

Title: Contract Staff – Terms of Contract
Policy No: 215
Responsibility: Director Corporate Services

Version	Decision Number	Decision Date	History
1	18\6592	30/03/04	Adopted
2	19\1319	29/03/05	Amended – Version 2
3	19\4604	12/06/07	Reviewed and Amended – includes name change from “Management Contracts” to “Contract Staff – Terms of Contract”
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1 Policy Details

Darwin City Council has a responsibility to ensure that it remains competitive in its ability to attract and retain high quality professional staff to ensure maximum effectiveness in its ability to provide efficient service delivery to its customers. There is a recognition that this ability to attract and retain staff can be subject to market forces, the transient nature of its population, Darwin’s small population base and physical location.

This policy outlines the process and procedure for identifying remuneration packages for management positions.

2 Definitions

2.1 “Contract”

The term “Contract” refers to a contract of employment between the Council and the officers listed in 3.1 of this policy. The contract of employment will as a general rule have a 5 year maximum term.

2.2 “Extension of Contract”

The Council may enter into negotiations with the Officer for an extension of the employment contract based on performance, for a further term of up to 5 years, prior to the expiration of the existing employment contract.

2.3 “Remuneration Package”

The term “remuneration package” refers to the total package applicable to the position including superannuation, leave loading, district allowance, car value and any other negotiated matters.

3 Principles

3.1 Contracts will be offered to Officers in the following three levels on the basis of the contract having an up to 5 year term:

Chief Executive Officer;
 Directors;

Middle Managers.

From time to time, at the discretion of the CEO, a contract may be offered in respect to lower level positions due to operational/market requirements. These contracts will be offered based on normal award payments applicable to the identified level within the Job Description.

- 3.2 There shall be a discretionary amount of up to \$10,000 per senior contract position available which can be applied by the CEO should market forces dictate differing circumstances such as shortage of professionals in the particular area, competition from the NTPS etc. This amount may be applied to increase a salary package in order to retain or recruit to a position.
- 3.3 The packages include provision for vehicles and the type of vehicle is specified in the individual contracts. The remuneration value of vehicles shall be:

Chief Executive Officer	\$8,000 private use Australia wide
Directors	\$4,200 private use Territory wide outside of Territory at own cost
Middle Managers	\$3,200 private use to Batchelor

The vehicle type shall be in line with the vehicles provided for in contracts existing on 1 March 2004.

- 3.4 The remuneration packages shall be based on the total packages in contracts that existed on 1 March 2004, as indexed thereafter.