

## **PRIVATE USE OF MAYORAL VEHICLE COUNCIL POLICY**

### **POLICY STATEMENT**

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To outline the requirements surrounding the use of the City vehicle provided to the Mayor in accordance with the provisions of the *Local Government Act 1995* and *Local Government Regulations (Administration) 1996*.

### **POLICY SCOPE**

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This policy applies to the Mayor City of Bunbury

### **POLICY DETAILS**

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The position of Mayor of the City of Bunbury 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 owned vehicle. The type/standard of vehicle to be provided will be determined by the City.

The vehicle provided to the position of Mayor:

- is to be in lieu of travel/mileage claims otherwise claimable by the Mayor for his or her personal vehicle;
- can be used for personal private purposes (including use by a driver nominated by the Mayor) on the basis that the cost of that private use is fully reimbursed by the Mayor;
- shall not be used for any commercial purposes;
- will not occur at the reduction of the fees, allowances and reimbursements (other than the travel/mileages claims) otherwise ordinarily payable to the Mayor as approved by Council in accordance with the relevant provisions of the Local Government Act 1995; and
- will be administered in accordance with any related Policy/Guideline the City has in place.

The calculation of the private use component of the vehicle costs to be reimbursed to the City by the Mayor is to be determined as follows:

- A logbook is to be kept of all 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, at the relevant rate per kilometre as specified in Schedule F of the Western Australia Public Service Award 1992; and
- 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 values of the vehicle.

## COMPLIANCE REQUIREMENTS

### LEGISLATION

- *Local Government Act 1995*

### INDUSTRY

### ORGANISATIONAL

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