



A11 Staff Superannuation Salary Sacrifice

Policy Objective

To document the circumstances where the Shire will provide opportunities for staff superannuation salary sacrifice and the provision of a Shire Co-Contribution scheme to encourage staff members to save for their retirement.

Policy

The Shire of Ravensthorpe offers, at its discretion, superannuation salary sacrifice to eligible employees in accordance with appropriate legislation, award provisions and policy provisions as follows:

An eligible employee is a member of a registered Superannuation Plan who is covered by award provisions that provide for salary sacrifice.

The provision of normal superannuation salary sacrifice is offered on the basis that:

- There is no additional cost or significant administrative burden to the Shire as deemed by the Chief Executive Officer.
- That all provisions comply with taxation, superannuation and award requirements and salary sacrifice contributions are made direct to a registered superannuation fund from Shire remittances.

There are no maximum salary sacrifice caps imposed by the Shire, however employees should familiarise themselves with superannuation concessional caps imposed by the Australian Taxation Office.

In operation with regular superannuation salary sacrifice arrangements the Shire of Ravensthorpe provides a co-contribution scheme whereby the Shire will match additional salary contributions to a superannuation fund by an employee, or as otherwise negotiated with contracted employees. The maximum amount is capped at an additional 5% of the employee's base salary. This additional payment is designed to encourage Shire employees to plan and adequately save for their retirement.

The Shire shall ensure that the provision of superannuation salary sacrifice complies with taxation and other relevant laws.

Council reserves the right to withdraw the superannuation salary sacrifice provision and co-contribution scheme where such provisions do not continue to comply with legislative requirements, conditions as specified above, or exceeds the financial capacity of the organisation in the case of co-contributions.

Superannuation is a complex issue. Employees are advised to seek the services of a financial adviser or superannuation specialist to determine the most favourable option for their personal situation.

Note: If a conflict arises in respect to this Policy between any Shire of Ravensthorpe Enterprise Bargaining Agreement or individual contract of employment then the Enterprise Bargaining Agreement or individual contract of employment will have precedence and be applicable to the relevant employee's conditions of employment.



DOCUMENT CONTROL BOX		
Custodian: Chief Executive Officer		Decision Maker: Council
Compliance Requirements:		
Legislation:	<i>Superannuation Guarantee (Administration) Act 1992</i> Local Government (Employee Superannuation) Regulations 2016	
Industry:		
Organisational:	Shire of Ravensthorpe Enterprise Bargaining Agreement	
Document Management:		
Risk Rating: Low	Review Frequency: 2 Years	Next Due:
Version #	Decision Reference:	Description:
a	OCM 18/08/2020 Item 13.3	Comprehensive Policy Register Review
b	OCM 19/07/2022 Item 12.1.2	Comprehensive Policy Register Review
c	OCM 21/11/2023 Item 12.1.1	Comprehensive Policy Register Review
d	OCM 17/12/2024 Item 12.1.2	Policy Reconfirmed – No Amendments