



CITY OF HOBART

# **AGENDA**

## **Finance Committee Meeting**

### **Open Portion**

**Tuesday, 16 May 2017**

**at 5.00 pm**

**Lady Osborne Room, Town Hall**

### **SUPPLEMENTARY ITEM**

#### **ORDER OF BUSINESS**

- 10 CORPORATE SERVICES DIVISION - PROPOSED FEES AND CHARGES FOR THE 2017/2018 FINANCIAL YEAR .....2**

**10 Corporate Services Division - Proposed Fees and Charges for the  
2017/2018 Financial Year  
File Ref: F17/47739**

---

Report of the Group Manager City Government and Customer Relations  
of 12 May 2017 and attachments.

Delegation: Council

**The General Manager reports:**

“That in accordance with the provisions of Part 2 Regulation 8(6) of the *Local Government (Meeting Procedures) Regulations 2015*, this supplementary matter is submitted for the consideration of the Committee.

Pursuant to Regulation 8(6), I report that:

- (a) information in relation to the matter was provided subsequent to the distribution of the agenda;
- (b) the matter is regarded as urgent; and
- (c) advice is provided pursuant to Section 65 of the Act.”

**REPORT TITLE: CORPORATE SERVICES DIVISION - PROPOSED FEES AND CHARGES FOR THE 2017/2018 FINANCIAL YEAR**

**REPORT PROVIDED BY:** Group Manager City Government and Customer Relations

**1. Report Purpose and Community Benefit**

1.1. The purpose of this report is to submit the proposed fees and charges for 2017/2018, relating to the following activities of the Corporate Services Division:

- Hire of halls and spaces, including the City Hall, Town Hall, Elizabeth Street Conference Room, Waterside Pavilion and adjacent concourse, Town Hall Council Chamber and Lord Mayor's Courtroom; and
- Customer Services activities.

**2. Report Summary/Background**

2.1. The Council is required to set its fees and charges for the ensuing financial year as part of its annual budget preparation process.

2.2. Subsequent to a comprehensive independent review of pricing structure for Council venues in 2014/2015, annual increases have been applied with consistency to retain relevance and avoid the need for major or catch-up adjustments.

2.2.1. Annual increases for community use are in the order of CPI movements, with non-community use attracting increases averaging 6%.

2.2.2. CPI for the March quarter is 2.35%.

2.3. The fees and charges include the hard-standing area adjacent to the Waterside Pavilion, which was previously managed by the Parks and City Amenity Division.

**3. Recommendation**

***That the proposed schedule of fees and charges for 2017/2018, as outlined in attachments A and B, be adopted.***

#### **4. Proposal and Implementation**

- 4.1. In addition to the recommended fee structure for the next financial year, it is proposed to increase the upper limit which may be required as a bond for the use of Council spaces.
- 4.2. The maximum bond provided under the fees and charges is currently \$10,000.
- 4.3. It is recommended that this be increased to \$50,000 which will enable the Council to retain a realistic bond in circumstances where the use or configuration of a space may be unusual and/or the risk of damage to infrastructure may be considered as high.
- 4.4. It is also proposed to vary the descriptors currently applied to the two-tiered fee structure, from the existing nomenclature of community/commercial, to community/non-community.
- 4.5. This recognises the Council's longstanding commitment to maximise access to its spaces for community use through the application of a lower fee structure.
- 4.6. The fees attaching to the customer services activity relate substantially to income collected for the preparation of Section 132 and 337 certificates which predominately apply upon the sale and purchase of property.
  - 4.6.1. These fees are set by the Government under schedule 3 of the *Local Government (General) Regulations*, and are to be ratified by the Council.

#### **5. Financial Implications**

- 5.1. Funding Source and Impact on Current Year Operating Result
  - 5.1.1. There is no impact on the current financial year result.
- 5.2. Impact on Future Years' Financial Result
  - 5.2.1. Forecast income from the fees and charges has been factored into the Council' annual budget preparation.
- 5.3. Asset Related Implications
  - 5.3.1. There are no asset related impacts.

