

Chairperson and Community Board Members  
**Waikanae Community Board**

**7 DECEMBER 2010**

Meeting Status: Public

Purpose of Report: For Decision

**DRAFT REMUNERATION PROPOSAL FOR ELECTED MEMBERS AND EXPENSES AND ALLOWANCES POLICY FOR THE PERIOD UP UNTIL 30 JUNE 2011**

**PURPOSE OF REPORT**

1. To consider the draft Remuneration Proposal for Elected Members and Expenses and Allowances Policy for the period up until 30 June 2011 which was adopted by the Council at its meeting on 25 November 2010 and make a recommendation to the Council for its meeting of the 16 December 2010.

**SIGNIFICANCE OF DECISION**

1. The Council's Significance Policy is not triggered by this report.

**BACKGROUND**

2. At its meeting on 25 November 2010 the Council approved the following resolutions:

"That the Council adopts Option 3: modify the existing weightings/points per Elected Member position to reflect changes in the Governance Structure (from the last Triennium) as outlined in Appendix 5 to Report FIN-10-036.

That the Council adopt the Draft Expenses and Allowances Policy as set out in Appendix 4 to report FIN-10-036 with the following option for the motor vehicle allowance:

Option C: include a motor vehicle mileage allowance policy at \$0.70 per kilometre with a 30 kilometre threshold before mileage is payable."

3. A copy of the report FIN-10-036 to Council on the draft Remuneration Proposal for Elected Members and draft Expenses and Allowances Policy is attached to this report as Appendix A.

4. The proposed remuneration for the Waikanae Community Board is as follows:

<b>Waikanae Community Board</b>				
<b>Position</b>	<b>Date Appointed</b>	<b>Annual Salary</b>	<b>No.</b>	<b>Total Annual Salaries \$</b>
Chairperson	16/11/10	12,071	1	12,071
Member	15/10/10	6,159	3	18,477
<b>Total Annual Salaries</b>				<b>30,548</b>
<b>50% charged to indicative pool</b>				<b>15,274</b>

## CONSIDERATIONS

### Elected Members' Remuneration

5. The total remuneration pool for the 2010/11 year for the Kapiti Coast District Council set by the Remuneration Authority each year has not changed. The weightings/points have been modified to reflect the changes to the new Governance Structure. The Council established a new Standing Committee called the Appeals Committee which will cover all Council Hearings except for those associated with the Resource Management Act. This new structure has had a minor impact on the level of Community Board remuneration due to the fact that the Council has to keep within its total remuneration pool.

### Draft Expenses and Allowances Policy

6. The only change is that the Remuneration Authority has issued new guidelines in relation to mileage claims. A threshold of 30 kilometres is now set for any one meeting/event before mileage is claimable. The Remuneration Authority have advised that a Council could set a threshold that best reflects the Council's unique geography but the Remuneration Authority is unlikely to agree to a threshold of less than 30 kilometres.
7. The Community Boards need to consider and make a recommendation back to the Council on the draft Remuneration Proposal and the draft Expenses and Allowances Policy at this meeting. Any comments or issues raised will be reported back to the Council for Council's consideration before Council adopts the final Elected Members' remuneration proposal for the period up until 30 June 2011, on 16 December 2010.
8. If there are any dissenting views by any of the Community Boards or the Council they will be recorded and forwarded to the Remuneration Authority so that the Remuneration Authority can make a final decision on the Elected Members Remuneration proposal in February 2011 for the period up until 30 June 2011.

## Financial Considerations

9. For each Community Board their Elected Members' remuneration is funded 50% from each respective area and 50% Districtwide.

### Legal Considerations

10. The Council must comply with the determinations set by the Remuneration Authority for this Council in relation to Elected Members' remuneration.

### Consultation

11. Further consultation is being undertaken with each Community Board.

### Policy Implications

12. Once the final Remuneration Proposal is approved by the Remuneration Authority this will be the new Elected Members' Remuneration Policy for this Council up until 30 June 2011.

### Publicity Considerations

13. Given that there is no increase in the total remuneration paid to Elected Members and the remuneration pool is being applied to the new Governance Structure then it is not planned to prepare a press release on this issue.

### Other Considerations

14. There are no other considerations.

### RECOMMENDATIONS

15. That the Waikanae Community Board recommend to the Council that the following Remuneration Proposal for the Waikanae Community Board for the period up until 30 June 2011 be approved and forwarded to the Remuneration Authority for approval:

<b>Waikanae Community Board</b>				
<b>Position</b>	<b>Date Appointed</b>	<b>Annual Salary</b>	<b>No.</b>	<b>Total Annual Salaries \$</b>
Chairperson	16/11/10	12,071	1	12,071
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<b>Total Annual Salaries</b>				<b>30,548</b>
<b>50% charged to indicative pool</b>				<b>15,274</b>

16. That the Waikanae Community Board recommend to the Council that the Expenses and Allowances Policy attached as Appendix 4 to the Council Report No. FIN-10-036 with the following option for the motor vehicle allowance:  
Option C: include a motor vehicle mileage allowance policy at \$0.70 per kilometre with a 30 kilometre threshold before mileage is payable."

### Report prepared by:

**Warwick Read**  
**GROUP MANAGER FINANCE**

Appendix A – Copy of report FIN-10-036 with appendices