

Physical Facilities and Services Policy

1. PURPOSE

To guide the process of acquisition, development, management, maintenance and disposal of University physical facilities, enable orderly consideration and prioritisation of physical facilities requirements and their use, and guide the delivery and use of Properties' services.

2. POLICY STATEMENT

The acquisition, development, management, maintenance and disposal of physical facilities and the necessary services provided on Curtin campuses will:

- 2.1 Be aligned to the objectives and priorities within the University's Strategic Plan, Faculty Plans and Enabling Plans;
- 2.2 Be aligned to the University's financial resources;
- 2.3 Be developed and managed in such a manner that ensures they are used efficiently, effectively and appropriately for the function;
- 2.4 Ensure that the viability and sustainability of such facilities and services are optimised;
- 2.5 Ensure the provision of a safe, secure, attractive and vibrant environment on Curtin campuses; and
- 2.6 Be conducted in an environmentally responsible and sustainable manner.

3. RESPONSIBILITY FOR IMPLEMENTATION AND COMPLIANCE MONITORING

Director, Properties, Facilities and Development is responsible for implementation and compliance monitoring of the policy.

4. SCOPE OF POLICY

This policy applies to all physical facilities and services held in the University's name.

5. DEFINITIONS

(Note: Commonly defined terms are located in the [Curtin Common Definitions](#). Any defined terms below are specific to this document)

Nil

6. SUPPORTING PROCEDURES

Nil

7. RELATED DOCUMENTS/LINKS

[University Strategic Plan](#)

[University Enabling Plans](#)

Policy Compliance Officer	Lisa Spiers , Director, Properties, Facilities and Development
Policy Manager	Chief Operating Officer
Approval Authority	Planning and Management Committee
Review Date	1 st April 2019

REVISION HISTORY

Version	Approved/ Amended/ Rescinded	Date	Committee / Board / Executive Manager	Approval / Resolution Number	Key Changes and Notes
F001-1.1	Approved	03/06/2003	Planning and Management Committee	PMC 42/03	Attachment 3 to Document No 42/03
	Amended	13/05/2008	Planning and Management Committee	PMC 48/08	Attachment 1 to Document No 00561/08
	Amended	26/06/2012	Planning and Management Committee	PMC 69/12	Attachment 2 to Document No 00628/12, to be operational one week from date of approval (includes retitling from Physical Facilities Policy to Physical Facilities and Services Policy)
	Administratively Updated	06/10/2015	Director, Legal and Compliance Services	EC 76/15	Executive Manage Title Changes
	Amended	24/11/2015	Planning and Management Committee	PMC 98/15	Attachment F to Item 10 – formally reviewed no changes required