Illumination of City of London Buildings and Amenities

Policy Name: Illumination of City of London Buildings and Amenities

Legislative History: Adopted September 19, 2017 (By-law No. CPOL.-127-379);
Amended July 24, 2018 (By-law No. CPOL.-127(a)-422)

Last Review Date: March 15, 2019

Service Area Lead: City Clerk

1. Policy Statement

1.1 This policy sets out the requirements for lighting City of London buildings and amenities for community events and awareness.

2. Definitions

2.1 Not applicable.

3. Applicability

3.1 This policy shall apply to any person or organization seeking the illumination of those City of London buildings and amenities which have multi-colour capable LED lighting.

4. The Policy

4.1. The use of multi-colour capable LED lighting installations on some City of London buildings and amenities provides a unique opportunity to display the official colour associated with a charitable or non-profit organization or a City of London event, in order to create awareness of and/or celebrate an organization or a City of London event.

The following guidelines shall be observed:

Eligibility:

a) Organizations making a lighting request must be charitable or non-profit organizations.

b) Charitable or non-profit organizations making a lighting request must have undertakings or philosophies that are in keeping with City of London policies or by-laws, and must not espouse hatred, violence, or racism.

c) City of London buildings and amenities shall not be illuminated for political, religious, or for-profit organizations or purposes.

Frequency/Timing:

d) City of London buildings and amenities shall be illuminated no more than once per calendar year, per eligible outside organization, in order to maximize access to all eligible outside organizations.

e) Lighting may be requested for up to one week, or for the duration of the associated event, whichever is less; noting that conflicts between two or more eligible charitable or non-profit organizations would be settled in favour of the organization which first made its request, with City of London events taking precedence in all instances.
f) The lighting period will begin and end only on those business days that City Hall is open and staff resources are available to program the lighting. All City of London buildings and amenities with multi-colour capable LED lighting installations shall be illuminated in a consistent manner to the extent that programming allows.

g) Charitable or non-profit organizations will be required to submit lighting requests on an annual basis.

Exemptions:

h) The City of London shall not be restricted as to the number of times, or the period for which, lighting is approved.

i) The City of London may, at its discretion, illuminate each of its buildings or amenities with multi-colour capable LED lighting installations in a manner which is unique from one venue to the next.

j) Notwithstanding the above, City of London buildings and amenities with multi-colour capable LED lighting installations shall be illuminated on the following occasions:

   i) July 1: red and white for Canada Day
   ii) November 10 and 11: red for Remembrance Day
   iii) Rest of November: purple for Shine the Light on Woman Abuse
   iv) December: red and green for the holidays

Administration of Policy:

k) The City Clerk will administer this policy.

l) In the event there is a dispute between an outside organization and the City Clerk as to the eligibility of a request, the appeal will be processed through the Corporate Services Committee and Municipal Council shall have full and final say as to whether or not the lighting request will be granted.