

## REPORT TO COUNCIL

Report No. 8

<b>Date of Meeting</b>	<b>4 December 2007</b>
<b>Title of Report</b>	<b>Members' Allowances Scheme – Municipal Year 2008/2009</b>
<b>Portfolio</b>	<b>Resources and Democracy</b>
Link to Corporate Priorities	None
Public Report	Yes

### Summary of Report

To set out proposals for a Members' Allowances Scheme for the Municipal Year 2008/2009.

### Officer Recommendations

**That the Council adopts a Members' Allowances Scheme for the Municipal Year 2008/2009 as set out in Appendices 1, 2 and 3 to this report.**

Other than those implications agreed with the relevant Officers and referred to below, there are no other implications associated with this report.

Financial Implications	Legal Implications	Community & Environmental Implications	Human Resources Implications	Equality & Diversity Implications
YES	YES	NONE	NONE	NONE

<b>Contact Officer</b>	Marie Todd Senior Policy & Democratic Services Officer 01249 706612 <a href="mailto:mtodd@northwiltshire.gov.uk">mtodd@northwiltshire.gov.uk</a>
------------------------	--

## **1. Introduction**

- 1.1 The purpose of this report is to recommend a Members' Allowances Scheme for the 2008/2009 municipal year.

## **2. Options**

- 2.1 The Council could decide to approve a scheme different to that contained in the appendices to this report.

## **3. Background Information**

- 3.1 When the current scheme was adopted Council accepted the recommendation of the Independent Remuneration Panel that allowance schemes to the end of the 2007/2008 Municipal Year would be increased in line with an inflationary index. In respect of travel and subsistence allowances it was agreed that the rates would be in line with the scheme for officers of the Council.
- 3.2 At the Council meeting held on 24 April 2007 members agreed that there would be no increase in allowances for the Municipal Year 2007/08 due to the financial position of the Council. It was also agreed that mileage rates should be paid at the Inland Revenue rate.
- 3.3 A new Independent Remuneration Panel was due to be constituted this year but because of the decision to form a unitary authority for Wiltshire in April 2009 it was decided not to undertake a review of the allowances scheme at this stage.
- 3.4 In any decisions on the new scheme Council will have to take in to account any new posts they wish to create in the light of any changes to the democratic structure.

## **4. Level of Increase**

- 4.1 The proposed level of increase is 2.475% which is in line with the annual staff pay award for the current financial year.
- 4.2 It is also proposed that, as last year, mileage should be paid at the Inland Revenue Rate and subsistence should be paid at the same rate as officers of the Council.

## **5. Financial Implications**

- 5.1 If the proposals are supported the increase to the Members' allowances budget for special responsibility allowances is £6,951.

## **6. Legal Implications**

- 6.1 Members should note that consideration must be given to the recommendations of the Independent Remuneration Panel. Council retains the authority to set the allowances scheme and can make amendments if it has reason.

<b>Appendices:</b>	<ul style="list-style-type: none"><li>• <b>Schedule of Member Allowance Payments (Appendix 1)</b></li><li>• <b>Travel and Subsistence Allowances (Appendix 2)</b></li><li>• <b>Approved Duties (Appendix 3)</b></li><li>• <b>Comparison with 2007/2008 Allowances (Appendix 4)</b></li></ul>
--------------------	--

<b>Background Documents Used in the Preparation of this Report:</b>	<b>None</b>
---	-------------

**Previous Decisions Connected with this Report:**

<b>Report</b>	<b>Committee &amp; Date</b>	<b>Minute Reference</b>
<b>Members Allowances – 2006/2007</b>	Council – 25 April 2006	C112
<b>Members Allowances – 2007/2008</b>	Council – 24 April 2007	C114

## Members Allowances

### 1. Schedule of Payments

1.1 That the following payments be approved for the Municipal Year 2008-09;

	<b>Amount £</b>
Basic Allowance	3,849
Chairman of Council	4,848
Vice Chairman of Council	2,424
Leader of Council	9,461
Deputy Leader	4,730
Executive Member	4,730
Other Group Leaders (i.e. all Group leaders except the leader of Council) – Fixed element	1,081
Other Group Leaders (i.e. all Group leaders except the leader of Council) - Variable element	86 (per group member)
Overview & Scrutiny Chairman	4,730
Overview & Scrutiny Vice Chairman	946
Development Control Chairman	3,784
Development Control Vice Chairman	756
Area Committee Chairmen	1,893
Area Committee Vice Chairmen	379
Personnel, Licensing & Administration Chairman	1,797
Personnel, Licensing & Administration Vice-Chairman	360
Standards Committee Chairman	1,893
Standards Committee Vice-Chairman	379
Licensing Hearings Budget	1,893
Allowance for Political Groups	10,000

1.2 That Members be able to opt to not receive any allowances;

1.3 That any Member that has been suspended or partially suspended from their responsibilities or duties as a member of the authority in accordance with Part III of the Local Government Act 2000 or regulations made under that Part, have their allowances withheld.

