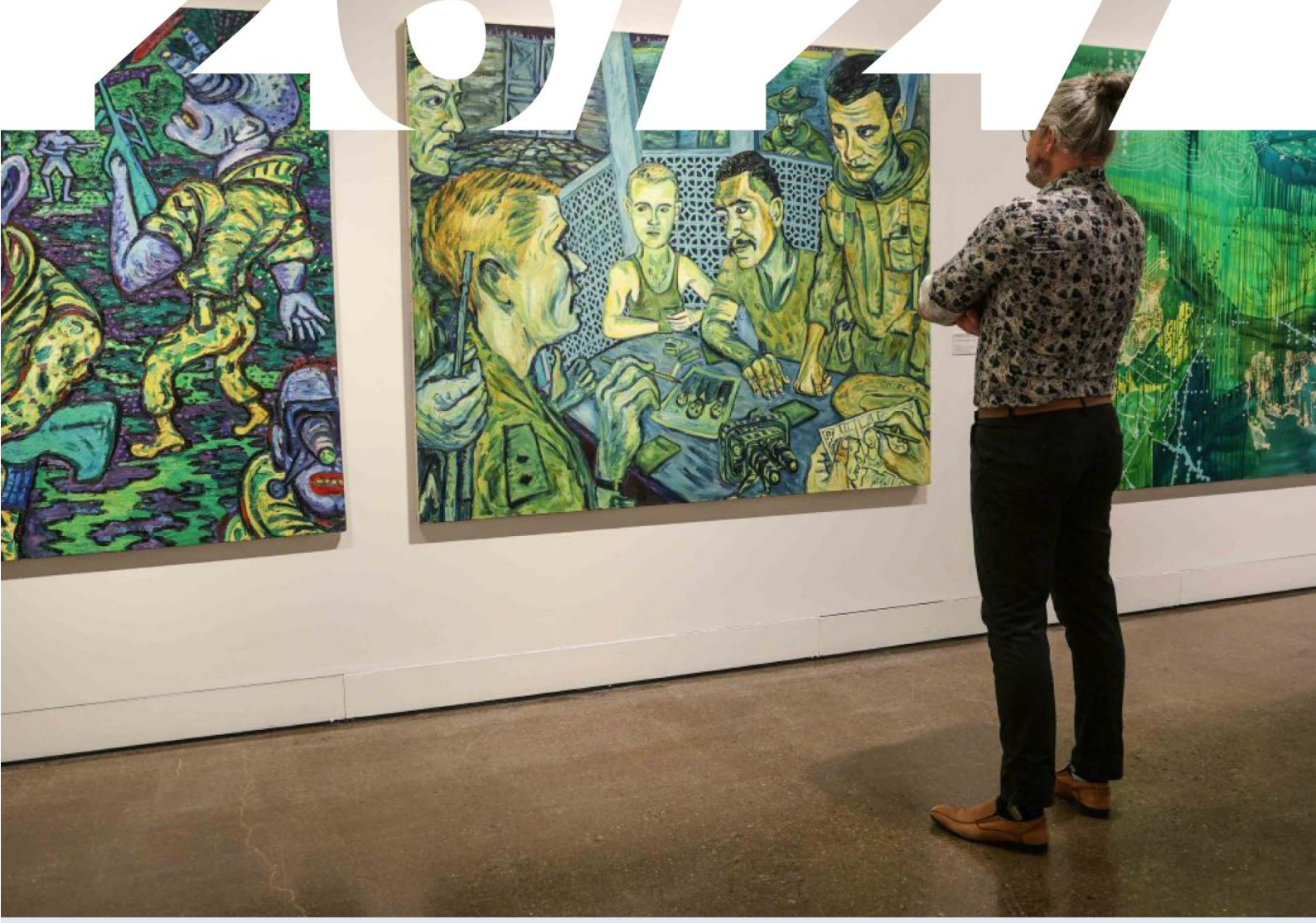
TOWNSVILLE CITY COUNCIL

Fees & Charges

Theatres, Galleries, Venues, Parkland, Open Space & Events

26/27



townsville.qld.gov.au

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TOWNSVILLE CITY COUNCIL

HOW TO USE THIS DOCUMENT

This Schedule of Fees and Charges sets out the fees payable for services, approvals, permits, and facility hire provided by Townsville City Council for the **2026/27 financial year** (1 July 2026 to 30 June 2027).

DOCUMENT STRUCTURE

This document is organised into **schedules**, each covering a specific service area (e.g., venue hire, planning, waste disposal). Schedules are further divided into **parts** for individual fee categories. A full Table of Contents is provided on pages 2–5.

Where a schedule includes policies, definitions, or conditions, these are stated at the beginning of that schedule and apply to all fees within it.

UNDERSTANDING THE FEE COLUMNS

Each fee entry includes the following information:

Column	Description
Name	Description of the fee or charge.
Year 26/27	The fee amount for the 2026/27 financial year.
GST	Indicates whether the fee includes GST. **Y** = GST inclusive. **N** = GST exempt or not applicable.
Fee [Incl. GST]	Where GST applies, the listed fee is the total amount payable including GST.

PRICE ON APPLICATION

Where a fee is listed as **"Price on Application"**, the charge will be determined by Council based on the scope, complexity, or nature of the request. Contact the relevant service area for a quotation.

DISCOUNTS

Some schedules include a **Discount Policy** that sets out eligibility criteria and applicable discount rates. Key points to note:

- Discounts apply **only** to the fee types specified in the relevant policy (e.g., venue hire fees only) and do not extend to staffing, equipment, cleaning, security, or other service charges unless explicitly stated.
- The **Commercial rate is the default rate**. Hirers or applicants must provide supporting documentation to demonstrate eligibility for a discounted category.
- Discounts **cannot be combined**.
- Refer to the discount policy within the applicable schedule for full details.

CROSS-REFERENCE BETWEEN SCHEDULES

Some fees and policies are referenced across multiple schedules to avoid duplication. For example:

- **Damage, security, and key deposits** are consolidated in Schedule 2, Part 2.G and apply to both venue hire (Schedule 2) and parkland and open space hire (Schedule 3).
- **Staffing, cleaning, and security charges** are consolidated in Schedule 2, Part 2.H and apply across multiple schedules.

