



Inquiry into annual and financial reports 2024–2025

Answer to question taken on notice

Asked by: Ms Chiaka Barry MLA

Addressed to: Minister for Economic Development

In relation to: Economic Development and EPIC equipment hire and weekend staffing rate

Hearing: 21 November 2025

Uncorrected Proof Transcript p 23-24

Transcript provided: 28 November 2025

Answer Due: 5 December 2025

MS BARRY: Thank you. Oh my goodness. I have a question on venue hire for Exhibition Park. Chief Minister, what are the community rates?

Mr Barr: Okay, we were anticipating this question and so—

MS BARRY: I have waited 12 months to ask this question.

Mr Barr: Yes, indeed. So Matt is going to come forward and provide that information.

Mr Elkins: Matthew Elkins, Executive Branch Manager of Venues Canberra and I acknowledge the privilege statement. So we have community rates across Exhibition Park, across all our buildings. Is there a specific building?

MS BARRY: Fitzroy.

Mr Elkins: Fitzroy building? So the Fitzroy building rate is \$2,370 a day.

MS BARRY: Okay, the rate I have been given is \$2,465. Does that include—what is the difference? Is that additional cost or—

Mr Elkins: So that is the rates we have. You can hire other equipment on the day. So we have an extensive list of equipment that can be hired which would go onto the rate as charged. And I can provide to the committee on notice the list of equipment that can be hired, but that is the daily rate.

MS BARRY: It will be useful to provide the list of the equipment and the additional cost as well, so additional cost outside of the 2,465. Or the question is, are there additional costs including the equipment to the \$2,370 that you have quoted? Are there other costs?

Mr Elkins: So if there is other equipment hired, that would be added up, yes.

MS BARRY: Outside of the equipment hire, are there other costs?

Mr Elkins: There should not be other costs, no.

MS BARRY: Okay, so you do not charge catering fees for example, you do not charge for toilet paper, you do not charge for bin liners?

Mr Elkins: Depends on—so what we do with the community, so if community come in and do their own cleaning so we make it available to do own cleaning but if they do hire a cleaner, the cleaner will charge for the provisions of those cleaning equipment.

MS BARRY: Okay, and you do not charge for—so sorry, what is the \$90 per hour for the Friday to Sunday staffing rate? What is that?

Mr Elkins: I would have to take that on notice.

Andrew Barr MLA: The answer to the Member's question is as follows:

The equipment hire form for Exhibition Park in Canberra (EPIC) detailing the rates for equipment hire is at [Attachment A](#).

Venue hire rates for events at EPIC do not include staffing costs. For community events, Venues Canberra look to eliminate or minimise staffing costs where possible. With this in mind, Venues Canberra allocate available resources to support community events (i.e., included staffing, if an event is conducted during normal business hours Monday-Friday.

If an event requires Venues Canberra staff outside of these hours, the following rates are applied:

- Friday after 5pm - \$60 per staff member per hour
- Saturday and Sunday - \$90 per staff member per hour
- Public holiday - \$105 per staff member per hour

Approved for circulation to the Standing Committee on Economics, Industry and Recreation

Signature: 

Date: **2.12.25**

By the Minister for Economic Development, Andrew Barr MLA

EQUIPMENT HIRE FORM

Please complete the form below and return it to eventsepic@act.gov.au. Equipment hire is subject to availability and confirmation. For further assistance contact the EPIC Events Team on (02) 6205 5230.

Client/Exhibitor Details

Event:			
Date(s) or hire period:			
Organisation/company:			
Authorised contact:		Stand: #	
Mobile number:			
Email address:			

Equipment Hire

All rates are per event (unless otherwise specified) and include set-up/pack-down. Prices listed are GST exclusive.

Item	Specifications	Rate (excl. GST)	Rate (inc. GST)	Max. Qty Available	Qty Required	Total Cost Inc GST
Conference Chair	Green padded	\$3.70	\$4.07	1500		
Plastic Chair	Red or black	\$2.00	\$2.20	221 red 40 black		
Round Table	1.8m Diameter, seats 10 people	\$19.50	\$21.45	79		
	1.5m Diameter, seats 8 people (Terrace)	\$19.50	\$21.45	40		
Trestle Table	1.8m x 0.75m	\$16.50	\$18.15	40		
Couches	Single seater, dark grey fabric	\$40.00	\$44.00	6		
	Double seater, dark grey fabric	\$60.00	\$66.00	9		
Wine Barrel	Barrel only or with matt black stools (3 per barrel)	\$30.00 \$35.00 incl. stools	\$33.00 \$38.50	4 barrels 49 stools		
Cafe Seating	Round cafe tables and chairs <i>Included when EPIC kiosks are operational</i>	\$15	\$16.50	21 tables 67 chairs		
Tiered Seating	2.3m H x 2.9m W x 4.8m L, seats 50 adults	\$150.00	\$165.00	15		
Portable MiPro PA System	Radio microphone, lapel microphone/headset, amplifier/mixer, radio, lectern microphone, 4 speakers with lead.	\$300.00	\$330.00	2		
Conference Package*	Lectern and microphone, speakers, data projector and screen.	\$500.00	\$550.00	1		
Executive Lectern	All black, flexible microphone	\$80.00	\$88.00	1		
Microphone with	All black	\$65.00	\$71.50	2		

