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## 3.15 Conferences - Staff

Distribution: Council Staff

Responsible Officer: Chief Executive Officer

Date Adopted: 2015 – Version 1 – Resolution 8.1.4 032017.OM

Last Review: March 2024 – Version 4 – Resolution 032024 767 (Formerly 4.30)

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### **Purpose**

To guide the Chief Executive Officer when considering conference attendance.

### **Scope**

All Council Staff

### **Standard**

The Chief Executive Officer shall determine staff attendance at conferences having regard to allowances in staff salary packages and the performance of individual officers.

### **Roles and Responsibilities**

#### **Shire President**

- Annual Review of policy

#### **Chief Executive Officer**

- Determine staff attendances at conferences

### **Legislation**

Nil

### **Resource Documents**

### **Local Law**

Nil

### **Delegation**

Not Applicable