

Community Centre

Fees & Charges Categories 2021-2022

CATEGORY 1

Unconstituted Community Groups

This category covers community groups who do not have a constitution

- No fee applies - It is essential to notify Community Centre Reception on 4913 3840 if you are not attending a scheduled booking.

CATEGORY 2

Not for profit Community

Organisations This category covers not for profit community organisations

- No fee applies - It is essential to notify Community Centre Reception on 4913 3840 if you are not attending a scheduled booking.

CATEGORY 3

Commercial Entity/Gov Agencies

\$44.00 per hour incl GST

- This category covers State, Federal or commercial groups who use the centre for meetings, workshops or seminars
- Numbers will be limited to 50 people - if groups are larger than this, we recommend they hire the Yeppoon Town Hall
- All groups in this category must have their own Public Liability Insurance cover

CATEGORY 4

Council Sponsored Initiative

As per individual time limited agreement, as confirmed in writing.

- Council Sponsored groups as per Livingstone Shire Council's definition of Sponsorship. This category relates only to the activity at the Community Centre for which the sponsorship applies and not the group itself
- Newly established groups with identified community development outcomes
- Groups which contribute directly to Council's achievement of externally funded targets.
- Public Liability coverage will be through Livingstone Shire Council Insurance Policy with the exception of accident or injury sustained due to actions undertaken by the individual or community group who have made the booking
- Reviewed June and December

CATEGORY 5

Permanent Tenants

As per CDC tenant rental agreement.

CATEGORY 6

Visiting Outreach Services (Not for Profit)

- No fee applies - It is essential to notify Community Centre Reception on 4913 3840 if you are not attending a scheduled booking.

The following resources are provided by the Community Centre to all visiting services:

- Greeting and assistance to clients
- Phone messages
- Telephone
- Client related printing
- Client related photocopying
- Distress alarm
- Tea and coffee
- Lunch room access

PUBLIC LIABILITY INSURANCE

- Livingstone Shire Council Public Liability coverage does not include accident or injury sustained due to actions undertaken by the individual or community group who have made the booking

PAYMENTS

- Cheques to be made payable to "Livingstone Shire Council" and paid only at the Community Centre
- Payments should be made on the day of room booking or in advance
- It is essential to notify Reception if you are not attending a scheduled booking.
- Payment may be required where the booking has not been cancelled a minimum of one full working day prior to the booked date.

ISSUES RELATED TO ALLOCATED CATEGORY

Issues in relation to category allocation are to be raised with Sue Hamilton Supervisor – Centre Programs & Support for clarification on 4913 3840 or sue.hamilton@livingstone.qld.gov.au