

COUNCILLOR REMUNERATION TRIBUNAL

FINDINGS AND RECOMMENDATIONS REPORT

24 NOVEMBER 2017

Table of Contents

Executive Summary	1
Chapter 1: Background and Overview.....	4
1.1 Introduction.....	4
1.2 Establishing the Tribunal	4
1.3 Role of the Tribunal	4
1.4 Timings.....	5
1.5 Councillor Remuneration Policy.....	5
1.6 Definitions.....	6
1.7 Tribunal Members.....	6
1.8 Key Activities Related to the Review.....	7
1.9 The Role of the Secretariat.....	7
1.10 Councillor Remuneration	7
Chapter 2: Key Considerations	10
2.1 Brisbane City Council – size, scale and demographics	10
2.2 Councillor Responsibility by Class of Office	10
2.2.1 Lord Mayor	10
2.2.2 Deputy Mayor.....	11
2.2.3 Leader of the Opposition	11
2.2.4 Chairman of Council.....	11
2.2.5 Committee Chairman.....	12
2.2.6 Establishment and Coordination Committee (E&C)	12
2.2.7 Councillors	13
2.3 Queensland Independent Remuneration Tribunal.....	13
2.4 Local Government Remuneration and Discipline Tribunal	14
2.5 Commonwealth MP Remuneration Review.....	15
2.6 Comparison of Local Government Remuneration Trends	16
2.7 Consumer Price Index/Wage Price Index Increases	16
2.8 Resettlement/Transition Allowance.....	17

2.8.1	Commonwealth Resettlement Allowance.....	17
2.8.2	Queensland Transition Allowance	18
2.8.3	Victorian Government Resettlement Allowance.....	19
2.8.4	Western Australia Resettlement Entitlement.....	19
Chapter 3: Findings and Recommendations		20
3.1	Tribunal Recommendation 1	20
3.2	Tribunal Recommendation 2.....	20
3.3	Tribunal Recommendation 3.....	20
3.4	Tribunal Recommendation 4.....	21
Chapter 4: Appendices.....		22
4.1	Appendix A – AP216 Councillor Remuneration Policy and Terms of Reference	22
4.2	Appendix B – 2017 Terms of Reference	26
Chapter 5: References		28

Executive Summary

On 30 July 2013, the Brisbane City Council approved by Council Resolution 17/2013-14 the establishment of an independent Councillor Remuneration Tribunal (Tribunal) along with a remuneration policy (*AP216 – Councillor Remuneration Policy* (policy)). The policy is contained in Appendix A to this report. Provision was also made at this time for the Tribunal to review and, as required, reset the remuneration arrangements applying to Councillors each five years.

Acting under its Terms of Reference and by applying the policy, the Tribunal set the remuneration payable to a Brisbane City councillor from 1 July 2013.

The Tribunal as then constituted determined that an increase in councillor remuneration was appropriate (noting there had been no increase since July 2011) and recommended that the salary of a councillor be increased by 8% from 1 July 2013. In reaching this decision, the Tribunal noted that, but for the increase to councillors' salaries it recommended, councillor salaries would have fallen some 11% to 14% behind the increases in salaries for Council EBA staff and executives for the period 2008-2013.

In the intervening years between Tribunal review sittings, the Tribunal noted that remuneration would be adjusted in accordance with the percentage increases applied by the Queensland Independent Remuneration Tribunal, which sets Queensland MPs remuneration and adjusts allowances.

The recommended increase brought the salary for a councillor into approximate alignment with that of a Queensland MP, an appropriate outcome given that the Tribunal considered that councillors performed comparable roles with MPs (given the unique characteristics of the Council, including the council size, scale and demographics, budget, the average ward electorate populations and the range of councillor responsibilities).

The Tribunal also determined percentage relativity of the office of Lord Mayor at 165% of the salary of a councillor and, by so doing, severed its traditional nexus with the salary of a Queensland Government Cabinet Minister. The Tribunal maintained the relativities or salary loadings for office holders other than the Lord Mayor.

Further, the Tribunal indicated that it considered that there was merit in removing allowances altogether, and rolling them into the salary for office holders. The Tribunal itself did not make specific recommendations in this regard because of the complexities of such an undertaking, including issues around the implications of incorporating non-superannuable allowances into a superannuable salary. The Tribunal indicated, instead, that the Queensland Independent Remuneration Tribunal would be conducting work into the relationship between salary and allowances, and suggested that considerations in relation to rolling allowances into salary be left until the outcomes of that process are considered.

The Tribunal as then constituted also noted that in the intervening years between Tribunal settings, remuneration and allowances would be adjusted in accordance with the percentage increases applied by the Queensland Independent Remuneration Tribunal for Queensland MPs.

On 24 October 2017, Council approved further Terms of Reference for the Tribunal as now constituted. The 2017 Terms of Reference are contained in Appendix B to this report.

The 2017 Terms of Reference provided for the five yearly review and, as required, the resetting of (a) the base remuneration levels for a councillor, and (b) office holder remuneration relativities.

This report therefore sets out the decision of the Tribunal in this regard. The decision is made in the context of the policy and the factors set out in the 2017 Terms of Reference to guide the Tribunal's discretionary decision making (which include comparative conditions of employment, community expectations and Council staff wage increases).

The Tribunal has found that there have been no work value or relevantly related changes (such as an increases in the range of responsibilities or complexities in councillor or Council office holder responsibilities, duties and tasks) between 2013-2017 that might impact upon the base salaries of a councillor or require adjustment to the relativities in respect of office holders within council.

Accordingly, for these reasons the Tribunal finds that there is no reason to review or reset the base salary for a councillor or to review or reset the relativities in respect of office holders.

The Tribunal otherwise considers that there is a strong case for maintaining the machinery for adjusting councillor salaries and allowances on an ongoing basis by reference to determinations of the Queensland Independent Remuneration Tribunal. As the Report demonstrates, that machinery broadly has kept councillor salaries relevant within the parameters set out at paragraph 8 of the 2017 Terms of Reference.

However, the Tribunal notes that the Queensland Independent Remuneration Tribunal has not for purposes of the current financial year indicated a work program directed towards a salary adjustment for Queensland MPs.

The Tribunal does not consider that councillors' salaries should on all occasions be tied irrevocably to decision making cycles within the Queensland Independent Remuneration Tribunal, though it is generally important to maintain the nexus with salary increases with Queensland MPs over time.

For this reason, the Tribunal considers that on the basis of a broad market assessment it would be appropriate to recommend that councillors' salaries be increased by 2% effective as of 1 July 2018, which is a date of commencement consistent with the 2017 Terms of Reference.

This increase would result in a base councillor salary of \$160,938 per annum.

