



# Council Policy Manual

## WEST WIMMERA SHIRE COUNCIL

<b>COUNCIL POLICY</b>							
<b>GUARANTOR POLICY</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Policy No:</td> <td></td> </tr> <tr> <td>Adopted by Council:</td> <td>15 Nov 2017</td> </tr> <tr> <td>Next review date:</td> <td></td> </tr> </table>	Policy No:		Adopted by Council:	15 Nov 2017	Next review date:	
Policy No:							
Adopted by Council:	15 Nov 2017						
Next review date:							
Senior Manager:	Chief Executive Officer						
Responsible Officer:	Director Corporate and Community Services						
Functional Area:	CEO & Governance						
Introduction & Background	West Wimmera Shire Council will work with the community to improve the quality of life in the Shire and make West Wimmera a better place to live. Council understand quality facilities and events enhance the social fabric of our Shire and facilitate best rural living.						
Purpose & Objectives	Council is of the opinion that part of its function is to maintain the social fabric of its community, and from time to time it may offer financial assistance by way of guarantee to community and/or sporting organisations.						
Definitions	<p>Community Organisation – Community Organisation based in and operate within the boundaries of West Wimmera Shire Council and works on not for profit basis.</p> <p>Sporting Organisation – Sporting Organisation based in and operates within West Wimmera Shire Council</p> <p>Community Facility – A facility that is used by community on Crown land and or on the Council land within West Wimmera Shire</p> <p>Strategic project – Is a project that is identified in any Social Infrastructure studies, long terms strategies of Council and or Communities</p>						
<b>Policy Details</b>							
1.	<p><b>Scope</b></p> <p>This policy applies to Council and its Officers when preparing advice to Council concerning Council acting as a guarantor to a Community or Sporting Group.</p>						
2.	<p><b>Issues</b></p> <p>If West Wimmera Shire is to prosper and grow, it is imperative that the social fabric of all its community remain healthy and viable. To assist with this Council may act as a guarantor.</p>						



# Council Policy Manual

## WEST WIMMERA SHIRE COUNCIL

3.	<p>Conditions</p> <p>To provide a guarantee, Council will have regards to the following:</p> <ul style="list-style-type: none"><li>a) Council will not have guarantees at any one time in excess of \$200,000 total, with no single guarantee exceeding \$50,000.</li><li>b) No, (one) guarantee will exceed 1/3 of the total cost of the project.</li><li>c) Initial screening of the guarantee applications will be conducted by CEO or any officer delegated by CEO;</li><li>d) Each case will be presented to the Councillor forum for discussion before they are presented to Council for consideration;</li><li>e) Organisations will be invited to present their case to support their application for a guarantee.</li><li>f) Priority would be given to the Strategic projects identified in various strategic initiatives undertaken by Council or Community;</li><li>g) Organisations will be required to provide Council with a Business Plan for the complete time of the guarantee, which is to include a social benefit for the whole community. This will include allowing Council access to the organisation's audited financial statements.</li><li>h) Organisations seeking a guarantee will be required to present a budget showing proposed repayment regimes for each of the years for which the guarantee is sought (maximum of 5 years).</li><li>i) Organisations seeking a guarantee must demonstrate that any funding secured as a result of Council providing the guarantee will be used on activities that maintain or enhance that organisation's service delivery.</li><li>j) Council will not provide a guarantee to an organisation which seeks to promote an outcome which is detrimental to one of Council's own programs.</li><li>k) Organisations in receipt of the guarantee must provide Council with evidence that the payment regimes have been met and that the guarantee has been reduced by 30 June each year.</li></ul> <p>Failure to meet the requirements of the guarantee by the community or sporting organisation will result in Council withdrawing its guarantee and initiating legal action to recoup any outstanding debts or financial liabilities to Council.</p>
4.	<p>Reporting</p> <p>A list of guarantees Council provide will be maintained by Manager Finance and Council will be provided the list as needs basis.</p> <p>Council will maintain all reporting requirements relating to guarantees</p>



# Council Policy Manual

## WEST WIMMERA SHIRE COUNCIL

<b>Policy Adopted:</b>	Ordinary Meeting 14/10/99	Minute Book Page 6721	
<b>Policy Reviewed:</b>	Ordinary Meeting 25/07/02	Minute Book Page 10300	
	Ordinary Meeting 06/04/06	Minute Book Page 13682	
	Ordinary Meeting 11/03/10	Minute Book Page 17759	RecFind 16/002617
	Ordinary Meeting 18/06/15	Minute Book Page 30672	RecFind 15/002613
	Ordinary Meeting 15/11/17	Minute Book Page 36729	RecFind 17/004688