

GO4 – Adoption of Councillors Fees, Expenses & Facilities Policy

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TRIM 111

EXECUTIVE SUMMARY

- In accordance with section 241 of the Local Government Act the Remuneration Tribunal annually sets out the minimum and maximum amount of fees paid for Mayors and Councillors.
- Council resolved at its meeting on 18 July 2016 to place its amended Councillors Fees, Expenses and Facilities Policy on public exhibition for a period of 28 days. The exhibition period ran from 4 August 2016 until 31 August 2016. Submissions closed on 14 September 2016. No submissions were received.
- It is recommended that the amended Councillors Fees, Expenses & Facilities Policy be adopted.

REPORT

The Office of Local Government advised that Councils are required to review their councillor expenses and facilities policies on an annual basis. Public notice must be given prior to the annual policy adoption process, even if the proposed amendments are not substantial.

Policies must also be submitted to the Office of Local Government, Department of Premier and Cabinet within 28 days of adoption by a Council, even if the policy remains unchanged.

Council's need not give public notice of a proposed amendment to their policies at other times if the Council is of the opinion that the proposed amendments are not substantial. The term 'not substantial' should be taken to mean minor changes to wording of the policy or changes to monetary provisions or rates that are less than 5%. It also means minor changes to the standard of the provision of equipment and facilities.

Substantial amendments to the policy that could include larger changes to monetary limits than the limit noted above, and/or major changes to the standard of provision of equipment and facilities, will require public notice of the amendment. Any new category of expenses, facilities and equipment included in the policy will also require public notice.

Council resources must be used in accordance with the Local Government Act 1993, Guidelines as issued by the Office of Local Government and the Councillors Fees, Expenses and Facilities Policy.

CONSULTATION

The Policy was placed on Public Exhibition on the Council website, in the Library and at the Customer Service Foyer for community information and feedback.

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No submissions were received. Minor changes were made to provide greater clarity for administrative processes, which are set out in Attachment 1 of this report.

FINANCIAL IMPLICATIONS

Allocation of funding is available under the Local Democracy and Information Technology Budgets.

ATTACHMENTS INCLUDED IN SEPARATE BOOKLET

1. Summary of Changes
2. Councillors Fees, Expenses & Facilities Policy

RECOMMENDATION

That the Councillors Fees, Expenses & Facilities Policy be adopted with the suggested changes as set out in the Summary of Changes Table.