

	POLICY TITLE:	ELECTED MEMBER ALLOWANCES
	POLICY NUMBER:	P34
	CATEGORY:	COUNCIL POLICY
	RESPONSIBLE OFFICER:	CHIEF EXECUTIVE OFFICER

1. PURPOSE:

This policy establishes the maximum allowances to be paid to elected members during the 2019/2020 financial year.

2. SCOPE:

This policy applies to all elected members.

3. DEFINITIONS:

Approval – Means approval of the council or the CEO according council policy.

Acting Principal Member – Refers to a person appointed pursuant to section 43(2)(b), section 43(2)(c), or section 43(3) of the Local Government Act.

Base Allowance – The base allowance covers those activities required of a council member in the performance of his or her role as an elected representative. Without limiting the generality of the preceding sentence, the base allowance covers:

- 1) Agenda study and meeting preparation;
- 2) Attendance at regular council meetings;
- 3) Attendance at council functions as a council representative;
- 4) Constituency responsibilities; and
- 5) Council representation outside the municipality / shire area, including delegation's interstate and overseas, unless such representation has extra meeting approval.

Electoral Allowance – An allowance provided to assist council members with electoral matters. It may be used at the discretion of individual council members.

Extra Meeting Allowance -

- 1) A council must not pay an extra meeting allowance unless the council has a policy which determines which meetings will attract the allowance.
- 2) For a principle member, deputy principal member and acting principal member, this allowance is not paid separately. It is provided for and included in the base allowance.

- 3) For other council members this allowance is paid only in accordance with council policy and after an approved claim is made at the end of the relevant month.
- 4) The extra meeting allowance must not be paid for those meetings as covered by the base allowance.
- 5) The extra meeting allowance is capped for each financial year.

Extra Meeting – An “Extra Meeting” may be defined as follows:

- 1) Council Committee meetings;
- 2) Council Advisory Committee meetings;
- 3) Council Workshops;
- 4) Meetings of external agencies or organisations to which council has formally appointed or nominated through or with LGANT, a representative;
- 5) Other meetings as a council representative approved by CEO;

4. **POLICY:**

Pursuant to Section 71(1) of the Local Government Act, a member of a council is entitled to be paid an allowance by the council.

Allowances for each financial year are to be fixed as part of the council’s budget for the relevant financial year.

Pursuant to Section 71(5) of the Local Government Act, allowances are not to be paid in advance.

Ministerial Guideline 2 deems Wagait Shire Council a Category 4 council.

Ministerial Guideline 2 outlines maximum allowances for a category 4 council.

The maximum permissible allowances and those deemed appropriate by council for the 2018/2019 financial years are as follows:

Ordinary Council Members

	Maximum set by Minister	2018/19 Wagait Elected member allowances	Monthly entitlement claimable
Base Allowance	\$4,427.79	\$0.00	\$0.00
Electoral Allowance	\$1,620.26	\$0.00	\$0.00
Professional Development Allowance	\$3,690.22	\$0.00	\$0.00
Max extra meeting allowance	\$2952.64	\$0.00	\$0.00
Total Claimable	\$12,690.91	\$0.00	\$0.00

Deputy Principal Member

	Maximum set by Minister	2018/19 Wagait Elected member allowances	Monthly entitlement claimable
Base Allowance	\$9,104.21	\$0.00	\$0.00
Electoral Allowance	\$1,620.26	\$0.00	\$0.00
Professional Development Allowance	\$3,690.22	\$0.00	\$0.00
Total claimable	\$14,414.69	\$0.00	\$0.00

Principal Member

	Maximum set by Minister	2018/19 Wagait Elected member allowances	Monthly entitlement claimable
Base Allowance	\$24,619.28	\$3,600.00	\$300.00
Electoral Allowance	\$6,479.89	\$0.00	\$0.00
Professional Development Allowance	\$3,690.22	\$0.00	\$0.00
Total claimable	\$34,789.39	\$3,600.00	\$300.00

Payments for allowances will be lodged with council's bank on the last day of every month.

5. ASSOCIATED DOCUMENTS

Nil.

6. REFERENCES AND LEGISLATION

Local Government Act, Section 71

Ministerial Guideline 2 – Allowances for Council Members.

7. REVIEW HISTORY

Date Approved:	19/7/2016	Approved By: Moved: President Peter Clee Seconded: Councillor VJ Thorpe	Councillors – resolution no. 2016/060	Date for review:	July 2017
Date Approved:	26.6.2018	Approved By: Moved: Cr Neil White Seconded: Cr Shenagh Gamble Vote: AIF	Councillors – resolution no. 2018/200	Date for review:	1.6.2019
Date Approved:	21.05.2019	Approved By: Moved: Vice President Tom Dyer Seconded: Cr Michael Vaughan Vote: AIF	2019/405	Date for review:	
Date Approved:		Approved By:		Date for review:	

