

# POLICY



**Date adopted:** 30/05/2017  
**File no:** 415578-1  
**Minute number:** 148/2017

**Policy title:** USE OF REDUCTION OF HIRE FEES FUNDING  
**Directorate:** COMMUNITY AND LIFESTYLE  
**Branch:** VENUES AND EVENTS  
**Policy objective:** To outline the guiding principles which inform the allocation of the reduction of hire fee funding.

## Policy scope:

### 1. Preamble

Each year that the Council deems appropriate, as part of the budget deliberations, Council will allocate an amount of funding that is to be allocated to the Reduction of Hire Fees and other charges associated with Council's Major and Community Venues. This funding will be allocated within the Venues and Events branch budget. The Venues and Events Manager will monitor its application in accordance with this policy and Council's delegation of authority titled "Waiver or Concession of Hire or Rental Fees for Use of the Council's Major and Community Venues".

### 2. Application of funding

Application of funding can be for the following purposes:

- (a) The reduction of hire or rental fees and other charges in accordance with Council's delegation of authority titled "Waiver or Concession of Hire or Rental Fees for Use of the Council's Major and Community Venues".
- (b) To reimburse non-recoverable costs that should be provided by the venue as a standard inclusion, e.g. wheelchair ramp hire.
- (c) To reimburse non-recoverable costs associated with specific events, subject to:
  - (i) the applicant being a not for profit organisation; or
  - (ii) the non-recoverable cost being incurred is due to the venue's alternative set-up and lay-out modes; or
  - (iii) the on-charging of these costs would be a negative barrier to booking the venue, e.g. costs associated with the setting up of Acromat seating.

## Definitions:

Not applicable.

**Policy statement:**

The policy shall be implemented in accordance with the administrative requirements detailed in Council's delegation of authority titled "Waiver or Concession of Hire or Rental Fees for Use of the Council's Major and Community Venues".

**Related policies/legislation/other documents:**

<b>DOC ID</b>	<b>DOCUMENT TYPE</b>	<b>DOCUMENT NAME</b>
<a href="#">8427879</a>	Delegation of Authority	Waiver of Concession of Hire or Rental Fees for Use of the Council's Major and Community Venues
<a href="#">2231137</a>	Memorandum	Application of CSO towards excessive set up costs