To ensure that the adjustment process remains in alignment over time with the Queensland Independent Remuneration Tribunal for Queensland MPs, the Tribunal considers that the 2% increase in councillor salaries it has recommended be fully absorbed within any increase subsequently recommended by the Queensland Independent Remuneration Tribunal.

Therefore, the Tribunal considers that in the event the Queensland Independent Remuneration Tribunal recommends an increase in Queensland MPs salaries by an amount above 2% as recommended by this Tribunal, the net additional amount only will be paid to councillors from the date the Queensland Independent Remuneration Tribunal increase is determined.

In the event the Queensland Independent Remuneration Tribunal recommends an increase of less than 2%, the Tribunal considers that the net benefit to councillor salaries should be absorbed against future Queensland Independent Remuneration Tribunal salary adjustments.

The Tribunal has also considered the forward work program proposed in the 2013 Independent Councillor Remuneration Tribunal report in relation to removing allowances and rolling them into salary for office holders. That work was dependent upon the Queensland Independent Remuneration Tribunal carrying out an assessment of such a proposal for Queensland MPs. The Tribunal indicates there is no evidence of the Queensland Independent Remuneration Tribunal having carried out any work in this respect.

As a consequence, the Tribunal considers that no specific recommendation is required in this respect and any future consideration should be deferred until such time as the Queensland Independent Remuneration Tribunal reports in substantive terms on the matters in question. The Tribunal acknowledges the complexities of such a proposal for purposes of being accommodated within the policy framework (given its potential compounding effects on wage increases and upward impact on superannuation).

The Tribunal has, however, given consideration to the introduction of a transitional allowance (subject to conditional access) for councillors who retire involuntarily owing to preselection issues (other than misconduct) or loss of seat at an election. Such allowances currently are accessible for federal MPs and state MPs in most states including Queensland. The conditional entitlements in the various jurisdictions range from three months of salary to nine months of salary.

The Tribunal has modelled the impact of such a proposal for the Council's budget and the operational circumstances of the allowances in the various jurisdictions. The Tribunal has considered the proposal in the context of the other factors which informed the remuneration policy framework and the range of considerations that guided the Tribunal's decision making under the 2017 Terms of Reference.

To this end, the Tribunal is recommending the introduction of a transitional allowance for retiring councillors who satisfy the requisite conditions. It should be noted that, because of the fixed nature of local government elections, these provisions will take effect only from the 2020 Council elections.

Chapter 1: Background and Overview

1.1 Introduction

This chapter provides an overview of the historical context of Council's councillor remuneration and the background to the establishment of the Tribunal. The chapter also outlines the policy and associated Terms of Reference for the Tribunal.

Up until 30 June 2013, remuneration arrangements for councillors were linked to the remuneration outcomes for members of the House of Representatives and members of the Queensland Parliament (MPs). Council's councillor remuneration policy framework directly linked councillor salaries to salaries paid to members of the Queensland Parliament (MPs).

In 2013, Council rescinded this policy framework and established a Councillor Remuneration Tribunal arrangement for the first time. The Councillor Remuneration Tribunal was made responsible for the review and resetting of councillor remuneration and, in accordance with a newly approved corporate remuneration policy, councillor remuneration was to be reviewed every five years.

1.2 Establishing the Tribunal

The Tribunal is established under *AP216 – Councillor Remuneration Policy* (the policy) and the Councillor Remuneration Tribunal Terms of Reference. The Tribunal first sat in 2013.

The policy provides that the Tribunal be reconstituted every five years in time to allow implementation of the Tribunal's determination by 1 July of the following year. Accordingly, the Tribunal was again convened in 2017 with the charter of reviewing remuneration levels in the period since the 2013 review and making recommendations to take effect from 1 July 2018.

1.3 Role of the Tribunal

Under the Terms of Reference approved by Council on 24 October 2017, the role of this Tribunal is to review and, as required, reset the base remuneration level for a councillor. The secondary role is to determine the relativities of remuneration for the following roles vis-à-vis that of a councillor on the base level remuneration:

- Lord Mayor
- Deputy Mayor
- Committee Chairman
- Chairman of Council
- Leader of the Opposition.

Remuneration is defined as salary and allowances but does not include Council contributed superannuation or ward related expenditure which falls under the provisions of Council's *AP032 – Councillor Expenses Reimbursement Policy*.

The Terms of Reference require the Tribunal to give consideration to the following factors:

- average national and state wage increases
- actual wage increases for Council staff
- actual councillor wage increases
- community expectations
- councillor workload
- comparative conditions of employment provided to elected officials at other levels of government.

However, the Tribunal is not limited solely to these matters and may investigate other areas the Tribunal considers appropriate.

1.4 Timings

The Terms of Reference provided that the consideration of the factors set out in section 1.3 was to be for the period since 1 July 2013.

The Terms of Reference required the Tribunal's report be delivered to Council's Chief Executive Officer (CEO) by 24 November 2017.

1.5 Councillor Remuneration Policy

The policy established the following principles to guide the Tribunal in its remuneration considerations:

- remuneration setting processes will be transparent and accountable
- councillors will accept the decision of the Tribunal
- any determination or recommendation in relation to councillors' remuneration will be compliant with the provisions set out in Chapter 8, Part 1, Division 1, section 230 to section 235 of the *City of Brisbane Regulation 2012 (CoBR)*
- councillors' remuneration will be reviewed every five years
- consideration is to be given to community expectations
- public release of remuneration decisions will occur as soon as practicable.

The policy provides that:

- the Tribunal shall consist of three members, appointed by the Establishment and Coordination Committee (E&C)
- each Tribunal member will be paid a flat fee, determined by E&C at the time of their appointment
- the Tribunal will act in accordance with the Terms of Reference as approved by Council
- members are appointed to the Tribunal for a term of one review only, although they may subsequently be appointed to future Tribunals
- the Tribunal's recommendations will be implemented without amendment and will not be subject to review.

Additionally, the current policy as approved by Council on 30 July 2013 provides that in the intervening years between Tribunal sittings, Council's CEO would implement the percentage movement awarded by the Queensland Independent Remuneration Tribunal to Queensland MPs, without a requirement to refer the matter back to Council.

1.6 Definitions

The Act – *City of Brisbane Act 2010*

Councillor remuneration – defined as salary and allowances.

Excluded matters – remuneration does not include (a) any amount for expenses to be paid, or facilities to be provided, to a councillor under the Council's expenses reimbursement policy; or (b) any contribution the Council makes for a councillor to a voluntary superannuation scheme for councillors established or taken part in by the Council under section 210 of the Act (CoBR section 233 Excluded matters). Superannuation contributions for councillors must at least meet prevailing federal superannuation guarantee legislation, set at 9.5% in 2016-17. Councillors receive an additional 10.5% superannuation.

Tools of trade – 'tools of trade' such as motor vehicles, telephone and mobile computing devices are considered out of scope for the purposes of the Tribunal's review (Terms of Reference).