Where a cross-reference is used, the referenced schedule and part number are clearly identified.

CREDIT CARD SURCHARGES

A credit card surcharge of **0.5%** applies to payments made by **Visa or Mastercard**. All other card types are not accepted. Credit card surcharges apply only to the extent permitted under the Reserve Bank of Australia's Payments System Standards. Consistent with the RBA's announced reforms, card surcharging will cease from **1 October 2026**.

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Name	Year 26/27 Fee (incl. GST)	GST

TOWNSVILLE CITY COUNCIL [continued]

REFUNDS

Refund eligibility and conditions vary by schedule. Refer to the relevant schedule's policies for specific refund provisions. In general, refund requests must be made in writing and are determined at Council's discretion.

CONTACT

For questions about a specific fee, to request a quotation, or to confirm the applicable charges for your circumstances, please contact Townsville City Council:

- 🌐 https://www.townsville.qld.gov.au
- 📞 13 48 10

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Name	Year 26/27 Fee (incl. GST)	GST

THEATRES, GALLERIES, VENUES, PARKLAND, OPEN SPACE, AND EVENTS

SCHEDULE 2 - THEATRE, GALLERIES, VENUE HIRE

SCHEDULE 2 POLICIES

VENUE HIRE APPROVAL POLICY

Venue hire is subject to Council approval. The payment of fees or submission of a booking request does not guarantee the right to hire any Council venue. All hire applications will be assessed individually, taking into consideration factors including, but not limited to:

- the anticipated number of attendees,
- the nature, purpose, and activities associated with the event,
- suitability of the venue for the proposed use,
- potential impacts on amenity, safety, and operations,
- the requirement for catering, alcohol, infrastructure or technical services, and
- any other relevant operational, risk, or compliance considerations.

Council retains absolute discretion to approve, conditionally approve, or decline any booking request. Approval may be subject to conditions, including (but not limited to) limitations on attendance numbers, time of use, access arrangements, security requirements, or other conditions deemed necessary to ensure safe and appropriate use of the venue.

Hirer Category

The following hirer categories apply to all venue hire fees within Schedule 2. Hirers must nominate their category and provide documentation to demonstrate eligibility. Where a hirer is unable to demonstrate eligibility for any discounted category, the Commercial rate will apply by default.

Classification is determined based on both the type of organisation and the nature of the proposed activity or event. Council may apply a different category where the activity materially differs from the hirer's original purpose.

Commercial Hirer

A Commercial Hirer is defined as:

- A registered commercial business or entity (e.g. sole trader, company, partnership, or trust) whose primary business model is intended to generate revenue and return profits to owners, directors, or shareholders; or
- Any individual, group, or organisation that conducts an activity with a commercial purpose or commercial characteristics, including the charging of entry fees, participation fees, or other consideration above thresholds determined by Council.

Examples: Production companies; for-profit event organisers; corporate entities; businesses conducting paid classes, workshops, or commercial activities.

Exclusions: For clarity, a Commercial Hirer does not include a Schools Hirer, where venue use is directly related to educational delivery as defined under the Schools Hirer category.

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continued on next page ...

Name	Year 26/27 Fee (incl. GST)	GST

SCHEDULE 2 - THEATRE, GALLERIES, VENUE HIRE [continued]

Community Hirer

A Community Hirer is:

- A community group, club, association, or informal organisation,
- Whose primary purpose is community participation, recreation, culture, hobby, or social connection, and
- Not established to make a profit, and
- Not required to be formally incorporated.

This category applies to grassroots, volunteer-driven groups or local collectives whose activities benefit the community but are not formally structured as Not-for-profit entities.

Examples: Unincorporated community activity groups; volunteer cultural or hobby groups; local community clubs without formal NFP registration.

Exclusions: This category excludes schools and structured education providers, which are classified under the Schools Hirer category.

Not-for-profit (NFP) Hirer

A Not-for-profit hirer must:

- Be formally registered as an Incorporated Association or Company Limited by Guarantee, and
- Operate for community, cultural, sporting, environmental, educational, or charitable purposes, and
- Reinvest any surplus back into the organisation.

Where the hirer is a charity registered with the Australian Charities and Not-for-profits Commission (ACNC), eligibility for the Not-for-profit hirer category is limited to small and medium charities, as classified by the ACNC for the relevant reporting period.

Large charities, as classified by the ACNC, are not eligible for Not-for-profit hire rates and will be classified and charged as Commercial Hirers for the purposes of Schedule 2.

Registration with the Australian Charities and Not-for-profits Commission (ACNC) is preferred (but not mandatory).

Examples: Registered charities (small or medium); incorporated community organisations; NFP arts organisations; sporting clubs incorporated under the Associations Incorporation Act.

Exclusions: Educational institutions and Schools Hirers are excluded from this category and assessed under the Schools Hirer classification, regardless of not-for-profit status.

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continued on next page ...

Name	Year 26/27 Fee (incl. GST)	GST

SCHEDULE 2 - THEATRE, GALLERIES, VENUE HIRE [continued]

Private Hirer

A Private Hirer is:

- An individual or group hiring a venue for a private, non-commercial, and non-public purpose; and
- The activity does not generate revenue, charge entry fees, or seek public attendance.

Examples: Private celebrations; ceremonies; family gatherings; private rehearsals not connected to a commercial entity.

Exclusions: The activity must not involve commercial promotion, ticketed public attendance, or profit-making activity of any kind.

Schools Hirer

A Schools Hirer is:

- A recognised primary, secondary or tertiary educational institution, or
- A structured performing arts education provider (including dance schools, drama schools, music schools or musical theatre academies),
- Whose primary purpose is the delivery of education, training or instruction to enrolled students.

This category applies to education-focused organisations delivering structured learning programs, including performing arts education.

Examples: Government and Private schools, TAFE and tertiary institutions, private dance schools, drama or musical theatre schools, music academies.

Other Government Entities

Includes local, state, and federal government bodies, agencies, authorities, government-owned corporations, or other government-funded entities.

Examples: Queensland Government departments; Commonwealth agencies; statutory authorities; other local government councils.

Exclusions: State schools and government funded educational institutions are classified as Schools Hirers for the purposes of Schedule 2.

