



Policy Title: **MOTORISED VEHICLE INFRINGEMENT POLICY**

Policy Type: **HUMAN RESOURCES**
 (Statutory, Financial, WH&S, Risk, Administrative, Human Resources)

Policy Number: **HRO28**

Approved by Council	Last Review	Current Review	Next Review
	19 May 2020	18 May 2021	17 May 2022
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Approved by CEO/Director:	Bernie McCarthy – CEO Signature.	
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Implementation Department		Officer Position	
Corporate Services		Human Resources Manager	
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1. Policy Background and Scope

Aurukun Shire Council has several motorised vehicles that are utilised both by Council employees in accomplishment of their everyday duties. There is a need to identify the person/persons responsible for the payment and subsequent loss of demerit point where appropriate of any fines and provide guidelines for this purpose.

2. Responsibility for Traffic Infringements, Tolls and Parking Charges.

Council will not accept any traffic infringements (including, but not restricted to, parking fines, tollway fines and road traffic offences such as speeding fines) incurred by the authorised user, or persons allowed to use the council supplied motorised vehicle by the authorised user.

3. Responsibility for Infringements for Motorised Vehicles.

Council will not accept any infringements (including, but not restricted to, speeding offences, reckless use offences) incurred by the authorised user, or persons allowed to use the Council supplied motorised vehicle by the authorised user.

In the event that Council receives an Infringement notice as a result of a Council supplied motorised vehicle being involved in an incident where an infringement notice has been issued, the responsibility for the identification of the driver at the time for payment of any related fines, fee or Court-imposed fine will rest with the authorised user of the vehicle at the time the offence was committed. Unless the authorised user provides Council with a Statutory Declaration or other documentation required nominating the driver at the time of the alleged offence, so that Council is no longer liable for the alleged offence, or the driver at the time of the alleged offence provides Council with a Statutory Declaration or other documentation required nominating themselves as the driver at the time of the alleged offence, so that Council is no longer liable for the alleged offence, the Chief Executive Officer will nominate the authorised user as the person in control of the vehicle at the time of the offence.

4. Toll and Parking Charges

Toll road or parking charges occurred whilst a Council supplied motor vehicle in being used for Private use must be paid by the authorised user. Council will only accept responsibility for toll road or parking charges when the toll road or parking charge is incurred whilst in the Council supplied motor vehicle is being used on Council business.