Decision making criteria – must have regard to (a) the provisions of the Act about entitlements and responsibilities of councillors; and (b) community expectations about what is appropriate remuneration in the circumstances CoBR section 234 (Criteria for remuneration decisions).

Publication – Council must publish details of remuneration decisions in a newspaper circulating generally in Brisbane and on the Council's website as soon as possible after a decision is made CoBR section 235 (Publication of remuneration decisions).

1.7 Tribunal Members

On 1 November 2017, E&C approved the appointment of three persons to constitute the 2017 independent Councillor Remuneration Tribunal. The Tribunal members appointed were:

Mr Peter Richards	Served as Senior Deputy President of the Fair Work Commission and presently working as Workplace Investigator and Consultant at Insync IR\HR Consultancy.
Ms Sharon Doyle	Currently holds a number of board roles including Director of Unity water (Water and Sewerage Distributor/Retailer) and is Managing Director of InterFinancial, a corporate finance advisory firm. Sharon is a member of the QUT Faculty of Law Founders' Scholarship Fund Committee.
The Honourable John Mickel	Former Speaker of the Legislative Assembly and Queensland Government Minister. Recently led the Queensland Government's trading hours review.

1.8 Key Activities Related to the Review

An independent Councillor Remuneration Tribunal appointed by E&C was convened to discuss, research and recommend on the remuneration payable to a councillor and to office holders, comprising the Lord Mayor, Deputy Mayor, Committee Chairmen, Chairman of Council and Leader of the Opposition.

The Tribunal considered information including, but not limited to:

- relevant legislation, including the Act and CoBR
- the role of a councillor and their responsibilities, including those attributed to the various office holders
- demographic and statistical material relating to the City of Brisbane and other local governments including geographical size, population, scope of responsibility, operating budget and key achievements
- remuneration levels of elected representatives at federal and state levels
- remuneration of councillors in local government in Australia and New Zealand
- remuneration history for Council's EBA employees and its executive service
- determinations of the Queensland Independent Remuneration Tribunal, a function established to determine remuneration levels for members of the Queensland Parliament.

1.9 The Role of the Secretariat

Secretariat support was provided to the Tribunal by the Divisional Manager's Office, City Administration and Governance. The role of the Secretariat was to assist the Tribunal in the administration of the review, coordination of meetings and provision of research support. The Tribunal is very appreciative of the work undertaken by the Secretariat.

1.10 Councillor Remuneration

There has been a long standing historical connection between the salaries paid to federal MPs, Queensland MPs and Brisbane City councillors. Until 2013, salaries paid to Queensland MPs were set at \$500 less than the annual salary of federal MPs, and Brisbane City councillor salaries were set at \$500 less than the salary paid to Queensland MPs.

In 2013, the independent Councillor Remuneration Tribunal was established. The Tribunal decided that the automatic nexus between MP remuneration and councillor remuneration should be severed and accordingly set up a framework whereby the Tribunal would be reconstituted every five years to review and where appropriate, reset councillor remuneration.

In the intervening years between Tribunal sittings, councillor remuneration was to be adjusted in accordance with the percentage increases applied by the Queensland Government's remuneration tribunal for members of the Legislative Assembly.

Councillor salaries and allowances, and the differential rates paid to office holders, as at 1 July 2013, are set out in Table 1 below. The corresponding figures as at 1 September 2017, are set out in Table 2.

Table 1 – Salary, Differential Rates & Relativities as at 1 July 2013

Position	No.	Salary	Relativity (Salary)	Allowances	Salary plus allowances (excluding superannuation)
Councillor	17	\$136,649	100%		\$136,649
Leader of the Opposition	1	\$150,314	110%	\$18,268	\$168,582
Chairman of Council	1	\$170,811	125%	\$18,268	\$189,079
Committee Chairman	6	\$170,811	125%	\$18,268	\$189,079
Deputy Mayor	1	\$177,644	130%	\$18,268	\$195,912
Lord Mayor	1	\$225,470	165%	\$89,693	\$311,719

The base rate for a councillor is set in accordance with the Councillor Remuneration Policy (Council Resolution 17/2013-14) and, as recommended by the Councillor Remuneration Tribunal that in the intervening years between Tribunal sittings, councillors' salary be adjusted with the increases applied by the Queensland Independent Remuneration Tribunal for members of the Legislative Assembly. Accordingly, there has been an increase to councillors' salaries on 1 September 2015 and 1 September 2016, with the last increase implemented on 1 September 2017. The base rate for a councillor as at 1 September 2017 was \$157,782.

Table 2 - Current Salary, Differential Rates & Relativities as at 1 September 2017

Position	No.	Salary	Relativity (Salary)	Allowances	Salary plus allowances (excl.super)
Councillor	17	\$157,782	100%		\$157,782
Leader of the Opposition	1	\$173,560	110%	\$19,921	\$193,481
Chairman of Council	1	\$197,227	125%	\$19,921	\$217,148
Committee Chairman	6	\$197,227	125%	\$19,921	\$217,148
Deputy Mayor	1	\$205,116	130%	\$19,921	\$225,037
Lord Mayor	1	\$260,342	165%	\$97,811	\$358,153

Note on Allowances

Allowances refers to Expense of Office allowance, subject to adjustment by applying CPI and by flowing on the percentage increases awarded by the Queensland Independent Remuneration Tribunal.

The following table shows the movement in base level remuneration for a number of jurisdictions over the period since the previous determination of the Councillor Remuneration Tribunal in 2013. The reader is referred to the individual determinations of the Commonwealth Remuneration Tribunal, the Queensland Independent Remuneration Tribunal and the Local

Government Remuneration and Discipline Tribunal for details of each determination and the reasoning behind each decision. Each determination for each body is available on their respective websites.

Note that the table includes increases offered by Council to Council employees under a new enterprise bargaining agreement (EBA9). Although, at the time of writing, no agreement has been accepted or signed, employees have been awarded an interim 2% 'administrative payment' increase by Council, effective from October 2016.

