

POLICY TITLE:	USE OF COUNCIL FIREARMS
POLICY NUMBER:	P13
CATEGORY:	COUNCIL POLICY
CLASSIFICATION:	
STRATEGIC PLAN REFERENCE:	
STATUS: Draft	Council Resolution

Date Approved: 21.01.07		Approved By:	Councillors – resolution no.	Date for review: 17.03.09	Next Council Election
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Date Approved:		Approved By:		Date for review:	
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PURPOSE:

To provide for the control and use of Council firearms in accordance with the requirements of the NT Police Firearms Unit.

1. The Council maintains two firearms.
2. The firearms are only to be used in accordance with the conditions of the licence and for the humane destruction of animals as determined by the Works Supervisor or any other authorised person.
3. At all times when not in use the firearms are to be kept locked in the firearms safe located in the Council Office.
4. There are two keys to the firearms safe. The keys are in the custody of the Works Supervisor and Works Employee.
5. The keys to the firearms safe are not to be made available to any person who is not authorised by the Council. To be authorised by the Council that person has to undertake the required training and the Firearms Policy and Recording Unit notified.
6. No person is to have access to or use the firearms unless they are authorised by the Council and fulfil the criteria for the holding of an employee licence.
7. Whenever a firearm is taken from the safe a record is to be made of the date and time taken, person taking the firearm, purpose of use and date and time of return. A copy of the record is to be stored in the safe. A firearm taken from the safe shall be returned as soon as practicable.
8. When a firearm/s is carried in a vehicle it/they must be secured in an appropriate manner. Ammunition for the firearm/s shall be stored in a separate compartment of the vehicle. If the vehicle is left unattended and a firearm is stored in the vehicle, the vehicle must be locked and the firearm must be secured in the appropriate manner and obscured from view.
9. Ammunition for the firearms shall be stored in a separate compartment in the safe.
10. Whenever ammunition is taken from the safe a record is to be made of the date taken, amount taken and purpose of use. A copy of the record is to be stored in the safe.

EFFECT:

To ensure that there is no improper use of Council firearms and licence conditions are complied with.

REFERENCES:

Related Legislation: The Council is the holder of Corporate Licence No. 1023568. The licence is renewable in the October of each year.