

Name	Year 20/21			Unit	Receipt Code	Policy Code
	Fee (excl. GST)	GST	Fee (incl. GST)			

Randwick City Council

VENUE HIRE

In accordance with s201(4) of the Local Government (General) Regulation 2005, the commercial fees and charges for the hiring of the Prince Henry Centre have not been published as they could confer a commercial advantage to a competitor of Council.

Commercial/Private: Commercial/Private is defined as a group, organisation or person that charges an entry fee or a participation charge or the hiring of the venue is for a private function. Also relates to any booking that competes with local business.

Non-Commercial: Non-Commercial is defined as a group, non-profit or charity organisation or person that does not charge a cover charge. Must provide a Certificate of Endorsement as an Income Tax Exempt charitable entity from the Australian Tax Office or a copy of the entity's constitution including a not for profit clause.

NOTE:

The following notes apply to Community Halls and Centres for Hire, Kensington Park Community Centre, Prince Henry Centre, Randwick Community Centre and Randwick Town Hall:

- Hire is subject to availability and authorised hours of operation
- Council events take priority
- See Pricing Policy 6(b) for GST effect on bond/deposit
- Regular hirers and any sporting body, club, association, corporation or incorporated body will require Public Liability Insurance at a minimum in the sum of \$20 Million
- Granting of the rebate is at the discretion of the General Manager.

Community Halls and Centres For Hire

Venues include:

- Burnie Park Community Hall
1R Burnie St, Clovelly
Mon to Fri, 9am - 8:15pm Sat & Sun 10am - 6pm
- Coogee East Ward Citizen Centre
97R Brook St, Coogee
Mon to Sun, 8am - 9pm
- Clovelly Senior Citizen Centre
42 Arden St, Clovelly
Mon to Sun, 8am - 9pm
- Kensington Park Community Centre
1 Day Lane, Kensington
Mon to Sun, 8am - 9pm
- Malabar Memorial Hall
1203 Anzac Parade, Malabar
Mon to Sun, 8am - 9pm
- Maroubra Senior Citizen Centre
6 Alma Rd, Maroubra
Mon to Sun, 8am - 9pm

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Community Halls and Centres For Hire [continued]

- Matraville Youth and Cultural Hall
1 Knowles Ave, Matraville
Mon to Sun, 8am - 9pm

- Totem Hall
220 Malabar Rd, South Coogee
Mon to Sun, 8am - 9pm

- Randwick Town Hall - Main Hall
90 Avoca Street, Randwick
Mon to Sun, 7am - 2am

- Randwick Town Hall - Malabar Room
90 Avoca Street, Randwick
Mon to Sun, 9am - 12:00am

NOTE:

- Refer to notes under *VENUE HIRE* (page 4)

Bonds & Hire Fees

BOND: All Other Venues – Commercial/Private Users	\$400.00	\$0.00	\$400.00	per booking	RC 955 / 957	6
BOND: All Other Venues – Non Commercial Users	\$400.00	\$0.00	\$400.00	per booking	RC 955 / 957	6
BOND: Additional Key/Access Card – Commercial/Private Users	\$165.00	\$0.00	\$165.00	per key/card	RC 955 / 957	6
BOND: Additional Key/Access Card – Non Commercial Users	\$165.00	\$0.00	\$165.00	per key/card	RC 955 / 957	6
BOND: Alcohol Bond All Other Venues* – Commercial/Private/Non-Commercial Users			Up to \$2,000	per booking	RC 957	6
* Subject to booking risk review						
Replacement Access Card Fee – Payable if electronic access card is lost/stolen	\$45.45	\$4.55	\$50.00	per card	RC 156	2
Access Card Late Return Fee	\$18.18	\$1.82	\$20.00	per card	RC 156	2
WASTE REMOVAL FEE: Payable if waste/rubbish is not removed from the venue by the hirer within 3 hours	\$109.09	\$10.91	\$120.00	per booking	RC 156	2
CLEANING FEE: Payable if venue requires cleaning			Full Cost Recovery	per booking	RC 156	2
STAFF OR SECURITY CALL OUT CHARGE: Payable if Staff or Security Firm are required to attend			Full Cost Recovery	per booking	RC 156	2

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Cancellation and Amendment Fees

