

POS	MINOR OCCASIONS OF HOSPITALITY/ENTERTAINMENT	PSES3
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POSITION STATEMENT CODE:	PSES3
DIRECTORATE:	Executive Support Department
BUSINESS UNIT:	Executive Support Department
SERVICE UNIT:	Executive Support Services
RESPONSIBLE OFFICER:	Chief Executive Officer
FILE NO.:	182/002
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	10 March 2016
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	31 January 2013 27 February 2014 25 February 2016
OCM:	14 February 2013 13 March 2014

BACKGROUND:

From time to time it is appropriate for the Chief Executive Officer (CEO) to provide acts of minor hospitality and/or entertainment to stakeholders or employees of Council.

PURPOSE:

To allow the CEO the necessary authority to access Council resources to provide for occasional functions of this nature, as deemed appropriate by the CEO.

POSITION:

The Chief Executive Officer (CEO) is authorised to access the resources of the City in order to provide minor acts of hospitality, entertainment and/or refreshments, on occasions as deemed appropriate by the CEO as a gesture of goodwill or to enhance relationships between the City and any of its stakeholders or employees. This authority is in addition to any other occasion when Council may empower the CEO to expend budgeted funds, or the Mayor may approve use by the CEO of facilities in the Elected Members area, in providing the hospitality of the City to any third party or parties.