



# Council Policy Manual

## WEST WIMMERA SHIRE COUNCIL

<b>COUNCIL POLICY</b>	
<b>EXTERNAL HIRE OF PLANT POLICY</b>	Policy No:
	Adopted by Council: 16 November 2022
	Next review date: 16 November 2026
Senior Manager:	Director of Infrastructure Development & Works
Responsible Officer:	Works Manager
Functional Area:	Works
Introduction & Background	The following is Council's policy to conduct private works for customers and community members/groups. Offering private works is an extension of the Council's services and is generally only considered if Council's staff and plant are available. An important underpinning principle is that private work must not impede Council's obligation to the Road Management Plan and service level requirements.
Purpose & Objectives	To provide customers and the community with a local service that value adds to Council's operations without compromising Council's obligation to the Road Management Plan and service level requirements.
Policy Details	
1.	<p><b>Private Works</b></p> <p>Private work must not impede Council's obligation to the Road Management Plan and service level requirements. Work shall only be considered if Council's staff and plant are available. Private works may only be offered during normal hours of Council operations. All requests for Private works shall be in writing and all requests for works require approval from the Manager of Works or the Director of Infrastructure Development and Works. Where approval has been given, a written quote shall be provided to the Customer and acceptance of the quote shall be in writing before the works are to proceed.</p> <p>Works may also be undertaken on behalf of community groups for community projects. All requests for work for community groups require approval from the Manager of Works or the Director of Infrastructure Development and Works.</p>
2.	<p><b>Natural Disaster</b></p> <p>Plants to be used in relation to any natural disaster, including fire suppression or firefighting, flood or storm, must be arranged through the Municipal Emergency</p>



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	Management Planning process, and after consultation with the Municipal Emergency Management Officer.
3.	<p>Use of emergency generator</p> <p>The use of the council's emergency generator shall be made available to community groups upon application. Community groups shall be made aware that Council has priority in the event of an emergency to access the generator at any time.</p> <p>Any requests for use of a generator for community groups require approval from the Manager of Works or the Director of Infrastructure Development and Works.</p>

<b>Policy Adopted:</b>	Ordinary Meeting 19/09/95	Minute Book Page 414	
<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	
	Ordinary Meeting 16/08/17	Minute Book Page 35864	RecFind 17/003190
	Ordinary Meeting 16/11/22	Minute Book Page	RecFind