Table 3 – Remuneration Levels by Jurisdiction – 2013 to 2017

		2013		2014	2015		2016	2017	
Cwlth MPs	Date	30 Jun 2013	1 Jul 2013	1 Jul 2014	May 2015	1 Jul 2015	1 Jan 2016	1 Jul 2017	
	% Inc.		2.4%	Annual Review - no increase for 1 year	Defer consideration until 2nd half of 2015	0%	2%	2.0%	
	Amt	\$190,556	\$195,130	\$195,130	\$195,130	\$195,130	\$199,040	\$203,030	
Qld MPs	Date	30 Jun 2013	1 Jul 2013	1 Jul 2014	1 Jun 2015	1 Sep 2015	1 Sep 2016		1 Sep 2017
	% Inc.		3.02% (QIRT 1/2013)	0% (QIRT 3/2014)	(2.58%) (QIRT 7/2015) 0%*	2.25% QIRT 12/2016	2.25% QIRT 12/2016		2.25% QIRT 12/2016
	Amt	\$144,485	\$148,848	\$148,848	*Parliament revoked QIRT 7/2015, 1 Jul 2013 salary retained	\$151,425? (\$148,848 + 2.25%)	\$154,832? (\$151,425 +2.25%)		\$158,315 (\$154,832 + 2.25%)
BCC – Crs	Date	1 Jul 2013		30 Jun 2014	30 Jun 2015	1 Sep 2015	1 Sep 2016	30 Jun 2017	1 Sep 2017
	% Inc.	8%		0%	0%	2.25%	2.25%	-	2.25%
	Amt	\$147,581		\$147,581	\$147,581	\$150,134	\$154,310	\$154,310	\$157,782
BCC - EBA	Date	1 Jul 2013		15 Oct 2014	15 Oct 2015		8 Oct 2016		
	% Inc.	2%		2.2%	2.2%		2% administra tive payment	Offer 2.5% for 3 years* plus \$500 sign-on payment *CPI in year 3 if higher	

Chapter 2: Key Considerations

This chapter outlines the issues identified and key considerations of the Tribunal. In particular, the Tribunal considered the workload of councillors, the additional responsibilities attributed to office holders and the relativities to elected representatives at federal and state levels of government. It also undertook a comparative analysis between Brisbane City councillors and other elected representatives in local governments within Queensland, interstate and New Zealand.

2.1 Brisbane City Council – size, scale and demographics

Brisbane City Council is the largest local government in Australia, covering 1,338 square kilometres, with an estimated population of 1.18 million as at 30 June 2017. Brisbane has been an amalgamated Local Government Area (LGA) since the implementation of the *City of Brisbane Act 1924* on 1 October 1925, with a current budget of \$3.1 billion per annum and assets totalling \$22.5 billion.

Brisbane is the only local government within Queensland with its own individual act of Parliament. Compared to other local governments in Queensland, Council is unique in its nature and the extent of its responsibilities and powers, some of which are set out below:

- it is the capital city of Queensland
- it is the largest provider of local government services in Australia
- the Lord Mayor is popularly elected by all electors of Brisbane City Council Local Government area
- there are 26 councillors who each represent the interests of the residents of a council ward
- the Lord Mayor and councillors are elected by Brisbane electors at quadrennial elections
- the Lord Mayor and councillors perform their role in a full-time capacity as elected representatives of Brisbane City Council
- the Lord Mayor has executive powers under the Act
- Council has an E&C, chaired by the Lord Mayor, and seven Standing Committees. Each of the Standing Committee Chairmen has portfolio responsibilities and is a member of the E&C
- A Chairman of Council presides at all Council meetings and is responsible for ensuring its rules of procedure are observed and enforced.

2.2 Councillor Responsibility by Class of Office

2.2.1 Lord Mayor

The Lord Mayor is popularly elected and represents all residents of Brisbane. In addition to fulfilling the responsibilities of an elected official, the Lord Mayor is also required to carry out the additional duties as outlined in section 14(4) of the Act.

These additional duties include:

- implementing the policies adopted by the Council
- developing and implementing policies, other than policies that conflict with policies adopted by the Council
- leading and controlling the business of the Council
- preparing a budget to present to the Council
- leading, managing and providing strategic direction to the chief executive officer in order to achieve high quality administration of the Council
- ensuring that the council promptly provides the Minister with the information about Brisbane, or the Council, that is requested by the Minister
- arranging representation of the Council at ceremonial or civic functions
- directing the chief executive officer and senior contract employees of the Council.

In accordance with section 26 of the Act, the Lord Mayor is a member of all Standing Committees of Council and is able to attend, participate in and vote at any meeting. The Lord Mayor is also able to direct the CEO and senior contract employees in accordance with section 170 of the Act.

2.2.2 Deputy Mayor

The Deputy Mayor acts on behalf of the Lord Mayor in his or her absence or incapacity and takes on all Lord Mayoral responsibilities during that time in accordance with section 165 of the Act.

The Deputy Mayor is also a ward councillor and is currently the Chairman of the Public and Active Transport Committee.

2.2.3 Leader of the Opposition

The Leader of the Opposition is the councillor nominated by the party of minority councillors with the largest number of councillors as defined in the dictionary of the *Meetings Local Law 2001* (MLL).

The Leader of the Opposition is appointed by their own party, not the Council chamber, and has no statutory authority. They lead and direct the Opposition's policies and strategies and assess administration policies. They also put forward alternative proposals and views.

The Leader of the Opposition is a ward councillor and is currently the shadow chairman for the Finance and Economic Development Committee.

2.2.4 Chairman of Council

The Council must, by resolution, appoint a Chairman of the Council from its councillors (other than the Lord Mayor or Deputy Mayor) at the first meeting after the office of the chairman becomes vacant.

The Chairman of the Council, who is also a ward councillor, presides at all Council meetings and is responsible for ensuring its rules of procedure are observed and enforced. However, the Chairman of the Council does not preside at meetings of committees of the Council.

The Chairman has absolute precedence over conduct within a Council meeting (section 51 of the MLL). The Chairman must preserve order and may at any time call to order any councillor who appears to be acting in a disorderly manner (section 21 of the MLL).

Subject to the provisions of the Standing Rules (as contained in chapter 6 of the MLL), the Chairman may take part in a debate. However, he or she normally vacates the Chair to do so and the normal convention is for the Deputy Chairman of Council to take control of the meeting.

2.2.5 Committee Chairman

Chairmen are answerable to the Lord Mayor for matters within their portfolio and provide strategic guidance and oversight to the Council area which relates to their portfolio. While unable to direct Council officers, Chairmen act with the authority of E&C and the Lord Mayor. Generally, they are responsible for providing strategic guidance for their responsible portfolios, divisional managers and council officers. Council has eight standing committees.

These are:

- E&C (also known as Civic Cabinet)
- City Planning Committee
- Environment, Parks and Sustainability Committee
- Field Services Committee
- Finance and Economic Development Committee
- Infrastructure Committee
- Lifestyle and Community Services Committee
- Public and Active Transport Committee.

Each committee is chaired by a councillor who represents a ward within Brisbane city, except for the E&C, which is chaired by the Lord Mayor.

2.2.6 Establishment and Coordination Committee (E&C)

E&C Committee is chaired by the Lord Mayor and comprises all Standing Committee Chairmen. When Council is not in session, E&C has a recess delegation to make decisions on behalf of Council, unless a resolution of full Council is required by law. E&C meets on average 48 weeks per year, and E&C makes decisions in its own right.