CANCELLATION FEE	\$45.45	\$4.55	\$50.00	per booking	RC 156	2
CANCELLATION FEE – If cancelled within 7 days of the reservation for non-regular hirers	\$45.45	\$4.55	\$50.00	per booking	RC 156	2
AMENDMENT FEE: 1-5 booking amendments (per hall) within one request	\$19.09	\$1.91	\$21.00	per request	RC 156	2
AMENDMENT FEE: 6-10 booking amendments (per hall) within one request	\$38.18	\$3.82	\$42.00	per request	RC 156	2
AMENDMENT FEE: 11+ booking amendments (per hall) within one request	\$58.18	\$5.82	\$64.00	per request	RC 156	2

Burnie Park Community Centre, Clovelly Senior Citizens Centre, Matraville Youth & Cultural Hall

Hire Fee: Monday to Friday – Commercial / Private Users	\$29.09	\$2.91	\$32.00	per hour	RC 156	3
Hire Fee: Monday to Friday – Non Commercial Users	\$14.55	\$1.45	\$16.00	per hour	RC 156	1
Hire Fee: Saturday, Sunday & Public Holidays – Commercial / Private Users	\$38.18	\$3.82	\$42.00	per hour	RC 156	3
Hire Fee: Saturday, Sunday & Public Holidays – Non Commercial Users	\$19.09	\$1.91	\$21.00	per hour	RC 156	1

Malabar Memorial Hall, Maroubra Senior Citizens Centre, and Totem Hall

Hire Fee: Monday to Friday – Commercial / Private Users	\$38.18	\$3.82	\$42.00	per hour	RC 156	3
Hire Fee: Monday to Friday – Non Commercial Users	\$19.09	\$1.91	\$21.00	per hour	RC 156	1
Hire Fee: Saturday, Sunday & Public Holidays – Commercial / Private Users	\$48.18	\$4.82	\$53.00	per hour	RC 156	3
Hire Fee: Saturday, Sunday & Public Holidays – Non Commercial Users	\$24.09	\$2.41	\$26.50	per hour	RC 156	1

Coogee East Ward Senior Citizens Centre

Hire Fee: Monday to Friday – Commercial / Private Users	\$48.18	\$4.82	\$53.00	per hour	RC 156	3
Hire Fee: Monday to Friday – Non Commercial Users	\$24.09	\$2.41	\$26.50	per hour	RC 156	1
Hire Fee: Saturday, Sunday & Public Holidays – Commercial / Private Users	\$58.18	\$5.82	\$64.00	per hour	RC 156	3
Hire Fee: Saturday, Sunday & Public Holidays – Non Commercial Users	\$29.09	\$2.91	\$32.00	per hour	RC 156	1

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Kensington Park Community Centre

Hall 1

Hire Fee: Monday to Friday – Commercial / Private Users	\$67.27	\$6.73	\$74.00	per hour	RC 156	3
Hire Fee: Monday to Friday – Non Commercial Users	\$33.64	\$3.36	\$37.00	per hour	RC 156	1
Hire Fee: Saturday, Sunday & Public Holidays – Commercial / Private Users	\$77.27	\$7.73	\$85.00	per hour	RC 156	3
Hire Fee: Saturday, Sunday & Public Holidays – Non Commercial Users	\$38.64	\$3.86	\$42.50	per hour	RC 156	1

Hall 2

Hire Fee: Monday to Friday – Commercial / Private Users	\$58.18	\$5.82	\$64.00	per hour	RC 156	3
Hire Fee: Monday to Friday – Non Commercial Users	\$29.09	\$2.91	\$32.00	per hour	RC 156	1
Hire Fee: Saturday, Sunday & Public Holidays – Commercial / Private Users	\$67.27	\$6.73	\$74.00	per hour	RC 156	3
Hire Fee: Saturday, Sunday & Public Holidays – Non Commercial Users	\$33.64	\$3.36	\$37.00	per hour	RC 156	1

Prince Henry Centre – Non Commercial Fees

Note:

- Refer to Notes under VENUE HIRE (page 4)
 - Permanent Hire is subject to availability
 - A Permanent Hirer is a booking of minimum 48 weeks per calendar year
 - The Lobby can only be hired in conjunction with room hire
 - Security is required for all events where alcohol is served. The number will also depend on the number of guests and/or time of event. Min 4 hours is required.
 - Kitchen Hire cost is included with hire of Cawood Room only. Kitchen hire is charged hourly with other room hire.
 - A cleaning fee is charged for weekend events.
- All Public Holiday bookings are subject to 25% surcharge.

