

MEMBERS' ALLOWANCES SCHEME

REPORT OF THE INDEPENDENT REMUNERATION PANEL

MEMBERS' ALLOWANCES SCHEME 2024/2025

1. Purpose of Report

- 1.1 To advise Council of the recommendations of the Independent Remuneration Panel, in respect of the Members' Allowances Scheme for 2024/2025.

2. Background

- 2.1 Under the Local Authorities (Members' Allowances) (England) Regulations 2003, the Council must adopt a Scheme before 1st April each year and before making or amending a Scheme, must have regard to the recommendations of its Independent Remuneration Panel. This report sets out the Panel's recommendations for the Scheme for the financial year 2024/2025.

3. Panel's Recommendations

- 3.1 In view of the recent recruitment of three new members to the pool from which Panels are convened, it is necessary for the newly appointed members to have the opportunity to familiarise themselves with the Council's governance arrangements and to receive information regarding the various roles and responsibilities of members, before they can consider whether it would be appropriate to recommend any amendments to the Scheme.
- 3.2 In the circumstances, the Panel recommends that the Council continues to apply the terms of the current Scheme (for 2023/2024) during the financial year 2024/2025 and that a detailed review be undertaken during 2024/2025, so that the Panel may consider whether to recommend any amendments to the Scheme for 2024/2025 and / or future Schemes.
- 3.3 The terms of the Scheme are summarised in the Appendix to this report.

Karen Straughair (Chair)
Stuart Green
Alan Fletcher

Ray Morris
Joyce Drummond-Hill

February 2024

Appendix

Type of Allowance	Amount per annum £
Basic Allowance	8,369
Special Responsibility Allowances	
Leader of the Council	37,667
Deputy Leader of the Council	25,111
Cabinet Secretary	25,111
Cabinet Member with Portfolio	20,716
Deputy Cabinet Member*	12,556
Leader of the Majority Group in Opposition - allowance calculated as a percentage of Leader's SRA, up to maximum of 25%.	
Leader of the second largest Group in Opposition – allowance calculated as a percentage of the Majority Opposition Group Leader's allowance, up to a maximum of 50%	
Chair of the following:	
Scrutiny Co-ordinating Committee	12,556
Thematic Scrutiny Committee	5,179
Area Committee	10,350
Licensing and Regulatory Committee	8,369
Planning and Highways Committee	8,369
Vice Chair of the following:	
Area Committee	6,277
Scrutiny Co-ordinating Committee	6,277
Licensing and Regulatory Committee	4,184
Planning and Highways Committee	4,184
Co-optees' Allowances	
Audit and Governance Committee	
Chairman	5,000
Independent member	2,500

Mayoral

Mayoral Allowance	12,000
Deputy Mayoral	6,000

Carer's allowance

Actual expenditure up to a maximum of the equivalent of the current National Living Wage or National Minimum Wage hourly rate, as appropriate, dependent upon the age of the worker. The rate applicable shall be subject to automatic increases in line with uprating of the Adult National Living Wage and National Minimum Wage.

Travel Allowances (for elected members and co-optees)

Motor Cycle allowance	24p per mile
Bicycle Allowance	20p per mile
Car Allowance	45p per mile for first 10,000 mile and 25p thereafter

Passenger Supplement 5p per mile for the passenger (not exceeding 4)

The above rates match His Majesty's Revenues and Customs authorised mileage rates and will be updated when HMRC publishes revised allowances

Subsistence Allowances (for elected members and co-optees)

In the case of absence from the usual place of residence for a continuous period which exceeds 4 hours but does not involve an overnight absence, subsistence is payable as per the table set out below:

Breakfast Allowance	£6.22
Lunch Allowance	£8.55
Tea Allowance	£3.37
Evening Meal Allowance	£10.59

The subsistence rates shall be reduced as shown below in respect of meals provided free of charge by any authority or body during the period to which the allowance relates.

Reduction of Subsistence Allowance for Meals Provided Free of charge:

Reduction for Breakfast provided	£6.22
Lunch provided	£8.55
Tea provided	£3.37
Dinner provided	£10.59

Overnight Accommodation

The allowance will not be claimable as an allowance as such, rather reasonable costs of an overnight stay (including breakfast) will be met for business class accommodation (3 star or 4 star) within and outside of London. Unless there are exceptional circumstances the Council will book the accommodation direct selecting the most economic option available and utilising the established procurement arrangements in place. Where exceptional circumstances exist, these will be approved in advance by the Director of Finance and reasonable costs will be reimbursed subject to submission of receipts.

Grant payable for Use of Rooms or Halls for Ward Surgeries	£15 maximum per occasion
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Telephone Calls Allowance	£15 per quarter
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Broadband – actual costs to be reimbursed up to a maximum of £15 per month with a contribution from each Member of £3 per month where private use is made for the facility.

*Note: Should a Deputy Cabinet Member be appointed in respect of a “Green” portfolio, any allowance attached to the position is subject to the Panel first hearing evidence regarding the associated responsibilities and recommending that such an allowance is appropriate.