E&C considers matters being recommended to Council for approval or resolution. E&C also has the delegation to approve purchases and contracts in accordance with approved budgets.

2.2.7 Councillors

Responsibilities of councillors

Section 14(1) of the Act states that councillors must represent the current and future interests of the residents of Brisbane. Responsibilities of the Lord Mayor and councillors are set out in the remaining sub-sections of section 14 and are briefly summarised below.

All councillors have the following responsibilities, but the Lord Mayor has some extra responsibilities in:

- ensuring the Council:
 - discharges its responsibilities under the Act
 - achieves its corporate plan
 - complies with all laws that apply to the Council
- providing high quality leadership to the council and the community
- participating, for the benefit of Brisbane, in:
 - meetings of the Council
 - policy development and decision making about matters being considered at a meeting of the Council
- being accountable to the community for the Council's performance.

When performing a responsibility, a councillor must serve the overall public interest of the whole of Brisbane.

As well as representing their wards, both Administration and Opposition councillors are members of Standing Committees.

Differential remuneration

Councillor remuneration provisions are set out in sections 230 to 235 of the CoBR, with section 231 providing Council with the ability to set differential remuneration according to the following classes of offices:

- the mayor
- the deputy mayor
- the leader of the opposition
- the chairman of the council
- chairmen of standing committees of the Council
- other councillors.

2.3 Queensland Independent Remuneration Tribunal

The Queensland Independent Remuneration Tribunal is an independent statutory authority established in 2013 to review and determine the salaries, allowances and entitlements of members of the Queensland Parliament (MPs) and former MPs. The Tribunal makes these determinations on at least an annual basis.

Under the *Queensland Independent Remuneration Tribunal Act 2013*, the Tribunal is responsible for making determinations about the following matters:

- base salary for members of the Legislative Assembly
- additional salary for members of the Legislative Assembly holding an Office
- allowances and entitlements to assist members to carry out their role functions and responsibilities

- allowances and entitlements for former members of the Legislative Assembly.

The *Queensland Independent Remuneration Tribunal Act 2013* requires that, in performing its functions, the Tribunal must act ‘independently, impartially and fairly’.

The current Tribunal is headed by Professor Anne Tiernan of Griffith University. Tribunal members are appointed for a term of three years, with terms of appointment of the three current members ending on 15 July 2019.

In the period 30 June 2013 to 30 June 2017, as a result of determinations made by the Queensland Independent Remuneration Tribunal and the Queensland Parliament*, the base remuneration level for an MP has risen from \$144,485 to approximately \$154,832, an increase of approximately 7.2% over that period of 4 years, or an average increase of 1.79% per annum.

* On 5 March 2015 the Tribunal issued Determination 7/2015 to set the new base salary for an MP, effective from 6 April 2015. The determination was subsequently revoked on 1 June 2015 by the *Parliament of Queensland and Other Acts Amendment Act 2015*.

An additional increase of 2.25% took place on 1 September 2017, bringing the base remuneration level to an estimated \$158,315.

While the Policy adopted by Council in 2013 contained no firm position on either maintaining or terminating the existing nexus between Queensland MP and councillor salaries, the Council Remuneration Tribunal again noted the strong parallels between the remuneration levels of members of the Queensland Parliament and Brisbane councillors.

In particular, the areas of workload and time commitments, role responsibilities and accountabilities, public expectations and constituency size are comparable. This is illustrated in the following table which provides the average population for Council wards against the average population of Queensland electorate districts found fully or partially within the Brisbane LGA.

Table 4 - Comparison of average ward and electorate populations – Brisbane LGA

Ward	Number of Council wards	26
	Average Council ward population	45,547
Electorate	Number of electorates within Brisbane LGA	23
	Average electorate population within Brisbane LGA	54,310

Sources: Australian Bureau of Statistics and Queensland Government Statistician’s Office – as at 30 June 2016

2.4 Local Government Remuneration and Discipline Tribunal

The *Local Government Act 2009* (Qld) established the Local Government Remuneration and Discipline Tribunal. The Local Government Remuneration and Discipline Tribunal determines remuneration payable to mayors, deputy mayors and councillors for all Queensland local governments except the Brisbane City Council. The Local Government Remuneration and Discipline Tribunal considers a number of factors when determining councillor remuneration.

These include:

- the size and geographical and environmental context of the LGA

- population of the local government area including:
 - demographics
 - spread of population serviced by the local government
 - extent of the services the local government provides.

The Local Government Remuneration and Discipline Tribunal is currently scheduled to make its 2017 determination by 1 December 2017, with recommendations to take effect from 1 July 2018.

2.5 Commonwealth MPs Remuneration Review

The Commonwealth Remuneration Tribunal is an independent statutory authority established under the *Remuneration Tribunal Act 1973 (Cth)*. The Tribunal consists of three part-time members appointed by the Governor-General. Members are appointed for a period of five years from their date of commencement.

The Tribunal's role is to determine, report on or provide advice about remuneration, including allowances and entitlements for federal Parliamentarians.

Following amendments to the *Remuneration Tribunal Act 1973 (Cth)*, which took effect from 5 August 2011, any determination that the Tribunal makes in relation to members of Parliament (including Ministers of State) concerning salary or other allowances cannot be disallowed by the Parliament. However, the Tribunal is required to provide a statement of reasons for each determination it makes in relation to parliamentarians.

In its latest review of Parliamentary remuneration (Determination 2017/12) the Tribunal decided that from 1 July 2017 each Senator and Member of the House of Representatives was to be paid a base salary of \$203,030 per annum. This represented an increase of 2% over the previous base level and an increase of 1.6% per annum over the 18 months since the previous general increase was given by the Tribunal, which took effect from 1 January 2016.

Prior to determination 2016/12, the Tribunal had granted only one general increase since July 2013, 2% from 1 January 2016. In deferring increases in 2014 and 2015, the Tribunal took into account the environment of economic restraint at that time, lower wage growth and the impact on Commonwealth agencies of the Government's Public Sector Workplace Bargaining Policy.

The following are the effective dates of the Tribunal's general increase decisions since 1 July 2013:

- 1 July 2013 – 2.4%
- 1 July 2014 – 0%
- 1 July 2015 – 0%
- 1 January 2016 – 2%
- 1 July 2016 – 0%
- 1 July 2017 – 2%.

This represents an overall increase of some 4.45% for the four-year period 30 June 2013 until 30 June 2017, and 6.55% for the period 30 June 2013 until 1 July 2017.

2.6 Comparison of Local Government Remuneration Trends

During this review process, the Tribunal was consistently of the view that the unique nature of Brisbane City did not allow for meaningful comparisons with other Australasian local governments.

The Tribunal reviewed material with respect to other local government authorities, including those included in the table below, and noted that for each of these cities, councillor remuneration is set by an independent external body and/or state legislation.

