



Hall Report - August 2014

Update of Hall Hire Documents

As noted in the June report of the Finance, Membership and Insurance Subcommittee, SIRA's insurance policy has the following provisions:

- Insurance covers all SIRA events including SI Players rehearsals and performances.
- Insurance also covers hall hirers who are not-for-profit groups or organisations provided there is no alcohol and the number of attendees does not exceed 50.
- All other hall hirers need to provide their own insurance cover (no change).
- Smoking is prohibited both inside the hall and on the associated verandah and balconies.
- Alcohol consumption and hall capacity must comply with relevant regulatory requirements (no change).

The *Scotland Island Community Hall - Information for Hirers* has been updated accordingly and is now ready to be published on the SIRA website. (SIRAC to note)

The *Scotland Island Community Hall - Agreement to Hire* has also been updated and at the Hall Booking Officers request reference to payment by cash has been replaced with electronic funds transfer as Kerry Borthwick does not want to handle cash. (SIRAC to note)

The Hall Booking Officer has requested that no changes be made to the hall booking arrangements without prior agreement and has asked that the online hall booking form be removed from the SIRA website. (SIRAC to note)

Hall Fees and Charges

Approval of SIRAC is sought to increase the hall hire fees and charges in line with 2014 fee structure published by Pittwater Council.

- Standard Rate: \$20 per hour (in line with Council rate) – increase \$2
- Concession Rate: \$15 per hour (in line with discount Council rate) – increase \$1
- Function Rate for Children's Birthday Parties for 3 hours:
 - \$90 for island residents (heavily discounted) – increase \$10
 - \$180 for non-island residents – increase \$20 (Council rate \$70 per hour)
- Function Rate for 8 hours:
 - \$360 (40% discount) for island residents – increase of \$10
 - \$600 (Council rate) for non-island residents – increase of \$100
- Elections: \$1200 (Council rate) – increase \$200

Graeme Crayford

for Chair, Hall Subcommittee