



EXTRACT FROM MINUTES

REMUNERATION AUTHORITY

COUNCIL

Signed:

MEETING HELD

Date:

25 JULY 2019

Approved
[Signature]
13/8/2019

MDC 19/784 ELECTED MEMBERS ALLOWANCES AND EXPENSE REIMBURSEMENT POLICY 2019-2022

Report of the General Manager – Corporate and Regulatory dated 24 June 2019 seeking to adopt an elected members’ allowances and expense reimbursement policy for the period 1 July 2019 to 30 June 2022. The Council discussed each component of the current Elected Members’ Allowances and Expense Reimbursement Policy and whether to include provisions for Travel Time and Childcare Reimbursement Allowances from the Remuneration Authority’s Determination into the Council’s policy for the 1 July 2019 to 30 June 2022 period. After discussion, it was proposed that the Child Care Allowance be included in the policy, with the amount payable to be separately decided, and proposed that the Travel Time Allowance not be included. The Council also discussed the Communications Allowance and whether elected members should be provided with communications equipment such as tablets instead of being provided with a communications allowance. This was seen as having a subsequent saving for costs of producing hard copies of meeting documents for elected members. The Council asked that advice be provided separately to Council on this matter. The Council also discussed making a remit to the next Local Government New Zealand AGM on changing the Local Government Act 2002 restriction around members voting rights when attending meetings via audio or audio visual link.

RESOLVED

That the maximum amount payable for the Childcare Allowance be set at \$2,000 per annum per Elected Member.

Moved by: Her Worship the Mayor Helen Worboys

Seconded by: Councillor Howard Voss

CARRIED

RESOLVED

That the Council adopts the following Elected Members’ Allowances and Expense Reimbursement Policy for the period 1 July 2019 to 30 June 2022.

ELECTED MEMBERS' ALLOWANCES AND EXPENSE REIMBURSEMENT POLICY 1 JULY 2019 TO 30 JUNE 2022		
Position	Expense / Allowance	Description
All elected members	Taxis / public transport	Council expects the use of taxis to be moderate, conservative and cost effective relative to other transport options. Wherever practicable shuttle or bus services are to be used in lieu of taxis.
All elected members	Expenses relating to travel and attendance at conferences / seminars / training programmes	Elected members may incur travel and accommodation costs while conducting Council business elsewhere in New Zealand. As a general principle, travel cost for accompanying spouses, partners or other family members are a personal expense and will not be reimbursed by Council.
All elected members	Exceptional circumstances for council related meetings.	Council may arrange overnight accommodation when travel or business requirements do not allow for the return on the same day, e.g. if it is unreasonable for an elected member to travel to their home after a late meeting.
All elected members	General community related expenses	From time to time elected members may have unforeseen costs arise for items relating to community events, e.g. payment of koha, or purchasing a wreath for attendance at commemorative events. The Chief Executive should previously approve such expenditure. The items should be appropriate to the occasion and expenditure should be moderate and conservative.
All elected members	Childcare Allowance	Reimbursement childcare costs incurred by the member for childcare provided while the member is engaged on Council business in accordance with provisions set by the Remuneration Authority. Note: the total allowance paid is not to exceed \$2,000 per annum per member.
Councillors	Vehicle mileage	Mileage for eligible travel will be paid up to the maximum rate per kilometre as set out in the current Remuneration Authority determination. Mileage will be paid to eligible members on receipt of a completed and signed mileage claim, and approved by the Chief Executive.
Councillors	Communications Allowance	Councillors may claim an allowance in accordance with the following limits: <ul style="list-style-type: none"> • Personal computer / tablet / laptop: \$200 • Printer: \$40 • Mobile phone: \$150 • Internet connection: \$400 • Council related toll and mobile charges: \$400 Note: the total allowance paid is not to exceed \$1,190.
Councillors	Hearing Fees	Councillors acting as a member of a Hearing Panel for an eligible hearing (e.g. Resource Consent Hearing or District Plan Change hearing) to be paid the applicable hourly fee in accordance with the provisions set by the Remuneration Authority.

ELECTED MEMBERS' ALLOWANCES AND EXPENSE REIMBURSEMENT POLICY 1 JULY 2019 TO 30 JUNE 2022		
Position	Expense / Allowance	Description
Mayor	Vehicle	The Mayor will be provided with a vehicle on a full private use basis.
	Telephone costs	Full payment by Council of a mobile phone including rental and all Council associated charges.
	Stationery and consumables	Supply of reasonable amounts of paper and printer consumables for Council business.

Moved by: Her Worship the Mayor Helen Worboys

Seconded by: Councillor Shane Casey

CARRIED