

Council Policy Name: Community Hire of City Property

Responsible Directorate: Finance and Corporate Services

Version: Current

1. PURPOSE

1.1. The purpose of this Policy is to provide a framework for equitable and consistent community access to City Property for one-off and seasonal hire.

2. SCOPE

2.1. This Policy applies to the one-off and seasonal hire of City Property for community purposes.

2.2. This Policy does not relate to events, approved outdoor eating areas, markets, buskers/street entertainers, leasehold use of land owned and managed by the City, or commercial use already covered by Council policy: Commercial use of City Land and Facilities.

3. DEFINITIONS

Term	Meaning
Community Facilities	Halls, function venues and community centres owned and /or managed by the City
City Property	Community Facilities, Public Open Space, and Sporting Grounds
Policy	this City of Busselton Council policy titled "Community Hire of City Property"
Public Open Space	Parks, beaches and reserves owned and/or managed by the City
Sporting Grounds	Ovals, reserves and hard courts owned and/or managed by the City

4. STRATEGIC CONTEXT

4.1. This Policy links to Key Goal Area 1 of the City’s Strategic Community Plan 2017 and specifically the following Community Objectives:

- a. 1.3: A community with access to a range of cultural and art, social and recreational facilities and experiences.
- b. 1.4: Community services and programs that support people of all ages and backgrounds.

5. POLICY STATEMENT

5.1. To facilitate community access and usage, the City makes available a range of Community Facilities, Public Open Spaces and Sporting Grounds for one-off and seasonal hire.

5.2. The objectives of this Policy are:

- a. provide a framework for the use of City Property which enables community programs, activities and services that provide social, recreational, health and wellbeing outcomes in line with the Council’s Strategic Community Plan;
- b. ensure fair and equitable access and use of City Property to community groups and residents; and

- c. support priority use of City Property to locally based organisations, groups, and individuals for community purposes that deliver a direct benefit to the district.

Sporting Grounds

- 5.3. The City provides Sporting Grounds for seasonal hire in support of organised sport and recreational clubs. These include:
 - a. Barnard Park
 - b. Bovell Park
 - c. Churchill Park
 - d. Lou Weston
 - e. Sir Stewart Bovell Sporting Complex
 - f. Vasse Playing Fields
 - g. Dunsborough Playing Fields

Public Open Spaces

- 5.4. The City facilitates the one-off hire of Public Open Spaces for general community use, including the following parks and beaches:
 - a. Parks
 - i. Rotary Park
 - ii. Signal Park
 - iii. Mitchell Park
 - iv. Centennial Park
 - v. Dunsborough Lions Park
 - b. Beaches
 - i. Bunker Bay Beach
 - ii. Busselton Beach and Foreshore
 - iii. Dunsborough Beach and Foreshore
 - iv. Eagle Bay Beach
 - v. Meelup Beach
 - vi. Castle Rock Beach
 - vii. Point Piquet
 - viii. Smiths Beach
 - ix. Yallingup Beach

Community Facilities

- 5.5. The City facilitates the one-off hire of Community Facilities for general community and some commercial use. These include:
 - a. Undalup Room (City Civic and Administration Building)
 - b. Busselton Community Resource Centre
 - c. Youth & Community Activities Building (YCAB)
 - d. High Street Hall
 - e. Yallingup Hall
 - f. Churchill Park Hall

- 5.6. Applications for use will be assessed using criteria such as:
 - a. capacity of the venue, facility or public open space;
 - b. compatibility/suitability of the facility or property for the intended usage;
 - c. compatibility of use with other users and the surrounding community;
 - d. demand for the facility or property and usage history;
 - e. alignment of use with objectives of the Council's Community Strategic Plan
 - f. the principles outlined in this Policy.

- 5.7. The City may limit the use of City Property by groups and organisations to ensure fair and equitable access.
- 5.8. The City may decline requests for bookings that it determines unsuitable.
- 5.9. The City may impose conditions on bookings.
- 5.10. Application forms, information sheets, rules and conditions of use and guidelines will support the implementation and interpretation of this Policy.

6. RELATED DOCUMENTATION / LEGISLATION

- 6.1. *Local Government Act 1995*
- 6.2. *Liquor Licensing Act 1988*
- 6.3. *Shire of Busselton Local Government Property Local Law 2010*
- 6.4. Council Policy: Commercial Use of City Land and Facilities (DRAFT)
- 6.5. City of Busselton Contract of Hire Form
- 6.6. Application to Sell and Consume Alcohol
- 6.7. Rules and Regulations – City Venues and Public Open Spaces
- 6.8. Function Facilities for Hire Guidelines

7. REVIEW DETAILS

Review Frequency		3 yearly		
Council Adoption	DATE	13 May 2020	Resolution #	C2005/128
Previous Adoption	DATE	N/A	Resolution #	N/A