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SCHEDULE 2 - THEATRE, GALLERIES, VENUE HIRE [continued]

Hirer Category Discount Policy
The following policy governs how discounts are applied to venue hire fees.

Scope of Discounts
Discounts apply to venue hire fees only and do not apply to staffing, equipment hire, ticketing fees, utilities, cleaning, security, or other service charges unless explicitly stated.

Default Rate Rule
The Commercial rate is the default rate. If a hirer does not provide sufficient evidence to demonstrate eligibility for a discounted category, the hirer will be charged the Commercial rate.

Council may request supporting documentation, and failure to provide adequate evidence, or providing misleading evidence, will result in classification as a Commercial Hirer.

Council retains absolute discretion to determine the appropriate hirer category and applicable fees based on the information provided and the nature of the proposed use.

Council reserves the right to review and retrospectively amend the hirer classification and applicable fees where the actual use differs from the information provided at the time of booking.

Discount Rates

Hirer Category	Venue Hire Discount Applicable
Commercial	No discounts applicable
Community	50% discount off the listed commercial venue hire rate
Not-for-profit	50% discount off the listed commercial venue hire rate
Private	10% discount off the listed commercial venue hire rate
Schools Hirer	50% discount off the listed commercial venue hire rate
Other Government Entities	No discounts applicable

Note:
- Discounts cannot be combined.
- Council may reclassify a hirer if evidence is insufficient or misleading.
- Council may review or withdraw discounts for non-compliance with booking conditions.

continued on next page ...

SCHEDULE 2 - THEATRE, GALLERIES, VENUE HIRE [continued]

Security / Damage Deposits

The use of council venues, community facilities, parks, and sporting grounds may require the payment of a deposit, including a damage deposit and/or a key deposit (or key replacement fee where applicable).

Refer to Schedule 2, Part 2.G for applicable security / damage deposit and key deposit charges.

Types of Deposits

- **Damage Deposit**: A refundable deposit held as security against damage to facilities, fixtures, equipment, grounds, or for extraordinary cleaning or remediation costs attributable to the hire.
- **Key Deposit**: A deposit or fee applicable when physical keys or access devices are issued. A key deposit is refundable upon safe return of all keys/devices. A key replacement fee may be charged where keys/devices are lost, not returned, or compromised.

Determination of Deposit Amounts

Deposit requirements and amounts are determined by Council having regard to factors including (but not limited to):

- Venue classification and activity risk profile
- Event scale and expected attendance
- Presence of alcohol or high-risk activities
- Temporary infrastructure (e.g. staging, generators, marquees)
- Hirer's prior compliance and damage history

Council Discretion

Council may increase, reduce, waive, or require deposits based on a risk assessment, venue conditions, and prior usage history.

Payment, Holding and Refunds

- Deposits must be paid in full by the due date specified in the booking confirmation.
- Deposits are held until a reasonable post-event inspection and reconciliation is completed.
- Where no damage, loss, or extraordinary cleaning is identified, deposits will be refunded to the original payer within the standard Council processing timeframe.
- Where damage, loss, or additional costs are identified, Council may deduct the relevant amount from the deposit and will provide a statement of reasons and, where applicable, supporting evidence.
- If costs exceed the deposit held, the hirer remains liable for the balance.

Key Management

All keys/access devices must be collected and returned in accordance with the instructions and timelines provided in the booking confirmation. Failure to return keys/devices on time, or loss/compromise of keys/devices, may result in withholding of the key deposit. Where a lost, unreturned, or compromised key/device necessitates rekeying, lock replacement, or reprogramming of access systems, the full cost of such works will be recovered from the hirer

PART 2.A - TOWNSVILLE CIVIC THEATRE

Venue hire may be subject to additional charges under other applicable provisions. See Schedule 2, Part 2.H for staffing, cleaning, and security charges, and Schedule 2, Part 2.G for damage, and security deposits.

Name	Year 26/27 Fee (incl. GST)	GST

1. VENUE HIRE

All venue hire fees listed below are stated at full commercial rates. Discounts may apply in accordance with the *Schedule 2 Hirer Category Discount Policy* and relevant *Schedule 2 Hirer Category Definitions*.

A. MAIN THEATRE

Non-ticketed events [per day]	$3,085.00	Y
Ticketed events [per day]	Greater of $2,400.00 or 11% gross box office [GST Included] Min. Fee: $2,400.00	Y

B. C2 THEATRE

Non-ticketed event [up to a maximum of 4 hours]	$280.50	Y
Non-ticketed event [per day]	$670.00	Y
Ticketed event [per day]	Greater of $500.00 or 10% Gross Box Office [GST Included] Min. Fee: $500.00	Y

C. BALCONY BAR

Function [up to a maximum of 8 hours]	$432.50	Y
Function [up to a maximum of 4 hours]	$241.00	Y

D. CAR PARK

Event [Full Day]	$275.50	Y

2. EQUIPMENT AND SERVICES

Additional charges for staffing, cleaning and security may apply. Please refer to *Schedule 2, Part 2.H* for further details.

A. PIANO HIRE

Piano hire fees include initial tuning where applicable. Additional tuning is available for an additional fee. Available for use in the main theatre or the C2 theatre space.

Clavinova Electric Piano [per season]	$71.70	Y
Kawai Upright Piano [per season]	$77.20	Y
Steinway Concert Grand Piano [per season]	$264.50	Y
Additional piano tuning [per tune]	$209.50	Y

B. OTHER EQUIPMENT AND SERVICES

Other equipment available for hire at the Townsville Civic Theatre.

Data projector and screen package [per performance day]	$195.50	Y
Hazer, fog and/or smoke machine [per performance day]	$71.70	Y
Effects compliance staff may be required where applicable. Only available in the Civic Theatre C2 facility and the Riverway Arts Centre.		
Radio microphone belt pack including batteries [per item/per performance day]	$60.00	Y
Radio microphone handheld including batteries [per item/per performance day]	$25.90	Y

continued on next page ...

