

City of Greater Geraldton Council Policy

1.10 QUEENS PARK THEATRE FEATURE LIGHTING

SUSTAINABILITY THEME

Community

OBJECTIVES

The City of Greater Geraldton's Queens Park Theatre has the capacity to be lit externally in a range/ combination of coloured lights in support of important key dates and established community causes. These occasions include commemorative and celebratory dates of state/national or international significance, in addition to community awareness campaigns. It is acknowledged that feature lighting of Queens Park Theatre has an important role in creating a sense of community and place.

This policy notes an annual calendar of Queens Park Theatre feature lighting dates and highlights the guiding principles applicable to any requests to light up the Queens Park Theatre, including those received from external agencies and the community.

POLICY STATEMENT

This policy provides a framework for feature lighting of Queens Park Theatre.

POLICY DETAILS

1. Guiding Principles

1.1 The occasion, event, awareness campaign or community cause:

- Is recognised within the state of Western Australia; or
- May be of significance to Geraldton and Western Australia; or
- Is recognised nationally or internationally.

1.2 Queens Park Theatre feature lighting will not be activated for any activity that is considered objectionable, or relates to commercial advertising purposes or from individuals for their own purposes, except as it pertains to the City's programming of Queens Park Theatre.

1.3 Any requests from external agencies or community will be:

- Subject to availability in accordance with the annual Queens Park Theatre Feature Lighting Calendar (see Appendix);
- Within the capacity of the lighting system;
- For a period of one night up to a maximum of five nights; and
- At the discretion of the City;
- Declined at any stage should the need arise based on Queens Park Theatre operational requirements and any unscheduled occasions/ events taking precedence; and
- Free of charge.

2. Key Points

- The City reserves the right for priority use of its assets.
- The City reserves the right to decline or cancel any asset lighting bookings at their discretion.
- Dates may be blocked out due to maintenance.
- A new application is required for each event/awareness campaign and can be submitted up to twelve months in advance.
- Organisations with approved bookings may be asked to relinquish dates to allow for other bookings.
- Approval granted is a one-off approval. A new application is required for subsequent events or campaigns.
- Coverage on the Queens Park Theatre social media channels is subject to availability. Scheduling conflicts, crisis situations or other events count results in coverage not being provided on these channels.

3. Annual Queens Park Theatre Feature Lighting Calendar

- 3.1 The City will each year develop an annual calendar for Queens Park Theatre Feature Lighting, to be approved under delegated authority by the CEO.
- 3.2 The Annual Queens Park Theatre Lighting Calendar will form an Appendix to this Policy and be reviewed and revised for each calendar year.

4. Requests By External Agencies Or Community

- 4.1 Requests in addition to the annual calendar will be accepted from external agencies and community or non-profit organisations promoting a significant event or awareness campaign.
- 4.2 The City reserves the right to discretion to accept, amend or reject applications for use of the lighting.
- 4.3 Requests additional to the annual calendar will be on a first come, first served basis.
- 4.4 Requests must be received no later than seven days prior to the event or occasion for approval by the CEO or Director Community Services.
- 4.5 Organisations with approved bookings may be asked to relinquish dates to allow other bookings.
- 4.6 Approval granted will be a one-off approval, with a new application required for any subsequent event or campaign.

KEY TERM DEFINITION

City means City of Greater Geraldton

Campaign means an organised course of action to achieve a goal of awareness on a topic.

ROLES AND RESPONSIBILITIES

The Director of Community Services is responsible for implementing and maintaining this policy.

WORKPLACE INFORMATION

Greater Geraldton Strategic Community Plan 2031

Corporate Business Plan 2022-2023

APPENDIX 1

ANNUAL QUEENS PARK THEATRE FEATURE LIGHTING CALENDAR

MONTH	EVENT/OCCASION/CAUSE	COLOUR	CITY DATE	COMMUNITY REQUEST
JANUARY				
	NIL			
FEBRUARY				
	Coeliac Awareness day	Green		x
MARCH				
	Endometriosis Month	Yellow		x
	World Tuberculosis (TB) Day	Red		x
APRIL				
	World Autism Awareness Day	Blue		x
	Functional Neurological Disorder	Orange		x
MAY				
	MND National Awareness	Blue		x
	Neurofibromatosis	Green		x
	IDAHOBIT (Rainbow Day)* (Future Year)	Rainbow	x	
	National Volunteer Week	Yellow	x	
	Emergency Services (WOW)	Orange		x
	National Reconciliation Week	Aboriginal Flag	x	
JUNE				
	Queen's Platinum Jubilee	Purple	x	
	Haemochromatosis	Red		x
	Motor Neurone Disease (MND) Global Day	Blue		x
	World Scleroderma Day	Yellow		x
JULY				
	NAIDOC Week	Aboriginal Flag	x	
	National Fragile X Day	Orange		x
	World Hepatitis day	Green		x
AUGUST				
	National Stroke Week	Green Blue		x
	Indian Independence Day	Indian Flag		x
	Daffodil Day (Cancer)	Yellow	x	
SEPTEMBER				
	RUOK Day	Yellow	x	
	World Suicide Prevention Day	TBA	x	
	National Police Remembrance Day	Blue	x	
OCTOBER				
	Pink Ribbon Day (Breast cancer)	Pink	x	
	ADHD WA – state wide campaign	Orange		x
	World Mental Health Day	TBA	x	
	Trigeminal Neuralgia	Blue		x

NOVEMBER			
Remembrance Day	TBA	×	
White Ribbon Day (Prevention of violence towards women)	White	×	
DECEMBER			

Note:

Green highlighted rows indicate community requests.

Blue highlighted rows denote CGG lighting dates.

POLICY ADMINISTRATION

Directorate		Officer	Review Cycle	Next Due
Community Services		Coordinator Events & Venues	Biennial	2024
Version	Decision Reference	Synopsis		
1.	DCS533 30/08/2022	New Policy		