Other local governments were eliminated from further benchmarking as the role of their councillors was significantly different (e.g. the councillor was part-time and received a nominal allowance for their duties).

Of the local governments assessed, the most relevant to Brisbane City were Auckland, New Zealand and larger Queensland cities. The Tribunal noted, in particular, that Auckland City provided a useful comparison with Brisbane City in light of the amalgamation of smaller local governments to form Auckland City (in similar fashion to the creation of greater Brisbane in 1925). The table below provides a brief summary of key statistics of several local government authorities.

Table 5 – Remuneration Comparisons with other Jurisdictions

City	Councillor	Leader of the Opposition	Chairman	Deputy Mayor	Mayor
Auckland	NZD \$105,800	-	NZD\$125,350	NZD\$151,850	NZD\$269,500
Brisbane	\$157,782	\$173,560	\$197,227	\$205,116	\$260,342
Gold Coast	\$144,627*	-		\$168,081	\$242,349
Logan	\$132,901*	-		\$151,663	\$218,896
Ipswich	\$117,265*	-		\$132,901	\$195,442
Townsville	\$117,265*	-		\$132,901	\$195,442

*Source: Local Government Remuneration and Discipline Tribunal – Remuneration Report - December 2016

2.7 Consumer Price Index/Wage Price Index Increases

In line with the Tribunal's Terms of Reference, the Tribunal considered movements in the consumer price index, nationally, for the period under review.

Table 6 – Consumer Price Index – Yearly movement

Calendar Year			Financial Year		
2013	2.6%	2.5%	2012-13	2.4%	2%
2014	1.7%	2%	2013-14	3.0%	3.2%
2015	1.7%	1.7%	2014-15	1.5%	1.5%
2016	1.5%	1.6%	2015-16	1.9%	1.8%
2017	-	-	2016-17	1.9%	1.8%

Source: Reserve Bank of Australia and Queensland Government Statistician's Office

The Tribunal also considered movements in the wage price index, locally and nationally, for the period under review.

Table 7 – Wage Price Index – Yearly movement

Financial Year	Queensland		Australia	
2012-13	114.7	3.1%	114.6	3.3%
2013-14	117.7	2.6%	117.6	2.6%
2014-15	120.5	2.4%	120.4	2.4%
2015-16	122.8	1.9%	123.0	2.2%
2016-17	125.1	1.9%	125.4	2%

Source: Reserve Bank of Australia and Queensland Government Statistician's Office

The increase in the wage price index for the year September quarter 2016 to September quarter 2017 was 2%. The increase for the private sector was 1.9% and the corresponding increase for the public sector was 2.4%. For all three indices the September quarter 2017 increase was 0.5%.

2.8 Resettlement/Transition Allowance

A number of jurisdictions considered by the Tribunal have introduced resettlement provisions in recent years. A summary of their provisions appears below.

2.8.1 Commonwealth Resettlement Allowance

A resettlement allowance was introduced by the Remuneration Tribunal in Determination 2012/04. Eligible senators and members are those:

- first elected before 9 October 2004 and whose retiring allowance under the *Parliamentary Contributory Superannuation Act 1948* (Cth) is subject to deferral under the Act when he or she ceases to be a member of the Parliament
- first elected on or after 9 October 2004, who declare in writing to the Clerk of the relevant House of Parliament the intention to seek employment after leaving Parliament
- who have retired involuntarily through:
 - electing not to stand for re-election following loss of party endorsement, for reasons other than misconduct
 - defeat at an election (including defeat at an election where he or she has campaigned to be elected to represent a different electoral division or to the other House of Parliament).

The resettlement allowance payable to eligible former parliamentarians is equal to three months of the basic salary on the date Parliament is prorogued before the election. If a senator or member qualifies for a resettlement allowance they are paid an additional allowance of a further three months of the base parliamentary salary if he or she is:

- a senator who has served more than three full years in the Parliament
- a senator for a territory or a member who has served more than one full term in the Parliament.

2.8.2 Queensland Transition Allowance

Members elected before 1 October 2014. A Member who retires involuntarily from the Parliament will be eligible to receive a Transition Allowance based on the same conditions as the Commonwealth Resettlement Allowance. A member or former member is eligible to receive the allowance where they:

- were elected or returned to the Parliament at or since the September 2006 election
- are not able to access a pension or superannuation benefit (related to their service in the Parliament) immediately upon ceasing to be a Member of Parliament
- have retired involuntarily through loss of party pre-selection for reasons other than misconduct, or through defeat at an election (including where they have campaigned to be elected to represent a different Electoral District).

The amount of the Transition Allowance is based on the same conditions as the Commonwealth Resettlement Allowance and is calculated using the base salary rate (i.e. not including additional salary) for Queensland Members of Parliament as current on polling day.

The Transition Allowance is payable:

- where the member elects not to stand for re-election following loss of party pre-selection for reasons other than misconduct – from polling day and subject to provision of verification to the Clerk that the Member has lost party pre-selection for reasons other than misconduct; or
- where the member has been defeated at an election (including where they have campaigned to be elected to represent a different Electoral District) – upon notification of results for the Electoral District pursuant to section 122 of the *Electoral Act 1992 (Qld)*.

The allowance is subject to PAYG taxation but is not taken into account for superannuation purposes.

Members elected on or after 1 October 2014. Upon serving one or more terms of Parliament, a Member is entitled to a Transition Allowance if he/she meets the following criteria:

- is not currently in office and was elected after 30 September 2014
- has retired involuntarily through loss of party pre-selection for reasons other than misconduct, or through defeat at an election (including where he/she have campaigned to be elected to represent a different Electoral District)
- is not eligible to access a pension or superannuation benefit (related to his/her service in the Parliament) immediately upon ceasing to be a Member.

The amount of the allowance is the equivalent of 12 weeks base salary and is calculated using the base salary rate (i.e. not including additional salary) for members of the Queensland Parliament as current on polling day. The allowance is subject to PAYG taxation but is not taken into account for superannuation purposes.

If a member has retired involuntarily through loss of party pre-selection for reasons other than misconduct, the Transition Allowance is payable from polling day. Where members are defeated at an election (including where they have campaigned to be elected to represent a different Electoral District) the Transition Allowance is payable upon notification of results for the Electoral District pursuant to section 122 of the *Electoral Act 1992 (Qld)*.

For the purposes of determining eligibility for the Transition Allowance, a Member elected at a by-election is taken to have been elected for one term of Parliament at the end of the term of Parliament in which they were elected at the by-election provided that they have served at least 12 months at the date of the end of the term of Parliament.

2.8.3 Victorian Government Resettlement Allowance

A resettlement allowance is payable to MPs who lose their seat at an election or are deselected by their party for reasons other than misconduct; and who, immediately upon going out of office, are not eligible for a parliamentary pension or to access their superannuation.

