

EXE 007: ELECTED MEMBER ENTITLEMENTS

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| Document Status: | Current | CM Ref: | D16/28999[v4] |
| Responsible Officer | Chief Executive Officer | Version No: | 5 |
| Date Adopted: | March 2010 | Resolution #: | O0310-1426 |
| Date Reviewed: | January 2022 | Resolution #: | O0122-012 |

Objective

1. To define the parameters under which Elected Members may be reimbursed expenses to attend meetings, workshops, conferences and functions, as well as any other entitlements to which they are entitled as prescribed by legislation.
2. To determine the nature and extent of Elected Member attendance at conferences and/or seminars, and ensure the application of this policy provides for fairness, equity and opportunity for all Elected Members

Policy

Travelling Expenses

Travelling allowances to Councillors will be paid at the prescribed rate per kilometre determined by the Salaries and Allowances Tribunal, as per the following table:

| Vehicle Type | Award Rate c/km |
|---------------|-----------------|
| Motorbike | 32.55 |
| Motor Vehicle | 58.37 |

The above rates will be paid to Councillors attending the following category of meetings as follows:

| | |
|---|------------------------------|
| Ordinary /Special Meeting of Council | Full rate as per table above |
| Council Committee | Full rate as per table above |
| Community Meetings as Council Delegates | Half rate as per table above |
| Civic Receptions and Ceremonies | Half rate as per table above |
| Council Briefings/Informal Meetings | Half rate as per table above |
| Observers at Meetings | Nil payment |

Councillors must be the authorised delegate or deputy standing in for a delegate to qualify for the travelling allowance to the meetings specified in the table above.

Where Councillors travel to attend conferences or seminars as elected representatives of the Shire, travel expenses will be paid by the Shire as detailed under the Conference and Training Costs, Travel and Related Expenses section of this policy.

Meeting Attendance Fees

Minimum and maximum values payable to Elected Members for attending Council and committee meetings are prescribed within the *Local Government (Administration) Regulations 1996*. The precise value payable to Elected Members for attending meetings will be determined annually via resolution at Budget, within the parameters of the *Local Government (Administration) Regulations 1996* and the Salaries and Allowance Tribunal.

Communications Allowance

The Shire will pay Elected Members a communications allowance, the value of which will be determined annually via resolution at Budget, within the parameters of the *Local Government (Administration) Regulations 1996* and the Salaries and Allowance Tribunal. The intent of this allowance is to cover costs incurred by the Elected Member in using their own telephone, mobile phone and internet service provider fees for the purposes of their elected duties.

Child Care

Pursuant to the *Local Government (Administration) Regulations 1996*, the Shire will reimburse Elected Members child care costs incurred by an Elected Member because of the member's attendance at a Council or Committee meeting of which they are a member. Costs will be reimbursed at the actual cost per hour or \$30 per hour, whichever is the lesser amount, as determined by the Salaries and Allowances Tribunal.

Shire Uniforms

The Shire will provide Elected Members with \$495.00 (Inc GST) towards a uniform allocation, from the Shire's clothing supplier, in every new two year election term:

Additional items may be purchased by Elected Members from the Shire's clothing supplier by contacting the Executive Assistant. Additional items will be paid for by the purchaser.

Professional Development

Entitlements for professional development are available within the Shire's Elected Member Professional Development policy.

..... Policy Ends