' rate.			
Note 3: The Shire Works Manager, or Works Supervisor, has authority to negotiate on large jobs.			

	Code / Statutory/Council	GST Inc	Fees & Charges 2025-2026
Note 4: If work is carried out outside of 7:00am - 4:00pm, then the charges for labour will also involve the applicable overtime rates.			
Traffic Management Plan Evaluation			
Evaluation of previously assessed Traffic Management Plans	1125005 C	Yes	\$60.00
Evaluation of new Traffic Management Plans	1125005 C	Yes	\$115.00
Rylington Park Accommodation & Facility Hire			
Accommodation per night (Children Under 12 stay free)	1149108 C	Yes	\$38.00 per person
Note: Children under 12 stay free	N/A		FREE
AWI Shearing School Facility Hire	1149107 C	Yes	Per Agreement
Full Facility Hire (Pro Rata) (Maximum capacity 16 people)	1149108 C	Yes	\$1,080 per day or \$67.5/person (Min \$500 per day)
Hire of Education Room / Kitchen Facilities (including ablutions)	1149108 C	Yes	\$150.00 per day
Cleaning Charges – where hired facility is not cleaned sufficiently by user	1149101 C	Yes	\$65.00 per hour
Fees for Schools for use of facilities and accommodation waived	N/A		FREE
CMCA Flax Mill Caravan Park Boyup Brook Fees			
(Managed by Campervan and Motorhome Club of Australia (CMCA) - Commission based			
CMCA Members			
Ensuite (Single, Couple and Additional Adults plus \$4)	1132002 C	Yes	\$34.00 single + \$4.00 per adult
Powered site	1132002 C	Yes	\$26.00 single + \$4.00 per adult
Tent	1132002 C	Yes	\$14.00 single + \$4.00 per adult
Self-contained vehicles	1132002 C	Yes	\$5.00 single + \$2.00 per adult
Self-contained vehicles and ablution	1132002 C	Yes	\$8.00 single + \$2.00 per adult
Non CMCA Members (Single charge, couples and additional adults + daily fee)			
Ensuite	1132002 C		\$42.00 single + \$5.00 per adult
Powered Site	1132002 C		\$29.00 single + \$5.00 per adult
Tent	1132002 C		\$21.00 single + \$4.00 per adult
Self-contained vehicles	1132002 C		\$15.00 per night
Self-contained vehicles and ablution	1132002 C		\$18.00 per night
Disclaimer: When a fee listed in this Schedule is updated by any Act, Regulation, Local Law, or Council decision, then the updated fee amount supersedes this schedule.			