

## **COUNCILLOR EXPENSES**

for the period 1 January 2014 to 31 March 2014

### **BACKGROUND**

The Mayor and Councillors are entitled to receive remuneration in the form of a councillor allowance as per section 74A and 74B of the Local Government Act. Mayor is entitled to receive a higher allowance.

The Victorian Government sets upper and lower limits for all allowances paid to councillors and mayors. For the purpose of these allowance limits, councils are divided into three categories based on the income and population of each council. As from 01 December 2011, Melton is categorised as a Category 3 Council and currently the Councillors are paid \$30,059 per annum and the Mayor is paid \$96,013 per annum, which includes 9.25% in lieu superannuation guarantee contribution. The upper limit of allowances for Category 3 Council is \$27,514 for Councillors and \$87,884 for the Mayor, plus 9.25% in lieu of superannuation guarantee

Soon after being elected, each council determines the precise annual amount that will be paid to its mayor and councillors, within the limits of the categories set by the Government. These amounts apply from the time of the Council making a resolution after conducting a review of its allowances. Reviews are required to take place within 7 months of an election and the allowance level determined remains in effect until the time of the next election.

Allowances levels are subject to annual automatic adjustments that are announced in the Victorian Government Gazette by the Minister for Local Government.

Significant demands and expectations are placed on Councillors of Melton City Council in carrying out their civic and statutory functions. In carrying out their roles as Councillors, they accept a range of responsibilities in representing Melton Council and its community and stakeholders at a local, state and national level.

In addition to the allowance, Councillors are entitled to refunds for money spent while undertaking their duties as Councillors. They are also entitled to receive an appropriate level of support to enable them to be accessible and available to the community. The level of support and refunds are governed by Councillors and details are provided in the Council policy "Resource Support for Councillors" Policy.

### **EXPENSE CATEGORIES**

#### **1. Conferences, Seminars and Training \***

This category covers registration and accommodation fees, meals and travel associated with attendance by Councillors at conferences, seminars and training held locally, interstate and overseas. These are held by local government related organisations, professional bodies and private sector providers on issues and events which impact on local government and Councillors decision making responsibilities.

#### **2. Travel Local \***

This category covers costs associated with assisting Councillors in meeting the transport costs incurred in attending meetings, functions and other commitments within and outside the municipality. This comprises use of taxi service, reimbursement for use of private vehicle while conducting Council business, car parking fees as described in the "Resource Support for Councillors" Policy. This category also comprises costs associated with accommodation and incidentals incurred when travelling on Council business in outer metropolitan Melbourne and regional Victoria.

#### **3. Communication**

This category covers communication costs associated with ensuring that Councillors are accessible and are able to communicate with constituents, stakeholders, other Councillors, Council officers and family members while conducting Council business. This category comprises costs associated with use of mobile phones, home phones, facsimile machines and internet access services.

#### **4. Functions External to Civic Centre \***

In some cases, Councillors may need to use external hospitality services when conducting Council business outside Council offices. In doing so, Councillors seek reimbursement for expenses incurred. These expenses comprise costs associated with the provision of meals, refreshments and other entertainment (for Councillors and their guests) considered appropriate to the nature of Council business being conducted.

#### **5. Carer Expenses**

The Council will reimburse the cost of necessary carer expenses incurred by Councillors in the course of carrying out their duties. This covers child care and other forms of care needed to support immediate family members.

#### **6. Councillor Allowance**

Allowances are paid in advanced monthly.

*\* Costs incurred under these categories may include those relating to the participation of partners in accordance with the Councillor Expenses and Resources Guidelines*

## SCHEDULE OF COUNCILLOR EXPENSES - 1 January 2014 to 31 March 2014

	Cr Kathy Majdlik	Cr Broden Borg	Cr Sophie Ramsey Deputy Mayor	Cr Bob Turner - Mayor	Cr Renata Cugliari	Cr Lara Carli	Cr Nola Dunn	Total
1. Conferences, Seminars & Training	\$ -	\$ -	\$ -	\$ 2,091	\$ -	\$ -	\$ -	\$ 2,091
2. Travel Local	\$ 66	\$ -	\$ -	\$ 89	\$ -	\$ -	\$ -	\$ 155
3. Communication	\$ 475	\$ 580	\$ 602	\$ 1,146	\$ 723	\$ 389	\$ 235	\$ 4,149
4. Functions External to Civic Centre	\$ 300	\$ -	\$ -	\$ 278	\$ -	\$ -	\$ -	\$ 578
5. Carer Expenses	\$ 2,317	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,317
6. Councillor Allowance	\$ 7,576	\$ 7,576	\$ 7,576	\$ 24,198	\$ 7,576	\$ 7,576	\$ 7,576	\$ 69,654
<b>Total</b>	<b>\$ 10,734</b>	<b>\$ 8,155</b>	<b>\$ 8,177</b>	<b>\$ 27,803</b>	<b>\$ 8,299</b>	<b>\$ 7,965</b>	<b>\$ 7,811</b>	<b>\$ 77,635</b>

### TRAVEL REGISTER – INTERSTATE TRAVEL COSTS INCURRED BY MAYOR, DEPUTY MAYOR & COUNCILLORS

For full details of costs incurred by Councillors while travelling on interstate and overseas Council business, please refer to the travel register also published on a quarterly basis on Council's web site [www.melton.vic.gov.au](http://www.melton.vic.gov.au). The register provides details of travel undertaken including a total cost that covers fares, accommodation, conference registration, sustenance and other incidental costs associated with travel.

The Local Government (General) Regulations 2004 requires a Council must make available for public inspection documents containing prescribed material including the maintenance of a travel register containing details of overseas or interstate travel (with the exception of interstate travel by land for less than three days) undertaken in an official capacity by Councillors or any member of Council staff in the previous 12 months.