

PROVISION OF MOTOR VEHICLES FOR COUNCILLORS POLICY

Policy Number:	1.2
Approved by:	Council
Approved Date:	December 2023
Date of Next Review:	December 2024
Applicable to Unit(s):	Councillors
Responsible Officer:	General Manager Corporate Services
Related Policies:	Council Expenses and Administration Policy
Related Documents:	Councillor Expense Claim Form Fleet Guidelines
Statutory Reference:	<i>Local Government Act 2020</i>

OVERVIEW

To establish policy for the provision of motor vehicles for Councillors.

THE POLICY

This document details Wellington Shire Council's policy for the provision of motor vehicles for Councillors during their term of office as a Councillor. Usage of any provided Council motor vehicle will be in accordance with Council's Fleet Guidelines.

Mayor: The Council will provide a dedicated motor vehicle to the Mayor for use during the conduct of Council business and for private use within Victoria.

Councillors: Where the annual cost for the provision of a motor vehicle is determined to be less than the expense for reimbursement of approved individual motor vehicle usage for a Councillor when undertaking Council business, then Council will provide a motor vehicle to that Councillor for their term of office if requested by the Councillor.

The vehicle provided will be determined by the General Manager Corporate Services in consultation with the individual Councillor. The vehicle will meet Council's fleet environmental requirements, as set out in the Fleet Guidelines. Safety and new technologies will be considered when determining the type of vehicles that best suit the needs of the individual Councillor. Consideration will also be given to achieving a reduction in fuel consumption and emissions.

The type of vehicle provided will be approved by the Chief Executive Officer and will generally be a 4-cylinder sedan or SUV at a modest cost base. Preference will be given to Australian manufactured vehicles where possible.

If a Councillor's personal circumstances change during the term of office such that the original assessment of Council business related travel may change, then a review of the expected travel costs will be undertaken to determine the appropriateness of the provision of a motor vehicle in accordance with this policy.

HUMAN RIGHTS

Wellington Shire Council is committed to upholding the Human Rights principles as outlined in the *Charter of Human Rights and Responsibilities Act 2006 (Vic)* and referred to in Council’s Human Rights Policy. The Human Rights Checklist has been completed and this policy accords with Council’s policy commitment to uphold human rights principles.

REVISION HISTORY

VERSION	DATE	MAJOR / MINOR UPDATE	SUMMARY OF CHANGES
1.0	December 2022	Minor update	No changes appliable at this review
1.1	December 2023	Minor update	Date of Next Review updated to: December 2024 Minor formatting changes.