Name	Year 26/27 Fee (incl. GST)	GST
B. OTHER EQUIPMENT AND SERVICES [continued]		
Small PA [per performance day]	$71.70	Y
Tea and coffee station provided	$24.10	Y
Other council sourced external services or equipment	Recovery of service provider's cost to council + 10% [GST Included]	Y
Not listed within Schedule 2.		
Commission on sale of merchandise (commercial hirer only)	10% [GST Included]	Y
FOOAP registration fee [per play]	$72.80	Y
Festival of One Act Plays.		
C. PROMOTIONAL FEES		
A0 poster display - Civic Theatre Foyer	$195.50	Y
Distribution A3 posters [per delivery]	$129.50	Y
Distribution DL flyers [per delivery]	$129.50	Y
Lightbox poster - includes printing and display [4 weeks]	$441.00	Y
Digital billboard - continuous looped display [4 weeks]	$441.00	Y

3. TICKETING FEES

Ticketing fees payable by hirer.

Event creation [single performance]	$109.00	Y
Event creation [per additional performance of the same name]	$36.40	Y
Edit an on-sale event [per event]	$110.00	Y
Complimentary ticket - processing charge [per ticket]	$1.65	Y
Administrative fee - Tickets priced between $1.00-$39.99 [per ticket sold]	$2.75	Y
Administrative fee - Tickets priced between $40.00-$89.99 [per ticket sold]	$4.40	Y
Administrative fee - Tickets priced greater than $90.00 [per ticket sold]	$6.60	Y
Cancellation fee [per ticket sold]	$6.95	Y
Patron ticket fee - Exchange fee [per ticket]	$3.25	Y
Patron ticket fee - Internet transaction/phone booking fee	$4.50	Y
Patron ticket fee - Subscription/season transaction fee	$7.20	Y

PART 2.B - PERC TUCKER GALLERY

Venue hire may be subject to additional charges under other applicable provisions. See Schedule 2, Part 2.H for staffing, cleaning, and security charges, and Schedule 2, Part 2.G for damage, and security deposits.

1. VENUE HIRE

Weekdays - Base hire fee [up to a maximum of 3 hours]	$1,040.00	Y
Weekdays - Additional hours [for each hour in excess of 3 hours]	$82.20	Y
Weekdays - Kitchen facilities [if required, this is charged in addition to the base hire fee]	$102.00	Y
Weekends and public holidays - Base hire fee [up to a maximum of 3 hours]	$1,245.00	Y

continued on next page ...

Name	Year 26/27 Fee (incl. GST)	GST

1. VENUE HIRE [continued]

Weekends and public holidays - Additional hours [for each hour in excess of 3 hours]	$100.50	Y
Weekends and public holidays - Kitchen facilities [if required, this is charged in addition to the base hire fee]	$115.50	Y

2. EQUIPMENT AND SERVICES

Additional charges for staffing, cleaning and security may apply. Please refer to *Schedule 2, Part 2.H* for further details.

Commission on sale of goods through the gallery shop including the sale of any exhibition artwork	30% [GST Included]	Y
Slide projector and screen hire	$72.40	Y

PART 2.C - RIVERWAY STADIUM

Venue hire may be subject to additional charges under other applicable provisions. See Schedule 2, Part 2.H for staffing, cleaning, and security charges, and Schedule 2, Part 2.G for damage, security, and key deposits.

1. VENUE HIRE

All venue hire fees listed below are stated at full commercial rates. Discounts may apply in accordance with the *Schedule 2 Hirer Category Discount Policy* and relevant *Schedule 2 Hirer Category Definitions*.

A. FUNCTION ROOM

Full day [up to a maximum of 8 hours]	$659.00	Y
Half day [up to a maximum of 4 hours]	$329.50	Y
Hourly rate [minimum of 2 hours applies]	$98.80	Y

B. MEETING ROOMS

Full day [up to a maximum of 8 hours]	$311.00	Y
Half day [up to a maximum of 4 hours]	$155.50	Y
Hourly rate [minimum of 2 hours applies]	$46.80	Y

C. TERRACE FUNCTIONS

Full day [up to a maximum of 8 hours]	$616.00	Y
Half day [up to a maximum of 4 hours]	$307.50	Y
Hourly rate [minimum of 2 hours applies]	$92.40	Y

D. MAIN OVAL

Full day [up to a maximum of 8 hours]	$3,890.00	Y
Half day [up to a maximum of 4 hours]	$1,950.00	Y

E. RIVERWAY OVAL (OUTSIDE FIELD)

Full day [up to a maximum of 8 hours]	$859.00	Y
Half day [up to a maximum of 4 hours]	$430.50	Y
Per hour	$129.00	Y

Name	Year 26/27 Fee (incl. GST)	GST
F. PRACTICE NETS		
Practice net [per hour]	$55.80	Y

2. EQUIPMENT AND SERVICES

Additional charges for staffing, cleaning and security may apply. Please refer to *Schedule 2, Part 2.H* for further details.

Line marking (Riverway Stadium)	Staff costs apply	Y
Riverway Stadium		
Internet access	No charge	Y
Conferencing requirement beyond MiTownsville capacity.		
Tablecloths [per item/per day]	$16.10	Y
Marquees [per item/per day]	$99.20	Y
Main Oval - Scoreboard [per day]	$1,575.00	Y
Main Oval - Lighting [per hour]	$240.50	Y
Riverway Oval (Outside Field) - Lighting [per hour]	$186.50	Y
Practice Nets - Lighting [per hour]	$55.80	Y

PART 2.D - TOWNSVILLE STADIUM

Venue hire may be subject to additional charges under other applicable provisions. See Schedule 2, Part 2.H for staffing, cleaning, and security charges, and Schedule 2, Part 2.G for damage, security, and key deposits.

1. VENUE HIRE

All venue hire fees listed below are stated at full commercial rates. Discounts may apply in accordance with the *Schedule 2 Hirer Category Discount Policy* and relevant *Schedule 2 Hirer Category Definitions*.

A. FOYER FUNCTIONS

Full day [up to a maximum of 8 hours]	$659.00	Y
Half day [up to a maximum of 4 hours]	$329.50	Y

B. MEETING ROOMS

Full day [up to a maximum of 8 hours]	$616.00	Y
Half day [up to a maximum of 4 hours]	$307.50	Y

C. FUNCTION ROOM

Full day [up to a maximum of 8 hours]	$651.00	Y
Half day [up to a maximum of 4 hours]	$325.50	Y

D. ARENA COURT HIRE

Weekdays [per court, per hour]	$157.50	Y
Weekends and Public Holidays [per court, per hour]	$210.00	Y

E. FULL VENUE HIRE

Weekdays [Full day]	$4,295.00	Y

continued on next page ...

