

POLICY 1.40 SOLAR PANELS ON SHIRE-OWNED OR MANAGED INFRASTRUCTURE OR ASSETS

OBJECTIVE

The purpose of this policy is to provide guidelines by which applications to install solar panels by lessees of Council owned or managed property will be considered.

SCOPE

This policy applies to all Council owned properties, infrastructure and/or assets.

DEFINITIONS

Concept Enquiry:	A Shire form which must be completed when a community group/individual (Applicant) would like to alter, upgrade and/or add new infrastructure/assets to the Shire of Gingin's property (including land). The 'Concept Enquiry' is a Shire of Gingin initiative which includes an assessment process to determine whether to provide in-principle support for proposed project (concept).
Shire:	The Shire of Gingin as an entity of which includes elected members, staff, functions and responsibilities.
Lessor:	The Shire of Gingin.
Lessee:	The organisation that holds a formalised lease agreement with the Shire of Gingin for purposes of leasing Shire owned or managed land, infrastructure (e.g. facilities), grounds etc. For example, the Lessee may be a community group, club or enterprise; a service provider or a business.
Qualified Contractor	In the context of this policy, an ABN registered and authorised supplier of solar panels and/or solar accessories.
Solar Panels:	Inclusive of (but not limited to) solar panels, inverters, racking, brackets, rails, fixings, fixtures, conduits, cabling, solar battery/ies. and storage units components or related improvements installed in connection therewith.

POLICY STATEMENT

For purposes of this policy, the Lessee seeking approval to install solar panels on Shire-owned or controlled property must make application through a Concept Enquiry form.

In submitting the application, the Lessee both fully understands and agrees to the following conditions:

1. The roof of the facility is initially assessed by a qualified contractor to determine:
 - a. adequacy for solar panel installation;
 - b. capacity of the electrical grid; and
 - c. specific benefits if installed.
2. The contractor must provide a written statement with their business contact details and accreditation record (i.e. number) providing a response to the above three assessments.
3. The Shire must pre-approve the model and type before purchase to ensure quality of solar panels and inverters to support longevity and reduce issues.
4. The Lessee is responsible for applying for regulatory approvals such as Development and Building approvals (where applicable) and covering all associated costs.
5. The Lessee is responsible for all costs relating to assessment, purchase and installation of solar panels, maintenance, servicing, insurances, repairs, replacement and any other associated costs. Panels will remain the property of the Lessee during the term of their lease agreement.
6. The Lessee shall not install any electrical equipment on the premises that may overload the cables, switchboards or sub-boards. Any electrical works must be undertaken by a qualified electrician.
7. The Lessee must clean the solar panels (at its own expense) at a standard recommended by the supplier, at least once a year to a minimum.
8. The Lessee shall repair any damage to the premises caused by the installation, maintenance, replacement, removal or use of the solar panels.
9. The Lessee shall, at its sole cost and expense, remove the solar panels at expiration of the lease agreement unless the Lessor and Lessee mutually agree that the solar panels are to remain in place and become the sole property of the Lessor. If the Lessor elects to retain the solar panels, the Lessor is not required to replace the solar panels at the end of their lifespan. New lease agreements for the applicable facility/site would factor in the existing solar panels, this Policy's conditions and associated Lessee's responsibilities.

GOVERNANCE REFERENCES

Statutory Compliance	<i>Building Act 2011, Planning and Development Act 2005</i>
Industry Compliance	Australian Standards: <ul style="list-style-type: none"> • AS 4509 Stand-alone power systems • AS 4086 Secondary batteries for SPS • AS/NZS 3000 Electrical wiring rules • AS 1768 Lightning protection • AS/NZS 1170.2 Wind loads • AS/NZS 5033 Installation of photovoltaic (PV) arrays
Organisational Compliance	FAQs – Community Projects for Shire Land & Assets Concept Enquiry process

POLICY ADMINISTRATION

Review Cycle	Biennial	Next Review	2026
Department	Corporate and Community Services		

Version	Decision Reference	Synopsis
1.	17/11/2020 – Item 11.2.1	Policy adopted
2.	20/08/2024 – Item 12,5	Policy reviewed and amended.