

POLICY 7-20 – HIRE OF COMMUNITY FACILITIES AND VENUES

STATUS:	City Policy - <i>A policy that is developed for administrative and operational imperatives and has an internal focus.</i> <i>Developed by the Policy Committee and/or the administration and adopted by Council.</i>
RESPONSIBLE DIRECTORATE:	Planning and Development
OBJECTIVE:	To identify a fair and equitable method for determining fees and charges for the hire of Community Facilities and Venues by community groups.

STATEMENT:

Hire Fees

A fee will be established for the hire of community facilities and venues as part of the City's annual budget process. Hire fees will be consistent for each classification of community facility based on its size and capacity. Fees and charges are designed to assist the City subsidise the costs of operating and maintaining community facilities.

Reduced fees and charges will apply to not-for-profit, incorporated clubs and groups based within the City of Joondalup. To obtain reduced fees and charges, clubs and groups are required to provide evidence that demonstrates 50% of their members reside within the City of Joondalup.

Bond Charges

A 'Bond' is a security measure designed to protect the City's assets. Bond charges will apply to all casual bookings for the hire of the City's community facilities and venues.

Bond charges may also be applied to regular bookings when alcohol is being served and/or previous issues have arisen. In the event that damage is caused to a community facility or venue and a bond discount has been approved, the City will seek restitution to cover the costs for repairs.

Hire Fees and Bond charges will be reviewed annually in line with the City's budget process.

The following clubs and groups are eligible for reduced fees and charges. If the club or group uses a City facility in excess of the hours identified, the applicable fees and charges would be applied.

CLUB / GROUP	CLUB / GROUP DEFINED	DISCOUNT RATE APPLICABLE	EXTENT TO WHICH REDUCED FEES & CHARGES APPLY	BONDS
Playgroups	Provide childcare services coordinated by volunteer parents.	100% of regular community hire rate.	Activities - 20hrs p/week (4hrs p/day Mon-Fri) Meetings – 2hrs p/month	75% discount
Community Child Care Providers – not for profit	Provide childcare services operated by paid, qualified professionals.	50% of regular community hire rate.	School Terms Activities - 25hrs p/week (5hrs p/day Mon-Fri) School Holidays Activities - 55hrs p/week (11hrs p/day Mon-Fri) Meetings – 2hrs p/month	75% discount
Community Child Care Providers – Commercial	Principally operate commercial business and charge for child care services	Nil	None	No discount
Junior Sporting Clubs & Community Groups	Provide leisure & recreation activities for people aged 18 years and under. Sports Seasons: Winter (1 April – 30 Sept) Summer (1 Oct – 31 March)	100% of regular community hire rate.	< 100 Members 6hrs p/week 100 – 300 Members 15hrs p/week > 300 Members 20hrs p/week Out of Sports Season 2hrs p/month	75% discount
Adult Sporting Clubs	Provide leisure & recreation activities for people aged 18+, 50% being City of Joondalup residents	-	-	75% discount

CLUB / GROUP	CLUB / GROUP DEFINED	DISCOUNT RATE APPLICABLE	EXTENT TO WHICH REDUCED FEES & CHARGES APPLY	BONDS
Service Clubs & Community Groups	Recognised groups that operate to raise funds for charity and provide benefits the community.	100% of regular community hire rate.	Activities - 10hrs p/week	75% discount
Senior Groups	Provide leisure & recreation activities for people aged 55 years and over.	100% of regular community hire rate.	< 50 Members 4hrs p/week > 50 Members 8hrs p/week	75% discount
Senior Citizen Clubs	Recognised City of Joondalup Senior Citizen Clubs (Whitford, Duncraig, Warwick, Kingsley, Ocean Reef and Wanjoo).	100% of regular community hire rate.	Activities - 30hrs p/week Functions – 12hrs p/month	75% discount
Public Schools	Government Primary and Secondary Schools.	100% of regular community hire rate.	Functions - 6hrs p/term	50% discount

Exemptions

The following groups shall be exempt from facility hire charges:

- Juniors under the age of 18 years resident within the local government
- Creative Arts and Therapy Activities Group (CATA) resident within the local government
- Senior Citizen Groups resident within the local government
- Red Cross
- Wanneroo Volunteer Bushfire Services
- Wanneroo Volunteer Emergency Services
- Sea Rescue Services
- Progress and Ratepayers Associations
- Community Recreation Associations
- Neighbourhood Watch Groups
- St John's Ambulance Groups
- Justices of the Peace Groups.

Amendments: CJ207-10/07 CJ207-10/07

Related Documentation:

Issued: October 2007