

# Community Leasing Policy

Policy Identifier:	CDV-001-P
Approved by:	General Manager Community and Customer Services
Date of Approval:	19 October 2023
Effective Date:	19 October 2023
Review Date:	19 October 2026
Version:	6

## Head of Power

*Local Government Act 2009*

*Land Act 1994*

*Financial Management and Accountability Act 1997*

*Associations Incorporations Act 1981*

## Policy Objective

To provide a value-based framework for the sustainable disposal and management of Council owned or controlled land and community assets.

## Policy Statement

Redland City Council, through its Corporate Plan, is committed to providing services that deliver our community's shared vision and collective aspirations, *Naturally wonderful lifestyle. Connected community. Embracing opportunities.* We are a values led organisation and our organisational values encapsulate what we care about, influence how we operate and support our mission: Make a difference, make it count.

Council is committed to:

- Providing a transparent and consistent approach to the granting and renewal of community leases and licenses. Council will undertake harmonisation of community property agreements to underpin continuous improvement.
- Assessing new requests in accordance with established criteria and guidelines to ensure decision making aligns with Council's Corporate Plans and Strategies.
- Providing honest, clear and constructive leasing advice to community organisations.
- Helping organisations interpret tenure agreements and manage their statutory and maintenance obligations.
- Improving the customer experience through targeted communication strategies, including annual leasing forums and grant funding assistance programs.
- Managing community projects efficiently and effectively to mitigate financial, reputational, property and people risks.
- Providing security of tenure to sporting, recreational and cultural organisations through proactive master planning, land acquisition and capital expansion projects designed to meet future growth and emerging social trends.

For Corporate Governance Use Only

Department:	Community & Customer Services	Group:	Communities	Page 1 of 3
-------------	-------------------------------	--------	-------------	-------------

# Community Leasing Policy

- Assisting eligible community groups gain access to discounted property insurance rates for approved community facilities under the Community Insurance Scheme.
- Activating the public open space portfolio through innovative participation strategies and leveraging the tourist and economic potential of significant sites.

This policy will apply to community organisations seeking tenure over Council owned or controlled land and facilities. It supports Council’s vision for enriching community lifestyle by preserving community assets and achieving maximum benefit from its community property portfolio. All requests will be assessed against the principles to promote ethical governance and responsible allocation of assets. This policy does not cover commercial lease arrangements.

## Definitions

No applicable definitions.

## Associated Documents

Strong Communities Administrative Directive ([A3160286](#))  
 Social Infrastructure Administrative Directive ([A196630](#))  
 Enterprise Asset Management Administrative Directive ([A196572](#))  
 Allocation of Council Land and Facility to Not for Profit Organisations Guideline ([A3169634](#))  
 Community Halls and Precincts Administrative Directive ([A3156162](#))  
 Community Safety Administrative Directive ([A196596](#))  
 Council’s Asset and Services Management Plan for Buildings  
 Child and Youth Friendly Redlands Administrative Directive ([A196650](#))  
 Seniors Administrative Directive ([A196621](#))  
 Indigenous Community Policy ([A3155038](#))

Enterprise Risk Management Administrative Directive

## Document Control

Only Council can approve amendments to this document by resolution of a Council Meeting, with the exception of administrative amendments which can be approved by the relevant ELT member. Refer to *Policy Instrument Development Manual* for an explanation on administrative amendments ([A4063988](#)).

Any requests to change the content of this document must be forwarded to relevant Service Manager(s).

Approved documents must be submitted to the Corporate Meetings and Registers Team for registration.

## Version Control

Version number	Date	Key Changes
1	February 2008	New Policy
2	April 2014	Administrative changes.
3	November 2018	<ul style="list-style-type: none"> <li>• Additional legislation referenced.</li> <li>• New Policy Objective and Statement to fit with contemporary asset management initiatives and align with corporate values.</li> <li>• Removal of eligibility and tenure type information more suited for Guideline content.</li> </ul>

For Corporate Governance Use Only

Department: Community & Customer Services	Group: Communities	Page 2 of 3
---	--------------------	-------------

# Community Leasing Policy

Version number	Date	Key Changes
4	October 2019	Administration amendments as required under policy framework review
5	March 2022	Administrative update to include reference to new Corporate Plan
6	October 2023	Inclusion of Community Insurance Scheme