

President's Work Entitlements

Reference Number: P08
Organisational Unit: Governance
Responsible Position: Chief Executive Officer
Relevant Delegations: NA
Date Adopted: 5 February, 2016
Review Date: Every four years

Objectives

The purpose of this policy is to:

1. Ensure that the President has the facilities and equipment required to perform his or her duties;
2. Make clear how these facilities and equipment are to be used.

Legislation and Reference

Local Government Act
Council Code of Conduct

Scope

This policy applies the President and the Acting President.

Policy

Office Space

The President will have office space both at the Council's Alice Springs office and in the council office in their home community.

This office space will have a computer with access to the internet and email and an office phone.

Mobile and satellite phone

The President will have a mobile phone with limited private use. "Limited private use" means these things must be used mostly for work. The President will be required to reimburse the Council all excessive or obviously personal use (for example premium rate telephone calls and credit services).

The President will have access to a satellite phone for emergencies.

Motor Vehicle

The President will have full private use of a council vehicle, in line with the Council vehicle policy and rules. "Full private use" means year-round access to the vehicle. The President can use the vehicle in the Northern Territory, whether on official council business or not.

The President's spouse can also drive the car and must also follow council vehicle policy and rules.

Council will pay all vehicle operating expenses (fuel, oil, comprehensive insurance, registration, repairs and servicing) in relation to the Council provided vehicle.

The President will maintain, service and clean the car in an appropriate manner.

At the end of his or her term the president will return the car in good order to the Council.



two ways :: one outcome

Disciplinary action

Failure to comply with this policy is deemed a disciplinary matter and will be dealt with under the Local Government Act and Council's disciplinary procedures.

Definitions

Nil

History

Date	Comment
5 February, 2016	Moved to new template, renamed and updated with new headings
12 April, 2012	Reviewed and re-adopted by Council (CR258/2012)
13 November, 2008	Original adoption by Council

Appendices

Nil

