# EXTRACT FROM MINUTES

# COUNCIL

# MEETING HELD 17 NOVEMBER 2022

MDC 22-25/026

ELECTED MEMBERS' ALLOWANCES AND EXPENSE REIMBURSEMENT POLICY 2022-25

Report of the General Manager – Corporate Services dated 27 October 2022 seeking a decision to adopt elected members' allowances and expense reimbursement policy for the period 15 October to 30 June 2025.

**RESOLVED**

1. **That the Council adopts the following Elected Members' Allowances and Expense Reimbursement Policy for the period 15 October 2022 to 30 June 2025.**

2. **That the Chief Executive be given delegation to approve amendments to the Expenses and Allowances policy within the triennium, as set annually by the Remuneration Authority's Determination.**

| ELECTED MEMBERS' ALLOWANCES AND EXPENSE REIMBURSEMENT POLICY 15 OCTOBER 2022 TO 30 JUNE 2025 | | | |
|---|---|---|---|
| **Position** | **Expense / Allowance** | **Description** | **Include? Y/N** |
| 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. | y |
| 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. | y |

| **Position** | **Expense / Allowance** | **Description** | **Include? Y/N** |
|---|---|---|---|

| 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. | y |
|---|---|---|---|
| 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.<br>Note: the total allowance paid is not to exceed $6,000 per member. | y |
| Councillors | Travel Time Allowance<br><br>(For those living more than 1 hour from a meeting location) | Travel time allowance as per the rate set by the Remuneration Authority for each hour of eligible travel time, after the first hour of eligible travel time travelled in a day.<br>Note: the total amount of travel time payable within a 24 hour period is 8 hours. | y |
| 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. $0.83 per km, up to 14,000 kms per annum.<br><br>Any mileage beyond 14,000 kms per annum will be paid at a rate of:<br>- $0.31 per km for petrol or diesel vehicles<br>- $0.18 per km for petrol hybrid vehicles<br>- $0.10 per km for electric vehicles<br><br>Mileage will be paid to eligible members on receipt of a completed and signed mileage claim form. | y |
| Councillors | Communications Allowance | Councillors may claim an allowance in accordance with the following limits:<br>• Personal Printer: $50<br>• Internet connection: $800<br>• Mobile phone: $200<br>• Council related toll and mobile charges: $500<br>Note: the total allowance paid for communications is not to exceed $1,550 per annum. | y |
| 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. | y |

| Position | Expense / Allowance | Description | Include? Y/N |
|---|---|---|---|
| Mayor | Vehicle | The Mayor will be provided with a vehicle on a full private use basis. | y |

**Moved by:** **Cr Grant Hadfield**

**Seconded by:** **Cr Alison Short**

**CARRIED**