



G17 Recognition of Service – Council Members

Policy Objective

To formally recognise Council Members for their services to the community throughout the period during which they have held office as well as maintaining a historical record.

Policy

Council Photograph

A group and individual photograph of Council Members is to be arranged within three (3) months after each Ordinary Election and a group photograph is to be displayed in the reception of both the Ravensthorpe and Hopetoun Administration Office receptions. Individual photographs are to be maintained on the Shire website.

In the event of an extraordinary election an individual photograph of the new Council Member is to be taken to maintain a current composite on the Shire website. A group photograph is to be arranged as soon as possible.

To assist in the early compilation of this composite photograph, once the proofs of individual photographs are received they are to be forwarded to Council Members for selection of the preferred photograph.

Should Council Members not forward advice of their preferred photograph within seven (7) days of receipt of the proofs, the Chief Executive Officer will select photographs of those that have not responded, for inclusion in the composite photograph.

Presentation on Recognition of Service

Upon retirement, resignation or being unsuccessful in securing a further term, A Council Member who has served at least one full four (4) year term of office will be entitled to an official presentation reception with the consent of the former Council Member. The reception is to include current and former Council Members and their partners.

The Chief Executive Officer is to consult with the Shire President to determine a suitable gift which shall be presented to the Council Member.

Note: The value of the gift is prescribed in regulations as being an amount of up to \$100 for each year served as a council member to a maximum of \$1,000.

Honour Board

The Shire of Ravensthorpe will maintain Honour Boards at the Ravensthorpe administration office recognising the following;

- Current/Former Shire Presidents.
- Current/Former Shire Clerks/Chief Executive Officers.
- Freeman of the Shire.



DOCUMENT CONTROL BOX		
Custodian: Chief Executive Officer		Decision Maker: Council
Compliance Requirements: Appropriate Annual Budget Allocations Compliance Calendar (October)		
Legislation:		
Industry:		
Organisational:		
Document Management:		
Risk Rating: Low	Review Frequency: 4 Years	Next Due:
Version #	Decision Reference:	Description:
a	OCM 18/08/2020 Item 13.2	Comprehensive Policy Register Review
b	OCM 19/07/2022 Item 12.1.2	Comprehensive Policy Register Review
c	OCM 17/12/2024 Item 12.1.2	Policy Reconfirmed – No Amendments