

Asset damage, restoration charge PROCEDURE 2.1.1(b)

POLICY NO AND TITLE	2.1.1	Asset management policy
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VERSION AND DATE ADOPTED	1	Policy Updated 26 August 2003
RESPONSIBLE OFFICER		

General

Council assets are under the control of Council on behalf of the community and it is a reasonable expectation that anyone causing damage to those assets will restore them at their cost.

Damaged Council assets are to be restored by the most appropriate means practical and any costs incurred by Council are to be charged to the party causing the damage where they can be identified.

If the damage has potential health or environmental implications or will cause service interruption, the restoration will be given priority.

Accidental Damage

If the party that caused the damage is at the site, they will be advised that Council will be charging them for the cost of restoration works undertaken by Council (including all oncosts as appropriate) and be given the opportunity to restore the asset using their own resources. It will be the responsibility of the Council officer on site to determine whether the party has the ability to satisfactorily complete the required works within the required time frame.

Diary records are to be kept of any conversation with the party.

The Council officer may determine to undertake the restoration work using Council resources and forward an account for all costs to the party that caused the damage.

If the party that caused the damage cannot be identified the work should be undertaken by Council and investigations to determine the most likely cause of damage commenced. These details are to be forwarded to the Bega Office with all the relevant job details (to be charged against a specific job number to be created for this work)

Vary minor damage which will incur less than two people-hours work and minimal materials or plant requirements will not be charged initially but subsequent damage by the same party will be subject to full charging.

If there is any doubt regarding the need for charging the matter should be referred to the appropriate manager who oversees the operation.

Vandalism

Vandalism will be considered differently and charged to normal repair votes. Identification of the offenders be attempted and pursued where possible and the Police are to be advised of the incident.

Rewards for Information Leading to the Conviction of Persons Damaging Council Infrastructure or Protected Vegetation

Council and the community hold serious concerns at the levels of vandalism affected from time to time on Council assets and on protected vegetation.

As part of a package of deterrents to stem this undesirable activity, Council offers the following rewards for a person coming forward with information which leads to the conviction of a person or persons responsible for the actions identified below:

1. Information leading to conviction of a person or persons responsible for placing graffiti on Council infrastructure – up to \$500.
2. Reward for information leading to the conviction of a person or persons responsible for vandalism to Council infrastructure – up to \$1,000.
3. Information leading to the conviction of a person or persons responsible for unlawful removal of protected vegetation – up to \$1,000.