

# COUNCILLOR REMUNERATION MEETING FEES POLICY

## SCOPE

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This policy applies to remuneration payments to Councillors for Category 1 Councils. The policy excludes payment made to the Mayor and Deputy Mayor.

## LEGISLATION

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Local Government Act 2009  
Local Government Regulation 2012

## OBJECTIVE

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To set out the meetings that Councillors need to attend to receive their monthly “meeting fee” component of the Councillor remuneration.

## DEFINITIONS

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| Category 1 Council | means a Council determined as being a Category 1 Council by the Local Government Remuneration Commission for the purposes of paying remuneration to Councillors  |
| Council            | means Banana Shire Council   |
| Councillor         | means, for the purposes of this policy only, the Councillors elected to Banana Shire Council excluding the Mayor and Deputy Mayor  |
| Meeting fee        | means the proportion of the Councillor’s annual remuneration determined by the Local Government Remuneration Commission to be paid as a meeting fee on attendance of meetings - see page 13 Note 2 Local Government Remuneration Commission Annual Report 2019 |

## POLICY

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In accordance with the determinations published by the Local Government Remuneration Commission Council will:

- on an annual basis make by resolution a schedule of dates for the 12 Council meetings that a Councillor must attend, and participate in, to receive the meeting fee component of the Councillor remuneration
- ensure the CEO and Mayor certify, before payment is made to Councillors, that each Councillor has attended and participated in the meetings listed on the schedule of dates

A Councillor is deemed to have attended a Council meeting if they have been present for the majority of the meeting in person or attending remotely via video or telecommunication link. Council approval for a Councillor to remotely attend a Council meeting must be made under section 276(3) of the Local Government Regulation 2012.

Council may from time to time resolve that a Councillor must undertake other Council business on behalf of Council and is therefore unable to attend or participate in the meeting. In these instances, the Councillor will be paid the meeting allowance. Such business may include:

- attending a Local Government conference as a representative of the Council
- attending a meeting with government officials as a representative of the Council
- attending a public event as a representative of the Council
- attending training in relation to the Councillor's role
- another meeting or event that is resolved by Council as necessary for the Councillor to attend


## PROCEDURE

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Procedures as approved and issued by the Chief Executive Officer, and subject to further revision, amendment and issue under the authority of the Chief Executive Officer.

## CERTIFICATION

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**CHIEF EXECUTIVE OFFICER**  
**BANANA SHIRE COUNCIL**



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**DATE**