




**Policy Title:**                    **COUNCILLOR REMUNERATION POLICY**

**Policy Type:**                    **STATUTORY**  
 (Statutory, Financial, Administrative, Human Resources)

**Policy Number:**            **S005**

Approved by Council	Last Review	Current Review	Next Review
	19 May 2020	18 May 2021	20 May 2021
	Resolution #	Resolution #	Resolution #
	20.6632	21.6990	
Approved by CEO/Director:	Bernie McCarthy – CEO	 ..... Signature.	
Effective Date	<b>19 May 2020</b>		
Implementation Department		Officer Name	
Chief Executive Officer		Bernie McCarthy - CEO	
Revision #:	Document Management File #.		
<b>6.0</b>	<b>01-03-S005</b>		

## **1. Policy Background/Scope:**

Every year the Remuneration tribunal must decide the maximum remuneration payable to councillors, mayors or deputy mayors in each category of local government (section 244, Local Government Regulation 2012). This decision must be made before 1 December.

In making its decisions about the remuneration to be paid to mayors, deputy mayors and councillors, the tribunal must have regard to:

- *Local Government Act 2009* provisions about the entitlements and responsibilities of councillors
- community expectations about what is an appropriate level of remuneration in the circumstances.

Remuneration determined by the tribunal does not include the reimbursement of expenses incurred by councillors or the provision of facilities as these are provided for in local governments' expenses reimbursement policies.

Local governments must, within two (2) months of the tribunal's determination, resolve to pay their councillors an amount no more than the maximum determined by the tribunal.

The objectives of this Policy are to:

- Identify the amount of remuneration to be paid relative to that provided for by the Local Government Remuneration and Discipline Tribunal (the Tribunal)
- Identify who is authorised to certify attendance at Council meetings as required by the Tribunal (Note: For Councillors in indigenous Councils, a base payment of \$36,073 is payable from 1 July 2020. A meeting fee of \$1,503.06 is payable for attendance at each of the mandated monthly meetings of Council subject to certification by the Mayor or the Chief Executive Officer of the Council. Mayors and Deputy Mayors in Category 1 receive the full remuneration.
- Identify circumstances in which meeting fees will be payable to Councillors where they have not attended, or will not be attending, Council meetings.

## **2. Policy Provisions:**

### **Application**

This policy applies to all members of the Aurukun Shire Council unless expressly excluded

### **Amount of Remuneration to be Paid to Councillors**

Maximum remuneration payable to Councillors effective from 1 July, as determined by the Tribunal, is in accordance with the following table:

<b>2020/21</b>		
<b>Description</b>	<b>Remuneration Payable</b>	<b>Frequency</b>
Mayor	\$108,222	Per Annum
Deputy Mayor	\$62,435	Per Annum
Councillors	\$36,073	Plus \$1503.06 per calendar month

### **Certification of Attendance at Council Meetings**

The Mayor is responsible for certifying Councillor attendance at monthly mandated meetings of Council. In his/her absence the Chief Executive Officer is responsible for certification.

### **Circumstances in which meeting fees will be paid**

The following are circumstances under which Councillors will qualify for meeting attendance payments in accordance with the decision of the Tribunal:

1. Consideration of the granting of Leave of Absence of those Councillors unable to attend the Meeting shall be considered as the first business of all Meetings of Council after the Opening of the Meeting;
2. Leave of Absence shall only normally be provided by Council where a Councillor has provided written notification to the Council prior to the Meeting date of their unavailability for that Meeting.
3. Such notification shall need to be provided by the Councillor to the Chief Executive Officer or the Mayor or the Council at least one full day prior to the date the Meeting is to be held;
4. Submission of an apology to the next mandated monthly meeting of Council after the meeting for which the payment is being made, owing to the ill health of the Councillor or an immediate family member and approved by resolution by a simple majority of Council;
5. Leave of Absence is only required to be sought for non-attendance at Ordinary and Special Meetings of Council.
6. Leave of absence approved by resolution by a simple majority of Council at the meeting for which payment is being made;

7. Absence of the Councillor on Council business approved by the Mayor or by resolution by a simple majority of Council;
8. A Councillor is taken to have attended a Meeting if the Councillor is present at the commencement of the Meeting and has signed the Attendance Book (verified by the Mayor or the Chief Executive Officer);
9. A Councillor is also taken to have attended a Meeting if the Councillor has participated through use of teleconferencing as prescribed by the Local Government Act.

### **Payment of Remuneration**

For Councillors a base payment of \$35,366 per annum is payable from 1 July 2019. From the 1st July 2020 the amount increases to \$36,073.

A meeting fee of \$1,473.60 (2019/2020) and \$1,503.06 (2020/2022) is payable for attendance at each of the mandated monthly meetings of Council subject to certification by the Mayor or Chief Executive Officer of the Council.

The Mayor and Deputy Mayor receive the full remuneration on a per annum basis.

Payments will be made weekly on the pay day immediately after the mandated monthly Council Meeting.

The monetary amounts shown are per annum figures for a Financial Year. If an elected representative only serves for part of a full year (that is, 1 July 2019 to 30 June 2020) they are only entitled to a pro-rata payment to reflect the portion of the year served.

### **3. Related Documentation:**

*Local Government Act 2009*

*Local Government Regulation 2012*

*Local Government Remuneration Commission Annual Report 2019*