#### **6. Legal, Risk and Legislative Considerations**

- 6.1. There are no legal or risk considerations.

## 7. Delegation

- 7.1. Setting of fees and charges is reserved to the Council under s 205 of the *Local Government Act 1993*.

*As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.*



Margaret Johns  
**GROUP MANAGER CITY  
GOVERNMENT AND CUSTOMER  
RELATIONS**

Date: 12 May 2017  
File Reference: F17/47739

Attachment A: Halls Fees and Charges 2017/2018 ↓  
Attachment B: Customer Services Fees and Charges 2017/2018 ↓

Proposed 2017-18 Fees & Charges: 330 - Hall and Venue Hire

Account Number	Description	2015-16 Actual excl. GST	2016-17 Budget excl. GST	2016-17 YTD excl. GST	2016-17 YTD Budget excl. GST	2017-18 Estimate excl. GST	
330.0205.2279.000	Halls Management	-147,243.58	-125,000.00	-109,181.94	-72,919.00		
330 - Hall and Venue Hire		147,244	125,000	109,181.94	72,919.00	132,000.00	
						Change from 2016-17 to 2017-18	5.60%

Fee Description	2015-2016 Fee incl. GST	2016-2017 Fee incl. GST	Pricing Method	Last Changed (type New Fee If applicable)	Proposed Fee 2017 - 2018 incl. GST	Fee Includes GST (Y/N)	GST \$	Unit	% Variation	Estimated Quantity	Estimated Income excl. GST	Comment
<b>City Hall</b>												
<b>Non-Community</b>												
Weekly Rate	\$4,080.00	\$4,280.00	Partial Cost Recovery	2016/2017	\$4,495.00	Y	\$408.64		5%		\$0.00	
Hourly Rate	\$306.00	\$320.00	Partial Cost Recovery	2016/2017	\$335.00	Y	\$30.45		5%		\$0.00	
<b>Community</b>												
Weekly Rate	\$2,040.00	\$2,065.00	Partial Cost Recovery	2016/2017	\$2,095.00	Y	\$190.45		1%		\$0.00	
Hourly Rate	\$155.00	\$160.00	Partial Cost Recovery	2016/2017	\$165.00	Y	\$15.00		3%		\$0.00	
Public Address System	\$0.00	\$0.00	Zero Pricing		\$0.00	N						
Heating	per power meter reading	per power meter reading	Full Cost Recovery		per power meter reading	Y						
Hirers Bond (as required) Minimum	\$2,000.00	\$2,000.00	Security Deposit	2015/2016	\$2,000.00	N	\$0.00		0%		\$0.00	
Hirers Bond (as required) Maximum	\$5,000.00	\$10,000.00	Security Deposit	2015/2016	\$50,000.00	N	\$0.00		400%		\$0.00	
<b>Town Hall</b>												
<b>Non-Community</b>												
Weekly Rate	\$2,350.00	\$2,460.00	Partial Cost Recovery	2016/2017	\$2,585.00	Y	\$235.00		5%		\$0.00	
Hourly Rate	\$185.00	\$195.00	Partial Cost Recovery	2016/2017	\$205.00	Y	\$18.64		5%		\$0.00	
<b>Community</b>												
Weekly Rate	\$1,250.00	\$1,265.00	Partial Cost Recovery	2016/2017	\$1,280.00	Y	\$116.36		1%		\$0.00	
Hourly Rate	\$95.00	\$98.00	Partial Cost Recovery	2016/2017	\$100.00	Y	\$9.09		2%		\$0.00	
Public Address System	No charge	No charge	Zero Pricing		No charge	N	\$0.00					
Heating	\$85.00	\$90.00	Partial Cost Recovery	2016/2017	\$95.00	Y	\$8.64		6%		\$0.00	
Steinway Concert Grand Piano	\$85.00	\$90.00	Partial Cost Recovery	2016/2017	\$95.00	Y	\$8.64		6%		\$0.00	
Town Hall Pipe Organ	\$85.00	\$90.00	Partial Cost Recovery	2016/2017	\$95.00	Y	\$8.64		6%		\$0.00	
Hirers Bond (as required) Minimum	\$2,000.00	\$2,000.00	Security Deposit		\$2,000.00	N	\$0.00		0%		\$0.00	
Hirers Bond (as required) Maximum	\$5,000.00	\$10,000.00	Security Deposit		\$50,000.00	N	\$0.00		400%		\$0.00	
<b>Elizabeth Street Conference Room</b>												
<b>Non-Community</b>												
Weekly Rate	\$519.00	\$535.00	Partial Cost Recovery	2016/2017	\$562.00	Y	\$51.09		5%		\$0.00	
Hourly Rate	\$65.00	\$70.00	Partial Cost Recovery	2016/2017	\$75.00	Y	\$6.82		7%		\$0.00	
Heating	\$50.00	\$50.00	Partial Cost Recovery	2015/2016	\$55.00	Y	\$5.00		10%		\$0.00	
<b>Community</b>												
Weekly Rate	\$255.00	\$260.00	Partial Cost Recovery	2016/2017	\$265.00	Y	\$24.09		2%		\$0.00	
Hourly Rate	\$35.00	\$36.00	Partial Cost Recovery	2016/2017	\$39.00	Y	\$3.55		3%		\$0.00	
<b>Mawson Place Waterside Pavillion</b>												
<b>Non-Community</b>												
Weekly Rate	\$2,350.00	\$2,468.00	Partial Cost Recovery	2016/2017	\$2,592.00	Y	\$235.64		5%		\$0.00	
Hourly Rate	\$165.00	\$175.00	Partial Cost Recovery	2016/2017	\$185.00	Y	\$16.82		6%		\$0.00	
<b>Community</b>												
Weekly Rate	\$1,180.00	\$1,195.00	Partial Cost Recovery	2016/2017	\$1,205.00	Y	\$109.55		1%		\$0.00	
Hourly Rate	\$85.00	\$86.00	Partial Cost Recovery	2016/2017	\$87.00	Y	\$7.91		1%		\$0.00	
Heating	Per power meter reading	Per power meter reading	Full Cost Recovery		Per power meter reading	Y						
Key Charge (if not returned within 7 days)	\$120.00	\$130.00	Full Cost Recovery	2016/2017	\$140.00	Y	\$12.73		8%		\$0.00	
Hirers Bond (as required) Minimum	\$2,000.00	\$2,000.00	Security Deposit		\$2,000.00	N	\$0.00		0%		\$0.00	
Hirers Bond (as required) Maximum	\$5,000.00	\$10,000.00	Security Deposit		\$50,000.00	N	\$0.00		400%		\$0.00	
<b>Concourse</b>												

