

## Attendance at Events - Council Members and the CEO

### Pre-approved Events

The Shire of Irwin approves attendance by Council Members and the CEO at the following events:

- Shire hosted or sponsored ceremonies, functions, events and art exhibitions
- Meetings and events hosted by clubs and not-for-profit organisations in the Shire
- Any free events held in the Shire
- Cultural events or festivals in the Shire
- Events organised by Dongara District High School
- Events for which representation by the Shire President or the CEO has been requested
- Events organised by major professional bodies associated with local government at a local, state or federal level.

### Approval of Attendance

In making a decision on attendance at an event, Council is to consider:

- who is providing the invitation or ticket to the event;
- the location of the event in relation to the local government (within the district or out of the district);
- the role of the council member or CEO when attending the event (participant, observer, presenter) and the value of their contribution;
- whether the event is sponsored by the local government;
- the benefit of local government representation at the event;
- the number of invitations / tickets received; and
- the cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.