Auditorium – Cawood Room

(Includes use of kitchen)

BOND: Cawood Room	\$1,500.00	\$0.00	\$1,500.00	per booking	DR	6
Hire Fee: Weekdays	\$163.64	\$16.36	\$180.00	per hour	DR	1
Hire Fee: Weekends (Min 3 hours)	\$195.45	\$19.55	\$215.00	per hour	DR	1

Multi-Purpose Room – McNevin Room

BOND: Multi-Purpose Room – McNevin Room	\$700.00	\$0.00	\$700.00	per booking	DR	6
Hire Fee: Weekdays	\$77.27	\$7.73	\$85.00	per hour	DR	1
Hire Fee: Weekends (Min 3 hours)	\$109.09	\$10.91	\$120.00	per hour	DR	1

Name	Year 20/21			Unit	Receipt Code	Policy Code
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PHC Meeting Room

Meeting Room Rates for weekends and after 5pm are by negotiation.

BOND: PHC Meeting Room	\$350.00	\$0.00	\$350.00	per booking	DR	6
Hire Fee: Weekdays	\$36.36	\$3.64	\$40.00	per hour	DR	1

Other PHC Hire Fees

Wall Hanging Space – Bond (In the foyer area only) Booking fee includes 1 x 2hour launch function (held in the foyer only) 6-8pm Monday - Tuesday	\$350.00	\$0.00	\$350.00	per booking	DR	6
Wall Hanging Space – Rates per day (open during the centres business hours only)	\$227.27	\$22.73	\$250.00	per day	DR	2
Kitchen Hire (applies to all room hire other than Cawood room)	\$27.27	\$2.73	\$30.00	per hour	DR	1
Provision of Refreshments (tea, coffee, juice, water):						
– Basic package	\$4.09	\$0.41	\$4.50	per head	DR	1
– Premium package – half day (less than 4 hours)	\$4.09	\$0.41	\$4.50	per head	DR	1
– Premium package – full day (more than 4 hours)	\$6.36	\$0.64	\$7.00	per head	DR	1
Labour charge – set up /pack down/venue assistance (minimum 3 hours)			Full Cost Recovery	per service	DR	1
Security Costs – per guard, per hour, minimum 4 hours			Full Cost Recovery	per hour / per security guard	DR	2
Cleaning Fees (applies for Saturday and Sunday events)			Full Cost Recovery	per service		2
Kitchen Hire Only Rates (Applicable during Business Hours Mon – Fri)	\$50.00	\$5.00	\$55.00	per hour	DR	1
Amphitheatre Daily Hire	\$272.73	\$27.27	\$300.00	per booking	DR	1
Lobby Daily Hire	\$272.73	\$27.27	\$300.00	per booking	DR	1

Randwick Community Centre

Note:

- Refer to Notes under VENUE HIRE (page 11)
- Half hall hire is by approval for non commercial hirers and subject to availability
- Hire fees are payable if cancellation is within 14 days
- Regular hire relates to a consistent booking with a minimum commitment of 12 times per year
- Regular hire fees and charges are subject to a 10% reduction of the published 'casual hire' fee
- Public Holiday surcharge of 25% applies for Outdoor Classroom

Randwick Community Centre – Main Hall

27 Munda Street, Randwick
(295m2)

Bond	\$950.00	\$0.00	\$950.00	per booking	DR	6
Hire Fee: Monday to Friday – Commercial / Private Users	\$113.64	\$11.36	\$125.00	per hour	DR	3

Name	Year 20/21			Unit	Receipt Code	Policy Code
	Fee (excl. GST)	GST	Fee (incl. GST)			

Randwick Community Centre – Main Hall [continued]

Hire Fee: Monday to Friday – Non Commercial Users	\$63.64	\$6.36	\$70.00	per hour	DR	1
Hire Fee: Weekends & Public Holidays – Commercial / Private Users	\$172.73	\$17.27	\$190.00	per hour	DR	3
Hire Fee: Weekends & Public Holidays – Non Commercial Users	\$90.91	\$9.09	\$100.00	per hour	DR	1

