

Allowances - Local Authority Appointed Members Policy

MC07-CP (Superseded CP107 v2 - effective 1 July 2021 to 30 June 2022)



1. Purpose

This policy is to provide guidance in relation to Local Authority Appointed Members allowance payments and entitlements, including direction for claiming reimbursement for MacDonnell Regional Council (MRC) staff that are Appointed Members and for travel.

2. Scope

This policy applies to members of the Local Authority that have been appointed to the Local Authority by council resolution. This policy does not apply to elected members that are Local Authority members.

3. Objectives

3.1. To establish Council's policy in relation to payment of allowances to Local Authority Appointed Members in line with the Minister's Guideline on Local Authorities.

3.2. To establish reimbursements for travel to Local Authority members from outstations

3.3. To establish the payments for MRC staff who are Local Authority members.

4. Definitions

Appointed members	Refers to a resident of the local area, who has been nominated and then appointed by council resolution to the Local Authority. Refers to members that are not elected but appointed only .
Chairperson	Refers to the chair of the Local Authority.

5. Statement

5.1. Principles

The policy is based on the following principles set out in the Local Government Act 2019 ("the Act") and the Minister's Guideline 1 on Local Authorities.

5.1.1. The Act (section 107(1)) provides that, "a member of a Local Authority is to be paid an allowance by the council to the extent that any guidelines that the Minister may make and that apply in the relevant financial year that permit the allowance to be paid."

5.1.2. The Act (section 107(2)) provides that, "the allowance for a member of a local authority is to be paid by the council in accordance with any guidelines that the Minister may make and that apply in the relevant financial year."

5.1.3. The Minister's Guideline 1: Local Authorities (section 10.1) provides that, "Council members and council staff are not eligible to a local authority payment in relation to attending local authority meetings or provisional meetings."

5.1.4. The Act (section 174 (2)) provides that "the CEO must determine a policy in relation to allowances and any other benefits for the council's staff."

5.1.5. MRC pays allowances to Appointed Members in line with the Minister's Guideline 1: Local Authorities and this policy.

5.2. Appointed Member Allowance

5.2.1. Appointed members of a Local Authority will be paid allowances detailed in the Minister's Guideline 1: Local Authorities section 10.2 "Eligible members of local authorities are entitled to the respective local authority payment for each local authority meeting or provisional meeting they attend:

a) for an eligible chairperson – 143 revenue units;

Allowances - Local Authority Appointed Members Policy

MC07-CP (Superseded CP107 v2 - effective 1 July 2021 to 30 June 2022)



b) for other eligible members – 107 revenue units.”

5.2.2. For the 2021-2022 financial year (as noted in the MRC 2021-2022 Regional Plan), Appointed Member allowances for Local Authority meetings are:

a) Chairperson Allowance - \$177.00

b) Ordinary Local Authority Member Allowance - \$132.00

5.2.3. Members will be paid the allowance after having attended a Local Authority meeting.

5.3. MRC employees that are appointed members of a Local Authority

5.3.1. MRC employees will be allowed to attend the meeting in work time and paid their normal rate.

5.3.2. MRC employees who are part time and need to attend outside of their work hours or casual will be paid the equivalent of a Local Authority member allowance on a pro-rata basis.

a) if a member is a MRC employee that works part-time from 8:00am to 1:00pm, and the meeting finishes after 1:00pm, then the member will be paid for this attendance on a pro-rate basis.

b) if a member is a MRC employee that works from 5:00pm onwards, then the member will be paid the full allowance.

5.3.3. MRC employees who earn a Local Authority member allowance will be paid their allowance with the next scheduled pay from MRC.

5.4. Appointed Member Travel Reimbursement

5.4.1. Appointed members who travel into community, for a Local Authority meeting, from an outstation will receive a mileage reimbursement. Mileage will be calculated at the highest rate per business kilometre set annually by the ATO, plus an additional 70% to account for higher fuel prices and greater wear on vehicles in the, region, which is set each year.

5.5. Payment of Allowances

5.5.1. Appointed Member's allowances will be transferred from MRC into the member's nominated bank account on the first Friday after the meeting or approved LA business (note that banking procedures mean it may not reach the member's bank until a later date).

5.5.2. MRC employees who earn a Local Authority member allowance will be paid their allowance with the next scheduled pay from MRC.

5.5.3. If LA members do not attend the LA meeting or other approved business, no allowance will be paid.

5.6. Accommodation and Meal Allowance

5.6.1. Accommodation and meal allowance reimbursements for legitimate and approved business off community will be paid in line with Council Policy MC01-P2 Travel Expenses Procedure – members.

6. Policy Details

Replaces Policy No: (if applicable)	CP107 Allowances Local Authority Members
Responsible Directorate/Department:	Corporate Services - Governance and Compliance
Approval Date:	17 December 2021
Minutes Reference and Resolution number:	OCM Item 15.14 – Resolution No OCM2021-231
Review Cycle:	December 2022 - Review annually (1) year or after changes to relevant legislation or Council policy

Allowances - Local Authority Appointed Members Policy

MC07-CP (Superseded CP107 v2 - effective 1 July 2021 to 30 June 2022)



7. Legislation and References

Related Legislation:	Local Government Act 2019 Guideline 1: Local Authorities
Related Policies:	MC01-CP Members Policy MC02-CP Meetings Policy
Associated Documents:	MC07-F1 Local Authority Meeting Allowance Form

8. Version Control

Version No	Approval Date	Policy No.	Minutes reference and Resolution number
1	29 May 2015	CP1008	Resolution # 05 OCCM 20/05/2015, Item # 14.1
2	28 October 2016	CP107	Resolution # 067 OCM 28/10/2016, Item # 13.2
3	17 December 2021	MC07-CP	Resolution # 231 OCM 1712/2021, Item # 15.14