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# Members' Allowances

## Report by the Elections and Democratic Services Manager

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### 1. INTRODUCTION

- 1.1 The current Members' Allowances Scheme was approved by the Council on 15th December 2010 and came into effect from 18th May 2011. This forms part of the Council's Constitution.
- 1.2 The Local Authorities (Members' Allowances) (England) Regulations 2003 require an authority to have regard to recommendations made to it by an Independent Remuneration Panel (IRP) before making or amending a scheme of members' allowances.
- 1.3 In addition, the Regulations require that where an authority has regard to an index for the purpose of annual adjustment of allowances it must not rely on that index for longer than a period of four years before seeking a further recommendation from the Independent Remuneration Panel. The Huntingdonshire Panel was convened in response to the statutory requirement for a review of the index used for the past four years. Accordingly, the Remuneration Panel was presented with general terms of reference, namely to undertake a full review of the Council Members' Allowances scheme that takes into account any recent changes in governance and to make any necessary amendments in relation to the following:
- a) as to the amount of basic allowance that should be payable to its elected Members;
  - b) about the responsibilities or duties which should lead to the payment of a Special Responsibility Allowance and as to the amount of such an allowance;
  - c) the duties for which travelling allowances can be paid and as to the amounts of this allowance;
  - d) the duties for which subsistence allowances can be paid and as to the amounts of this allowance;
  - e) as to the suitability and amount of a co-optees' allowance;
  - f) as to whether the Authority's allowances scheme should include an allowance in respect of the expenses of arranging for the care of

children and dependents and, if it does make such a recommendation, the amount of this allowance and the means by which it is determined;

- g) as to whether annual adjustments of allowance levels may be made by reference to an index, and if so, for how long such a measure should run;
- h) on whether any allowance should be backdated to the beginning of a financial year in the event of a scheme being amended;
- i) the implementation of the recommendations, and
- j) the extent and level of Members' IT and Telephone support and the most effective means to deliver such support.

1.4 The Panel's report is enclosed. This report is based on the Panel's discussions and summarises the principal issues. A summary of the changes appears in the Appendix hereto.

## **2. RECOMMENDATIONS**

2.1 The Council is invited to consider the Panel's recommendations and to implement with effect from 20th May 2015 –

- (a) the level of basic allowance for all District Councillors;
- (b) the levels of special responsibility allowances;
- (c) the continuation of payment of a co-optees allowance of £231 per annum to the co-opted parish councillors of the Standards Committee;
- (d) the continuation of the arrangements for the payment of dependent carer's allowances;
- (e) the continuation of the terms and conditions and the rates payable for travel and subsistence based on the mileage rates published by Her Majesty's Revenue and Customs for reimbursement of mileage incurred in undertaking approved duties;and
- (f) the indices to be used for indexation purposes to enable the Members' Allowances Scheme to be adjusted until 30th April 2019;

2.2 The Council is also invited to revoke the existing Members' Allowances Scheme with effect from 19th May 2015 and to authorise the Managing Director to prepare a new scheme of Members' Allowances to reflect the outcome of the Council's deliberations and to take any consequential action arising therefrom.

**BACKGROUND PAPERS**

**The Seventh Report of the Independent Remuneration Panel dated  
May 2015.**

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APPENDIX

Allowance	Recommended Scheme wef 20.05.15	Existing Scheme
	Per annum	Per annum
	£	
<b>BASIC ALLOWANCE</b>		
Each District Councillor	4,235	4,235
<b>SPECIAL RESPONSIBILITY<sup>1</sup> ALLOWANCES</b>		
The Executive Leader	14,010	14,010
Deputy Leader	10,537	10,537
Other Cabinet Members	8,394	8,394
<b>Chairmen</b>		
Overview and Scrutiny Panels	4,903	5,604
Development Management Panel	6,311	6,311
Council	3,503	3,763
Licensing and Protection Panel/ Licensing Committee	6,311	6,311
Employment Panel	2,374	2,779
Corporate Governance Panel	2,374	1,968
Standards	700	2,779
<b>Vice-Chairman</b>		
Overview and Scrutiny Panels	1,635	2,242
Development Management Panel	2,524	2,837
Council	1,156	1,563
Licensing and Protection Panel/ Licensing Committee	2,104	2,837
Employment Panel	712	927
Corporate Governance Panel	712	649
Standards	0	927
<b>Opposition Group</b>		
Leader - Principal Opposition	4,203 – 7,005	7,005
Deputy Leader	1,400 – 2,335	2,837
Leader Minor Opposition <sup>2</sup>	1,400	723
<b>Development Management Panel</b>		
Ordinary Members <sup>3</sup>	620	620
<b>Co-Optees Allowances</b>		
Each co-opted member and parish council representative	231	231

Allowance	Existing Scheme 2010/11	Recommended Scheme
	Per annum	Per annum
<b>Dependant Carer's Allowance</b> Each qualifying District Councillor with children or elderly/disabled dependant	Up to a maximum of 7.5 hours per week at the minimum wage level in the case of childcare and for an elderly or disabled dependant at the County Council's recommended "home carer" rate.	Up to a maximum of 7.5 hours per week at the minimum wage level in the case of childcare and for an elderly or disabled dependant at the County Council's recommended "home carer" rate.

**Notes:**

1. No Member may receive more than one Special Responsibility Allowance
2. Subject to the party having a minimum of 5 Members and being registered as a political group.
3. Excluding the Chairman and Vice-Chairman of the Panel and any Cabinet Member appointed to the Panel.