

REPORT 8*(1215/52/IM) (1215/10/01)***ELECTED MEMBERS' REMUNERATION: 2005/2006
FINANCIAL YEAR****1. Purpose of Report**

To submit for the Committee's consideration, and referral to Council for approval, a proposal for the allocation of the 2005/2006 remuneration pool amongst the elected members of the Wellington City Council and the Tawa and Makara/Ohariu Community Boards.

2. Executive Summary

The Remuneration Authority has advised that the Council's elected members' remuneration pool has been set at \$1,209,610 for the 2005/2006 financial year; an increase of \$19,826. The Mayor's annual salary for 2005/2006 has been fixed at \$136,353; an increase of \$1,945 on the salary she is currently receiving.

Based on the rules and principles set by the Remuneration Authority the Council is now required to decide how the 2005/2006 remuneration pool is to be allocated amongst its elected members (excluding the Mayor). Once agreed on the Council is required to submit its proposal to the Remuneration Authority for approval.

The proposal must be approved by the Remuneration Authority before the Council can implement its proposed remuneration payments. The new salary rates will take effect from 1 July 2005.

3. Recommendations

It is recommended that the Committee:

- 1. Receive the information.*
- 2. Recommend to Council that it adopt the salary only model as its basis of remuneration for the elected members of the Wellington City Council for the 2005/2006 financial year.*

Note: Although Councillors have the option of being paid on a salary only basis or a combination of salary and meeting fees, the remuneration framework requires all community board members be paid an annual salary (i.e. there is no provision for the payment of meeting fees to community board members).

3. *Recommend to Council that it accept the resignation of Councillor Shaw as the Chair of the Grants Subcommittee, with effect from 1 July 2005, and that a replacement Chair be appointed from 1 July 2005.*
4. *Recommend to Council that the following salaries be paid to the elected members of the Wellington City Council and the Tawa and Makara/Ohariu Community Boards for the 2005/2006 financial year and that the Council's proposal be referred to the Remuneration Authority for its approval:*

<i>Mayor</i>	<i>\$136,353 pa</i>
<i>Deputy Mayor</i>	<i>\$94,092 pa</i>
<i>Chair, Strategy & Policy Committee</i>	<i>\$91,056 pa</i>
<i>Portfolio Spokesperson (x 5)</i>	<i>\$78,915 pa</i>
<i>Chair, Regulatory Processes Committee</i>	<i>\$72,844 pa</i>
<i>Chair, Audit & Risk Management Subcommittee</i>	<i>\$66,774 pa</i>
<i>Chair, Grants Subcommittee</i>	<i>\$66,774 pa</i>
<i>Councillor (x 4)</i>	<i>\$60,703 pa</i>
<i>Tawa Community Board</i>	
<i>Chair</i>	<i>\$18,714 pa</i>
<i>Elected Member (x 5)</i>	<i>\$7,157 pa</i>
<i>Makara/Ohariu Community Board</i>	
<i>Chair</i>	<i>\$11,572 pa</i>
<i>Elected Member (x 5)</i>	<i>\$4,518 pa</i>

Note:

- (a) *The Mayor's salary is set by the Remuneration Authority.*
 - (b) *The Tawa and Makara/Ohariu Community Boards have given their approval to the recommended remuneration rates for the elected members of their respective boards.*
 - (c) *The new salary rates will come into effect on 1 July 2005, after the Remuneration Authority has approved the Council's remuneration proposal.*
5. *Note that no additional payments are to be made to the two Northern Ward Councillors who have been appointed by the Council as members of the Tawa Community Board.*
 6. *Note that this proposal is based on the existing committee structure. If, as a result of the committee structure review that is currently underway, any adjustments are required to the salary rates recommended in this report, those salary adjustments will require the approval of the Remuneration Authority before they can be implemented.*
 7. *Note that a review of the terms of reference and delegated authorities for both the Tawa and Makara/Ohariu Community Boards will be completed later this year and that a further review of community board members' remuneration based on*

the new delegated authorities will be completed before a decision is taken on the allocation of the 2006/2007 remuneration pool.