Name	Year 26/27 Fee (incl. GST)	GST

E. FULL VENUE HIRE [continued]

Weekends and public holidays [Full day]	$5,710.00	Y

2. EQUIPMENT AND SERVICES

Additional charges for staffing, cleaning and security may apply. Please refer to *Schedule 2, Part 2.H* for further details.

A. COURT CARPETING PACKAGE

One court	$1,575.00	Y
Two courts	$2,725.00	Y
Three courts	$3,865.00	Y

PART 2.E - REID PARK

Venue hire may be subject to additional charges under other applicable provisions. See Schedule 2, Part 2.H for staffing, cleaning, and security charges, and Schedule 2, Part 2.G for damage, security, and key deposits.

1. VENUE HIRE

All venue hire fees listed below are stated at full commercial rates. Discounts may apply in accordance with the *Schedule 2 Hirer Category Discount Policy* and relevant *Schedule 2 Hirer Category Definitions*.

A. GARAGES

Garage availability is subject to event scheduling.

Single hire - Full day [per garage]	$143.50	Y
Multi-day hire [per garage / per day]	$43.10	Y
Multi-day hire rates are subject to a minimum of 5 days of hire.		

B. MEETING ROOMS AND TERRACES

Meeting room [weekly hire]	Price on application	Y
Full day [up to a maximum of 8 hours]	$616.00	Y
Half day [up to a maximum of 4 hours]	$307.50	Y

C. HARDSTAND / TRACK HIRE

Reid Park East or Little Reid Park.

Full hardstand hire [per event/per day]	$465.00	Y
Half hardstand hire [per event/per day]	$349.00	Y
Track hire [per track, per day]	$472.50	Y

PART 2.F - COMMUNITY CENTRES

Venue hire may be subject to additional charges under other applicable provisions. See Schedule 2, Part 2.H for staffing, cleaning, and security charges, and Schedule 2, Part 2.G for damage, security, and key deposits.

1. VENUE HIRE (CASUAL HIRERS)

The Casual Hirer venue hire fees listed below are stated at full commercial rates. Discounts may apply in accordance with the *Schedule 2 Hirer Category Discount Policy* and relevant *Schedule 2 Hirer Category Definitions*.

Name	Year 26/27 Fee (incl. GST)	GST

A. COMMUNITY CENTRES (STANDARD)

Heatley Community Centre, Horseshoe Bay Community Centre, Oonoonba Community Centre, Railway Estate Community Centre, Alice River Community Centre, The Sound Shell, Wulguru Community Centre.

Weekdays [per hour]	$58.40	Y
Weekends and public holidays [per hour]	$65.70	Y

B. COMMUNITY CENTRES (PREMIUM)

North Shore the Green Community Centre, Riverside Gardens Community Centre.

Weekdays [per hour]	$60.80	Y
Weekends and public holidays [per hour]	$68.50	Y

2. COMMUNITY CENTRES (REGULAR HIRERS)

Regular hirer Definition:
A regular user is defined as a community or not-for-profit organisation that demonstrates an ongoing commitment to using the facility. To qualify for regular user rates, the group must:

- Be a recognised community group or not-for-profit organisation; and
- Book and utilise the facility on a minimum of nine (9) separate occasions within a twelve (12) month period.

Groups that do not meet these criteria will be classified as casual users and charged the applicable casual hire fees.

Fee Application
The rates listed below are already discounted and reflect Council's support for community access to its facilities. As such, these fees are not eligible for any further discounts, including those outlined in Schedule 2 – Hirer Category Discount Policy.

A. COMMUNITY CENTRES (STANDARD)

Heatley Community Centre, Horseshoe Bay Community Centre, Oonoonba Community Centre, Railway Estate Community Centre, Alice River Community Centre, The Sound Shell, Wulguru Community Centre.

Weekdays [per hour]	$10.80	Y
Weekends and public holidays [per hour]	$12.20	Y

B. COMMUNITY CENTRES (PREMIUM)

North Shore the Green Community Centre, Riverside Gardens Community Centre.

Weekdays [per hour]	$10.80	Y
Weekends and public holidays [per hour]	$12.20	Y

PART 2.G - DAMAGE/SECURITY/KEY DEPOSITS

1. DAMAGE DEPOSITS

Damage/Security deposits apply to venue hire, open space, events, parkland bookings and commercial permits.

High risk [per booking/event]	$3,000.00	N
Medium risk [per booking/event]	$1,500.00	N
Moderate risk [per booking/event]	$500.00	N

continued on next page ...

Name	Year 26/27 Fee (incl. GST)	GST

1. DAMAGE DEPOSITS [continued]

Low risk [per booking/event]	$200.00	N

2. KEY DEPOSITS

Key deposit [per key]	$50.00	N

PART 2.H - STAFFING AND SERVICE FEES

1. STAFFING COSTS

A. DUTY TECHNICIAN

Minimum of **3 hours** applies.

Duty technician [per staff/per hour] - Monday to Saturday	$71.40	Y
Duty technician [per staff/per hour] - Sundays and public holidays	$97.50	Y

B. TECHNICIAN

Minimum of **3 hours** applies.

Technician [per staff/per hour] - Monday to Saturday	$71.40	Y
Technician [per staff/per hour] - Sunday and public holidays	$97.50	Y

C. EFFECTS COMPLIANCE TECHNICIAN

Minimum of **3 hours** applies.

Effects compliance technician [per hour] - Monday to Saturday	$165.50	Y
Effects compliance technician [per hour] - Sunday and public holidays	$275.50	Y

D. FRONT OF HOUSE SUPERVISOR

Minimum of **3 hours** applies.

Front of house supervisor [per staff/per hour] - Monday to Saturday	$68.40	Y
Front of house supervisor [per staff/per hour] - Sunday and public holidays	$97.50	Y

E. USHER

Minimum of **3 hours** applies.

