

Policy number	Policy 106
Policy title	Taxi vouchers for community members of working groups and project teams
Strategic outcomes supported	CL6 – Finances are managed appropriately, sustainably and transparently for the benefit of the community.

POLICY OBJECTIVE:

To provide for taxi vouchers for members of working groups and project teams.

POLICY SCOPE:

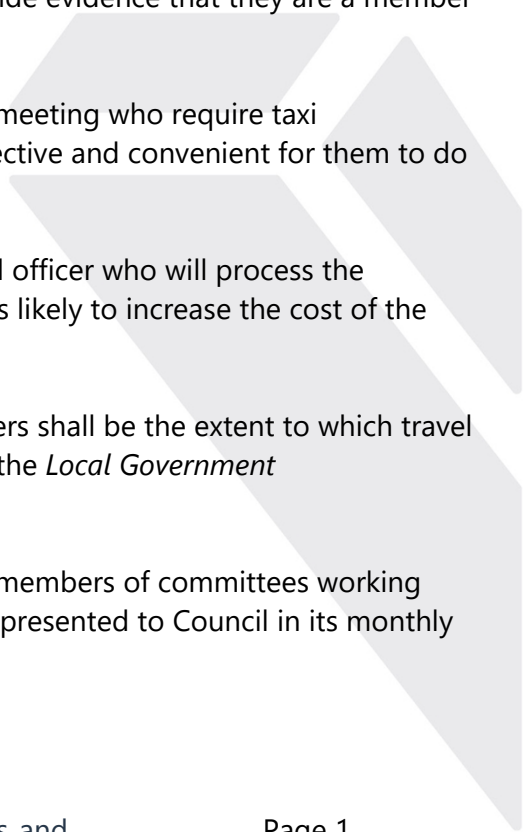
This policy applies to members of working groups and project teams.

DEFINITIONS:

Nil.

POLICY STATEMENT:

1. Community Members of working groups and project teams, established by Council, that are unable to drive a motor vehicle or whose primary mode of transportation is taxi, will be reimbursed for the cost of the incurred taxi fare to and from meetings.
2. To be eligible for reimbursement, a Community Member must provide evidence that they are a member of the Department of Transport’s Taxi Users Subsidy Scheme.
3. If there are two or more Community Members attending the same meeting who require taxi transportation they should endeavour to share a taxi if it is cost effective and convenient for them to do so.
4. Community Members must seek prior approval from the authorised officer who will process the reimbursement if they are leaving from or going to a location that is likely to increase the cost of the fare in comparison to previous fares.
5. The maximum reimbursement for a taxi fare for Community Members shall be the extent to which travel costs can be reimbursed as prescribed in Clause 31(4)(a) and (b) of the *Local Government (Administration) Regulations 1996*.
6. Expenditure relating to reimbursement of taxi fares for community members of committees working groups and project teams in accordance with Policy FIN10 must be presented to Council in its monthly schedule of accounts for authorisation.



RELATED DOCUMENTS:

[Local Government \(Administration\) Regulations 1996](#)

Policy manager	Manager – Community
Responsible officers	Community Development Coordinator
Approval authority	Council
Next Evaluation Date	

REVISION HISTORY

Version	Approved, Amended, Rescinded or Reviewed	Date	Authority	Resolution Number	Key Changes/Notes
1	Approved	09/07/2002	Council	-	Item 3.6
1	Reviewed	15/08/2006	Council	-	Item 4.1
1	Reviewed	09/07/2013	Council	-	Item 10.1
1	Reviewed	11/08/2015	Council	-	Item 10.1
2	Reviewed and Amended	20/08/2019	Council	148/2019	Item 10.1