8. *Recommend to Council that it agree to amend the current mobile phone expenses policy to provide for a monthly reimbursement of \$85 or the actual amount of the monthly account, whichever is the smaller.*
9. *Recommend to Council that it confirm its current rules and policies for the reimbursement of expenses to its elected members (with the exception of the mobile phone expense policy) and that they be referred to the Remuneration Authority for approval.*

Note: The Tawa Community Board has requested officers to consider, and report back to the Board, on the possibility of reimbursing community board members for the communication expenses they incur in their various communications with council officers. This request will be investigated and a report prepared for the Board's and Council's subsequent consideration. If as a result of this work, the current rules require amendment the necessary approval will be obtained from the Remuneration Authority.

10. *Note that the Council is required to notify the Remuneration Authority of any dissent expressed by members of the Council or its community boards in relation to the Council's final remuneration proposal.*

4. Background

The Remuneration Authority has advised that the remuneration pool for Wellington City Council's elected members has been increased from \$1,189,784 to \$1,209,610, i.e. an increase of \$19,826 (1.66%). The Mayor's salary has been increased from \$134,408 to \$136,353; an increase of \$1,945 (1.45%).

The increase in the Mayor's remuneration must be met from the pool. The Deputy Mayor has confirmed that he will be resigning as Chair of the Grants Subcommittee from 1 July 2005 and it is being recommended that one of the Councillors, currently without a Portfolio or Chairing responsibilities, be appointed to that position. This will require a salary adjustment for the person appointed to the position and a sum of \$6,014 will need to be set aside for that purpose. A total of \$7,959 of the \$19,826 increase is therefore already "committed" leaving a balance of \$11,867 for allocation.

The salaries currently received by the Council's elected members, are as follows:

Mayor	\$134,408 pa
Deputy Mayor	\$93,210 pa
Chair, Strategy and Policy Committee	\$90,203 pa
Portfolio Spokesperson (x 5)	\$78,176 pa
Chair, Regulatory Processes Committee	\$72,162 pa

Chair, Audit and Risk Management Subcommittee	\$66,149 pa
Councillor (x 5)	\$60,135 pa
Chair, Tawa Community Board	\$18,040 pa
Member, Tawa Community Board (x 5)	\$6,766 pa
Chair, Makara/Ohariu Community Board	\$11,274 pa
Member, Makara/Ohariu Community Board (x 5)	\$4,210 pa

Local authorities have been asked to lodge their remuneration proposals no later than 10 May 2005. Because of the difficulty in meeting that deadline we have obtained approval from the Remuneration Authority to lodge our proposal with them on 13 May 2005 or early the following week.

The approval of the Remuneration Authority is required before the Council can implement its proposed remuneration payments.

A summary of the remuneration framework and the Remuneration Authority's rules and principles which the Council is required to work under is attached as **Appendix 1**.

5. Discussion

5.1 Decisions to be made

In preparing its proposal the Council is required to make the following decisions:

- To decide whether the remuneration pool should be allocated on a salary only basis or whether it should be a mix of salary and meeting fees.
- To agree appropriate levels/rates for the different positions/roles on the Council and its community boards and, using that information, develop a proposal for the allocation of the money within the remuneration pool.
- To determine whether any changes are required to the Council's current policies and rules in relation to the reimbursement of expenses incurred by elected members and community board members.

5.2 Basis of remuneration

The Council has the choice of allocating the pool on a salary only basis or on a combination of salary and meeting fees. It has chosen the salary only option in the past, with the agreement of the Remuneration Authority.

The salary only model has worked satisfactorily both insofar as elected members and Council officers are concerned. The advantage of this option is that elected members receive a regular income and know what their annual income is going to be. No requests have been received from elected members to change back to the salary/meeting fee option which used to apply prior to 1 July 2003.

Insofar as Council officers are concerned the salary only option is also better for administrative reasons. There was an initial concern that a change to the salary only option might affect the meeting attendance figures for elected members. This has proved not to be the case.

The remuneration framework requires community board members to be paid an annual salary i.e. there is no provision for the payment of meeting fees.

It is therefore recommended that the Council adopt the salary only model as its basis of remuneration for the 2005/2006 financial year.

5.3 Appointment of new chair to the Grants Subcommittee

Councillor Shaw indicated some time ago that he would be resigning from his position as Chair of the Grants Subcommittee to allow another Councillor to take up this role. He is resigning from this position with effect from 1 July 2005 and a replacement is therefore required.