The allowance is three months' basic salary if the MP has served in up to two Parliaments and six months' basic salary if the MP has served in more than two Parliaments; MPs also retain their entitlement to a vehicle and mobile phone for a period of one month after they go out of office, if they lose their seat at a general election.

2.8.4 Western Australia Resettlement Entitlement

The resettlement entitlement paid to MPs who lost their seats or retired at an election is to aid the move from public office to private life, according to the Western Australian Salaries and Allowances Tribunal.

Politicians are paid a taxable lump sum based on their parliamentary service and base salary. Former MPs who have served one term are entitled to three months' salary, those who served two terms are entitled to six months' salary, and those who served three terms or more receive nine months' salary.

Chapter 3: Findings and Recommendations

Having taken into account all the material information referred to in this report, the Tribunal is satisfied that the salary of a councillor should be increased as of 1 July 2018.

3.1 Tribunal Recommendation 1

The Tribunal recommends the salary of a councillor be increased by 2%, resulting in a base councillor salary of \$160,938, which is in line with the terms of reference and the remuneration policy framework. The increase to salary is to be effective from 1 July 2018.

In the intervening years between Tribunal review sittings, the Tribunal recommends that remuneration be adjusted in accordance with the percentage increases applied by the Queensland Independent Remuneration Tribunal, which sets Queensland MPs' remuneration and adjusts allowances.

Absorption principle:

The Tribunal recommends that the 1 July 2018 increase should be subject to absorption against any future increase determined by the Queensland Independent Remuneration Tribunal. That is, the Tribunal considers that in the event the Queensland Independent Remuneration Tribunal recommends an increase in Queensland MPs' salaries by an amount above 2% as recommended by this Tribunal, the net additional amount only will be paid to councillors from the date the Queensland Independent Remuneration Tribunal increase is determined.

Equally, in the event the Queensland Independent Remuneration Tribunal recommends an increase of less than 2%, the Tribunal considers that the net benefit to councillor salaries should be absorbed against any future Queensland Independent Remuneration Tribunal salary adjustments (from the commencement date of that Tribunal's increase).

3.2 Tribunal Recommendation 2

The Tribunal recommends that Council office holders' current percentage loading on salary (or relativities) be retained, as no increase is warranted on work value or related grounds (in respect of the period 2013 to November 2017).

3.3 Tribunal Recommendation 3

The Tribunal also recommends maintaining the current machinery in relation to the adjustment of Council allowances.

3.4 Tribunal Recommendation 4

There has historically been a general nexus between the salaries and conditions of Queensland MPs and Brisbane City councillors. This is reflective of the similarities in governance and scale of operations between Brisbane City and the State of Queensland.

In recognition of the unique status of Brisbane City relative to other local governments and the similarities between responsibilities of councillors and Queensland MPs, the Tribunal is proposing the introduction of a transition allowance similar to that operating in the Queensland Parliament.

The Tribunal recommends the payment of a transition allowance to councillors who have served at least one term of Council and have retired involuntarily through loss of party pre-selection for reasons other than misconduct, or through defeat at an election (including where they campaigned to be elected to represent a different ward).

For the purposes of determining eligibility for the transition allowance, a councillor elected at a by-election is taken to have been elected for one term of Council at the end of the term of Council in which they were elected at the by-election.

The Tribunal recommends the amount of the allowance be:

- **the equivalent of 12 weeks salary**
- **calculated at the councillor's salary rate (including differential rate paid to an office holder) as is current on polling day**
- **subject to PAYG taxation but not taken into account for superannuation purposes**
- **payable from polling day for a councillor retired involuntarily through loss of party pre-selection for reasons other than misconduct, subject to provision of a statutory declaration to the CEO that they have: lost party pre-selection for reasons other than misconduct; cannot access superannuation related to their service in Council; and have not arranged or accepted any paid employment.**
- **payable upon declaration of the poll pursuant to section 100 of the *Local Government Electoral Act 2011* for a councillor defeated at an election (including where they campaigned to be elected to represent a different ward), subject to provision of a statutory declaration to the CEO that they have: been defeated at the election; cannot access superannuation related to their service in Council; and have not arranged or accepted any paid employment.**

Chapter 4: Appendices

4.1 Appendix A – AP216 Councillor Remuneration Policy and Terms of Reference

Overview

Council will establish an independent tribunal to determine councillor remuneration. The Tribunal will be reappointed every five years. Council will adopt annual percentage movements between the review periods as set out by the State Government's Independent Tribunal.

Applicability

This policy applied to all classes of offices in Council including; the Lord Mayor, Deputy Mayor, Chairman of Council, Chairmen of Standing Committees, Leader of the Opposition and other Councillors. (Section 231 of City of Brisbane Regulation 2012).

Dictionary

Remuneration is defined as salary and allowances.

Remuneration does not include:

- *Any amount for expenses to be paid or facilities to be provided to a councillor under Council's expenses reimbursement policy (including Ward Office expenses)*
- *Motor vehicles, telephone and mobile computing devices as they are considered tools of trade*
- *Any contribution the Council makes for a voluntary superannuation scheme, for councillors established or taken part in by the Council under section 210 of the City of Brisbane Act 2010.*

Principles

This policy is based on the following principles:

- *Remuneration setting processes will be transparent and accountable*
- *Councillors will accept the decision of the independent Tribunal*
- *Any determination and recommendations in relation to councillor remuneration will be compliant with the provisions set out in Chapter 8, Part 1, Division 1, sections 230 – 235 of the City of Brisbane Regulation 2012*
- *Councillor's remuneration will be reviewed every five years*
- *Consideration is to be given to community expectations*
- *Public release of remuneration decisions will occur as soon as practicable.*

Policy

- *Council will establish an independent Councillor Remuneration Tribunal to determine appropriate levels of remuneration for all classes of offices*
- *The Tribunal's role is to review and, where appropriate, reset councillor remuneration*
- *A tribunal will be reconstituted every five years in sufficient time to allow implementation of the Tribunal's determination by 1 July of the relevant year*
- *In the intervening years between Tribunal sittings, councillor remuneration will be adjusted in accordance with the percentage increases applied by the Queensland Government's remuneration tribunal for Members of the Legislative Assembly.*
- *Council authorises the CEO to implement the intervening percentage movement as outlined in the point above without requirement to refer the matter back to full Council*

- *The Tribunal shall consist of three members appointed by Civic Cabinet after consultation with the Leader of the Opposition*
- *Each Tribunal member will be paid a flat fee determined by civic Cabinet at the time of their appointment*
- *The Tribunal will act in accordance with Terms of Reference as approved by Council*
- *Members are appointed to the Tribunal for a term of one review only, although they may subsequently be appointed to future Tribunals*
- *The Tribunal's findings will be implemented without amendment and will not be subject to review.*

Terms of Reference 2013

Document Purpose

1. The purpose of this document is to clearly define the Terms of Reference (TOR) for the 2013 independent Councillor Remuneration Tribunal.

