

CABINET MEETING – 11 JANUARY 2012

EXECUTIVE SUMMARY SHEET- PART I

Title of Report:

Review of Members' Allowances Scheme by the Independent Remuneration Panel

Author(s):

Chief Executive and Executive Director of Commercial and Corporate Services

Purpose of Report:

To consider the outcome of the Independent Remuneration Panel's Review of Members' Allowances and to make appropriate recommendations to Council.

Description of Decision:

Cabinet is requested to consider the recommendations of the Independent Remuneration Panel and make the appropriate recommendations to Council.

Is the decision consistent with the Budget/Policy Framework?

Not applicable as the decision rests with Council

If not, Council approval is required to change the Budget/Policy Framework

Suggested reason(s) for Decision:

The recommendations are supported by evidence, statutory guidance and analysis, as detailed in the report of the Independent Panel.

Alternative options to be considered and recommended to be rejected:

The recommendations have been arrived at following careful consideration by the Panel and are considered by them to represent the optimum approach. It is not therefore recommended that the Council adopt any alternative arrangements.

Is this a "Key Decision" as defined in the Constitution?

No

Relevant Scrutiny Committee:

Management

Is it included in the Forward Plan?

No

**REVIEW OF MEMBERS' ALLOWANCES SCHEME BY THE
INDEPENDENT REMUNERATION PANEL**

**Report of the Chief Executive and Executive Director of Commercial and
Corporate Services**

1 Purpose of the Report

- 1.1 To consider the outcome of the Independent Remuneration Panel's Review of Members' Allowances and to make appropriate recommendations to Council.

2 Description of Decision (Recommendations)

- 2.1 Cabinet is requested to consider the recommendations of the Independent Remuneration Panel and make the appropriate recommendations to Council.

3 Introduction / Background

- 3.1 The report of the Independent Remuneration Panel has been received and is attached.

- 3.2 The functions of the Panel were extended considerably under the Local Authorities (Members' Allowances) (England) Regulations 2003 and now include responsibility for making recommendations on Basic and Special Responsibility Allowances, pensions eligibility, travel and subsistence and co-optees allowances. The functions of the Panel are described in Appendix 1 of the Panel's report. Local Authorities must have regard to the advice of the Panel when deciding on their Members' Allowance Scheme and the amounts to be paid thereunder. The Panel has made the following recommendations:

- 3.2.1 The Basic Allowance should remain at the current level of £8369

- 3.2.2 Special Responsibility Allowances (SRAs) should remain payable for the positions indicated below, at the current levels, other than that the allowance paid to the Cabinet Secretary should be set at the same level as the Deputy Leader. In respect of the Adoption and Permanency Panel, it was clarified that it was appropriate for this allowance to be paid to up to two members.

OFFICE HOLDERS	£
Leader	37,667
Deputy Leader	25,111
Cabinet Secretary	25,111
Leader Majority Party in Opposition	12,556
Leader Minority Party in Opposition	6,277
Deputy Leader Majority Party in Opposition	8,369
Deputy Leader Minority Party in Opposition	4,184
Cabinet Member	20,716
Chairs of Scrutiny Committees	12,556
Chairs of Area Committees	6,277
Chair of Regulatory Committee	6,277
Chair of Licensing Committee	6,277
Chair of Planning and Highways Committee	6,277
Chair of Personnel Committee	6,277
Chairs of Development Control Sub Committees	6,277
Vice Chairs of Review Committees	4,184
Membership of Adoption Panel (to be paid to up to 2 members)	2,369
Mayoral Allowance	17,205
Deputy Mayoral Allowance	3,827

3.2.3 As is currently the case where the positions of the Chair of the Licensing Committee and of the Regulatory Committee are held by the same member only one allowance should be payable, but increased by a factor of 50%.

3.2.4 In respect of co-opted members, it is recommended that the Independent Chairman and Independent Member of the Standards Committee and the Audit and Governance Committee should continue to be paid at the current rate of £6,277 and £3,139 respectively. However, it should continue to be the case that where the same person chairs the Standards Committee and the Audit and Governance Committee or is an independent member of both Committees, only one allowance will be payable but increased by 50%. A Special Responsibility Allowance of £15,000 should be paid to the independent members of the Port Board, to reflect the considerable amount of time and expertise that those members brought to the role.

