



Council Buildings Hire/Use Policy

Council Policy

Renmark Paringa Council

Responsible Officer	Director Corporate & Community Services
Relevant Legislation	
Adopted	July 2012
Reviewed	March 2021
Next Review	March 2024

Objective

The Community Buildings Hire Policy (the Policy) provides a framework for Council to manage the hire and use of available buildings (wholly or partially).

The Policy aims to ensure that a range of user groups have fair and equitable access to Council's community facilities.

Policy

- Use of a community building requires the hirer to complete the relevant application form and agree to comply with the Terms and Conditions of Hire, provide relevant insurances, pay the relevant fee and receive the approval of Council Administration.
- Use of Council buildings for the purpose of holding private social functions (ie. 'buck's nights', 'hen's shows', Birthdays, Christmas, Easter and New Year's Eve celebrations) is not permitted.
- Use of the Community buildings for the purpose of conducting commercial or business activities will be charged on a commercial basis, unless it is for non for profit community groups.
- Fees will be charged as per the Fees and Charges Schedule.
- The Community and Civic Centre's Committee Rooms and Chambers will be permitted on the following basis:
 - Use will only be permitted on occasions when it does not interfere with Council operations.



- Committee Rooms will not be available for use when Ordinary Council Meetings are being held, except at the discretion of the Chief Executive Officer.
- For those buildings which Council has currently entered into a lease arrangement with another party, the terms of the lease will take priority and the lessee will at all times be consulted regarding a request to hire the facility prior to approval being granted.
- Use by a lessee will at all times take priority over a request to hire the facility.

Delegation

That pursuant to section 44 of the Local Government Act 1999, Council delegates to the Chief Executive Officer authority to administer Council's Policies. Refer to Delegations Register for sub delegation if granted.

Document Control

Version #	Approval Date	Approved by	Amendment
	March 2021	Policy Review Committee	Policy format/template updated. Removal of the Chaffey Community Centre and McCormick Centre.