

TITLE:	EXTRA MEETING ALLOWANCE POLICY		
DIRECTORATE:	COUNCIL		
ADOPTED BY:	COUNCIL RESOLUTION		
DATE OF ADOPTION:	MAY 2023	DATE OF REVIEW:	MAY 2028
POLICY NUMBER:	CP83		
LEGISLATIVE REF:	<i>Regulation 67 of the Local Government (General) Regulations 2021</i> <i>NT Remuneration Tribunal – Determination of allowances for members of Local Government Council</i>		

1 PURPOSE

To establish the types of extra meetings for which an extra meeting allowance is payable, the amount that may be claimed and the timeframe in which a claim may be made.

2. SCOPE

All Councillors and Deputy Principal Member (i.e. other than the Mayor or Acting Mayor) may be paid the extra meeting allowance up to \$10,000 per financial year.

3. APPLICATION OF POLICY

3.1 Types of Extra Meetings

The extra meeting allowance may be paid in relation to attendance at the following types of meetings:

- Additional meetings of full Council or established sub-committees of Council;
- Attendance of Local Authority Meetings within the Ward the member represents;
- Attendance at any functions representing the Principal Member on official Council duties;
- Attendance at functions as an invited representative of Council and with Council's approval; and
- Attendance at any approved extra meetings of Council for planning, briefing or information sessions of council meetings.

3.2 Extra Meeting Allowance

Allowances to be paid to eligible members (not including Principal Member) are:

Fee if activity takes place during normal business hours are as follows;

- Up to 2 hours \$200
- Between 2 and 4 hours \$300
- More than 4 hours \$500

3.3 Travel

Members are entitled to claim for vehicle and travel allowance if eligible.

3.5 Timeframe for Making a Claim

Claim forms are to be submitted within 30 days of the date the extra meeting was held in the form approved by the Council.

4. Review

This policy will be reviewed on or before June 2028.

5. APPROVAL

This policy is approved ~~or not approved~~. *Select correct action.*

Romeo Mutsago
Deputy Chief
Executive Officer



Signature

5/10/2023

Dated