

**P19 EMPLOYEE HIRE OF PLANT AND EQUIPMENT**

**PURPOSE**

To assist Shire of Irwin employees to utilise Council equipment in their private time.

**POLICY**

At the discretion of the Chief Executive Officer or his/her authorised representative staff are permitted to hire plant and equipment belonging to the Shire of Irwin at Council's normal hire rate minus the cost of the operator, otherwise known as dry hire.

The rate for dry hire is outlined in the schedule of fees and charges.

The following regulations apply to the hire of plant and equipment by all Shire of Irwin employees.

- plant and or equipment will only be used on property owned or occupied by the staff member;
- the plant and/or equipment will only be operated by a Shire of Irwin employee;
- those staff that hire equipment and do not possess experience in the safe operation of that plant and/or equipment must organise with another competent staff member to carry out the respective works at a cost agreed upon by both parties;
- dry hire fees include fuel;
- no plant or equipment can be dry hired during normal working hours; and
- hire will commence from the time of pick up to the time the plant/equipment is dropped off.

*Date of Original Adoption – 15 December 2015 (reviewed 27 June 2017 Minute 140617)*