



Testimonial Dinners for Long-Serving Staff Members Policy

Date policy was adopted by Council:	27 February 2008
Resolution number:	83/08
Previous Policy review date:	November 2013
Next Policy review date:	May 2016
Reference number:	C0912817

1. OUTCOMES

That Council operate a transparent equitable and accountable method to show its appreciation to dedicated service by long serving staff.

2. POLICY:

Council demonstrate its appreciation to long serving staff members by subsidising for the cost of testimonial dinners.

3. DEFINITIONS

Nil

4. LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS


Nil

5. CONTENT:

1. A subsidy of up to \$2,000 be provided for any staff member leaving Council's employment that has provided at least 10 years of exceptional service to the Council and/or the community.
2. The subsidy be used for the provision of meals for the staff member concerned and his/her immediate family and close associates.
3. The subsidy also be made available to off-set staff costs on the night, table decorations and the hire of appropriate space for the holding of such a testimonial dinner.
4. Approval for the subsidy be initially approved by the General Manager in consultation with the Mayor and Deputy Mayor and reported to the first available Council Meeting, and
5. The subsidy not be used to off-set any cost in relation to the attendance by Councillors and/or their partners.

6. PERFORMANCE INDICATOR

Nil

POLICY:-		
Policy No:		
Policy Title:	Testimonial Dinners for Long Serving Staff Members	
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PROCEDURES/GUIDELINES:-		
Date Procedure/Guideline (if any) was developed:	Nil	
RECORDS:-		
Container Reference in TRIM: Policy	SF080616	
Container Reference in TRIM: Procedure	Nil	
Other locations of Policy:	Intranet (linked to TRIM Container)	
Other locations of Procedures/Guidelines:	Nil	
DELEGATION (if any):-		Nil
RESPONSIBILITY:-		
Draft Policy developed by:	General Manager	
Committees (if any) consulted in the development of the Draft Policy:	Nil	
Responsibility for Implementation:	General Manager	
Responsibility for Review of Policy:	General Manager	
INTEGRATED PLANNING FRAMEWORK:		
Community Strategic Plan:	Strategic Priority No. N/A	
Delivery Program Title:	Office of the General Manager	
Operational Plan:	Program No. 122	
Senior Authorising Officer	Position General Manager	Signature/Date  27 February 2008

ACTION	COUNCIL MEETING DATE	RESOLUTION NUMBER	REPORT ITEM NUMBER
NEW/RECONFIRMED/ AMENDED			
New	27 February 2008	83/08	Mayoral Minute 1A

DATE REVIEWED	REVIEWER POSITION	REVIEWER NAME
12 April 2012	General Manager	Gary Chapman
November 2013	General Manager	Gary Chapman