When the Remuneration Authority reviewed the Council's most recent proposal in November 2004 it indicated at that time that the appropriate level of remuneration for this position would be at the same level as that received by the Chair of the Audit and Risk Management Subcommittee (i.e. \$66,149 pa).

That being the case and assuming that the person appointed to the position is a Councillor who is not currently a portfolio spokesperson or a committee or subcommittee chair, an additional \$6,014 will have to be allocated for this purpose from the \$19,826 increase to the pool.

It is recommended that Councillor Shaw's resignation as Chair of the Grants Subcommittee be accepted, with effect from 1 July 2005, and that a new Chair be appointed at the same salary level as that received by the Chair of the Audit & Risk Management Subcommittee.

5.4 Proposed allocation of the pool

The Council's elected members' remuneration pool has increased from \$1,189,784 to \$1,209,610 for the 2005/2006 financial year; an increase of \$19,826. The Mayor's salary is set by the Remuneration Authority and has been increased from \$134,408 to \$136,353; an increase of \$1,945 (1.45%).

The increase in the Mayor's salary (\$1,945) plus the adjustment to the salary of the new Chair of the Grants Subcommittee (\$6014) means that \$7,959 of the increase is already "committed".

The increases recommended for community board members totals \$4,467, half of which (i.e. \$2,234) can be met from outside the pool. This leaves a total of \$9,634 available for allocation amongst the Councillors (excluding the Mayor).

The committee structure which was agreed at the beginning of the triennium is unchanged and although that structure is in the process of being reviewed, any changes, if there are any, will not take effect until after 1 July 2005. The Council is required to have its proposal with the Remuneration Authority by mid-May at the latest.

Because the structure has not changed since the Remuneration Authority approved the Council's latest proposal, plus the fact that a relatively small amount is "available" for allocation it is proposed to apply an across the board percentage increase to all salaries (excluding the Mayor). This equates to a 0.95% increase.

The increase has been applied to the salaries currently received by Councillors resulting in the recommended salary levels as detailed in recommendation 4 of this report.

5.5 Remuneration of community board members

When the allocation of the 2004/2005 pool was being considered by the Council in November 2004, the level of remuneration then being paid to its community board members was raised as an issue. It was agreed at that time to review their levels of payment for the 2005/2006 financial year.

As a result Hay Group were asked to carry out a review of the functions, responsibilities and time commitments of the elected members of both the community boards in order to assist the Council in determining appropriate remuneration levels for these positions. Hay Group was chosen for this work because of their involvement in similar work for the Remuneration Authority and the fact that they carried out a similar review for Council in 2002.

The Council provided Hay Group with copies of the terms of reference and delegated authorities for both boards to enable them to carry out the necessary evaluation. The Board members were each sent a questionnaire in order to capture details of their individual time commitment to community board work and to identify the nature of issues typically being dealt with by them as well as to understand the range of community groups the boards interact with. The community board chairs were also interviewed by a Hay Group consultant.

This information provided Hay Group with a basis from which to assess the accountabilities and complexities of the work of each of the community boards, in order to develop an evaluation or job size for each position using the Hay Job Evaluation methodology.

Based on the information gathered through this exercise the Hay Group developed evaluations for each of the positions. These evaluations or job sizes, including comparisons to the 2002 job sizes are attached on Appendix 2.

The only change to the job sizing is for the Chair of the Tawa Community Board, where Hay Group have recommended a small decrease from 496 to 466 Hay points. This is effectively a reduction in the complexity of the role, which may be attributable to the difference in 'styles' between the 2002 Chair and the 2005 Chair. Also, the reduction in

time commitment for this position, from 20 hours per week in 2002 to 12 hours per week in 2005 may be reflective of the same style change. This may also reflect the depth of experience that the current Chair brings to the role from her experience of being a Councillor and her associated knowledge of the workings of Council.

The time commitment figures, as advised by the board members, have been collated and these amounts have been used to calculate an annual salary figure for each position based on the job sizing and compared with the 2002 figures and the current annual salary levels as determined by the Remuneration Authority. These results are shown on the attached Appendix 3.

