

General Risks Insurance – Council Buildings



Policy Number:	F11
Responsible Department(s):	Finance & Infrastructure Services
Policy Adopted:	August 2007
Last Revised Date:	April 2022
Minutes Reference:	2022/04-05
Next Review Date:	April 2026
Applicable Legislation:	Nil

1. POLICY PRINCIPLE

Responsible ownership and management of assets for the community.

2. POLICY OBJECTIVE

To ensure Wakefield Regional Council's buildings are adequately insured while providing assistance to community groups managing those buildings.

3. POLICY DETAIL

- 3.1 Council insures all buildings and structures (but not contents) located in, or on, any Council owned or managed property, unless any lease documentation specifically provides otherwise.
- 3.2 These assets are adequately insured by Council to full replacement value. This may be done by undertaking regular insurance re-valuations conducted by a Licensed Valuer, as recommended by the LGA Asset Mutual Fund, and at Council's cost.
- 3.3 Council recovers the cost of the respective insurance premiums from any Lessees occupying the facilities at the time.
- 3.4 Council will not recover the cost of the insurance premiums for:
 - 3.4.1 Community halls, museums, swimming centres;
 - 3.4.2 Any building/structure occupied by town management committees/associations (other than sporting clubs);
 - 3.4.3 Any building/structure located in or on any council owned or managed property occupied by any not for profit, incorporated community group (other than sporting organisations), CWA or RSL organisations.
- 3.5 Council will reimburse building insurance premiums for non-Council owned buildings that are used for the purpose of a community hall and are managed by a not-for-profit, incorporated community group.
- 3.6 If an insurance claim is made for damage to any facility on Council owned or managed land, where the Lessee of that facility has exclusive occupation or use, Council will recover from the Lessee all 'excess' costs required by the insurance providers.
- 3.7 If an insurance claim is made for damage to a Council owned community hall, and that damage is caused by factors outside the control of the Management Committee (e.g. storm damage, vandalism etc) any such insurance claim excess costs will be paid by Council.
- 3.8 If a Lease Document requires a Lessee to allow general public access to the facility when not being specifically used by the Lessee (e.g. ovals, reserves etc), and an insurance claim is made for damage that has occurred at a time when the facility is not being specifically used

by the Lessee, any such insurance claim excess costs will be paid by Council.

4. REFERENCES

Council's Infrastructure & Asset Management Plan for Buildings & Structures.

5. REVIEW

This Policy shall be reviewed every 48 months, or more frequently if required by legislation or Council.

Document history:

Version	Date	Description of change
1.0	Aug 2007 - Min 37	New document.
2.0	Sep 2009 - Min 68	Addition of two paragraphs to clarify the position for recovery of excess amounts from Lessees of Council properties.
3.0	Mar 2010 - Min 211	Additional wording to clarify where damage is caused by external factors, Lessees will be required to pay excess.
	Mar 2011 - Min 203	Note to require Lessees of 'land only' leases to pay own general risks insurance for buildings and structures.
	Sep 2012 - Min 68	Reorganisation only of paragraphs for clarification.
	November 2014	Policy numbering system changed and inclusion of this document history table.
4.0	July 2015 - Min 21	Policy objectives added. Inclusion of museums, swimming centres and town management committees.
5.0	Sept 2017	Simplification, change of review timeframe, addition of principle, new template.
6.0	April 2022	Minor formatting changes.