

## CEO's Determination

### Employee Gifts Threshold

*Regulation 19AF(1) of the Local Government (Administration) Regulations 1996  
Integrity at the City of Perth, the Code of Conduct for Employees.*

I, Michelle Reynolds, Chief Executive Officer of the City of Perth, determine under Regulation 19AF of the *Local Government (Administration) Regulations 1996* that the threshold amount for a prohibited gift is \$0, subject to the following exemptions:

1. **Professional Development:** participation in a professional development opportunity provided by an associated person is permitted if:
  - a. the professional development opportunity has been approved in accordance with the relevant City policies and procedure, and
  - b. the financial value of the professional development opportunity does not exceed \$300.
2. **Token hospitality:** the receipt of tea, coffee, or similar minor refreshments offered during a business meeting or similar event is permitted.
3. **Conduct money:** money provided by an associated person for the sole purpose of travel to court in response to a subpoena or other summons ('conduct money') is a 'travel contribution' under section 5.57 of the *Local Government Act 1995*. Receipt of conduct money from an associated person is permitted if the conduct money amount is less than \$300.
4. **CEO exemption:** in all other circumstances that do not fall within the above categories, I may approve an exemption for the employee to accept the gift, if the following conditions are met:
  - a. the financial value of the gift does not exceed \$300, and
  - b. it can be clearly demonstrated that it is in the public interest that the employee accepts the gift, and
  - c. it is unlikely that this gift will cause a conflict of interest in discretionary decision making to arise between the employee and the associated person, and
  - d. having considered a recommendation from Corporate Governance in respect of the proposed exemption.

For the avoidance of doubt, this means that other than the four exemptions above, no gifts are acceptable from a person:

- a. who is seeking or is likely to seek an approval from the City; or
- b. who is engaged in or seeking to engage in, or likely to seek to engage in commercial dealings with the City.

Examples of these persons include:

- a. A supplier or tenderer.
- b. A developer or builder.
- c. An organisation that is seeking or has received sponsorship or events approvals.
- d. A candidate for employment.



Michelle Reynolds

Chief Executive Officer

14 February 2023