The figures shown in Appendix 3 indicate two salary options for the Chair of the Makara/Ohariu Community Board; one showing a decrease of 15.5% (based on the estimated time commitments provided by the Chair) and the other an increase of 2.6%; (based on an increase of the weekly time commitment from 7 hours to 8.5 hours). Hay Group have noted that, given that the Chair is relatively new in this position, there could be a tendency on her part to underestimate the actual time commitment required for the role. In their view it is advisable to take careful consideration of the implications of a reduction in the Chair's salary as a result of this exercise. It is therefore proposed that the higher amount be paid in this case.

The overall figures, across both boards, show salary increases ranging from 2.6% (for Chair of the Makara/Ohariu Community Board) to 7.3% (for members of the Makara/Ohariu Community Board) with an average increase of 5% for all positions.

A table showing the current remuneration levels for community board members throughout the country is attached as Appendix 4. Hay Group have advised that in the time available it has unfortunately not been possible to compare the accountabilities or time commitments relating to other community boards in order to determine precise relativities.

However Council's own work in comparing the terms of reference of various other boards in major urban areas across the country (undertaken in preparation for the upcoming review) indicate that the Tawa and Makara/Ohariu Community Boards have comparable authorities and responsibilities delegated to them when compared to other boards receiving the same or similar remuneration.

Accordingly, the relativities of remuneration shown in Appendix 4 are consistent with that and place Wellington's community boards behind boards in places like Christchurch and Auckland, with higher levels of delegation, and ahead of other major cities such as Dunedin and Hutt, which have the same or lower levels of delegation in their terms of reference.

The proposed allocation of the remuneration pool has been considered by both the Tawa and Makara/Ohariu Community Boards at their most recent meetings. Both Boards have given their approval, without dissent, to the remuneration rates which have been proposed in respect of their elected members. The Tawa Community Board has also

noted that no additional payments are to be made to the two Northern Ward Councillors who have been appointed as members of the Board.

5.6 *Review of the committee structure*

When approving the current committee structure and associated terms of reference and delegations at its meeting on 5 November 2004, the Council agreed to review the operation of the existing structure in July 2005. This work is underway with a report due for Council's consideration in late June/early July.

However the Council is required to submit its proposal to the Remuneration Authority for its approval by mid May at the latest. The proposal recommended in this report is therefore based on the current committee structure.

It is important to note that if the current structure is changed as a result of the review, and salary changes are required as a result, the approval of the Remuneration Authority **must** be obtained before any new salary rates are implemented.

5.7 *Review of Terms of Reference and Delegations for Community Boards*

The terms of reference and the delegations for both the Tawa and Makara/Ohariu Community Boards have not changed since Hay Group undertook their initial evaluation work in 2002.

A review of the terms of reference and the delegations for both boards is currently underway and will be completed later this year. A further review of the functions, responsibilities and time commitments of community board members, based on the new documentation, will be carried out before a decision is taken by the Council on the allocation of the 2006/2007 remuneration pool.

5.8 *Reimbursement of expenses*

In addition to determining the remuneration of elected members, the Remuneration Authority is also required to approve the allowances and expenses of all elected members, including members of community boards.

The Council is therefore required to submit, for the Authority's approval, a copy of its rules for the reimbursement of expenses to elected council and community board members.

The Council's current policy on the reimbursement of expenses appears to be working satisfactorily with the exception of the mobile phone reimbursement policy. The rules currently provide for a monthly reimbursement of \$60 or the actual amount of the account, whichever is the smaller. After the monthly rental of \$28 is deducted only \$32 worth of phone calls (which equates to 114 minutes per month or less than 4 minutes per day) can be made before the \$60 limit is reached. Given the number of Council work related calls that Councillors are required to make over a month this limit could be considered too low and in need of review. It is therefore proposed that the policy be

amended to provide for a monthly reimbursement of \$85 or the actual amount of the monthly account, whichever is the smaller.

At its meeting on 28 April 2005 the Tawa Community Board requested officers to consider, and report back to the Board, on the possibility of reimbursing community board members for the communication expenses they incur in their various communications with council officers. This request will be investigated and a report prepared for the Board's and Council's subsequent consideration. If as a result of this work, the current rules require amendment the necessary approval will be obtained from the Remuneration Authority.

Apart from the recommended change to the mobile phone reimbursement policy and any change which may result from the Tawa Community Board request, no other changes are proposed to the current rules. Those rules are set out in the current version of the Elected Members Handbook, a copy of which is held by all elected members. A summary is attached as Appendix 5.

