

Administration

Annual Council Christmas Function

Objective

To provide direction, clarity and consistency on the arrangement for the Shire of Koorda's ("the Shire's") annual Christmas function.

Policy

Council will provide a Christmas Function for Councillors, Staff and their partners/spouses and children.

The invitation list is to include:

- Current Councillors, partner/spouse and children;
- Former Councillors, partner/spouse and children, who retired at the last elections;
- All current employees, partner/spouse and children;
- Former employees, partner/spouse and children, who have left within the past 12 months;
- Any other person at the discretion of the President.

When considering the provision of refreshments at the function, a restricted bar tab will be provided and determined at the discretion of the CEO who will take into consideration available funds and the event.

Related Documents (Legislation/Local Law/Policy/Procedure/Delegation)

Local Government Act 1995

Local Government (Rules of Conduct) Regulations 2007

Code of Conduct (Elected Member & Employee)

Review History

Review Due: March 2024

Date	Council Resolution	Description of review/amendment
28/06/2023	RES: 120623	V1.0. Update policy wording.
Former Policy No: C15 Annual Christmas Employee Functions		
19/07/2000		Adoption of Policy