

# Payne Road State School

## P&C Sub-Committee / Major Activity Report

**Sub-Committee Name:**

Facilities Hire

**Your Name:**

Mandy Adams &amp; Katrina Shore

**Date:**

18/02/09

**Brief overview of your actions for this month....**

Updating annual memberships, email addresses, handover to Katrina

**Current profit / loss against Budget:****Plans of any new tasks / actions for the next month?**

Request permission to increase the annual membership fees as they haven't been raised in the last 4 years.

Proposal for new figures:

Day use \$75 (was \$50 ) plus \$20 key bond.

Day/Night use \$100 (was \$75 ) plus \$20 key bond.

Now to be only available to PRSS families (used to be available to the general community too.)

Annual membership means key holders can use the courts anytime they are vacant but they cannot hold a permanent booking. It is possible to check with the Facilities Coordinator in advance by phone whether the court is free at a particular time to avoid inconvenience.

**Details of any opportunities that you believe exist for your sub-committee or the P&C in general.**

At present the timetable for hiring facilities buildings is almost full for the most user friendly facilities. e.g. The D block room 1 and the music room are limited in what kind of classes they can accommodate.

Therefore the only possibilities for increasing revenue would be with the tennis courts or to advertize the OSHC building for functions on weekends e.g. birthday parties or workshops.

**Key Questions for Your Sub-Committee**

Yes  
✓

No  
✓

Has there been any issues/incident within your sub-committee's responsibility that could pose a "workplace health & safety" risk to the P&C?

x

Has there been any issue/incident within your sub-committee's responsibility that could pose a "duty of care" risk to employees, volunteers, or other people (including students) within our care?

x

Are there any financial issues that you believe the P&C should be aware of?

x

Are there any other problems that you would like the P&C to address?

x

**Explanation of items checked yes (include problems, recommendations, and/or planned solutions)**

Request permission for approval of rates increase to take effect in term 2.

**Completed by:**  
M. Adams & K. Shore

**Date:** 18/02 /09

**P&C Meeting:**

**Date:** 19/02/09