

ENTERTAINMENT AND OTHER INCURRED BUSINESS EXPENSES

Date of Council Resolution: 1 November 2000

Committee Reference and Date: Finance and Special Purposes Board - October 2000

No of Resolution: 43.04

Relevant Legislation:

Section 25 of the Local Government Act 1993 - Jurisdiction of Local Government

Section 36 of the Local Government Act 1993 - General Powers

Section 511 of the Local Government Act 1993 - Compliance with Corporate & Operational Plans

Delegation to: Chief Executive Officer

Power Delegated:

The power to approve reimbursement of entertainment and other business expenses incurred by Department Heads, Business Managers and other employees, within the jurisdiction of such officers or the Chief Executive Officer, and direct payment to third parties for general Council entertainment.

Conditions of Delegation:

1. For the purpose of this delegation and supporting procedures, entertainment expenses are to be within budget limits, involve external business clients and be in the course of the claimant's work for the benefit of the Ipswich City Council in accordance with the procedures and instructions issued. Other incurred business expenses are to be within budget limits and be in the course of the claimant's work for the benefit of the Ipswich City Council in accordance with the procedures and instructions issued. General Council entertainment may, or may not, involve external business clients.
2. Whenever this power is exercised, a record of the exercise of such power shall be made in writing at the time of exercising such power, and a copy thereof shall be kept in such format as determined from time to time by the Chief Executive Officer in accordance with Council procedure.