

Description of Fee, Charge, Penalty plus conditions	Unit	2021/22 Rate Including GST	GST	Cost Recovery Fee	Legislation & Section	LGA S97 Paragraph
COMMUNITY FACILITIES						
COMMUNITY HALL HIRE						
Events in Parks						
Go to Applications, Approvals, Permits and License section of fees and charges schedule for events and activities in parks and reserves including permits for weddings and other ceremonies.						
Definition						
Public Use Individual and/or family use, social, for profit entities, corporate hire and Government Departments & Community Groups not eligible for under the Local Not For Profit Organisation and Local Schools fee.						
Local Not for Profit Organisations and Local Schools Not for profit organisations and schools located within the Douglas Shire that can demonstrate that the event/activity is beneficial to the community and is operated directly by the organisation . Fee exemption applies to one-off casual/temporary events/activities only. Fee exemptions do not apply to Sugar Wharf and PD Community Hall Kitchen/Bar. Eligible applicants must submit a Charity Certificate, Certificate of Incorporation and other evidence to demonstrate fee exemption criteria. A Statutory Declaration may be required.						
Daily Fee Bookable hours are from 8am for up to a 24 hour period. Please note that some venues have time restrictions (e.g. Sugar Wharf must be vacated by 12pm).						
Fee Structure						
Open / Close Fee Public Use: Open and close fees will apply each time access is required to the facility. Access will include, but is not limited to, inspection of the facility, setting up for the event and the actual event. Open / Close fee will apply each time access is gained regardless if access has been gained on the same day. Local Not for Profit Organisations and Local Schools: On the completion of a site induction, a once off open close fee will be applicable for each hall.						
Set Up Fee Set up must be booked and paid in full at least 72 hours prior the event so that the set up can be arranged. Set up is only available for Port Douglas and Mossman Community Halls. Set up is not available for wedding.						
Confirmation and Payment Policy						
All fees are to be paid within 21 days of the booking being made. Venue will not be confirmed until payment is received. Booking will only be taken up to 2 years in advance.						
Cancellation of Bookings						
Hire fees will be refunded on cancellation of booking with the following deductions: Port Douglas Sugar Wharf: Bookings that are cancelled more than four months prior to the booking date will be eligible for a refund of 80% of the hire fee. Bookings that are cancelled less than four months prior to the event date will be eligible for a refund of 50% of the hire fee. Other Community Halls: Any cancellation of one-off bookings for the hire of Community Halls shall be made at least 14 days prior to the date of the event otherwise a cancellation fee or the cost of the normal hire charge, whichever is the lesser, will be levied.						

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Transfer of Bookings						
Bookings may be transferred and will attract an administration fee. See fees section for applicable fees.						
Security Bond						
A refundable Security Bond may be payable for hall hire in accordance with risk level of the activity/event and at the discretion of Council officers. Charitable, Not for Profit Organisations and Local Schools who are exempt of fees may be required to lodge a security bond.						
* Upon forfeiture of bond this amount will be treated as GST inclusive.						
Security Bond - Low Risk	Booking	500.00	0.00			
Security Bond - Medium	Booking	1,000.00	0.00			
Security Bond - High Risk	Booking	1,500.00	0.00			
General Fees						
See notes section above for details.						
Open / Close Fee	Booking	50.00	4.55			
Set-up	Hour	80.00	7.27			
Cancellation Administration Fee	Booking	50.00	4.55			
Transfer of Bookings Administration Fee	Booking	150.00	13.64			
SUGAR WHARF PORT DOUGLAS						
Public Use/Local Not for Profit Organisation and Local Schools						
Hourly Rate (One-Off/Temporary Event/Activity)	Hour	310.00	28.18			
Daily Rate (One-Off/Temporary Event/Activity)	Day	1,550.00	140.91			
PORT DOUGLAS COMMUNITY HALL - FULL AUDITORIUM						
Public Use						
Hourly Rate (One-Off/Temporary Event/Activity)	Hour	73.00	6.64			
Daily Rate (One-Off/Temporary Event/Activity)	Day	362.00	32.91			
Regular Use booking per hour	Hour	62.00	5.64			
Regular Use booking per day	Day	310.00	28.18			
Local Not for Profit Organisations and Local Schools						
Hourly Rate (One-Off/Temporary Event/Activity)	Hour	NO CHARGE	0.00			
Daily Rate (One-Off/Temporary Event/Activity)	Day	NO CHARGE	0.00			

