

POL	RECOGNITION OF ELECTED MEMBERS ON RETIREMENT	SC25
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POLICY CODE:	SC25
DIRECTORATE:	Executive Services
BUSINESS UNIT:	Executive Support
SERVICE UNIT:	Executive Support
RESPONSIBLE OFFICER:	Director, Governance & Community Services
FILE NO.:	182/001
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VERSION NO.	4

Dates of Amendments / Reviews:		
DAPPS Meeting:	22 September 2011 22 March 2012	28 November 2013 24 August 2017
OCM:	13 October 2011 12 April 2012	12 December 2013

BACKGROUND:

It is acknowledged that the primary motivation of Elected Members in local government is to serve the community. This involves being available to deal with the concerns of their constituents at all times. Despite the provisions of Meeting fees and allowances, Elected Members in local government are still required to devote an inordinate amount of their personal time for the benefit of the community.

PURPOSE:

To recognise this service to the community by the provision of a gift to Elected Members of the City of Cockburn upon their retirement from Council.

POLICY:

Retiring Elected Members are entitled to receive a gift for service to the City of Cockburn as determined by the Chief Executive Officer (CEO) in conjunction with the Mayor, and, if appropriate, the Elected Member(s) concerned.

- (1) The gift will be based on the following criteria:
 - 1. Elected Members receive a gift to the value of up to \$100 per annum of service, to maximum of \$1,000, on their retirement from Office, in accordance with Regulation 34AC of the Local Government (Administration) Regulations, 1996, as amended.

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2. No gift will be given as cash or a voucher and should be suitable for keeping as a memento.
 3. The gift will be suitably engraved to acknowledge the length of service of the Elected Member.
 4. The gift will be presented at the Swearing In Ceremony or Annual Christmas Function, following each Ordinary Council Election day.
 5. Appropriate funds will be made available within the "Governance – Members of Council" cost area of the Municipal Budget for the purchase of gifts pursuant to this Policy.
- (2) An Elected Member may decline to accept a gift by advising the CEO, or Mayor, upon his or her retirement.
- (3) Council shall forward a request to the Department of Local Government and Sport and Cultural Industries on behalf of a retiring Elected Member for recognition of service, if their term of service is eight (8) or more years.