

Council Facilities - Personalisation by Users

Policy Objective

To ensure that Council owned facilities can be utilised to their full potential by managing the personalisation of facilities by users.

Policy Detail

The City shall be responsible for determining the paint colour palette, furniture and equipment for the use by hirers of Council facilities.

Requests made by hirers for sporting club memorabilia, equipment and/or furniture shall be managed as follows:

1. Sporting Club Memorabilia

The installation of sporting club memorabilia requires approval in writing from the City.

Requests for specialised colours to represent user groups, including sporting clubs will not be approved.

The permanent fixing of sporting club memorabilia is to be limited to one wall per club. Requests are to be made in writing with images showing the proposed memorabilia and location.

The memorabilia to be displayed must:

- a) be presented in a neat and organised manner
- b) not detract from the facility
- c) not cause any potential hazard to other users.

Sporting clubs are solely responsible for insuring any memorabilia.

2. Furniture and Equipment

The installation of private furniture or equipment of hirers (outside of allocated storage areas) requires approval in writing from the City.

Private furniture or equipment will need to be of a sufficient standard to not detract from the facility or negatively impact other users.

The user is solely responsible for insuring any furniture and equipment.

Reference/Associated Documents

Nil.

Reference to Internal Procedure

Nil.

Definitions

'City' means the City of Belmont.

This Policy is supported by:		
Policy No:	CP58	
Strategic Community Plan Strategy:	<p>Goal 5: Responsible Belmont Strategy: 5.2 Manage the City's assets and financial resources in a responsible manner and provide the best possible services for the community Strategy: 5.3 Invest in services and facilities for our growing community</p>	
Delegation Register:	N/A	
Service Area:	Infrastructure Services	
Policy Owner:	Manager City Facilities and Property	
Policy Stakeholder:	Coordinator Community Wellbeing	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
1/03/05		11.4.1
28/04/09		12.10
22/11/11		12.9
28/10/14	Minor	12.4
22/09/15	Review – None	10.7
25/09/18	Review – Minor	12.5
24/05/22	Review - None	12.7
22/08/23	Review - Moderate	12.10