Randwick Community Centre – Meeting Room

Bond	\$360.00	\$0.00	\$360.00	per booking	DR	6
Hire Fee: Monday to Friday – Commercial / Private Users	\$54.55	\$5.45	\$60.00	per hour	DR	3
Hire Fee: Monday to Friday – Non Commercial Users	\$29.09	\$2.91	\$32.00	per hour	DR	1
Hire Fee: Weekends & Public Holidays – Commercial / Private Users	\$68.18	\$6.82	\$75.00	per hour	DR	3
Hire Fee: Weekends & Public Holidays – Non Commercial Users	\$33.64	\$3.36	\$37.00	per hour	DR	1

Randwick Environment Park – Outdoor Classroom

Bond	\$500.00	\$0.00	\$500.00	per booking	DR	6
Hire Fee: Monday to Friday – Commercial / Private Users	\$59.09	\$5.91	\$65.00	per hour	DR	3
Hire Fee: Monday to Friday – Non Commercial Users	\$50.00	\$5.00	\$55.00	per hour	DR	1
Hire Fee: Weekends – Commercial / Private Users	\$90.91	\$9.09	\$100.00	per hour	DR	3
Hire Fee: Weekends – Non Commercial Users	\$77.27	\$7.73	\$85.00	per hour	DR	1

Other Randwick Community Centre Hire Fees

CANCELLATION FEE: If cancelled within 5 days of the reservation	\$45.45	\$4.55	\$50.00	per booking	DR	2
AMENDMENT FEE: 1-5 booking amendments within one request	\$20.00	\$2.00	\$22.00	per request	DR	2
AMENDMENT FEE: 6-11 booking amendments within one request	\$36.36	\$3.64	\$40.00	per request	DR	2
AMENDMENT FEE: 11+ booking amendments within one request	\$54.55	\$5.45	\$60.00	per request	DR	2
WASTE REMOVAL FEE: Payable if waste/rubbish is not removed from the venue by the hirer within 3 hours	\$77.27	\$7.73	\$85.00	per booking	DR	2
CLEANING FEE: Payable if venue requires cleaning			Full Cost Recovery	per booking	DR	2
Security Costs – per guard, per hour, minimum 4 hours			Full Cost Recovery	per hour / per security guard	DR	2

Name	Year 20/21			Unit	Receipt Code	Policy Code
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Randwick Literary Institute

Randwick Literary Institute Halls

Hire Fee: Commercial Use – 7:30am to 4:00pm	\$25.45	\$2.55	\$28.00	per hour	DR	1
Hire Fee: Commercial Use – 4:00pm to 9:00pm	\$33.64	\$3.36	\$37.00	per hour	DR	1
Hire Fee: Non-Commercial – 7:30am to 9:00pm	\$14.55	\$1.45	\$16.00	per hour	DR	1

Randwick Literary Institute Garden

Hire Fee: Commercial Use – 7:30am to 4:00pm	\$29.09	\$2.91	\$32.00	per hour	DR	1
Hire Fee: Non-Commercial – 7:30am to 4:00pm	\$9.09	\$0.91	\$10.00	per hour	DR	1

Amendment Fees

AMENDMENT FEE: 1-5 booking amendments within one request	\$15.45	\$1.55	\$17.00	per request	DR	2
AMENDMENT FEE: 6-11 booking amendments within one request	\$31.82	\$3.18	\$35.00	per request	DR	2
AMENDMENT FEE: 11+ booking amendments within one request	\$42.73	\$4.27	\$47.00	per request	DR	2

Randwick Town Hall

NOTE:

- Refer to Notes under VENUE HIRE (page 4)
- Concert and Meeting type functions limited to 350 persons
- Weddings, Balls, Dances and Cabaret type functions limited to 220 persons

Main Town Hall

The below are minimum bonds. Bonds of up to \$5,000 may apply as determined by the General Manager.

