Council Policy

JOINT DEVELOPMENT AND SHARED USE FACILITIES WITH DEPARTMENT OF EDUCATION

Responsible Directorate:	Community and Place
Responsible Service Unit:	Community Facilities
Date of Approval:	31 August 2026
Policy Review Committee Item No:	Item 5.1

1. POLICY STATEMENT

The intent of this policy is to promote collaboration between The City of Wanneroo (City) and the Department of Education (DoE) to ensure the efficient use of resources, consideration of social planning and to maximise the community benefit of shared use facilities.

2. OBJECTIVE AND PURPOSE

Objective

The objective of this policy is to provide a framework for the promotion and implementation of the principles and protocols for Joint Development and Shared Use Facilities between the DoE and the City.

Purpose

The purpose of this policy is to maximise community access to quality infrastructure through collaborative partnerships, ensuring efficient use of resources and supporting recreational activities.

3. KEY DEFINITIONS

DEFINITIONS: Any definitions listed in the following table apply to this document only.	
Public Open Space	An active playing field for structured sporting activities accessible to all members of the community and maintained by the City.
Recreational and Community Facilities	Includes playing fields, hard-courts, and indoor and outdoor recreational amenities, community health and multipurpose spaces for general community use.
Shared Use	More than one party using another party's facility.

4. SCOPE

This Policy applies to the City and DoE as it relates to the collaborative planning, development and use of shared facilities within the City.

5. IMPLICATIONS

Oversight of the policy falls within existing resource and staffing structures. Financial commitments are to be considered by Council as part of Annual Budget considerations.

This Policy aligns with the City's Council Plan 2025 - 2035:

4: A Connected and Liveable City
4.1 Create welcoming community spaces

6. IMPLEMENTATION

Framework
The framework governing the development of shared use agreements between the DoE and the City consists of Policy, Protocols and Principles and Shared Use Licence.

Policy
The policy document formalises the overarching framework to guide the development, implementation and ongoing management of shared use agreements between the City and the DoE.

Protocols and Principles
The Protocols and Principles have been developed as a set of guidelines and processes to allow shared use to be progressed in the most appropriate and collaborative manner for all stakeholders involved.

Shared Use Agreements
Shared use agreements are a non-exclusive licence agreement between the City and the DoE outlining the roles and responsibilities of each party for the shared use of the designated facility area including the day to day operations maintenance expectations and the conditions for the use of the area. Each shared use agreement is specific to the individual school site and (for Crown land) requires the approval of the Minister for Lands.

7. AUTHORITIES AND ACCOUNTABILITIES

Nil.

8. ROLES AND RESPONSIBILITIES

The Manager Community Facilities will work with staff from Property Services, Parks and Conservation Management, Legal Services, Planning Services and appropriate DoE representatives from Strategic Asset Planning and Facilities Program Delivery to ensure all processes are conducted in a professional and efficient manner.

9. DISPUTE RESOLUTION (if applicable)

All disputes in regard to this policy will be referred to the Manager Community Facilities in the first instance. In the event that an agreement cannot be reached, the matter will be submitted to the Director Community and Place for final ruling.

10. EVALUATION AND REVIEW

The policy will be evaluated and reviewed every three years, in conjunction with internal and external stakeholders who are parties to or affected by the agreement.

The associated Protocols can be updated independent of the policy if agreed to by both the City and DoE.

11. RELATED DOCUMENTS

- City of Wanneroo and Minister for Education Licence Agreement for the Shared Use of Facilities for Sporting and Recreational Purposes.

12. REFERENCES

- City of Wanneroo Protocol for Considering Co-location of School Sites with Public Open Space

13. RESPONSIBILITY FOR IMPLEMENTATION

Manager of Community Facilities

REVISION HISTORY

Version	Next Review	Record No.
1 May 2006 – CD10-10/06	May 2006	558158 / 887475
8 March 2011 – CD02-03/11	March 2011	10/19821
9 May 2017 – CE02-05/17	March 2013	11/28579
12 July 2022 (CP01-07/22)	July 2025	16/417996[v2]
31 August 2026 (PRC – 5.1)	August 2028	16/417996[v3]