

# Venue Hire Fees and Charges Policy

## Frequently Asked Questions

### What is the Venue Hire Fees and Charges Policy?

The City's previous *Facility Hire Subsidy Policy (FHSP)* set the way the City determined the fees and charges for hirers of City managed venues. The new *Venue Hire Fees and Charges Policy (VHFCP)* replaces the *FHSP*, and aims to simplify the fees and charges. Under the new policy, hirers are classified into one of three categories, and all venues are charged at an hourly rate based on that category. New charges have also been introduced for floodlighting and storage. A copy of the *VHFCP* is attached to this FAQ document.

### Why is the City introducing the new policy?

The current fees and charges don't reflect the true running costs of City's hireable venues. The proposed policy is based on a cost contribution methodology, where all hirers contribute to the true costs of operating the venue through the payment of hire fees. The proposed policy will also help to clarify what fees apply to different hirer types, and ensures hire fees are charged equitably to all hirers and not just certain groups. The proposed policy also aims to increase the availability of hireable City venues by reducing 'ghost' bookings where venues are booked but not used.

The policy is not intended as a tool to generate income for the City. The majority of existing hirers will be considered as a 'Category C' hirer under the proposed policy, meaning they will pay only 25% of the total operating costs the City incurs when hiring the venue, increasing to 50% on 1 July 2025.

### How will this affect me/my organisation?

The fees and charges under the *VHFCP* will apply to the hire of City venues. Some hirers will pay less than they did previously, while others will pay more.

### What are the fees and charges under the new policy?

A copy of the new fees and charges are available to download on the City's website.

### What are the storage costs and how will they be charged?

Storage costs are charged per square metre of floor space and are payable on an annual basis. The fee does not apply to under bench kitchen cupboards or wet area cupboards.

### The park we currently hire has floodlighting that is less than 50 lux. Will we need to pay the floodlight fee?

No. Floodlight fees only apply where the lighting level meets the Australian Standards for *Sports Lighting - Australian Standard AS2560*.

### I currently receive a subsidy for my fees. How much more will I have to pay under the new policy?

The City has done extensive modelling to determine the impact of the proposed policy on hirers. The most affected hirer groups will need to pay approximately \$1.00 per member per week more than they currently do. The City will work directly with groups that are expected to have an increase in fees.

### What are the new fees based on?

The fees incorporate the direct costs to operate the venue, including utilities, waste collection, cleaning and insurance. The fees do not include capital costs to construct the venues.

### When will the new fees and charges come into effect?

The policy and associated fees and charges will come into effect on **Monday 1 January 2024**.

### I won't be able to pay the new fee. What options do I have?

Under the policy, hirers will be able to request a waiver of hire fees, subject to certain conditions. If your group submits a request for a waiver of hire fees, the City's Recreation Services team will work with you on

strategies to assist with your group's long term sustainability.

### **Will the bookings process change under the new policy?**

No, the City will still conduct the bookings process and allocation of venues using the same processes.

### **Will there be support to transition to the new fees and charges?**

The City's Recreation Services team will be delivering information sessions and offering club development support for all hirers. The team will be contacting each hirer with more information on how to access this support.

### **My organisation has a lease/licence on a City venue. How will the policy impact me?**

The policy does not apply to City venues under a lease or licence agreement.

For more information, please call **9400 4268** or email **[community.facilities@joondalup.wa.gov.au](mailto:community.facilities@joondalup.wa.gov.au)**