

POL 0007: Jury Duty

Purpose

To acknowledge that from time-to-time staff members may be summoned to attend for jury duty or be subpoenaed as witnesses.

Scope

This Policy applies to all Shire of Esperance employees.

Definitions

N/A

Practice

Those employees summoned to attend for jury duty or subpoenaed by the Crown as witnesses at Court Hearings be paid normal wages during such absences from work, on production of satisfactory proof of attendance.

Employees attending Court either voluntarily, or subpoenaed by parties other than the Crown, shall not be paid wages, except where such attendance is on behalf of Council, at Council's request or on account of employee's position with the Council.

.....End.....

Document Information

Responsible Position	Manager Human Resources
Risk Rating	Low

Referencing Documents

- *Local Government Act 1995*
- *Juries Act 1957 (WA).*
- *National Employment Standards (NES)*

Revision History

Date	Version	CM Reference	Reason for Change	Resolution #	Next Review
Dec 2003	1		New policy	O1203-0751	Dec 2005
Sept 2007	2	D12/45			Sept 2009
Oct 2015	3		Biennial review, no change.	O1015-019	Oct 2017
Jun 2018	4	D16/29078	Biennial review, no change.	O0618-022	Jun 2020
Feb 2020			No change, laid on table for further discussion	O0220-046	
Apr 2020	5	D16/29078[v2]	Biennial review, no change.	O0420-109	Apr 2022
Nov 2021	6	D16/29078[v3]	Biennial review, no change.	O1121-202	Nov 2023
Nov 2023	7	D16/29078[v4]	Biennial review, no change.	O1123-189	Nov 2025