

POLICY: EXEC-CEO-002

REIMBURSEMENT OF CHILDCARE EXPENSES TO ELECTED MEMBERS

PURPOSE

This policy regulates the reimbursement to Elected Members of childcare expenses incurred as a result of Elected Members attending formal meetings, external committee meetings, training sessions or functions as requested by the City of Kalgoorlie-Boulder.

DEFINITIONS

For the purposes of this policy:-

“**External Committee Meetings**” refers to meetings of an external committee of which the Elected Member is a representative, as approved by the Council.

STATEMENT

1. In accordance with Regulation 32 of the *Local Government (Administration) Regulations 1996*, the City of Kalgoorlie-Boulder will reimburse child care expenses incurred by Elected Members as a result of the Elected Member attending formal meetings, external committee meetings, training sessions or functions as requested by the Mayor or Chief Executive Officer.
2. Childcare expenses will be reimbursed to a maximum value of \$20 per hour, or the actual cost per hour, whichever is the lesser amount.
3. Elected Members will be required to provide details of the meeting or function attended and verification of the cost incurred in the form of a receipt or in the absence of a receipt, in the form of a statutory declaration.
4. Any tax implications arising as a result of the reimbursement of childcare expenses is to be borne by the Elected Member.

RELEVANT DOCUMENTS