3.2.5 The Panel recommended that the amendments to the Members Allowances Scheme be backdated to the 1 April 2011.

3.2.6 The Panel did not recommend that provision be made for automatic annual adjustment of allowances to be made by reference to an index. The panel recommended that where any change was proposed to the levels recommended in the report, this should follow the further taking into account of the views of the Panel.

- 3.2.7 The amount of the Carers Allowances should remain unchanged at up to a maximum of £7.22 per hour
- 3.2.8 All Members of the Council should be entitled to pensions in accordance with a Scheme made under Section 7 of the Superannuation Act 1972 and that Basic Allowance and Special Responsibility Allowances should be treated as amounts for which pensions are payable.
- 3.3 The Panel considered that no change was required to the level and approval arrangements of UK travel and subsistence, nor did it see a need to amend the level of allowance for overseas travel. It did however endorse a proposed change to the approval arrangements whereby the Leader would approve requests in respect of members and the Chief Executive in respect of the Leader. The Panel also noted that there is a typographical error in paragraph 3.35 of the current scheme, in relation to subsistence when abroad, which includes an erroneous reference to Schedule 1 of the Scheme. This is referred to in paragraph 5.6 of the Panel's report and should be corrected.

With regard to car mileage rates, the Panel recommended continuation of the current approach of applying Her Majesty's Revenue and Customs authorised mileage rates.

- 3.4 The details of the proposed Members' Allowances Scheme is set out at Appendix 2 to the Panel's report.

4 Suggested Reasons for Decision

- 4.1 The recommendations are supported by evidence, statutory guidance and analysis, as detailed in the report of the Independent Panel.

5 Alternative Options

- 5.1 The recommendations have been arrived at following careful consideration by the Panel and are considered by them to represent the optimum approach. It is not therefore recommended that the Council adopt any alternative arrangements.

6 Financial Implications

- 6.1 The costs of the proposed changes amount to a maximum additional cost of £36,764 per annum if they are backdated from 1st April 2011. The costs for 2011/2012 will be met from contingencies and the ongoing cost will be taken into account in the budget planning process for 2012/2013.

7 Publicity

- 7.1 The Regulations place duties on Councils in connection with publicising the recommendations made by their Independent Remuneration Panel. Accordingly, arrangements have been made for the Panel's report to be available for inspection and to be published on the Council's website.

Background Papers

The report of the Independent Remuneration Panel

**Review of Members Allowances –
Sunderland City Council**

**Report of the Independent
Remuneration Panel**

1 Introduction

- 1.1 A Members' Remuneration Panel has been in operation since 1999. It was originally established by the Council on a voluntary basis but since 2001 has been operating formally as the Independent Remuneration Panel under Government Regulations. The Local Authorities (Members Allowances) (England) Regulations 2003 became operative on 1 May 2003, which increased significantly the functions of the Panel.
- 1.2 These Regulations are supported by detailed guidance, which provides a description of both statutory guidance and non-statutory guidance. The Panel has had due regard to this guidance in formulating its proposals.
- 1.3 The Regulations provide that, in addition to the existing areas of Basic and Special Responsibility Allowances, Independent Remuneration Panels should make recommendations on Travel and Subsistence, Co-optees' Allowances and pensions for Councillors. A full statement of the formal terms of reference for the review is attached at Appendix 1.

2 Background

- 2.1 The panel has been pleased to note that the Council has accepted all of its previous recommendations, in 2003 and 2007.
- 2.2 The panel took into account changes to the council's structure since the last review. The main change has been the new Executive arrangements which have been adopted as required by the Local Government and Public Involvement in Health Act 2007 ('the Act'). The Panel noted that following the introduction of the Act, the council had adopted the 'strong Leader' model. Under these arrangements, the Leader (and not the Council as previously) appoints (and therefore removes) all Cabinet executive members, including the Deputy Leader. The Leader also decides the Cabinet portfolios and also which executive functions will be discharged by full Cabinet, any of its Committees, any individual executive members or officers, thereby carrying the responsibility of decision making as required by the legislation.
- 2.3 In addition to changes to the Leader's role, in the lead up to this municipal year, a further review of Cabinet Portfolios was undertaken with a view to:
 - Updating Portfolios to reflect the increasing breadth and complexity of the Council's responsibilities and aspirations as it consolidates its Community Leadership role within the City.

