

Plant and Equipment – Employee use of

Keywords: Plant, Equipment, Employee

Strategic Plan:	<i>Risk Management- Model best practice in risk management to minimise risks to Council, its workforce and the community.</i>
Classification:	<i>Infrastructure Services – Equipment and Stores – ‘Plant and Equipment – Employee use of’</i>
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Next Review Due:	<i>October 2025</i>
Responsible Officer(s):	<i>Manager of Infrastructure and Operations</i>
Council File Reference:	<i>Council Policies (P)</i>
Applicable Legislation:	<i>N/A</i>
Relevant Policies:	<i>Plant and Equipment – Employee use of; Plant Operations – Plant Replacement</i>
Related Procedures:	<i>Prior Approval from CEO or Manager Infrastructure and Operations</i>
Delegations:	<i>Berri Barmera Council Delegations Register</i>

1. Purpose

The purpose of this policy is to ensure that Council employees are licensed to/ or competent to operate Council’s minor plant for private use.

2. Definitions

Council	means Berri Barmera Council
Employee	refers to all the Council's employees whether they are working in a full-time, part-time or casual capacity.

3. Principles

This policy seeks to provide guidance for Council staff to operate Councils minor plant and equipment for private use.

This policy is to be read in conjunction with Councils *Plant Operations – Plant Replacement*

4. Policy Statement

To ensure that all minor plant is supplied and returned in good working order and a check be conducted and recorded by Council’s Mechanic. This is to be conducted prior to the issuing and on the return of all minor plant used by Council employees.

The works undertaken with the piece of Council plant is for the Council employees use at their place of residence and not for monetary gain from private works.
In the absence of the Council Mechanic, staff are to make a request to the Depot Manager or Manager of Infrastructure and Operations for approval.

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