

Council Policy: Elected Members

Purpose & Scope

To provide a framework for Elected Member payment, gifts, meetings, ongoing development and events.

Strategic Objectives

- SCP 5 – Maintain a safe, strong and capable organisation

Relevant legislation

- Local Government Act 1995 (Divisions 8,10)
 - Local Government (Administration) Regulations 1996, regs 12,30.
 - Salaries and Allowances Act 1975
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Policy

Payment of Sitting Fees

- Elected members' sitting fees and allowances are determined annually in accordance with rates published by the Salaries and Allowances Tribunal.
- Elected member payments are based on an annual sitting fee which is paid quarterly.

Meetings

- Elected Members should attend Ordinary Council Meetings in accordance with the schedule approved by Council annually. Meetings are hosted by Member Councils.
- Special meetings are called where business is of an urgent nature and are held at Member Council offices, WMRC offices or online.
- The conduct of meetings is covered by the WMRC Council Meetings Local Law 2019.

Continuing Professional Development

- Each councillor is required to complete training in accordance with regulations unless exempt.
 - Primary responsibility for continuing professional development of elected members rests with respective Member Councils. WMRC's role is to provide specialist waste management professional development.
 - Within a month of financial year end, the CEO is required to publish a report on the WMRC website listing councillor names, titles of training courses undertaken, cost and provider.
 - Section 5.128 states that the absolute majority is required to adopt the policy on Elected Member training, and it is required to be reviewed after each ordinary election.
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Adopted / Modified

This policy is required to be reviewed every 3 years

	Meeting Date	Resolution #	Implementation Responsibility
Council Adoption	03/12/2020	Item 10.6	Manager Finance & Governance
Council Review	25/1/2024	Item 10.4	Chief Executive Officer