

**POLICY NO: CE/CS/2**

**FORMER POLICY NO:**

**MOTOR VEHICLE USE – SHIRE PRESIDENT**

<b>DIVISION</b>	<b>BUSINESS UNIT</b>	<b>RESPONSIBILITY AREA</b>
CEO	CEO	Councillor Services

**OBJECTIVE:**

The objective of this Policy is to provide clear guidelines for the use of a motor vehicle by the Shire President.

**POLICY:**

A motor vehicle will not be provided to the office of the Shire President for either Business Use or Private Use.

However, a motor vehicle may be provided in accordance with Council Policy CE/CS/1 – Elected Member Expenses to be Reimbursed.

**DEFINITIONS:**

‘Business Use’ is defined as the use required giving effect to all of the Council’s operational needs and services and includes:

- a) Council and Committee meetings held in accordance with the provisions of the Local Government Act;
- b) Any function or meeting as an appointed representative of the Council where specifically authorised by the Council;
- c) Conferences, seminars and training sessions specifically authorised by the Council;
- d) Any official social function organised by, or on behalf of, the Shire of Plantagenet.

**MOTOR VEHICLE USAGE:**

It is acknowledged that the position of Shire President will inevitably require the Shire President to use a private motor vehicle for Business Use, as defined above.

In such cases the Council shall reimburse the Shire President at the rate specified in Clause 15(2) (Vehicle allowance) of the Local Government Industry Award 2010 as amended. However, if a Council vehicle is made available and not used, no vehicle expenses will be reimbursed unless prior arrangement has been made with the CEO.

**ADOPTED: APRIL 2004**

**LAST REVIEWED: 28 JANUARY 2020**

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