

# Council Member Allowances and Benefits Policy Review

Tuesday, 19 November 2024  
City Finance and Governance Committee

Strategic Alignment - Our Corporation

**Program Contact:**  
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Public

**Approving Officer:**  
Anthony Spartalis, Chief  
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## EXECUTIVE SUMMARY

At its meeting on 26 September 2023, Council adopted its Allowances and Benefits Policy (the Policy). Minor amendments to the Policy are proposed in response to a 2023 internal audit which reviewed the use of cab charges, ride shares, pool cars and criteria and allocation processes regarding approved parking options.

Administration has identified outcomes that impact sections of the Policy regarding the use of private vehicles and use of UPark Plus cards. The proposed updates to the Policy align with the findings of the audit and the changes made to internal processes and procedures

A further administrative review has been undertaken during this process, and several other minor updates are proposed in relation to travel and the use of airline reward program points, which the current Policy does not address.

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## RECOMMENDATION

The following recommendation will be presented to Council on 26 November 2024 for consideration

THAT THE CITY FINANCE AND GOVERNANCE COMMITTEE RECOMMENDS TO COUNCIL

THAT COUNCIL

1. Adopts the revised Council Member Allowances and Benefits Policy as contained in Attachment A to Item 7.9 on the Agenda for the City Finance and Governance Committee held on 19 November 2024.
  2. Authorises the Chief Executive Officer or delegate to make minor editorial amendments to finalise the Council Member Allowances and Benefits Policy as contained in Attachment A to Item 7.9 on the Agenda for the City Finance and Governance Committee held on 19 November 2024
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## IMPLICATIONS AND FINANCIALS

City of Adelaide 2024-2028 Strategic Plan	<b>Strategic Alignment – Our Corporation</b> Enable effective governance, risk management, accountability and transparency at all times in decision making
Policy	Council Member Allowances and Benefits Policy
Consultation	Not as a result of this report
Resource	Not as a result of this report
Risk / Legal / Legislative	<i>Local Government Act 1999 (SA)</i>
Opportunities	Not as a result of this report
24/25 Budget Allocation	Not as a result of this report
Proposed 25/26 Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	Not as a result of this report
24/25 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	Not as a result of this report

## DISCUSSION

- Under section 77(1)(b) of the *Local Government Act 1999 (SA)*, Council may adopt an Allowances and Benefits Policy in accordance with the *City of Adelaide (Members Allowances and Benefits) Regulations 2010*.
- On 26 September 2023, Council adopted its [Allowances and Benefits Policy](#) (Link 1) which is next due for review after the next general election.
- In response to a 2023 internal audit reviewing the use of Cab Charges, Ride Shares, Pools Cars and criteria and allocation processes, Administration has identified outcomes that impact sections of the Policy regarding the use of Private Vehicles and use of UPark Plus cards. The proposed updates to the Policy align with the findings of the audit and the changes made to internal processes and procedures.
- A further review has been undertaken which has highlighted a gap in relation to the personal use of airline rewards program points and the ability to upgrade travel at a Member's own expense. This update aligns the Policy with the City of Adelaide Employee Travel Policy.
- The proposed amendments to the Policy are detailed in the table below and a tracked changes version of the Policy is available at [Link 2](#):

Current Policy	Proposed amendment
Whole document	<ul style="list-style-type: none"> <li>Minor grammatical and formatting amendments</li> </ul>
Statement	<ul style="list-style-type: none"> <li>Inclusion – Overview of Council Member entitlements.</li> </ul>
Allowances	<ul style="list-style-type: none"> <li>Inclusion - Updated Lord Mayor and Council Member Annual Allowances.</li> </ul>
Use of Private Vehicles <ul style="list-style-type: none"> <li>Silent to a maximum amount of parking</li> </ul>	Use of Private Vehicles <ul style="list-style-type: none"> <li>Inclusion - Members are entitled to one City of Adelaide Crest (Decal) to use for one designated vehicle.</li> <li>Inclusion - Council Members may only use casual parking bays in accordance with the UPark Plus Terms and Conditions of Use.</li> <li>Inclusion - Council Members are entitled to one UPark Plus card for one designated vehicle.</li> </ul>
Use of Taxis for local travel <ul style="list-style-type: none"> <li>Cab charge and taxis only, silent to other travel methods</li> </ul>	<ul style="list-style-type: none"> <li>Inclusion - Ride share reimbursement for journeys required as a consequence of attendance at a function or activity on official Council business.</li> </ul>
Event Attendance Expenses <ul style="list-style-type: none"> <li>Silent on use of reward program points or ability to pay own way to upgrade when travelling.</li> </ul>	<ul style="list-style-type: none"> <li>Alignment of the use of airline rewards program points to the Employee Travel Policy and an inclusion that Council Members may pay their own way to upgrade flights.</li> </ul>

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## DATA AND SUPPORTING INFORMATION

**Link 1** – Current Council Member Allowances and Benefits Policy

**Link 2** – Revised Council Member Allowances and Benefits Policy with tracked changes

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# ATTACHMENTS

**Attachment A** – Revised Council Member Allowances and Benefits Policy

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