Usher [per staff/per hour] - Monday to Saturday	$68.40	Y
Usher [per staff/per hour] - Sunday and public holidays	$97.50	Y

F. TICKET SELLER

Minimum of **3 hours** applies.

Ticket seller [per staff/per hour] - Monday to Saturday	$68.40	Y
Ticket seller [per staff/per hour] - Sunday and public holidays	$97.50	Y

G. MERCHANDISE SELLER

Minimum of **3 hours** applies.

continued on next page ...

Name	Year 26/27 Fee (incl. GST)	GST
G. MERCHANDISE SELLER [continued]		
Merchandise seller [per staff/per hour] - Monday to Saturday	$68.40	Y
Merchandise seller [per staff/per hour] - Sunday and public holidays	$97.50	Y
H. GROUND STAFF		
Minimum of **3 hours** applies.		
Ground staff [per staff/per hour] - Monday to Saturday	$58.50	Y
Ground staff [per staff/per hour] - Sunday and public holidays	$91.10	Y
I. VENUE SUPPORT STAFF		
Minimum of **3 hours** applies.		
Venue support staff - Monday to Friday [6:00am - 6:00pm]	$65.10	Y
Venue support staff - Monday to Friday [6:00pm - 9:30pm]	$104.00	Y
Venue support staff - Monday to Friday [9:30pm - 6:00am]	$114.50	Y
Venue support staff - Saturday [6:00am - 12:00pm]	$104.00	Y
Venue support staff - Saturday [12:00pm onwards], Sundays, and public holidays	$114.50	Y
2. SERVICE FEES		
A. CLEANING		
Minimum of **3 hours** applies.		
Cleaning staff [per staff/per hour] – Monday to Friday [06:00-18:00]	$72.40	Y
Cleaning staff [per staff/per hour] – Monday to Friday [18:00-06:00]	$77.60	Y
Cleaning staff [per staff/per hour] – Saturday	$90.10	Y
Cleaning staff [per staff/per hour] – Sunday	$116.50	Y
Cleaning staff [per staff/per hour] – Public Holiday	$144.00	Y
B. SECURITY		
Minimum of **4 hours** applies.		
Security guards [per staff/per hour] – Monday to Friday [06:00-18:00]	$75.10	Y
Security guards [per staff/per hour] – Monday to Friday [18:00-06:00]	$88.40	Y
Security guards [per staff/per hour] – Saturday	$105.00	Y
Security guards [per staff/per hour] – Sunday	$135.00	Y
Security guards [per staff/per hour] – Public Holiday	$165.00	Y
PART 2.I - COMMERCIAL PERMITS		
Commercial permits may be subject to additional charges. See Schedule 2, Part 2.G for damage, security, and key deposits.		
1. COMMERCIAL PERMITS		
A. ANNUAL COMMERCIAL PERMITS		
Priority development area (Castle Hill, CBD, The Strand)	$1,330.00	N
Magnetic Island	$1,055.00	N

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Name	Year 26/27 Fee (incl. GST)	GST

A. ANNUAL COMMERCIAL PERMITS [continued]

Riverway Precinct and Ross River	$1,055.00	N
Other local government controlled areas	$659.00	N
Change to an existing approval	$234.00	Y
New application fee	$135.00	N

B. SINGLE USE COMMERCIAL PERMITS

Single use fee is 10% of the annual commercial permit.

Priority development area (Castle Hill, CBD, The Strand)	$133.00	N
Magnetic Island	$105.50	N
Riverway Precinct and Ross River	$105.50	N
Other local government controlled areas	$65.90	N

2. ESCOOTER OPERATOR PERMIT

Permit to operate an eScooter or similar service	Price on application	N

Name	Year 26/27 Fee (incl. GST)	GST

SCHEDULE 3 - PARKLAND, OPEN SPACE, AND EVENTS

SCHEDULE 3 POLICIES

PARKLAND AND OPEN SPACE HIRE APPROVAL POLICY

Parkland and Open Space hire is subject to Council approval. The payment of fees or submission of a booking request does not guarantee the right to occupy or use any Council parkland, open space, or site. All hire applications will be assessed individually, taking into consideration factors including, but not limited to:

- the anticipated number of attendees,
- the nature, purpose, and activities associated with the event,
- suitability of the parkland, open space, or site for the proposed use,
- potential impacts on amenity, safety, and operations,
- the requirement for catering, alcohol, infrastructure or technical services, and
- any other relevant operational, risk, or compliance considerations.

Council retains absolute discretion to approve, conditionally approve, or decline any booking request. Approval may be subject to conditions, including (but not limited to) limitations on attendance numbers, time of use, access arrangements, security requirements, or other conditions deemed necessary to ensure safe and appropriate use of the parkland, open space, or site.

For the purposes of this Schedule, 'site' refers to any Council-controlled parkland, open space, reserve, or outdoor area available for hire.

Hirer Category

The following hirer categories apply to all parkland and open space hire fees within Schedule 3. Hirers must nominate their category and provide documentation to demonstrate eligibility. Where a hirer is unable to demonstrate eligibility for any discounted category, the Commercial rate will apply by default.

Classification is determined based on both the type of organisation and the nature of the proposed activity or event. Council may apply a different category where the activity materially differs from the hirer's original purpose.

Commercial Hirer

A Commercial Hirer is defined as:

- A registered commercial business or entity (e.g. sole trader, company, partnership, or trust) whose primary business model is intended to generate revenue and return profits to owners, directors, or shareholders; or
- Any individual, group, or organisation that conducts an activity with a commercial purpose or commercial characteristics, including the charging of entry fees, participation fees, or other consideration above thresholds determined by Council.

Examples: Production companies; for-profit event organisers; corporate entities; businesses conducting paid classes, workshops, or commercial activities.

Exclusions: For clarity, a Commercial Hirer does not include a Schools Hirer, where venue use is directly related to educational delivery as defined under the Schools Hirer category.

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SCHEDULE 3 - PARKLAND, OPEN SPACE, AND EVENTS [continued]

Community Hirer

A Community Hirer is:

- A community group, club, association, or informal organisation,
- Whose primary purpose is community participation, recreation, culture, hobby, or social connection, and
- Not established to make a profit, and
- Not required to be formally incorporated.

This category applies to grassroots, volunteer-driven groups or local collectives whose activities benefit the community but are not formally structured as Not-for-profit entities.

