



LONG SERVICE LEAVE FINANCING POLICY

DOCUMENT TYPE: Council policy

DOCUMENT STATUS: Approved

POLICY OWNER POSITION: Manager Financial Services

INTERNAL COMMITTEE ENDORSEMENT: Not applicable

APPROVED BY: Council

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VERSION NUMBER: 3

REVIEW DATE: 27/03/2022

DATE RESCINDED:

RELATED STRATEGIC DOCUMENTS, POLICIES OR PROCEDURES: Investment Policy
Payroll Policy

RELATED LEGISLATION: Local Government (Long Service Leave) Regulations 2012
Local Government Act 1989

EVIDENCE OF APPROVAL:


Signed by Chief Executive Officer

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This document is available in alternative formats (e.g. larger font) if requested.

1 PURPOSE

The purpose of this policy is to provide guidance for the financing of long service leave for Loddon Shire Council Staff to ensure that Council has sufficient funds on hand, accumulated over time, to meet its commitments to employees.

2 SCOPE

This policy applies to the Finance Department of Council.

3 POLICY

Council will build its reputation as an ethical organisation with employees by ensuring that:

1. The calculated value of long service leave is held in bank accounts or term deposit accounts specifically for that purpose and no other.
2. Those accounts must be made to match the Provision for Long Service Leave in the Balance Sheet, at the end of each financial year.

3.1 Legal requirements

Council will comply with legislative obligations and Accounting Standards to establish entitlements as a liability in its Balance Sheet. There is no legislative requirement to fund the Long Service Leave Provision Account.

4 HUMAN RIGHTS STATEMENT

It is considered that this policy does not impact negatively on any rights identified in the Charter of Human Rights Act. Loddon Shire Council is committed to consultation and cooperation between management and employees. The Council will formally involve elected employee Health and Safety Representatives in any workplace change that may affect the health and safety of any of its employees.

5 REVIEW

The Manager Financial Services will review this policy for any necessary amendments no later than 4 years after adoption of this current version.