

Council Policy 4.3

Gratuity Payments to Terminating Staff

Strategic Plan Objective

3.5 To improve organisational culture, health, welfare and safety.

Purpose

To establish a policy in relation to the approval of a gratuity payment to members of staff who retire or resign from employment with the EMRC.

Definitions

A 'gratuity payment' means any payment of monies in addition to any contractual or award entitlement, which is paid to a staff on termination of employment with the EMRC.

Legislation

Local Government Act 1995 s 5.50

Local Government (Administration) Regulations 1996 r.19A

Policy Statement

1. Gratuity payment may be made to a staff member in recognition of their exemplary service or extensive term of service with the EMRC.
2. Gratuity payment may be made only when the staff member retires or resigns from employment with the EMRC.
3. The Chief Executive Officer will give consideration to whether a gratuity payment should be made to a member of staff, and the matter will be referred to the Council for consideration.
4. In the instance where the intended recipient of the gratuity is the CEO, the matter shall be considered by the Council.
5. The value of the payment made to the staff member will not exceed any amount as prescribed or provided for by r.19A of the Regulations.
6. Any taxation implications associated with the gratuity payment will be borne by the staff member.
7. In the event that a gratuity payment is made, the Council will give local public notice of its decision to make that payment in accordance with the provisions of s 5.50 of the *Local Government Act 1995*.

Financial Considerations

Unbudgeted and to be referred to Council for funding.



Adopted/Reviewed

29 May 1997

22 July 1999

02 May 2002

20 May 2004

23 February 2006

18 September 2008

23 September 2010

18 September 2014

06 December 2018

Next Review

Following the Ordinary Elections in 2021

Responsible Unit

Business Support Team