BOND: Randwick Town Hall – Commercial/Private Users	\$1,500.00	\$0.00	\$1,500.00	per booking	RC 955 / 957	6
BOND: Randwick Town Hall – Non Commercial Users	\$750.00	\$0.00	\$750.00	per booking	RC 955 / 957	6
Hire Fee: Monday to Sunday (7am to 2am) – Commercial/Private Users	\$337.27	\$33.73	\$371.00	per hour	RC 156	3
Hire Fee: Monday to Friday (Min 3 hour booking up to 5pm) – Non Commercial Users	\$168.18	\$16.82	\$185.00	per hour	RC 156	2
Hire Fee: Weekends/Public Holidays (Min 4 hour booking up to 5pm) – Non Commercial Users	\$207.27	\$20.73	\$228.00	per hour	RC 156	2
Hire Fee: Monday to Friday (Min 4 hour booking between 5pm & Midnight) – Non Commercial Users	\$221.82	\$22.18	\$244.00	per hour	RC 156	2
Hire Fee: Weekends/Public Holidays (Min 4 hour booking between 5pm & 2am) Non Commercial Users	\$240.91	\$24.09	\$265.00	per hour	RC 156	2

Name	Year 20/21			Unit	Receipt Code	Policy Code
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Malabar Room

(62m2)

Hire Fee: Monday to Friday (9am to 5pm) Commercial/Private Users	\$77.27	\$7.73	\$85.00	per hour	RC 156	3
Hire Fee: Monday to Friday (9am to 5pm) Non Commercial Users	\$39.09	\$3.91	\$43.00	per hour	RC 156	1
Hire Fee: Weekdays after 5pm, Weekends & Public Holidays (min 4 hour booking) Commercial/Private Users	\$144.55	\$14.45	\$159.00	per hour	RC 156	3
Hire Fee: Weekdays after 5pm, Weekends & Public Holidays (min 4 hour booking) Non Commercial Users	\$72.27	\$7.23	\$79.50	per hour	RC 156	1

Name	Year 20/21			Unit	Receipt Code	Policy Code
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OCCUPATION OF FOOTWAY

For the use of Council's footways and open space as restaurant/business extensions in compliance with Council's adopted Development Control Plan and the licensee's Development Application or Occupation of Footway Agreement approval.

*** Use of Open Space/Air Space: Individual account number issued to each property

- Based on the valuation of the land and to be determined on the nature and extent of the benefit enjoyed by the person concerned.
- The Application Fee is not refundable if application is unsuccessful.

Initial Occupation of Footway Fees

The initial fee consists of:

- Agreement Application and Preparation Fee;
- Security Deposit;
- Footway Area Boundary Markers;
- Annual Occupation of Footway Fees

Occupation of Footway Agreement Application and Preparation Fee	\$150.00	\$0.00	\$150.00	per agreement	DR	2
Occupation of Footway Security Deposit – Refundable	Equivalent to 3 Month Occupation of Footway Agreement Fees (min. \$1,000)			per agreement	DR	6
Occupation of Footway Boundary Markers – Installation Fee	\$40.00	\$0.00	\$40.00	per marker	DR	2

Annual Occupation of Footway Fees

Footway Dining and Display of Goods Fees:

Coogee (Primary)	\$741.00	\$0.00	\$741.00	per m2	DR	3
Clovelly (Primary)	\$456.00	\$0.00	\$456.00	per m2	DR	3
La Perouse (Primary)	\$456.00	\$0.00	\$456.00	per m2	DR	3
Kingsford-Kensington (Primary)	\$456.00	\$0.00	\$456.00	per m2	DR	3
Maroubra (Primary)	\$343.00	\$0.00	\$343.00	per m2	DR	3
Matrville (Primary)	\$286.00	\$0.00	\$286.00	per m2	DR	3
Randwick (Primary)	\$628.00	\$0.00	\$628.00	per m2	DR	3
The Spot (Primary)	\$685.00	\$0.00	\$685.00	per m2	DR	3
Other/Isolated/Secondary (Part Coogee, Part Kensington, Part Kingsford, Part Randwick, Part The Spot)	\$456.00	\$0.00	\$456.00	per m2	DR	3
Other/Isolated/Secondary (Part La Perouse, Part Matrville, Malabar, Part Maroubra Central, Part Maroubra Beach, Moverly)	\$228.00	\$0.00	\$228.00	per m2	DR	3