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PORT DOUGLAS COMMUNITY HALL - HALF AUDITORIUM						
Public Use						
Hourly Rate (One-Off/Temporary Event/Activity)	Hour	42.00	3.82			
Daily Rate (One-Off/Temporary Event/Activity)	Day	207.00	18.82			
Regular Use booking per hour	Hour	37.00	3.36			
Regular Use booking per day	Day	181.00	16.45			
Local Not for Profit Organisations and Local Schools						
Hourly Rate (One-Off/Temporary Event/Activity)	Hour	NO CHARGE	0.00			
Daily Rate (One-Off/Temporary Event/Activity)	Day	NO CHARGE	0.00			
PORT DOUGLAS COMMUNITY HALL - KITCHEN/BAR						
If the Port Douglas Community Hall is being hired for a full day or week, the kitchen/bar is included in the hall fee (excluding Not For Profit Organisations).						
Public Use/Local Not for Profit Organisation and Local Schools						
Daily Rate (One-Off/Temporary Event/Activity)	Day	78.00	7.09			
PORT DOUGLAS COMMUNITY HALL - OTHER MEETING ROOMS						
Set up, open and close fees not applicable to this venue.						
Public Use						
Hourly Rate (One-Off/Temporary Event/Activity)	Hour	16.00	1.45			
Daily Rate (One-Off/Temporary Event/Activity)	Day	78.00	7.09			
Local Not for Profit Organisations and Local Schools						
Hourly Rate (One-Off/Temporary Event/Activity)	Hour	NO CHARGE	0.00			
Daily Rate (One-Off/Temporary Event/Activity)	Day	NO CHARGE	0.00			
MOSSMAN SHIRE HALL						
Public Use						
Hourly Rate (One-Off/Temporary Event/Activity)	Hour	31.00	2.82			
Daily Rate (One-Off/Temporary Event/Activity)	Day	155.00	14.09			
Regular Use bookings per hour	Hour	26.00	2.36			
Regular Use bookings per day	Day	130.00	11.82			

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Local Not for Profit Organisations and Local Schools						
Hourly Rate (One-Off/Temporary Event/Activity)	Hour	NO CHARGE	0.00			
Daily Rate (One-Off/Temporary Event/Activity)	Day	NO CHARGE	0.00			
DAINTREE SHIRE HALL						
Public Use						
Hourly Rate (One-Off/Temporary Event/Activity)	Hour	21.00	1.91			
Daily Rate (One-Off/Temporary Event/Activity)	Day	104.00	9.45			
Regular Use booking per hour	Hour	16.00	1.45			
Regular Use booking per day	Day	78.00	7.09			
Local Not for Profit Organisations and Local Schools						
Hourly Rate (One-Off/Temporary Event/Activity)	Hour	NO CHARGE	0.00			
Daily Rate (One-Off/Temporary Event/Activity)	Day	NO CHARGE	0.00			
SPORTING OVAL TRAINING LIGHTS						
Training Lights (Four Hour Block)						
Main Oval - Port Douglas Sports Complex	4 hour block	41.50	3.77			
Netball Courts - Port Douglas Sports Complex	4 hour block	26.00	2.36			
Coronation Park - Mossman Showground	4 hour block	15.50	1.41			
MOSSMAN POOL						
All fees for Mossman Pool are non-refundable.						
Casual Visits						
Adult	Visit	5.00	0.45			
Child under 12	Visit	4.00	0.36			
Senior	Visit	4.00	0.36			
Spectator	Visit	2.00	0.18			
Membership: 1 Month						
No refunds or extensions will be given for unused days.						
Adult - (valid for 1 month from date of purchase)	Membership	62.00	5.64			
Child/Senior - (valid for 1 month from date of purchase)	Membership	46.50	4.23			