### 2. Level of Increase

2.1 That for the municipal year 2008-2009 the scheme be increased in line with the annual staff pay award for the current financial year (2.475%).

### 3. Travel & Subsistence Allowances

3.1 That for the municipal year 2008/09 travel allowances be paid at the Inland Revenue Rate and subsistence allowances be paid at the same rate as for officers of the Council. The current rates are set out in Appendix 2 and will automatically be increased as appropriate. These allowances may be claimed for the approved duties set out in Appendix 3.

**4. Dependent Carers' Allowance**

- 4.1 That the cost of care for the dependent of a Member be claimed as an expense to a maximum of £10 per hour.

**5. Co-Optees' Allowances**

- 5.1 That no allowances be payable for Co-Opted Members including Independent and Local Council Members of the Standards Committee other than those elected as Chairman or Vice-Chairman of the Standards Committee.

**6. Political Group Allowances**

- 6.1 That the £10,000 be allocated to each political group on a pro rata basis.
- 6.2 That claims against the allocation can be made to remunerate extra duties performed by group members.
- 6.3 That claims against the allocation can be made for the activities for group training and development.
- 6.4 That claims against the allocation be made to the Finance Team specifying to whom the allowance should be paid, what extra duties have been undertaken or what group development activities have been undertaken.
- 6.5 That any claim made must be for the primary benefit of North Wiltshire District Council.

**TRAVEL ALLOWANCES (Current Inland Revenue Rates)**

<b>Mode of Transport</b>	<b>Rate per mile</b>
Cars/Vans	40p up to 10,000 miles per annum (25p over 10,000 miles)
Motorcycles	24p
Bicycles	20p

If carrying passengers 5p per passenger per mile may be claimed.

The cost of travel within the district on public transport be reimbursed to Members.

That any journeys outside of the District on public transport or in taxis be approved by the Chief Executive or other delegated officer prior to expenses being paid.

**OVERNIGHT SUBSISTENCE (Current Rates for Officers of the Council)**

Please note that the subsistence rates given below are the maximum amount payable. You will need to have incurred the costs in order to claim - therefore you must attach proof of payment (e.g. a receipt) to each claim form.

<b>Allowance</b>	<b>Rate</b>
Breakfast	£4.92
Lunch	£6.77
Tea	£2.67
Evening Meal	£8.38
Out of Pocket expenses: per night	£3.62
Out of Pocket expenses: per week	£14.50

**Note: Councillors are expected to use the most economical form of transport available.**

## APPROVED DUTIES

- (a) the attendance at a meeting of the authority or of any committee or sub-committee of the authority, or of any other body to which the authority makes appointments or nominations, or of any committee or sub-committee of such a body;
- (b) the attendance at any other meeting, the holding of which is authorised by the authority, or a committee or sub-committee of the authority, or a joint committee of the authority and one or more local authority within the meaning of section 270(1) of the Local Government Act 1972, or a sub-committee of such a joint committee provided that –
  - (i) where the authority is divided into two or more political groups it is a meeting to which members of at least two such groups have been invited, or
  - (ii) if the authority is not so divided, it is a meeting to which at least two members of the authority have been invited;
- (c) the attendance at a meeting of any association of authorities of which the authority is a member;
- (d) the attendance at a meeting of the executive or a meeting of any of its committees, where the authority is operating executive arrangements;
- (e) the performance of any duty in pursuance of any standing order made under section 135 of the Local Government Act 1972 requiring a member or members to be present while tender documents are opened;
- (f) the performance of any duty in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises;
- (g) the performance of any duty in connection with arrangements made by the authority for the attendance of pupils at any school approved for the purposes of section 342 (approval of non-maintained special schools) of the Education Act 1996, and
- (h) the carrying out of any other duty approved by the authority, or any duty of a class so approved, for the purpose of, or in connection with, the discharge of the functions of the authority or of any of its committees or sub-committees.

*Note:* for interpretation purposes (h) above includes briefings connected with (a)-(d) above, working groups, task groups and training.

## Members' Allowances

### Comparison of figures

	<b>2007/2008</b>	<b>2008/2009</b>
	<b>Amount £</b>	<b>Amount £</b>
Basic Allowance	3,756	3,849
Chairman of Council	4,731	4,848
Vice Chairman of Council	2,365	2,424
Leader of Council	9,232	9,461
Deputy Leader	4,616	4,730
Executive Member	4,616	4,730
Other Group Leaders – fixed	1,055	1,081
Other Group Leaders – variable	84	86
	(per group member)	(per group member)
Overview & Scrutiny Chairman	4,616	4,730
Overview & Scrutiny Vice Chairman	923	946
Development Control Chairman	3,693	3,784
Development Control Vice Chairman	738	756
Area Chairmen	1,847	1,893
Area Vice Chairmen	370	379
PLA Chairman	1,754	1,797
PLA Vice-Chairman	351	360
Standards Chairman	1,847	1,893
Standards Vice-Chairman	370	379
Licensing Hearings Budget	1,847	1,893
Allowance for Political Groups	10,000	10,000