Kilburn Community Centre Hire Fees

1 July 2023 to 30 June 2024

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Hire Fees — Hourly Rate	Meeting Rooms	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 (per key or fob)	$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

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	
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	100%
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	
Business or organisation providing activities for local residents (eg. sport/wellbeing) and charging less than $8.00 per person per session	Not applicable	75%
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	
Schools located within the Council area	Yes	50%
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	
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	0%
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.