clips for lectern						
Projector Screen	2.4m x 1.8m Fast fold screen (4:3 ratio)	\$60.00	\$66.00	2		
Data Projector*	4500 ANSI	\$75.00	\$82.50	1		
Stage Section	2.4m x 1.8m stage sections with adjustable height (300mm or 500mm), black carpeted surface with black skirting and steps. Max. stage size 9.6m x 3.6m	\$90.00 per section \$550 full stage	\$99.00	8		
Draping	3m free-standing lengths, black wool blend draping, adjustable pole height (up to 6m). Each length is 3m width x up to 6m height	\$90.00 per section	\$99.00	68		
Tensa Barrier	Metal posts with retractable 1.9 meter belt. A4 & A3 signage insert available	\$12.00	\$13.20	67 20xA4/10xA3		
Whiteboard	1.8m x 1.2m, on wheels	\$25.00	\$27.50	2		
Flip Chart & Whiteboard	1m x 0.7m, A-frame style	\$25.00	\$27.50	6		
Safe	Located at Gate 7	\$100.00	\$110.00	1		
Fridge	Double door, white with glass front 1.1m x 2.2m	\$100.00	\$110.00	5		
	Single door, white 0.54m x 1.4m	\$70.00	\$77.00	2		
	Bar fridge, white	\$50.00	\$55.00	3		
Mobile Cool room & Freezer	2 cool rooms, 1 freezer - onsite or offsite hire available	\$250.00 onsite (Per week) \$300.00 offsite (per week)	\$275.00 \$330.00	3		
Water Cooler	Includes 100 cups	\$40 per day \$5.00 extra 50 cups	\$44.00 \$5.50	6		
Urn	Stainless steel, holds 30 litres	\$40.00 per day	\$44.00	1		
Forklift	Without driver	\$60.00 per hour \$250.00 per day	\$66.00 \$275.00	2		
	With driver	\$90.00 per hour \$450.00 per day	\$99.00 \$495.00	2		
Pallet Jack		\$100.00 per day	\$110.00	1		
Distribution Boards and Adapters	20amp single-phase (3 pin)	\$75.00	\$82.50	14		
	32amp 3-phase (5 pin)	\$200.00	\$220.00	5		
	20amp to 32amp adapter lead	\$25.00	\$27.50	2		
Electrical Leads	10amp	\$10.00	\$11.00	Enquire		
	3-phase	\$100.00	\$110.00	Enquire		
Linen	White & black rectangular tablecloths	\$8.00	\$8.80	Enquire		
	White & black round tablecloths	\$12.00	\$13.20	Enquire		
Table Skirts	Black, green and maroon (assorted lengths)	\$15.00	\$16.50	Enquire		

Temporary fencing	2.1m H x 2.4m W fence panels with clamps and bases. Maximum length 100m.	\$10.00 per panel \$1000.00 for 100m	\$11.00 \$1100.00	58 panels		
Weights	Concrete buckets and black shot bags	\$30.00	\$33.00	Enquire		
<i>*Note the Parkes Room in the Conference Centre has two inbuilt projectors/screens. To connect to this system, clients must provide their own laptop/device with HDMI port. All other portable systems require a standard VGA or HDMI port. Mac adapter available on request.</i>				Subtotal		
				GST		
				Total hire incl. GST		

Delivery /set-up instructions or notes:

Terms and Conditions

All equipment hire is subject to final confirmation and approval by EPIC.

All equipment must be returned in a clean and satisfactory condition. The hirer will be held liable for any damages or losses that may occur during the hire period, including full replacement costs if the item/s are not returned by the due date.

Any issues during the event period should be reported immediately to the EPIC Operations Team on 0466 419 099.

Payment Details

Total hire amount:					
Payment method:	☐ VISA	☐ MasterCard	☐ To be invoiced		
Credit card number:				Expiry (mm/yy):	
Name on card:				CCV:	

Approval

I acknowledge that the above information is correct, noting any additional charges, and am authorised to sign on behalf of the organisation

Signature:		Date:	
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