

Policy P649 Mayoral Vehicle

Responsible Business Unit/s	Governance
Responsible Officer	Manager Governance, Chief Executive Officer
Affected Business Unit/s	Governance

Policy Objectives

The Mayor of Council is required to perform a number of functions in the fulfilment of his/her duties. The City of South Perth provides the position of Mayor with a vehicle for use in the performance of the Mayoral duties. This policy outlines the Mayoral vehicle allowance available to enable the Mayor to effectively fulfil the Mayoral duties.

Policy Scope

This Policy is relevant to the Mayor and the wider community to identify the Mayoral vehicle allowance available to the position of Mayor.

Policy Statement

Member Allowances

Under the *Local Government Act 1995* (“the LGA”) the Council is required to determine the amount of allowances that members are entitled to receive within prescribed limits which are set out in the Local Government (Administration) Regulations 1996. The amount of these allowances will be reviewed each year by Council as part of the annual budget development process and the revised amount will then be set by a resolution of Council made by an absolute majority.

Mayoral Vehicle

The position of Mayor shall, for the purposes of carrying out the functions of the Mayoral office be entitled to receive the provision of a fully maintained local government vehicle to the equivalent standard of that provided to the CEO.

The vehicle provided to the Mayor:

- is to be in lieu of travel / mileage claims otherwise claimable by the Mayor for use of his / her personal vehicle;
- can be used for person private purposes, not for any commercial purpose, but only on the basis that the cost of that private use is fully reimbursed by the Mayor to the local government;
- will not occur at the reduction of the fees, allowances and reimbursement (other than the travel / mileage claims) otherwise ordinarily payable to the Mayor’s position as approved by Council accordance with the relevant provisions of the *Local Government Act 1995*; and

- will be administered in accordance with any related Management Practice to this Policy that the local government has in place.

Provision and Use of Mayoral Vehicle

The provision and use of the vehicle to be administered as follows:

- the type / standard of vehicle to be provided to be determined by Council;
- the use of the vehicle by the Mayor for both official and private purposes shall be consistent with the conditions applicable to the Chief Executive Officer; and
- the purchase and replacement / changeover of the Mayoral vehicle will be administered in accordance with the City's Light Fleet Acquisition Policy (P648 Motor Vehicles);

Private Use of Mayor Vehicle

Calculation of the private use component of the Mayoral vehicle costs to be reimbursed to the Council by the Mayor and is determined as follows:

- a logbook is to be kept of both official and private use of the vehicle, which shall be agreed with the Mayor as being the basis upon which the costs of private use will be calculated and subsequently required to be paid by the Mayor to the City;
- on the basis that the predominant use of the vehicle will be for official purposes, only those vehicle costs of a 'variable' nature directly affected by the additional private use will be used for determining the payment for private use to be made by the Mayor. this includes fuel, vehicle servicing costs (and then only the additional servicing costs occasioned by the private use) and depreciation where it can be shown that the additional private use has negatively impacted on the trade value of the vehicle.
- At the conclusion of a log book period, the City will reimburse the Mayor for the private usage component via an equivalent increase in the Mayoral allowance (providing that the aggregate of the base allowance and the reimbursement amount remains less than the statutory maximum for the Mayoral allowance).

Legislation / Local Law Requirements

Local Government Act 1995

Other Relevant Policies / Key Documents

P648: Motor Vehicles

P667: Member Entitlements

P665: Use of Council Facilities

P669: Travel

City of South Perth Strategic Community Plan 2017-2027