

# Enfield Community Centre Hire Fees

**1 July 2023 to 30 June 2024**



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Hire Fees - Hourly Rate	Meeting Rooms, Out-Reach Office, Crèche & Kitchen	Hall	Stadium
Category 1	\$18.00 per hour	\$29.00 per hour	\$33.00 per hour
Category 2	\$13.50 per hour	\$21.75 per hour	\$24.75 per hour
Category 3	\$9.00 per hour	\$14.50 per hour	\$16.50 per hour
Category 4	\$4.50 per hour	\$7.25 per hour	\$8.25 per hour
Category 5	\$0.00 per hour	\$0.00 per hour	\$0.00 per hour

## Other Charges

Key Deposit	\$55.00 per key
Bond – Low Risk	\$330.00 per hire
Bond – High Risk	\$550.00 per hire
Lost Key Fee	\$55.00 per key
Call-out fee resulting from hirer not following instructions	Up to \$180.00
Non-complying hire cleaning fee	\$330.00

*Unless there are exceptional circumstances, cancellations with less than 14 days' notice will be charged 100% of hire fee*

## Please Note:

- ♦ The Centre is utilised for regular activities and groups such as: social, sports, support, cultural and - in general, programs that assist or benefit the community
- ♦ The Centre is NOT available for one off hire – parties or infrequent use
- ♦ User groups are subject to agreement of Conditions of Hire
- ♦ Booking times must include time for you to set up and pack up
- ♦ After a group booking the facility must be left in a clean and tidy state

### CIVIC CENTRE

163 St Vincent Street,  
Port Adelaide SA 5015  
PO Box 110,  
Port Adelaide SA 5015

### COUNCIL OFFICES

Enfield Library  
1 Kensington Crescent, Enfield  
Greenacres Library  
2 Fosters Road, Greenacres

### CONTACT

P (08) 8405 6600  
E [service@cityofpae.sa.gov.au](mailto:service@cityofpae.sa.gov.au)  
[www.cityofpae.sa.gov.au](http://www.cityofpae.sa.gov.au)

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## Fee Structure

Priority will be given to groups who provide a wider community benefit, are inclusive and whose activities align to the priorities in the City Plan. Council may undertake checks to ensure a venue is being used for the purposes for which it was booked, and to move groups or cancel a booking if incorrect information has been provided or a facility is not being used efficiently or effectively. Hirers are only able to book a limited number of hours/sessions across Council's Halls and Community Centres. All hirers will be regarded as Category 1 unless evidence is provided which supports their being charged Categories 2 through 5.

Category 1	Meets Local Status Criteria *	Fee
Private hire, not open to the public and hirer (individual or organisation) has a registered address outside of the Council area	No	100%
Commercial enterprise with registered address outside of Council area	No	
State or Federal Government Agency; Registered Training Organisation; or school located outside of the Council area	No	
Business or organisation providing activities for local residents (eg. sport/wellbeing) and charging \$8.00 or more per person per session	Not applicable	
Not for profit organisations and community and cultural groups (incorporated or unincorporated) with less than 50% of attendees living within the Council area	No	
Category 2		
Resident or business with registered address within the council area	Yes	75%
Business or organisation providing activities for local residents (eg. sport/wellbeing) and charging less than \$8.00 per person per session	Not applicable	
Category 3		
Not for profit organisations, religious activities, and community and cultural groups (incorporated or unincorporated) with at least 50% of attendees living within the Council area **	Yes	50%
Schools located within the Council area	Yes	
Category 4		
New community group in their establishment phase (maximum of 1 year)	Yes	25%
Category 5		
Registered Charity undertaking a fundraising activity ***	Not applicable	0%
Incorporated Association (or comparable legal entity) undertaking a fundraising activity and monies raised benefit residents, clubs or organisations within the Council area ***	Yes	
Council partnership agreement	Not applicable	
Existing Senior Citizen groups with a hire agreement in 2018 or prior	Yes	

\* Local status - The responsible hirer must reside in or having a registered business and /or postal address within the City of Port Adelaide Enfield.

\*\* To be eligible for this rate organisations must provide evidence annually of their membership

\*\*\* Letter from charity/beneficiary required. Limit of one hire per charity, group or organisation per financial year.