5.9 Unanimity of the Council's decision

In submitting its proposal the Council is required to notify the Remuneration Authority of:

- (i) details of any dissent at Council, and
- (ii) details of any dissent from either of its community boards.

A community board also has the ability to express any opposing views it might have on the Council's final proposal direct to the Remuneration Authority.

If the Council's recommendations are unanimous and reasonable it is unlikely that the Commission will withhold its approval. It does however have the power to amend any proposal if the level of dissatisfaction is high or if the proposal is considered unreasonable.

6. Conclusion

The Council is required to submit its 2005/2006 elected members' remuneration proposal to the Remuneration Authority for its approval by mid May 2005 at the latest.

The new remuneration rates which will come into force on 1 July 2005 cannot be implemented until the Remuneration Authority's approval is received.

Contact Officer: *Ross Bly, Special Projects Officer.*

Supporting Information

1) Strategic Fit / Strategic Outcome

This project supports objective 9.2.1 of outcome 9.2:

9.2. City governance and decision making.

2) LTCCP/Annual Plan reference and long term financial impact

The project relates to C534 Committee and Council process. The expenditure involved has been provided for in the Elected Members' budget in the 2005/06 Draft Annual Plan.

3) Treaty of Waitangi considerations

There are no Treaty of Waitangi implications.

4) Decision-Making

This is not a significant decision. The report sets out the results of an evaluation carried out by Hay Group on the salary levels currently paid to our community board members and recommends a level of remuneration to be paid to these members for the 2005/06 financial year.

5) Consultation

a) General Consultation

Consultation with the Remuneration Authority is ongoing. No public consultation is required.

b) Consultation with Maori

No specific consultation is required.

6) Legal Implications

There are no legal implications.

7) Consistency with existing policy

This report is consistent with existing WCC policy.

Summary of the remuneration framework and rules applied by the Remuneration Authority

Basis of the remuneration system

- The Remuneration Authority sets a “remuneration pool” for each local authority, the size of which is assessed on a number of consistent and transparent criteria.
- The factors used by the Remuneration Authority to determine the size of the remuneration pool (for a territorial authority) are:
 - Population (50% weighting)
 - Expenditure (33% weighting)
 - Assets Gross (17% weighting)
- The Mayor’s salary is set by the Remuneration Authority and is met from the pool.
- The balance of the pool is available for distribution to the remaining elected members – including community board members.
- There are two options available to Council for allocating the pool
 - Salary only model, or
 - A salary: meeting fee split (e.g. 75% salary and 25% meeting fee).
- The Remuneration Authority is required to issue a determination at least once every three years. In normal circumstances an annual determination will be made.

General principles which apply

- The size of the remuneration pool is both the maximum and minimum amount payable to elected members.
- All proposals must be approved by the Remuneration Authority prior to their implementation.
- The maximum number of hours any individual member may be paid for is 40 hours per week (i.e. 2080 hours per annum).
- Any divergent views of Councillors and the views of Community Board members in respect of the Council’s proposed allocation of the pool must accompany the proposal submitted to the Remuneration Authority for approval.
- The Remuneration Authority is under no obligation to approve any scheme and will look at each scheme on its merits. No scheme that is likely to result in distortions in behaviour or lack of fairness in relativity will be approved by the Authority.

APPENDIX 1

- The Remuneration Authority will not determine how remuneration for elected members should be funded by individual Councils.
- Any amendment to the determination issued by the Remuneration Authority (i.e. caused by a change to the Committee structure) requires the prior approval of the Authority.
- The Remuneration Authority will require all Councils to publish in their Annual Report:
 - the basis of the scheme adopted
 - the actual payments received by each elected member, including community board members, and
 - the total amount of expenses reimbursed to each elected member.

What remuneration is included in the pool

- The Mayor's salary (determined by the Remuneration Authority), and the remuneration for the remaining elected members of the Council.
- The total remuneration for any appointed community board members, if it is agreed that these members are to receive additional payment for their role on the Board.
- Half the remuneration for elected community board members.