Fee Description	2015-2016 Fee Incl. GST	2016-2017 Fee Incl. GST	Pricing Method	Last Changed (type <i>New Fee</i> if applicable)	Proposed Fee 2017 - 2018 Incl. GST	Fee Includes GST (Y/N)	GST \$	Unit	% Variation	Estimated Quantity	Estimated Income excl. GST	Comment
<b>Non-Community</b>												
Weekly Rate-with Pavilion			Partial Cost Recovery	new fee	\$750.00							
Weekly Rate-without Pavilion			Partial Cost Recovery	new fee	\$1,300.00							
Hourly Rate - with Pavilion			Partial Cost Recovery	new fee	\$50.00							
Hourly Rate - without Pavilion			Partial Cost Recovery	new fee	\$100.00							
<b>Community</b>												
Weekly Rate - with Pavilion			Partial Cost Recovery	new fee	\$200.00							
Weekly Rate - without Pavilion			Partial Cost Recovery	new fee	\$400.00							
Hourly Rate - with Pavilion			Partial Cost Recovery	new fee	\$40.00							
Hourly Rate - without Pavilion			Partial Cost Recovery	new fee	\$80.00							
<b>Council Chamber</b>												
<b>Non-Community</b>												
Weekly rate	\$600.00	\$630.00	Partial Cost Recovery	2016/2017	\$660.00	Y	\$60.00		5%		\$0.00	
Hourly rate	\$60.00	\$65.00	Partial Cost Recovery	2016/2017	\$70.00	Y	\$6.36		8%		\$0.00	
<b>Community</b>												
Weekly rate	\$300.00	\$305.00	Partial Cost Recovery	2016/2017	\$310.00	Y	\$28.18		2%		\$0.00	
Hourly rate	\$30.00	\$33.00	Partial Cost Recovery	2016/2017	\$35.00	Y	\$3.18		6%		\$0.00	
<b>Lord Mayor's Court Room</b>												
<b>Non-Community</b>												
Weekly rate	\$700.00	\$735.00	Partial Cost Recovery	2016/2017	\$770.00	Y	\$70.00		5%		\$0.00	
Hourly rate	\$70.00	\$75.00	Partial Cost Recovery	2016/2017	\$80.00	Y	\$7.27		7%		\$0.00	
<b>Community</b>												
Weekly rate	\$350.00	\$355.00	Partial Cost Recovery	2016/2017	\$360.00	Y	\$32.73		1%		\$0.00	
Hourly rate	\$35.00	\$35.00	Partial Cost Recovery	2016/2017	\$36.00	Y	\$3.27		3%		\$0.00	

