



# Council Policy Manual

## WEST WIMMERA SHIRE COUNCIL

<b>COUNCIL POLICY</b>	
<b>COUNCIL OWNED COMMUNITY HALLS POLICY</b>	Policy No:
	Adopted by Council: 15 July 2020
	Next review date: July 2021
Senior Manager:	Director Infrastructure Development & Works
Responsible Officer:	Assets & GIS Coordinator
Functional Area:	Infrastructure Development & Works
Introduction & Background	<p>The West Wimmera Shire Council's community halls are located throughout the Council, and are catering for a range of activities and services for the various community areas.</p> <p>These Council Owned community halls serve as an important focal point for the local communities, and the range of activities and services utilising this group of halls varies from one community to another.</p> <p>The West Wimmera Shire Council is committed to promoting community development, self-help in service provision, and improving opportunities for community participation within the Shire.</p> <p>To this extent, Council provides, maintains and operates a number of Council Owned Community Halls to encourage community participation and facilitate the provision of services, in accordance with Council's strategic objectives.</p>
Purpose & Objectives	<ul style="list-style-type: none"> <li>• To ensure that Council Owned community halls, which have strategic importance in community development and service provision, continue to operate for the benefit of the community.</li> <li>• To establish clear delegations, Terms of Reference, schedules of roles and responsibilities for Community Asset Committees, in accordance with Section 65 Local Government Act 2020, and other relevant legislation and Standards.</li> </ul>
Scope	<p>This Council Owned Halls Policy applies to the following Halls, listed below:</p> <ul style="list-style-type: none"> <li>- Apsley Town Hall</li> <li>- Charam Hall [ Note: In the process of being Transferred to Charam Community Club]</li> </ul>



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	<ul style="list-style-type: none"> <li>- Douglas Hall</li> <li>- Edenhope and District Community Centre</li> <li>- Gymbowen Community Hall</li> <li>- Kaniva Shire Hall</li> <li>- Nurcoungh Memorial Hall</li> <li><del>- Miga Lake Hall</del> (Council has sold this Hall)</li> </ul>
Other Policies	<p>Other Council Policies which specifically affect Council Owned Halls include, but are not limited to:</p> <ul style="list-style-type: none"> <li>- Asset Management Policy</li> <li>- Asset Disposal Policy</li> <li>- Major Halls Policy</li> </ul> <p>Any decision with respect to the development, maintenance or operation of the Council Owned Halls must consider the requirements of these above listed Policies.</p>
<b>Policy Details</b>	
1.	<p><b>Maintenance</b></p> <p>Council will maintain Council Owned halls to the extent that they are to be fit for purpose at all times.</p> <p>Council will be informed by regular Building Assets Condition Assessments, which will include a Condition Report for each Building Asset with recommended intervention and maintenance action levels.</p>
2.	<p><b>Utilisation</b></p> <p>Council will as a priority, promote and utilise Council Owned Halls for meetings, services and events.</p>
3.	<p><b>Insurance</b></p> <p>Council will insure its Council Owned Hall Assets to the full replacement value.</p> <p>Council will maintain Public Liability Insurance for the subject Council Owned Halls.</p>
4.	<p><b>Advertising and Marketing Support</b></p> <p>Council will provide advertising/marketing support, to promote the use of its Halls</p>



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5.	Policy Review Period
	This policy will be reviewed within 12 months of any Local Government election of a new Council, or more frequently as required by legislative changes or changes in circumstances.

<b>Policy Adopted:</b>	Ordinary Meeting 25/11/99	Minute Book Page 6906	
<b>Policy Reviewed:</b>	Ordinary Meeting 05/06/03	Minute Book Page 11175	
	Ordinary Meeting 06/04/06	Minute Book Page 13682	
	Ordinary Meeting 11/03/10	Minute Book Page 17759	
	Ordinary Meeting 15/07/20	Minute Book Page .....	RecFind E20/000235