

**Keywords:** *Plant, Equipment, Employee*

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| <b>Corporate Plan:</b>         | <i>Human Resources<br/>Risk Management- Model best practice in risk management to minimise risks to Council, its workforce and the community.</i> |
| <b>Classification:</b>         | <i>Infrastructure Services – Equipment and Stores – ‘Plant and Equipment – Employee use of’</i>   |
| <b>First Issued/Approved:</b>  | <i>August 2010</i>  |
| <b>Review Frequency:</b>       | <i>Good Governance Practice – Annually</i>  |
| <b>Last Reviewed:</b>          | <i>August 2018</i>  |
| <b>Next Review Due:</b>        | <i>August 2019</i>  |
| <b>Responsible Officer(s):</b> | <i>Manager of Infrastructure Services</i>   |
| <b>Council File Reference:</b> | <i>COUNCIL POLICIES (P)</i>   |
| <b>Applicable Legislation:</b> | <i>N/A</i>  |
| <b>Relevant Policies:</b>      | <i>Plant and Equipment – Employee use of; Plant Operations – Plant Replacement</i>  |
| <b>Related Procedures:</b>     | <i>Prior Approval from Manager Infrastructure Services or CEO</i>   |
| <b>Delegations:</b>            | <i>Berri Barmera Council Delegations Register</i>   |

### Purpose

To ensure that the private use of Council Minor Plant, by council employees are licensed to / or competent to operate that particular piece of plant.

### Principles

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 particular piece of Council plant is for the Council employees use at their place of residence and not for private works monetary gain.

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