



POLICY NO. CP 5.4.9

POLICY STATEMENT: CIVIC CENTRE MEETING AND FUNCTION FACILITIES

PURPOSE: To determine the nature and extent of the use of the Civic Centre meeting and function rooms.

POLICY

1. For the purposes of this policy, Civic Centre meeting and function rooms includes the Council Chamber, Function Rooms, Committee Rooms 1 and 2, and the Dining Room.
2. Civic Centre meeting and function rooms are provided for City meetings, functions and events, and are not available for hire or use by members of the public, community groups or external organisations.
3. Meetings or events (such as seminars or functions) that are hosted by the City on behalf of external organisations may be held in the Civic Centre meeting and function rooms.
4. Other than for meetings of Council, Council Committees and organisations to which Council is entitled to appoint Members (as listed below), use of the Council Chamber is not permitted unless otherwise approved by the Mayor or Chief Executive Officer:
 - a. Western Australian Local Government Association South-East Metropolitan Zone;
 - b. Metropolitan Outer Development Assessment Panel;
 - c. South East Metropolitan Regional Road Sub-Group; and
 - d. South East Regional Energy Group.

GOVERNANCE REFERENCES

Statutory Compliance	Nil.
Industry Compliance	Nil.
Organisational Compliance	Nil.
Process Links	Nil.

POLICY ADMINISTRATION

Directorate		Officer Title		Contact:	
Business Services		Director Business Services		9397 3000	
Risk Rating	Low	Review Cycle	Triennial	Next Due:	2029
Version	Decision Reference	Synopsis			
1.	OCM 2026/47 24/02/2026	New policy adopted, replacing previous version of CP 5.4.9.			
2.					
3.					