

8 AUGUST 2019

Meeting Status: **Public**

Purpose of Report: For Decision

ELECTED MEMBERS REMUNERATION EXPENSES AND ALLOWANCES POLICY 2019-2020

PURPOSE OF REPORT

- 1 This report presents to the Council for adoption the Elected Members Remuneration Expenses and Allowances Policy 2019-2020.

DELEGATION

- 2 The Council has the authority to consider this matter.

BACKGROUND

- 3 The Elected Members Remuneration Expenses and Allowances Policy 2018 - 2019 was approved by the Council on 6 December 2018. The Policy consolidated in a single document comprehensive, clear information on Elected Member remuneration, expenses and allowances, prepared in a user friendly style that can be easily referenced by Elected Members and staff.
- 4 The Remuneration Authority ('the authority') is the independent body responsible for the setting of elected members' remuneration.
- 5 In Schedule 1 of its Local Government Members 2019/20 Determination 2019 ('the determination') the Authority has determined the remuneration of Elected Members up to the Local Body Elections in 2019. The Determination also details the allowances that may be paid to Elected Members.
- 6 Schedule 2 of the Determination covers the payment of Elected Members following the 2019 Local Government Elections at which point a Remuneration Pool will be introduced. When each new Council takes offices following the 2019 local election, the Council will be invited to give the Authority recommendations for how its pool should be distributed among council members.

ISSUES AND OPTIONS

Issues

- 7 The Elected Members Remuneration Expenses and Allowances Policy 2019-2020 incorporates the changes, detailed in the Determination, to remuneration of Elected Members up to the Local Body Elections in 2019.
- 8 Earlier in 2019 the Authority consulted on its proposal to include an option for Childcare Allowance for Elected Members in the 2019/20 Determination. Kāpiti Coast District Mayor and Councillors provided feedback to the Authority in support of an optional childcare allowance.

- 9 Following that consultation process, in this years' determination the Remuneration Authority has given local authorities the option of paying a childcare allowance to Elected Members.
- 10 The Authority made the childcare allowance an annual rate so it can be used in as flexible a way as possible. This allows individual councils to set an hourly rate so long as the total amount paid per annum to an elected member does not exceed the annual limit shown in the determination.
- 11 This provision has been included in the Council's Elected Member Remuneration Expenses and Allowances Policy 2019-2020, to be applied according to the following conditions.
 - a) Childcare – Reimbursements apply according to the following conditions:
 - i. The member is a parent or guardian of the child, or is a person who usually has responsibility for the day-to-day care of the child (not on a temporary basis); and
 - ii. the child is under 14 years of age; and
 - iii. the childcare is provided by a person who is not a family member and does not ordinarily reside with the member; and
 - iv. the member provides evidence satisfactory to the authority of the amount paid for child care.
 - v. Childcare allowance will be paid at a rate of \$120 per day retrospectively for the month; not exceeding a total amount of \$6000 per annum OR
 - vi. An annual amount of \$6000 paid retrospectively for the year.
- 12 The draft Elected Members Remuneration Expenses and Allowances Policy 2019-2020 includes updated information on
 - Remuneration increases
 - An increase in the Communication Allowance to Community Board Members covering use of personal computer and printer to bring the allowance in line with the recommended amount in the determination.
 - An increase in the vehicle mileage allowance per kilometre
 - Childcare allowance

CONSIDERATIONS

Policy considerations

- 13 The Elected Members Remuneration Expenses and Allowances Policy 2019-2020 (as at Appendix 1) replaces the Elected Members Remuneration Allowances and Expenses Policy 2018- 2019.
- 14 The implementation of this policy will be randomly checked by the Council Auditors as part of the audit process.
- 15 Changes will be captured in the document version control together with the date adopted by Council.

Legal considerations

16 There are no additional legal considerations.

Financial considerations

17 Under the Local Government Amendment Act 2012 the local authority must “demonstrate prudent management of its revenues, expenses, assets, liabilities, investments, or general financial dealings.”

18 The budget for Elected Members Remuneration, Expenses and Allowances will be amended in line with the Determination and Policy.

Tāngata whenua considerations

19 There are no tāngata whenua considerations.

SIGNIFICANCE AND ENGAGEMENT

Significance policy

20 This matter has a low level of significance under the Council’s Significance and Engagement Policy.

Engagement planning

21 An engagement plan is not needed to implement this decision.

Publicity

22 The signed policy will be available to view on the Kāpiti Coast District Council website.

RECOMMENDATIONS

23 That Council adopts the Elected Member Remuneration Expenses and Allowances Policy as at Appendix 1 of report PP-19-850.

Report prepared by Approved for submission Approved for submission

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ATTACHMENTS

Appendix 1

Elected Member Remuneration Expenses and Allowance Policy 2019-2020

Appendix 2

Feedback on Authority Policy on Childcare Allowance for Elected Members

Appendix 3

Local Government Members 2019/20 Determination 2019