

Allowances and Other Benefits (CEO) Policy

Council Policy



Owner	Elected Members		
Responsible Officer	Executive Manager Corporate Services		
Decision Number			
Document Number		Approval Date	28/04/2026
Records Number		Next Review Date	2028

1 Purpose

The purpose of this policy is to set out the allowances and other benefits that form part of the Chief Executive Officer's (CEO) total remuneration package.

2 Definitions

For the purpose of this policy, the following definitions apply:

Term	Definition
Allowance	A sum of money permitted to be paid to the CEO to meet a specific expense.
Benefit	An entitlement which is believed to be, or perceived to be, of value to the person receiving it, for example, the use of a vehicle for private use.

3 Policy Statement

This policy establishes the specific allowances and non-cash benefits allowable in the CEO's remuneration package; it does not address cash components of remuneration, or benefits covered under the Gifts and Benefits Policy (CEO).

3.1 General expenses and benefits

Alice Springs Town Council (Council) considers the following to be operational provisions for the CEO, so do not form part of the CEO's remuneration package, and remain the property of Council:

- Uniforms
- Portable computer device and/or mobile device, including SIM and any required software
- Mobile phone and supporting equipment as relevant
- Credit card for official use, to be used in accordance with Council policy.

3.2 Accommodation

The CEO is not entitled to a residential accommodation allowance.

The CEO may be entitled to temporary furnished accommodation at a Council residence, in accordance with any terms and conditions outlined in the CEO's employment contract.

Allowances and Other Benefits (CEO) Policy

Council Policy



3.4 Relocation assistance

Council will reimburse reasonable relocation expenses, upon provision of valid tax invoices, up to a maximum of \$15,000, related to:

- Travel costs for the employee and the immediate family of the employee
- Transport costs for the employee and the immediate family of the employee
- Transport of household goods, pets, furniture and personal effects as well as short-term storage
- Transport of a motor vehicle, and
- Short-term accommodation for up to six weeks.

50% of relocation costs can be claimed upon commencement, with balance paid upon successful completion of the CEO's probation period.

The total maximum value of relocation assistance will be specified in the CEO's employment contract.

A departing CEO is not entitled to repatriation expenses.

3.5 Vehicle

The CEO is entitled to either private use of a fully maintained Council vehicle for official and personal purposes, or a motor vehicle allowance, to the value of \$15,000 per annum.

Where the CEO elects to receive a motor vehicle allowance, any vehicle used for official duties must be maintained in a safe, reliable and presentable condition appropriate to the CEO's role as a representative of Council.

Use of any Council vehicle must comply with Council's Vehicle Policy.

The CEO is entitled to a reserved car park.

3.6 Superannuation

Superannuation will be paid per the *Superannuation Guarantee (Administration) Act 1992*.

The CEO may contribute funds from their normal salary to increase the amount deposited in their superannuation fund as part of a salary sacrificing arrangement.

3.7 Professional development

The CEO may access up to \$10,000 per year for professional development activities and subscriptions to relevant professional associations. Any requests for additional professional development funding must be formally approved by a resolution of Council.

3.8 CEO recruitment and remuneration

As part of the CEO recruitment process, a remuneration package for the CEO is to be approved by Council, which covers both cash and non-cash benefits, and any limitations or entitlements over private use of

Allowances and Other Benefits (CEO) Policy

Council Policy



Council assets. The remuneration package must reflect the types and values of the non-cash benefits and allowances detailed in this policy.

3.9 Travel

The CEO is entitled to receive a travel allowance when representing Council outside of the municipality, in line with the Australian Tax Office's determination on reasonable travel and overtime meal allowance expenses.

3.10 Additional expenses

If there are any expenses proposed to be incurred by the CEO that are in excess of what is in this policy or the CEO contract of employment, there must be a resolution from the Council before incurring the expense.

3.11 Other benefits

If the CEO accrues Frequent Flyer or Airlines Membership points as part of Council travel, they are permitted to be retained for personal use by the CEO.

4 Responsibilities

Implementation and actions rest with Elected Members and the Executive Manager Corporate Services, and are subject to the Council's delegations and sub-delegations registers pursuant to the *Local Government Act 2019 (NT)*.

5 Related Legislation and Documents

Local Government Act 2019 (NT)

Local Government (General) Regulations 2021

Superannuation Guarantee (Administration) Act 1992

Guideline 2: Appointing a CEO

CEO Code of Conduct Policy

Credit Card Policy (Council Members and CEO)

Gifts and Benefits Policy (CEO)

Vehicle Policy

6 Communication and Training

Will this policy be communicated through consultation to teams?	No
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Allowances and Other Benefits (CEO) Policy

Council Policy



Where will this policy be available?	Intranet and ASTC website
Will training needs arise from this policy? If yes, who will be responsible.	No