What remuneration is excluded from the pool

- Meeting fees paid to elected members in respect of resource consent hearings. A member who acts as the chairperson of a resource consent hearing is entitled to be paid a fee of \$75 per hour of hearing time. A member who is not the chairperson of the resource consent hearing is entitled to be paid a fee of \$60 per hour of hearing time. For any period of hearing time that is less than one hour, the fee must be apportioned accordingly.
- Half the salary for elected community board members.
- The reimbursement of expenses (i.e. mileage, cell phones etc).
- The payment of Directors/Trustees fees to those elected members appointed to the Council's Council Controlled Organisations.

Remuneration for community board members

- All community board members must be paid a salary (i.e. no meeting fees are payable).
- Half the remuneration costs for elected community board members can be met from outside the remuneration pool.

APPENDIX 1

- Total remuneration costs for any appointed community board members must be met from the remuneration pool.

Mileage allowances

The Remuneration Authority has indicated that where an elected member needs to use their own vehicle on council business, they will be entitled to be paid an allowance of up to 70 cents per kilometre. This rate reflects both cost recovery and an element of remuneration in respect of travelling time.

APPENDIX 2

Chair – Tawa Community Board - 2005

<i>Know How</i>	<i>Problem Solving</i>	<i>Accountability</i>	<i>Total</i>	
EI+3 264	E3 33% 87	D+3C 115	466	A2

Chair – Tawa Community Board - 2002

<i>Know How</i>	<i>Problem Solving</i>	<i>Accountability</i>	<i>Total</i>	
EI+3 264	E3+ 38% 100	D3M 132	496	A2

Board Member - Tawa Community Board - 2005

<i>Know How</i>	<i>Problem Solving</i>	<i>Accountability</i>	<i>Total</i>	
EI2 200	E3 33% 66	D+2C 87	353	A2

Board Member - Tawa Community Board - 2002

EI2 200	E3 33% 66	D+2C 87	353	A2
---------	-----------	---------	-----	----

Chair – Makara-Ohariu Community Board - 2005

<i>Know How</i>	<i>Problem Solving</i>	<i>Accountability</i>	<i>Total</i>	
EI3 230	E3 33% 76	D3C 100	406	A2

Chair – Makara-Ohariu Community Board - 2002

EI+2 230	E3 33% 76	D3C 100	406	A2
----------	-----------	---------	-----	----

Board Member – Makara-Ohariu Community Board - 2005

<i>Know How</i>	<i>Problem Solving</i>	<i>Accountability</i>	<i>Total</i>	
EI2 200	D3 29% 57	D2C 76	333	A2

Board Member - Makara-Ohariu Community Board - 2002

EI2 200	E2+ 29% 57	D2-C 76	333	A2
---------	------------	---------	-----	----

Remuneration

Market comparison for Annual FTE “Fixed Package”, for ‘All Organisations’, as at December 2004

Position	Job Size	Market Median	Less 25% Public Good
Community Board Chair - Tawa	466	\$ 83,170	\$ 62,378
Community Board Member - Tawa	353	\$ 63,610	\$ 47,708
Community Board Chair – Makara/Ohariu	406	\$ 72,600	\$ 54,450
Community Board Member – Makara/Ohariu	333	\$ 60,230	\$ 45,173

APPENDIX 3

Annual Salary calculation

<i>Position</i>	2005 Market Remuneration Less 25% Public Good <i>(b)</i>	2002 Market Remuneration Less 25% Public Good	Hourly rate <i>(b / 2080) (c)</i>	2005 Hours per week <i>(d)</i>	2005 Annual Hrs worked <i>(d * 52) (e)</i>	2005 Calculated Annual Salary <i>(c * e)</i>	Current Annual Salary Rem Authority 2004	Variance	Calculated vs. Actual %
Community Board Chair – Tawa (actual)	\$ 62,378	\$ 61,950	\$29.99	12	624	\$18,714	\$18,040	+ \$674	+0.04
Community Board Member – Tawa (average)	\$ 47,708	\$ 45,878	\$22.94	6	312	\$ 7,157	\$ 6,766	+ \$391	+0.06
Community Board Chair – Makara/Ohariu (actual)	\$ 54,450	\$ 51,653	\$26.18	7	364	\$ 9,529	\$11,274	- \$1,745	-0.15
Community Board Chair – Makara/Ohariu (estimated)			\$26.18	8.5	442	\$11,572	\$11,274	+ \$298	+0.03
Community Board Member – Makara/Ohariu (average)	\$ 45,173	\$ 43,710	\$21.72	4	208	\$ 4,518	\$4,210	+ \$308	+0.07

