

SOUTHERN REGION WASTE RESOURCE AUTHORITY (SRWRA)

(PO-20) Chairperson Allowance Review Policy

Date of 1st Adoption:	4th June 2007 - Report No. 47/07
Next Review Date:	June 2017
Reviewed:	6 th June 2016 – (Annual Review) – Report No. 22/16 2 nd June 2014 (Annual Review) – Report No. 23/14 5 th August 2013 (Annual Review) – Report No. 25/13 4 th June 2012 (Annual Review) – Report No. 38/12 6 th June 2011 (Annual Review) – Report No. 44/11 7 th June 2010 (Annual Review) – Report No. 41/10 1 st June 2009 (Annual Review) – Report No.49/09 2 nd June 2008 (Annual Review) – Report No.67/08

POLICY STATEMENT

Aim

This Policy has been developed and adopted by the Authority to guide the decision making process of the Board when reviewing the allowance payable to the Chairperson of the Board for his/her services during a financial year. This Policy is designed to ensure consistency and certainty in the review process from year to year.

Allowance

An allowance is payable to the Chairperson on an annual basis for the services he/she provides to the Authority during a financial year. The quantum of the allowance should reflect the level of expertise and services required from the Chairperson in discharging his/her duties of office. The allowance is payable in addition to any amounts paid to the Chairperson by way of reimbursement of expenses reasonably incurred in the exercise of his/her duties of office.

Determination of Allowance

The Board shall resolve on an annual basis as to the amount of the allowance payable to the Chairperson for his/her services in the current financial year (the relevant financial year).

The Chairperson is not entitled to be present for either the discussion or vote on such a resolution.

The issue of the Chairperson's allowance will be placed on the Agenda of the first ordinary meeting of the Board after May 31st in each year. Where the Board resolves to adjust the Chairperson's allowance then such adjustment will operate retrospectively from 1 July of the relevant financial year.

Considerations in determining quantum of allowance

When determining the quantum of the Chairperson's allowance, the Board will have regard to the following factors:

1. the allowance paid to the Chairperson in the preceding financial year;
2. the most recent annual Consumer Price Index ("CPI for Adelaide") as published by the Australian Bureau of Statistics;
3. the likely increase (or decrease) in the level of services required from the Chairperson in the relevant financial year;

4. the likely increase (or decrease) in the level of expertise required from the Chairperson in the relevant financial year;
5. the Market rate for similar positions; and
6. any other factor the Board considers relevant.

If the Board anticipates that there will be no substantial change in the level of services or expertise required from the Chairperson over the relevant financial year, then, unless there is some other reason to vary the Chairperson's allowance, the Board should resolve that the Chairperson's allowance will be the allowance paid in the preceding financial year increased only by CPI.

Grievance Procedure

If the Chairperson is dissatisfied with the decision of the Board in relation to any variation of (or decision not to vary) the Chairperson's allowance, then he/she may set out to the Board in writing the grounds upon which he/she considers that the allowance should be varied. The Board will consider the Chairperson's written submissions at its next ordinary meeting and in doing so, may seek independent advice. The Board may resolve to either affirm its original decision or to vary the allowance in light of the Chairperson's submissions. If the Board resolves to vary the Chairperson's allowance, the variation will apply retrospectively from 1 July of the relevant financial year.

Policy Review

1. ***This policy will be reviewed not less than once every two years or if any significant new information, legislative, or organisational change warrants an amendment to this document.***