



BOARD Policy

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| Section: | Administration | BRD-0340-50 |
| Title: | Directors - Remuneration Review | 036 |

1. PURPOSE

- 1.1 To establish a process, structure, and timeline for conducting Sunshine Coast Regional District (SCRD) Director remuneration, allowance, expense, and benefit reviews that are reasonable, independent, and transparent.

2. SCOPE

- 2.1 This policy applies to all Directors of the SCRD.

3. DEFINITIONS

- 3.1 **"Allowance"** means predetermined amounts or flat rates that are allocated to SCRD Directors for expenses that may be incurred in the course of their duties.
- 3.2 **"Benefit"** means the incentives, services, and protections provided to SCRD Directors during their time in office.
- 3.3 **"Board"** means the SCRD Board in its entirety and does not include standing committees or select committees of the Board.
- 3.4 **"Director"** means an Electoral Area Director or Municipal Director.
- 3.5 **"Expense"** means the charges incurred by SCRD Directors in the course of their duties and are necessary in order to perform their duties.
- 3.6 **"Remuneration"** means money that is paid to SCRD Directors as compensation for the duties they perform. Remuneration is also used in a broader sense to include expenses and benefit packages, in addition to money.
- 3.7 **"Remuneration Review"** means the formal assessment of existing remuneration provided to SCRD Directors. These reviews include a consideration of pay, allowances, expenses and benefits.

4. POLICY

- 4.1 The *Local Government Act* provides that a board may by bylaw, provide for the remuneration, expense reimbursements and benefits of Directors.
- 4.2 The SCRD provides for the remuneration allowances and expense reimbursements of Directors in accordance with the Sunshine Coast Regional District Directors' Remuneration Bylaw No. 732, 2021.
- 4.3 SCRD Directors' remuneration, allowances, expense reimbursements and benefits will be reviewed once per term by a Chief Administrative Officer appointed independent task force as outlined in the Directors' Remuneration Review Task Force Terms of Reference. Upon completion of the review, the task force is to present their recommendations to the Board. The approved recommendations will be implemented in the succeeding Board's term.

5. EXCEPTIONS

6. AUTHORITY TO ACT

- 6.1 The Chief Administrative Officer is responsible for administering the remuneration review process.



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7. REFERENCES (Bylaws, Procedures, Guiding documents)

- 7.1 Directors' Remuneration Review Task Force Terms of Reference
- 7.2 Directors – Reimbursement of Travel and Other Expenses Policy
- 7.3 Constituency Expenses Policy
- 7.4 Sunshine Coast Regional District Board Procedures Bylaw No. 717, 2018
- 7.5 Sunshine Coast Regional District Directors' Remuneration Bylaw No. 732, 2021

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