

City of Greater Geraldton Council Policy

4.12 INDEPENDENT COMMITTEE MEMBER FEES AND REIMBURSEMENTS

STRATEGIC THEME

Leading

OBJECTIVES

The objective of this policy is to provide a clear outline of entitlements available to a Committee Member under the *Local Government Act 1995* (LG Act) and *Local Government (Administration) Regulations 1996* (LG Regulations), and within the prescribed ranges set by the Salaries and Allowances Tribunal.

POLICY STATEMENT

The policy outlines the fees to be paid and the expenses the City will reimburse to members if incurred in their capacity as a Committee Member that is not otherwise a Council Member or employee.

POLICY DETAILS

1. Committee Meeting Attendance Fee

The meeting attendance fee is to be the maximum amount set by the Salaries and Allowances Tribunal in accordance with Section 5.100 of the LG Act for attendance at:

- 1.1. Meetings of the committee on which they are a member (s.5.100(2)).
- 1.2. Meetings of a committee of Council on which they are not a member but attend at the request of the Council (s.5.100(3)). This does not include invited or optional attendees.

The allowance shall be paid on a per meeting attended basis in arrears.

2. Expenses to be Reimbursed

- 2.1. Childcare and travel costs incurred by a Committee Member because of their attendance at a meeting of the committee of which they are a member will be reimbursed (s.5.100(4)(a)).

- 2.2. The Committee Member will be reimbursed for childcare and travel expenses to the extent determined by the Salaries and Allowances Tribunal (s.5.100(5)(a)).

Note: Childcare costs will not be paid where the care is provided by a member of the immediate family or relative living in the same premises as the Committee Member.

- 2.3. Reimbursement for travel will be from the Committee Members' place of residence or work to the meeting venue and back. Calculation of the reimbursement will be determined in accordance with section 30.6 of the Local Government Officers' (Western Australia) Award 2021.

- 2.4. No other expenses incurred by a Committee Member in performing a function under the express authority of the local government and in their capacity as a Committee Member are approved for reimbursement (s.5.100(4)(b)).

3. Dispute Resolution

All disputes regarding this policy will be referred to the Director Corporate Services. If the Committee Member and the Director cannot reach an agreement, the matter will be referred to Council for a determination.

KEY TERM DEFINITION

City is the City of Greater Geraldton.

Meeting is a formal meeting of a committee of the Council that the Committee Member is appointed to.

Committee Member means a person who is a committee member formally appointed by a decision of Council who is neither a council member nor an employee.

ROLES AND RESPONSIBILITIES

The Director Corporate Services is responsible for administering this policy.

WORKPLACE INFORMATION

Salaries and Allowances Act 1975

Determination of the Salaries and Allowances Tribunal

Local Government Act 1995

Local Government (Administration) Regulations 1996

Council Policy 4.4 Operation of Advisory Committees

Local Government Officers' (Western Australia) Award 2021

POLICY ADMINISTRATION

Directorate		Officer	Review Cycle	Next Due
Corporate Services		Chief Financial Officer	Biennial	2027
Version	Decision Reference	Synopsis		
3.		Council Review		