

City of Greater Geraldton

4.14 PAYMENTS TO EMPLOYEES IN ADDITION TO CONTRACT OR AWARD

SUSTAINABILITY THEME

Governance

OBJECTIVES

To establish guidelines for payments to employees in excess of entitlements on resignation or termination.

This policy complies with the requirements of Section 5.50 of the Local Government Act which requires Council to make and publicly advertise a policy that considers the making of payments to employees in addition to their contract or award entitlements.

This policy reflects arrangements for employees prior to and after amalgamation as well as arrangements for new employees.

POLICY STATEMENT

This policy applies to all employees of the City of Greater Geraldton who voluntarily resign, retire or who are made redundant.

POLICY DETAILS

1. The City of Greater Geraldton acknowledges the dedication and contribution by long term employees of the City of Geraldton-Greenough and the Shire of Mullewa
2. Council delegates to the Chief Executive Officer the authority to make payment to employees in addition to contract or award in accordance with this policy.

The payment shall be in the form of a cash payment to approved employees following their resignation from the City under the following criteria:

- 2.1. Has held a minimum period of 5-years continuous employment with the City of Geraldton-Greenough or Shire of Mullewa; and
- 2.2. In the opinion of the Chief Executive Officer, has satisfactory performance during that service.

Payment Guidelines:

Term of Continued Service	City of Geraldton-Greenough Employees commencing pre 1 July 2011
0 - 5 years	NIL
5 years	\$1000
5 + years	\$1000 <u>plus</u> \$200 per year after 5 years

Term of Continued Service	Shire of Mullewa employees commencing pre 1 July 2011
0 - 10 years	Gift at value not greater than \$500
10 + years	Gift at value not greater than \$500 <u>plus</u> \$100 per year after 10 years

NOTE: The above payments do not apply to employees of the City of Greater Geraldton who commenced post 1 July 2011.

NOTE: In the instance where a gift is given, any FBT or tax implications will be recorded on the employees PAYG summary.

3. Functions

The CEO has the sole discretion to determine whether a council function will be held for any employee who resigns, retires or is made redundant

ROLES AND RESPONSIBILITIES

The CEO is responsible for implementing this policy.

WORKPLACE INFORMATION

Section 5.5 of the Local Government Act 1995

City of Greater Geraldton's Code of Conduct

POLICY ADMINISTRATION

Directorate		Officer	Review Cycle	Next Due
Corporate and Commercial Services		Chief Financial Officer	Biennial	2021
Version	Decision Reference	Synopsis		
2.	CCSXXX -	Scheduled Review		