Examples: Unincorporated community activity groups; volunteer cultural or hobby groups; local community clubs without formal NFP registration.

Exclusions: This category excludes schools and structured education providers, which are classified under the Schools Hirer category.

Not-for-profit (NFP) Hirer

A Not-for-profit hirer must:

- Be formally registered as an Incorporated Association or Company Limited by Guarantee, and
- Operate for community, cultural, sporting, environmental, educational, or charitable purposes, and
- Reinvest any surplus back into the organisation.

Where the hirer is a charity registered with the Australian Charities and Not-for-profits Commission (ACNC), eligibility for the Not-for-profit hirer category is limited to small and medium charities, as classified by the ACNC for the relevant reporting period.

Large charities, as classified by the ACNC, are not eligible for Not-for-profit hire rates and will be classified and charged as Commercial Hirers for the purposes of Schedule 3.

Registration with the Australian Charities and Not-for-profits Commission (ACNC) is preferred (but not mandatory).

Examples: Registered charities (small or medium); incorporated community organisations; NFP arts organisations; sporting clubs incorporated under the Associations Incorporation Act.

Exclusions: Educational institutions and Schools Hirers are excluded from this category and assessed under the Schools Hirer classification, regardless of not-for-profit status.

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SCHEDULE 3 - PARKLAND, OPEN SPACE, AND EVENTS [continued]

Private Hirer

A Private Hirer is:

- An individual or group hiring a venue for a private, non-commercial, and non-public purpose; and
- The activity does not generate revenue, charge entry fees, or seek public attendance.

Examples: Private celebrations; ceremonies; family gatherings; private rehearsals not connected to a commercial entity.

Exclusions: The activity must not involve commercial promotion, ticketed public attendance, or profit-making activity of any kind.

Schools Hirer

A Schools Hirer is:

- A recognised primary, secondary or tertiary educational institution, or
- A structured performing arts education provider (including dance schools, drama schools, music schools or musical theatre academies),
- Whose primary purpose is the delivery of education, training or instruction to enrolled students.

This category applies to education-focused organisations delivering structured learning programs, including performing arts education.

Examples: Government and Private schools, TAFE and tertiary institutions, private dance schools, drama or musical theatre schools, music academies.

Other Government Entities

Includes local, state, and federal government bodies, agencies, authorities, government-owned corporations, or other government-funded entities.

Examples: Queensland Government departments; Commonwealth agencies; statutory authorities; other local government councils.

Exclusions: State schools and government funded educational institutions are classified as Schools Hirers for the purposes of Schedule 3.

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SCHEDULE 3 - PARKLAND, OPEN SPACE, AND EVENTS [continued]

Hirer Category Discount Policy
The following policy governs how discounts are applied to parkland, open space, or site hire fees.

Scope of Discounts
Discounts apply to parkland and open space hire fees only and do not apply to staffing, equipment hire, ticketing fees, utilities, cleaning, security, or other service charges unless explicitly stated.

Default Rate Rule
The Commercial rate is the default rate. If a hirer does not provide sufficient evidence to demonstrate eligibility for a discounted category, the hirer will be charged the Commercial rate.

Council may request supporting documentation, and failure to provide adequate evidence, or providing misleading evidence, will result in classification as a Commercial Hirer.

Council retains absolute discretion to determine the appropriate hirer category and applicable fees based on the information provided and the nature of the proposed use.

Council reserves the right to review and retrospectively amend the hirer classification and applicable fees where the actual use differs from the information provided at the time of booking.

Discount Rates

Hirer Category	Parkland and Open Space Hire Discount Applicable
Commercial	No discounts applicable
Community	60% discount off the listed commercial parkland and open space hire rate
Not-for-profit	60% discount off the listed commercial parkland and open space hire rate
Private	10% discount off the listed commercial parkland and open space hire rate
Schools Hirer	60% discount off the listed commercial parkland and open space hire rate
Other Government Entities	No discounts applicable

Note:
- Discounts cannot be combined.
- Council may reclassify a hirer if evidence is insufficient or misleading.
- Council may review or withdraw discounts for non-compliance with booking conditions.

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SCHEDULE 3 - PARKLAND, OPEN SPACE, AND EVENTS [continued]

Security / Damage Deposits

The use of Council parkland, open space and associated facilities may require the payment of a deposit, including a damage deposit and/or a key deposit (or key replacement fee where applicable).

Refer to Schedule 2, Part 2.G for applicable security / damage deposit and key deposit charges.

Types of Deposits

- **Damage Deposit**: A refundable deposit held as security against damage to facilities, fixtures, equipment, grounds, or for extraordinary cleaning or remediation costs attributable to the hire.
- **Key Deposit**: A deposit or fee applicable when physical keys or access devices are issued. A key deposit is refundable upon safe return of all keys/devices. A key replacement fee may be charged where keys/devices are lost, not returned, or compromised.

Determination of Deposit Amounts

Deposit requirements and amounts are determined by Council having regard to factors including (but not limited to):

- Site classification and activity risk profile
- Event scale and expected attendance
- Presence of alcohol or high-risk activities
- Temporary infrastructure (e.g., staging, generators, marquees)
- Hirer's prior compliance and damage history

Council Discretion

Council may increase, reduce, waive, or require deposits based on a risk assessment, venue conditions, and prior usage history.

Payment, Holding and Refunds

- Deposits must be paid in full by the due date specified in the booking confirmation.
- Deposits are held until a reasonable post-event inspection and reconciliation is completed.
- Where no damage, loss, or extraordinary cleaning is identified, deposits will be refunded to the original payer within the standard Council processing timeframe.
- Where damage, loss, or additional costs are identified, Council may deduct the relevant amount from the deposit and will provide a statement of reasons and, where applicable, supporting evidence.
- If costs exceed the deposit held, the hirer remains liable for the balance.

Key Management

All keys/access devices must be collected and returned in accordance with the instructions and timelines provided in the booking confirmation. Failure to return keys/devices on time, or loss/compromise of keys/devices, may result in withholding of the key deposit. Where a lost, unreturned, or compromised key/device necessitates rekeying, lock replacement, or reprogramming of access systems, the full cost of such works will be recovered from the hirer.

