



Remuneration Tribunal

2018 Review of Allowances for Members of Local Government Councils

Guidelines for Written Submissions

Scope of the review and Determination

Section 76 of the *Local Government Act 1999* (SA) and Section 24 of the *City of Adelaide Act 1998* (SA) requires the Remuneration Tribunal (“the Tribunal”) to determine, on a four yearly basis, allowances for members of local government councils.

The Tribunal, in making its Determination, must have regard to:

- the role of members of council as members of the council's governing body and as representatives of the council's area;
- the size, population and revenue of the council, and any relevant economic, social, demographic and regional factors in the council area;
- such an allowance is not intended to amount to a salary for a member;
- such an allowance should reflect the nature of a member's office; and
- the Act's provisions to provide for reimbursement of members' expenses.

Guidelines for written submissions

Councils

The Tribunal has determined that written submissions from councils should be submitted in accordance with the following format:

- Name of Council
- Size (number of elected members .etc)
- Population and Geographical Area
- Revenue and Expenditure
- Economic, Social and Demographic Factors
- Meetings (number of council and committee meetings held in last 12 months, number of councillors attending council and committee meetings)
- Amount of Allowance Deemed Appropriate (Submission may present justification for an adjustment, and may include comment on the appropriate allowance payable to the principal member of council).
- Any Other Relevant Factors (This may include comment on the current Determination, council groupings for the purpose of determining the level of allowance, and the council's capacity to pay).

Associations / Individuals

Written submissions from associations and individual persons should be submitted in accordance with the following format:

- Name of Association / Person Making Submission
- Address of Association / Person Making Submission
- Is the submission being made with relevance to the allowances being paid to councillors in general, or the allowances paid to members of a particular council?
- Amount of Allowance Deemed Appropriate (Submission may present justification for an adjustment, and may include comment on the appropriate allowance payable to the principal member of council).
- Any Other Relevant Factors and Comments (Comments should be limited to a maximum of 250 words).

Submissions and requests to make oral submissions must be received by **5pm Friday, 6 July 2018** and can be forwarded to:

**The Executive Officer
Remuneration Tribunal
GPO Box 2343
ADELAIDE SA 5001**

Submissions may also be sent by email to RemunerationTribunal@sa.gov.au

The *Local Government Act 1999* (SA) and the *City of Adelaide Act 1998* (SA) are available at: www.legislation.sa.gov.au