



# EQUIPMENT HIRE POLICY

**POLICY NUMBER: CS-AL-008**

## PURPOSE

---

The purpose of this policy is to provide users with a clear understanding of their responsibilities when hiring the Equipment made available to the community.

## SCOPE

---

This policy applies to all community members seeking to hire the Equipment and all City officers with responsibility for managing that hire.

## DEFINITIONS

---

**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

**Commercial hirers** means those who undertake activities for the purpose of generating profit.

**Equipment** means equipment owned by the City or held on behalf of GVROC as listed in the management guidelines.

**GVROC** means Goldfields Voluntary Regional Organisation of Councils.

## POLICY STATEMENT

---

The City supports the Kalgoorlie-Boulder's community undertaking activities or events and has established this policy to provide clarity and consistency in how Equipment is hired to the community.

## POLICY DETAILS

---

### 1. Management guidelines

The City will develop, maintain and implement guidelines for the management of hire of Equipment and will publish these guidelines on the City's website.



**2. Hire of equipment**

- a. The City will hire Equipment to community members on application by the community member, subject to the terms and conditions of hire set out in the management guidelines and the City’s relevant application form.
- b. The City shall charge fees for the hire as set out in the annual Schedule of Fees and Charges and the management guidelines.

**COMPLIANCE REQUIREMENTS**

---

**RELEVANT DOCUMENTS**

---

Information and Guidelines Portable Community Event Equipment (GVROC)  
GVROC Equipment Hire Agreement

DOCUMENT CONTROL		
Responsible department	Community Development	
Date adopted by Council	27 March 2023	Resolution number: 14.2.1
Date of last review	27 March 2023	Policy reviewed and amended n/a
Date of next review	March 2025	