



4. Employees

4.1 Presentation to Staff

23 January 2013

Objective

To have in place a policy, as legally required under Section 5.50 of the Local Government Act 1995, in relation to employees whose employment with the Shire of Augusta-Margaret River is finishing, setting out the circumstances in which the Council will pay an employee any amounts in addition to those which the employee is entitled under the terms of a contract or industrial award. The policy when adopted is required to be publicly advertised locally.

Strategy

Council authorises a gratuity to the value of \$1,000 and a farewell function for employees who retire or resign from the Shire of Augusta-Margaret River after a period of employment of fifteen years, and an additional \$100 for each year over the fifteen years. This will not apply in the case of an employee who has had their contract of employment terminated or has recorded incidents of poor performance. The CEO is authorised in these circumstances not to approve any additional payments.

Application

Responsibility for the implementation of this policy rests with the Manager of HR of the Shire of Augusta-Margaret River. The Policy is to be reviewed every three years.

Adopted by Council **Date: 23 January 2013**

Last reviewed **Date: 27 August 2009**