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Name	Year 26/27 Fee (incl. GST)	GST

SCHEDULE 3 - PARKLAND, OPEN SPACE, AND EVENTS [continued]

Please refer to correspondence issued for processing timelines as late fees and non-compliance fines apply as identified in Schedule 3, Part 3.A, 4.

OPEN SPACES PRICING MATRIX

Each open space event will be evaluated and classified against the following matrix.

	Feature	Major	Medium	Minor	Mini
Examples	Concert, festival, markets, expos, carnival, circus.	Sporting and community fund-raisers, markets, expos, carnivals, circus.	Fun runs, performances, community events, markets, carnivals, circus, schools.	Community events, fun runs, promotions use, children's birthday party, schools.	Awareness walks, charity, sausage sizzles, promotional use (including political), schools.
Attendance	7,000+	7,000-1,000	1,000-500	500-200	200 or less
Infrastructure	Staging, AV, fencing, toilets, food stalls, lighting, rides, marquees, tables, chairs, skips.	Smaller stage, AV, toilets, food vendors, rides, marquees, tables, chairs, skips.	Minor stage, AV, food vendors, pop up marquees, tables, chairs, skips.	Vendors, rides, pop up marquees, tables, chairs, jumping castle.	BBQ, pop-up marquee.
Location	Entire use of open space	Multiple locations	1 or 2 locations	1 location	Smaller parkland space

PART 3.A - PARKLAND AND OPEN SPACES

Parkland, open space, and event hire may be subject to additional charges under other applicable provisions. See Schedule 2, Part 2.H for staffing, cleaning, and security charges, and Schedule 2, Part 2.G for damage, security, and key deposits.

1. OPEN SPACE EVENTS AND SPORTING FIELD HIRE

The open space, events, and sporting field hire fees listed below are stated at full commercial rates. Discounts may apply in accordance with the *Schedule 3 Hirer Category Discount Policy* and relevant *Schedule 3 Hirer Category Definitions*.

Feature event [per day]	$5,150.00	Y
Major event [per day]	$2,435.00	Y
Medium event [per day]	$515.00	Y
Minor event [per day]	$243.50	Y
Mini event [per day]	$143.50	Y
Bump in/out [per day]	50% of the applicable event rate above	Y
Bump in/out fees apply to Feature and Major events only.		

Name	Year 26/27 Fee (incl. GST)	GST

2. OUTDOOR CEREMONIES, OUTDOOR FUNCTIONS, AND RIVER/WEIR BOOKINGS

Outdoor Ceremony, Outdoor Function, and River/Weir Booking hire fees are **not** eligible for discounts under the *Schedule 3 Hirer Category Discount Policy* the rates listed below are applicable to all hirer categories.

A. OUTDOOR CEREMONIES, PRIVATE CIVIL CEREMONIES

A non-refundable $50 administrative fee applies to all cancelled ceremony bookings.

Outdoor ceremonies - popular and highly maintained areas [per hour]	$151.00	Y
Maximum 3 hours. Botanics, Strand, Jezzine, Riverway, Panorama Events Lawn, Picnic Bay Foreshore, Dunoon Park.		
Outdoor ceremonies - other parks and open spaces [per hour]	$127.00	Y
Maximum 3 hours.		
Outdoor ceremonies - administrative fee	$50.00	Y

B. OUTDOOR FUNCTIONS

Outdoor functions are limited to approved bookings only at the following locations: Burke Street Headland, Victoria Bridge Forecourt, Picnic Bay Foreshore, Castle Hill Panorama Site, and Garabarra Lawn. Forts Lawn and other locations maybe considered upon request. A non-refundable $50 administrative fee applies to all cancelled bookings. A refundable damage deposit is also required, as per *Schedule 2, Part 2.G.*

Full day functions [up to a maximum of 8 hours]	$621.00	Y
Half day functions [up to a maximum of 4 hours]	$309.00	Y
Outdoor function - administrative fee	$50.00	Y

C. RIVER/WEIRS BOOKINGS

Casual event bookings	$26.60	Y

3. EQUIPMENT AND SERVICES

Additional charges for staffing, cleaning and security may apply. Please refer to *Schedule 2, Part 2.H* for further details.

Power access [full day]	$105.50	Y
Power access [half day]	$55.20	Y
Inflatable screen hire [per event]	$1,595.00	Y
Council provided services	Recovery of service provider's cost to council	Y
E.g. Mowing, watering, cleaning, repair, etc.		

4. OTHER CHARGES

Late payment fee [per late payment]	15% surcharge applicable to late payments	Y
Non-compliance fine	$818.00	N

PART 3.B - COUNCIL HOSTED EVENTS

Parkland, open space, and event hire may be subject to additional charges under other applicable provisions. See Schedule 2, Part 2.H for staffing, cleaning, and security charges, and Schedule 2, Part 2.G for damage, security, and key deposits.

Name	Year 26/27 Fee (incl. GST)	GST

1. COUNCIL EVENT STALL SITE HIRE

The open space, events, and sporting field hire fees listed below are stated at full commercial rates. Discounts may apply in accordance with the *Schedule 3 Hirer Category Discount Policy* and relevant *Schedule 3 Hirer Category Definitions*.

All sites are subject to an additional power consumption charge as per *Schedule 3, Part 3.B, 2.a*.

Food vendor stall sites	$220.50	Y
Market/exhibition – Indoor site (Including furniture)	$99.20	Y
Market/exhibition – Indoor site (No furniture provided)	$49.70	Y
Market/exhibition – Outdoor site (Including furniture)	$220.50	Y
Market/exhibition – Outdoor site (No furniture provided)	$110.00	Y
Amusement operator - Small site (Area less than $50m^2$) [per day]	$156.00	Y
Amusement operator - Medium site (Area greater than $50m^2$, but less than $100m^2$) [per day]	$221.00	Y
Amusement operator - Large site (Area greater than $100m^2$) [per day]	$352.00	Y

2. EQUIPMENT AND SERVICES

Additional charges for staffing, cleaning and security may apply. Please refer to *Schedule 2, Part 2.H* for further details.

A. POWER CONSUMPTION

10/15 amp [per outlet/per day]	$25.50	Y
32 amp [per outlet/per day]	$103.50	Y