

Civic Allowance Policy

Responsible Division	Corporate Services
Responsible Business Unit	People, Culture & Safety
Responsible Officer	Manager People, Culture & Safety
Affected Business Units	Office of the CEO and Directors
ECM Document Set ID	3406371

Purpose

The purpose of this policy is to ensure there is accountability and transparency in the reimbursement of expenses incurred by the Chief Executive Officer (CEO) and Directors in carrying out their roles.

Scope

This policy applies to the CEO and Directors.

Definitions

Nil.

Policy Statement

1. A civic allowance of an amount, to be determined annually by Council, will be provided for the Chief Executive Officer and Directors. Officers who are granted a civic allowance may use that allowance to pay work related expenses, for example:
 - a) Cost of entertaining business associates and officers.
 - b) Subscriptions for the professional body or bodies directly related to the officer's position.
 - c) Acquisition of information and work-related items for professional purposes.

Related Legislation

Nil.

Related Documentation

Nil.

Document details

Relevant delegations	Nil.		
Risk evaluation	Low		
Strategic link	Communicate in a clear and transparent way. Provide the Community with useful information about Council's policies, services and events and advise the community of engagement outcomes.		
Council adoption	23 April 1996	Resolution	
Reviewed/modified	22 October 2024	Resolution	10.5.2.6
Next review due	October 2028		