

Council Policy

Employment Related Benefits with the Town of Bassendean Policy

Objective

To establish a policy on the employment benefits provided to employees in accordance with the Enterprise Bargaining Agreements and with regards to the following:

- Superannuation and Salary Sacrifice;
- Education and Study Assistance;
- Employment Training and Development; and
- Use of Council Equipment for private purposes.

Strategy

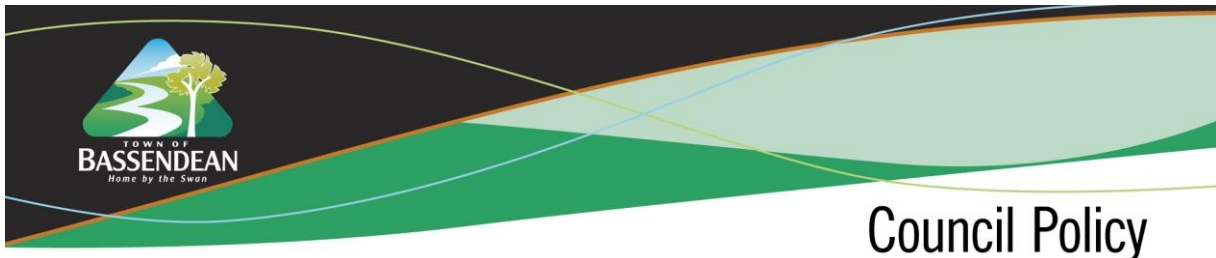
1. Superannuation and Salary Sacrifice

Council will provide employees the option of salary sacrifice of their superannuation and in addition to the Superannuation Guarantee Contribution (SGC), a superannuation co-contribution scheme is accessible to all employees based on the agreed Enterprise Bargaining Agreement but no less than the following table:

Employee Contribution	Employer Contribution	Total (not including SGC)
1%	1%	2%
2%	2%	4%
3%	3%	6%
3.5%	3.5%	7%
4%	4%	8%
4.5%	4.5%	9%
5%	5%	10%

Employees' contributions are unlimited to a superannuation fund of choice.

Procedures have been established to provide guidance to all employees wishing to access the superannuation co-contribution scheme. Employees will be required to adhere to the procedures to qualify for the superannuation scheme contributions.



2. Education and Study Assistance

Council will provide employees with the opportunity to pursue studies relevant to their position and to local government in accordance with the relevant clauses in the Enterprise Bargaining Agreements.

Employees may be assisted to undertake courses of study at tertiary education institutions such as universities, technical colleges, accredited Local Governments and private companies.

The pre-requisites for assistance are:

- That the course(s) complement the Local Government's goals and strategies; and
- Are relevant to the work of the employee.

Procedures have been established to provide guidance to all employees wishing to access the Education and Study Assistance. Employees will be required to adhere to the procedures to qualify for the Education and Study Assistance.

3. Employment Training and Development

Council will provide all employees with the opportunity to participate in training and development programs at the Local Government's expense where training/development complements the Town of Bassendean's goals and strategies, and is consistent with the skills identified at the staff development process.

Procedures have been established to provide guidance to all employees on the Town of Bassendean's training and development processes. Employees will be required to adhere to the procedures to qualify to the training and development process.

Application

Responsibility for the implementation of this policy rests with the Mayor, Councillors and Chief Executive Officer. The Policy is to be reviewed every three years.

<p>Policy Type: Strategic Policy</p> <p>Link to Strategic Community Plan: Leadership and Governance</p>	<p>Responsible Officer: Chief Executive Officer and Director Corporate Services</p> <p>Last Review Date: 16 June 2012 Version 2</p> <p>Next Review due by: May 2020</p>
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