APPENDIX 3

SPECIFIC BOARD MEMBER COMPARISON									
Comm Board Member – Tawa (average: Parker/Tredger)	\$ 47,708	\$ 45,878	\$22.94	7	364	\$ 8,350	\$ 6,766	+ \$1,584	+0.23
Comm Board Member – Makara/Ohariu (average: Bruce/Hume)	\$ 45,173	\$ 43,710	\$21.72	2	104	\$ 2,259	\$4,210	- \$1,951	-0.46

Note: 1. Times for Community Board Members have been averaged across each Community Board against all information provided.
 2. Tawa Comm Board: Graeme Sutton was unable to provide details of time commitment, his time has been averaged off the other 3 members.

APPENDIX 3

Time commitment comparison – 2005 –to 2002

<i>Position</i>	2005 Hours per week	2002 Hours per week	Variance 2002 vs. 2005
Community Board Chair – Tawa (actual)	12	20	-8
Community Board Member – Tawa (average)	6	4	+2
Community Board Chair – Makara/Ohariu (actual)	7	5	+2
Community Board Member – Makara/Ohariu (average)	4	2.5	+1.5

APPENDIX 5

**WELLINGTON CITY COUNCIL
SCHEDULE OF ELECTED MEMBER ALLOWANCES AND EXPENSES**

Members Eligible	Description	Documentation required in support of claim	Full or partial reimbursement	Prior Council Approval Required? Yes/No
Councillors Community Board Chairs and members	Reimbursement of mileage incurred in travelling to and from council meetings (as defined in the schedules in the Elected Members Handbook).	In most cases completed and signed register of attendance. For other eligible meetings elected members are required to complete an elected members claim form.	Full reimbursement	No
Mayor and Councillors	Provision of a car park in the basement of the Council offices, 24 hours a day, 7 days a week.	None	N/A	No
Mayor	The Mayor will be provided with a vehicle. If the Mayor elects to have the vehicle available for private use, a deduction will be made from her salary as determined by the Remuneration Authority.	None	N/A	No
Mayor	Full payment by the Council of one home telephone line rental, and associated calls for Council business and monthly mobile phone rental and associated call charges	None	Full reimbursement	No
Councillors	Standard allowance of \$85 (proposed) per month maximum as a contribution towards monthly mobile phone rental and council related calls.	Mobile bill.	Intended as a partial reimbursement of the charges listed in the description column.	No

APPENDIX 5

Members Eligible	Description	Documentation required in support of claim	Full or partial reimbursement	Prior Council Approval Required? Yes/No
Mayor Councillors Community Board Chairs and Members	Actual and reasonable registration, travel, accommodation, meal and related incidental expenses incurred by members in attendance at conferences, courses, seminars and training programmes, held both within New Zealand and overseas, providing: <ul style="list-style-type: none"> • The related expenditure can be accommodated within existing budgets • The major subject of the event (conference, course, seminar or training programme etc.) is of significant relevance to the Council. 	Receipted invoices	Full reimbursement	Attendance at such events to be subject to approval by full Council.
Mayor Councillors Community Board Chairs and members	Taxi chit vouchers are available for out of town travel and in special circumstances. Public transport tickets are also available instead of claiming mileage.	Duplicate copy from taxi voucher, used public transport tickets.	N/A	No
Mayor Councillors	Supply of reasonable amounts of paper, letterhead, envelopes, printer and stationery supplies (as specified in the Elected Members Handbook).	Nil	N/A	No

APPENDIX 5

Members Eligible	Description	Documentation required in support of claim	Full or partial reimbursement	Prior Council Approval Required? Yes/No
Mayor Councillors	<p>An allowance of \$60 per month towards the monthly rental charge for the broadband connection, provided by a telecommunications provider and the services of an internet service provider (ISP).</p> <p>Provision of either a desktop computer or a laptop and colour inkjet printer or a black and white laser printer and printer consumables.</p>	N/A	Intended as an allowance towards the cost of this service.	No
Mayor Councillors	The Mayor and Deputy Mayor will be provided with information technology in their offices in the Council building. Councillors will be provided with shared information technology, in the councillors' workspace.	N/A	All associated costs met by the Council	No