Proposed 2017-18 Fees & Charges: 155 - Customer Services

Account Number	Description	2015-16 Actual excl. GST	2016-17 Budget excl. GST	2016-17 YTD excl. GST	2016-17 YTD Budget excl. GST	2017-18 Estimate excl. GST
155.0300.2279.944	Fees - Section 132 and 337 certificates	-392,618.89	-340,000.00	-205,087.19	-198,331.00	-390,000.00
155 - Customer Services		392,618.89	340,000.00	205,087.19	198,331.00	390,000.00
Change from 2016-17 to 2017-18 TBA*						

Fee Description	2015-2016 Fee incl. GST	2016-2017 Fee incl. GST	Pricing Method	Last Changed (type <i>New Fee</i> if applicable)	Proposed Fee 2017 - 2018 incl. GST	Fee includes GST (Y/N)	GST \$	Unit	% Variation	Estimated Quantity	Estimated Income excl. GST	Comment
<b>Customer Services</b>												
<b>Photocopies</b>												
By-Laws	\$5.00	\$5.00	Full Cost Recovery	2015/2016	\$5.00	Y	\$0.45	Each	0%		\$0.00	
Council/Committee Agendas <i>No fee is applicable, pursuant to Section 9(4) of the Local Government (Meeting Procedures) Regulations 2015.</i>	No Charge	No Charge	Zero Pricing	N/A	No Charge	N	\$0.00					
Council/Committee Minutes	\$5.00	\$5.00	Commercial Price	2015/2016	\$5.00	N	\$0.00	Each	0%		\$0.00	
A4 Copies	\$0.50	\$0.50	Commercial Price	2015/2016	\$0.50	Y	\$0.05	Per page	0%		\$0.00	
A3 Copies	\$0.55	\$0.55	Commercial Price	2015/2016	\$0.55	Y	\$0.05	Per page	0%		\$0.00	
A2 Copies	\$2.50	\$2.50	Commercial Price	2015/2016	\$2.50	Y	\$0.23	Per page	0%		\$0.00	
A1 Copies	\$3.50	\$3.50	Commercial Price	2015/2016	\$3.50	Y	\$0.32	Per page	0%		\$0.00	
A0 Copies	\$6.50	\$6.50	Commercial Price	2015/2016	\$6.50	Y	\$0.59	Per page	0%		\$0.00	
<b>Section 337 and 132 Certificates Pursuant to the Local Government (General) Regulations 2015, the fees for certificates issued under Section 132 and 337 of the Local Government Act 1993 are determined by the Tasmanian Government</b>												
Section 337	\$200.07	\$202.72	Statutory	2016/2017	\$205.37	N	\$0.00	Each	1%		\$0.00	Statutory charge calculated on fee units
Section 132	\$48.30	\$49.90	Statutory	2016/2017	\$48.50	N	\$0.00	Each	1%		\$0.00	Statutory charge calculated on fee units