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Special Passes						
10 Swim Pass	Pass	41.00	3.73			
20 Swim Pass	Pass	72.00	6.55			
20 Swim Pass (child 2-12 years)	Pass	60.00	5.45			
Family Day Pass (2 Ad & 2 Ch) Extra Adult \$4.00, Extra Child \$3.00	Pass	10.00	0.91			
Full Venue Hire Fee <i>Not inclusive of lifeguard fee - refer to lifeguard fees below</i>	Hour	300.00	27.27			
50m Entire Pool Hire - not inclusive of lifeguard fee- refer to lifeguard fees below <i>Not inclusive of lifeguard fee - refer to lifeguard fees below</i>	Hour	200.00	18.18			
Equipment Rental when not in use for classes. Deep water running belt \$2, inflatable rings \$2	Per booking	2.00	0.18			
Lane Hire - Not for Profit Organisations <i>Does not include entry fee</i>	Hour	10.00	0.91			
Lane Hire - Commercial <i>Does not include entry fee</i>	Hour	20.00	1.82			
Lifeguard Hire						
1 lifeguard is required per 75 people						
Life Guard Hire weekday	Hour	52.00	4.73			
Life Guard Hire weekends	Hour	155.00	14.09			
Life Guard Hire public holidays	Hour	205.00	18.64			
Schools and Lessons						
Admission Fee school carnival fee per student attending carnival	Visit	3.00	0.27			
Learn to Swim lesson includes entry fee (FULL TERM PAID IN-FULL IN ADVANCE)	Lesson	20.00	1.82			
Learn to Swim lesson includes entry fee (PER LESSON PAID ON A WEEKLY BASIS)	Lesson	25.00	2.27			
Private swimming lesson (30 minute lesson), includes entry fee	Lesson	41.50	3.77			
Meteor Swimming Club member entrance fee	Visit	3.00	0.27			
Aquafit classes - minimum 20 participants for class to proceed	Hour	9.00	0.82			
Aquafit classes - Seniors - minimum 20 participants for class to proceed	Hour	7.00	0.64			
Learn to snorkel	Hour	15.50	1.41			
Paddleboard	Hour	15.50	1.41			

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Parties						
Party hire - not including entry fee	Per Booking	30.00	2.73			
Admission fee per participant with Party Hire per additional adult or child	Per Person	2.00	0.18			
Hire of bluetooth speaker for music	Per Booking	50.00	4.55			
Aqua Glide Pass (includes pool admission) as per terms & conditions	Per Session	10.00	0.91			
Dive in Movies	Per Person	10.00	0.91			
Drive In Movies	Per Person	10.00	0.91			
Jumping Castle Hire	Per booking	150.00	13.64			
FLAGSTAFF HILL TELECOMMUNICATIONS TOWER						
ASSESSMENT						
Annual Fee						
Initial Application Assessment	Application	835.00	0.00			
Minor Assessment	Application	319.00	0.00			
Site Access Fee per annum	Year	5,405.00	0.00			
- Minor uses (2way, local radio etc.)	Year	3,022.00	0.00			
Communication Hut Rental per Annum	m ³	1,394.00	0.00			
Minimum fee		694.00	0.00			
Antenna Access Fee per Annum						
Antenna < 30 metres	Year	1,744.00	0.00			
Antenna > 30 metres	Year	4,361.00	0.00			
Large Antenna < 30 metres	Year	4,361.00	0.00			
Site Power Use						
< 500 kWh per annum	Year	NO CHARGE	0.00			
> 500 kWh per annum (based on power audit)	kWh (based on power audit)	0.55	0.05			