

Elected Members Allowances Policy



Responsible Division	Corporate and Strategy
Responsible Business Unit/s	Financial Services
Responsible Officer	Director Corporate and Strategy
Affected Business Unit/s	Financial Services, Governance, Office of the Chief Executive Officer
Document Ref	3658399

Purpose

To determine the method and timing of payment of Elected Members allowances in accordance with the *Local Government Act 1995* (WA).

Policy Statement

Elected Members including the Deputy Mayor shall be paid an annual attendance fee in accordance with the maximum amounts determined by the Salaries and Allowances Tribunal. The Mayor shall be paid an annual attendance fee in accordance with the maximum amounts determined by the Salaries and Allowances Tribunal.

The Mayor and Deputy Mayor shall be paid an annual allowance as established in Council's Annual Budget in accordance with the determination by the Salaries and Allowances Tribunal.

Elected Members including the Mayor and Deputy Mayor shall be paid an ICT allowance of \$3,400.

Reimbursement of Elected Members expenses in excess of the annual allowances made under this policy are required to be substantiated by the claimant through the production of receipts or the keeping of a log book before such claims are paid.

The attendance fees and the ICT allowance are to:

- Be paid on a monthly basis.
- Generally, be paid in arrears on the first day of the month.
- Be calculated on a daily pro rata basis.

The taxation liability arising from these payments is the individual responsibility of each Elected Member.

The City will provide an annual payment summary to each Elected Member for the preceding financial year by the end of July each year.

Definitions

“ICT expenses” means

1. Rental charges in relation to one telephone and one facsimile machine, as prescribed by regulation 31(1)(a) of the *Local Government (Administration) Regulations 1996*; or
2. Any other expenses that relate to information and communications technology (for example, telephone call charges and internet service provider fees) and that are a kind of expense prescribed by regulation 32(1) of the *Local Government (Administration) Regulations 1996*.

Related Legislation

Local Government Act 1995

Local Government (Administration) Regulations 1996

Salaries and Allowances Tribunal Annual Determination

Related Documentation

Nil

Relevant Delegations

Risk Evaluation

Council Adoption	28 June 2005
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Review/Modified	23 April 2006
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Review/Modified	June 2007
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Review/Modified	1 March 2012
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Review/Modified	25 June 2013
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Review/Modified	15 December 2015
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Review/Modified	22 March 2016
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Review/Modified	25 October 2015
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Review/Modified	20 February 2018
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Review/Modified	7 December 2021
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