Context

2. Council's councillor remuneration policy framework was established in accordance with Council Resolutions of 26 July 1988, 23 April 1991 and 31 May 1994, together with Establishment and Coordination Committee (E&C) Decisions of 17 May 1993 and 30 May 1994. Copies of these documents are attached.
3. On 30 July 2013, Council approved the rescinding of the existing policy framework and the establishment of a new policy framework including the independent Councillor Remuneration Tribunal (the Tribunal).

Authority

4. Chapter 8, Part 1, Division 1 of the *City of Brisbane Regulation 2012* provides Council with the authority to determine councillor remuneration.
5. This determination will be undertaken in accordance with AP216 - Councillor Remuneration Policy.

Definition

6. Remuneration is defined as salary and allowances. Remuneration does not include Council contributed superannuation or ward related expenditure which falls under Council's expense reimbursement policy (ward funds).
7. For the purposes of the Tribunal's review, motor vehicles, telephone and mobile computing devices are considered Tools of Trade and, accordingly, are excluded.

Role of the Tribunal

8. The Tribunal's role is to:
 - (a) review and, as required, reset the base remuneration level for a councillor; and
 - (b) determine the relativities of remuneration for the following roles:
 - (i) Lord Mayor;
 - (ii) Deputy Mayor;
 - (iii) Committee Chairman;
 - (iv) Chairman of Council; and
 - (v) Leader of the Opposition.

Tribunal considerations

9. The Tribunal's considerations are to include, but not be limited to, the following factors:
 - (a) average national and state wage increases;
 - (b) actual wage increases for Council staff;
 - (c) actual Councillor wage increases;
 - (d) community expectations;
 - (e) workloads of councillors; and
 - (f) comparative conditions of employment provided to elected officials at other levels of government.

10. The factors detailed in section 9.a-c above are to be for the period since 1 July 2008.

11. The Tribunal will not award back-pay prior to 1 July 2013.

Ward Funds

12. Ward funds are not provided as part of a Councillor's remuneration, cannot be used as salary, may only be spent on specific ward related purposes and must be fully acquitted. As such, the allocation of ward funds is not to be included in the Tribunal's deliberations.

Timings

13. The Tribunal's report is to be delivered to the CEO of Council by 8 November 2013.

14. The Tribunal's determinations will be back-dated to 1 July 2013.

Secretariat Support

15. The Executive Manager's Office, Office of the Chief Executive will provide secretariat support. The Secretariat will facilitate requests and information exchange between Council and the Tribunal. The Secretariat will be responsible for the preparation and distribution of meeting papers prior to each Tribunal meeting.

16. Funding requests for activities in support of the Tribunal's deliberations may be made to the Secretariat.

4.2 Appendix B – 2017 Terms of Reference

Terms of Reference 2017 (24 October 2017)

Document Purpose

1. The purpose of this document is to clearly define the Terms of Reference (ToR) for the 2017 independent Councillor Remuneration Tribunal.

Context

2. On 30 July 2013, Council approved the establishment of a Councillor remuneration policy framework including the establishment of an independent Councillor Remuneration Tribunal (the Tribunal).

Authority

3. Chapter 8, Part 1, Division 1 of the *City of Brisbane Regulation 2012* provides Council with the authority to determine Councillor remuneration.
4. This determination will be undertaken in accordance with *AP216 – Councillor Remuneration Policy*.

Definition

5. Remuneration is defined as salary, allowances and any severance arrangements. Remuneration does not include Council contributed superannuation or ward related expenditure which falls under Council's *AP032 – Councillor Expenses Reimbursement Policy*.
6. For the purposes of the Tribunal's review, motor vehicles, telephone and mobile computing devices are considered Tools of Trade and, accordingly, are excluded.

Role of the Tribunal

7. The Tribunal's role is to:
 - (a) review and, as required, reset the base remuneration level for a Councillor
 - (b) determine the relativities of remuneration for the following roles:
 - (i) Lord Mayor
 - (ii) Deputy Mayor
 - (iii) Committee Chairman
 - (iv) Chairman of Council
 - (v) Leader of the Opposition.

Tribunal Considerations

8. The Tribunal's considerations are to include, but not be limited to, the following factors:
 - (a) average national and state wage increases
 - (b) actual wage increases for Council staff
 - (c) actual Councillor wage increases
 - (d) community expectations
 - (e) workloads of Councillors
 - (f) comparative conditions of employment provided to elected officials at other levels of government.

9. The factors detailed in section 8(a) to (c) above are to be for the period since 1 July 2013.
10. The Tribunal will not award back-pay prior to 1 July 2018.

Ward Funds

11. Ward funds are not provided as part of a Councillor's remuneration, cannot be used as salary, may only be spent on specific ward related purposes and must be fully acquitted. As such, the allocation of ward funds is not to be included in the Tribunal's deliberations.

Timings

12. The Tribunal's report is to be delivered to the CEO of Council at a date of his determination.
13. The Tribunal's determinations will be effective 1 July 2018.

Secretariat Support

14. The Divisional Manager's Office, City Administration and Governance, will provide secretariat support (the Secretariat). The Secretariat will facilitate request and information exchange between Council and the Tribunal. The Secretariat will be responsible for the preparation and distribution of meeting papers prior to each Tribunal meeting.
15. Funding requests for activities in support of the Tribunal's deliberations may be made to the Secretariat.

Chapter 5: References

Legislative Assembly of Queensland – Members’ Remuneration Handbook
Brisbane City Council Annual Report 2011-2012
Brisbane City Council Annual Report 2015-2016
Brisbane City Council Enterprise Bargaining Agreements – EBA 7, 8, 9 (proposed)
ABC News – Comparison of Base Salary across Australia (29 August 2016)
Queensland Independent Remuneration Tribunal (various determinations, including Determination 10/2016, 12 January 2016, Review of Salary Levels of Members of the Queensland Parliament)
Parliamentary remuneration and entitlements: 2016 update (Commonwealth government)
Queensland Government Gazette – Friday 26 May 2017 – Determination of Queensland’s Legislative Assembly Electoral Districts
Review of the Remuneration of Members of Parliament – Remuneration Tribunal – December 2011
Australian Government Remuneration Tribunal – various determinations
Electoral Commission Queensland – Website – www.ecq.qld.gov.au
Queensland Government Statistician’s – Queensland Regional Profiles – www.qgso.qld.gov.au
The 2017/2018 Remuneration Authority Determination for Auckland Council – www.aucklandcouncil.govt.nz
Wage Price Index statistics - <http://www.abs.gov.au/ausstats/abs@.nsf/mf/6345.0>