Providing additional support to the Leader at a time of significant demands upon his time as the City moves to raise its profile and strengthen its position regionally, nationally and internationally. Strengthening joint leadership within Cabinet in a way which mirrored arrangements within the Council's senior Officer structure.

The principal outcome of the review of Portfolios was the redefinition and strengthening of the Deputy Leader Portfolio and the creation of the role of Cabinet Secretary. Whilst legally there can only be one deputy leader within the Council, in all other respects the two Portfolios are intended to operate on as equal a basis as possible.

The rationale for this was to enable the Leader to accelerate distributed leadership within Cabinet by establishing a stronger leadership core, with the two Portfolios rising above other Cabinet members in terms of responsibilities and authority.

This mirrors similar developments within the senior Officer structure of the Council and has enabled a Corporate Leadership Team to be established and to operate successfully based upon the principles of joint leadership with Officers and Members working together in closer, more effective partnership which is essential if the Council is to negotiate the current period of major change and challenge successfully.

This review has resulted in the following allocation of responsibilities

2.3.1 Deputy Leader

To deputise for the Leader and have lead responsibility for matters relating to the 'Place' theme within the Council's outcome framework, with specific strategic leadership responsibility for the following Portfolios:

- Attractive and Inclusive City
- Sustainable Communities
- Safer City and Culture

The Deputy Leader also has overall responsibility for the efficient, coordinated management and use of the Council's human and ICT resources.

2.3.2 Cabinet Secretary

To provide support and assistance to the Leader with responsibility for all matters relating to the 'People' theme within the Council's outcomes framework and have specific strategic leadership responsibility for the following Portfolios:

- Children and Learning City
- Health and Well Being
- Responsive Local Services and Customer Care

The Cabinet Secretary also has overall responsibility for the efficient, coordinated management and use of all of the Council's financial resources and assets.

2.4 The Community Leadership Programme

The Community Leadership Programme was established in 2008, with the main aim of supporting improvement in the Councillor's leadership of their community and by developing the roles and joint leadership responsibility of Elected Members and senior managers.

The Council has made significant investments in Member Development activities to equip Members for their strengthened Community Leadership roles. This has been closely aligned with the structural changes to Council decision making - a response to national and local agenda that are changing the way Local Government delivers services to the Communities they serve. They have included specific aspects such as:

- Area arrangements and delivery of responsive local services
- The scrutiny process
- A 'Joint Leadership' model for the relationship between senior management and Elected Members
- Strengthened support services to equip and release Members for work in their community roles

2.5 The Panel also took account of key national changes since 2007 impacting on Council:

The National Position:

- A change of government May 2010 resulting in an emergency budget which resulted in in year cuts for 2010/11 of £6.2bn (The Council share being £10m)
- The Comprehensive Spending Review 2010 covering period 2011/2012 to 2014/2015 – resulting in £81 billion of public sector savings required with local government being hit the hardest – with significant front loading into 2011 / 2012 and 2012 / 2013. Significant changes to revenue funding and capital funding significantly reduced.
- The changing national policy of the – big society, localism, open public services, Local Government Resource Review and welfare reform

The Impact on the Council:

- The Council needing to find savings to meet reduced government funding and spending pressures of £57.9m 2011 / 2012, £25.33m 2012 / 2013, and 2013 /14 to 2014 / 15 a further £33.73m but significant uncertainty regarding these latter two years because of the Local Government Resource Review
- The Sunderland Way of Working and Business Transformation Programme
- The need for alternative approaches / different models of delivery business
- Economic regeneration and the need to invest to grow

3 The Panel

3.1 The formal Independent Remuneration Panel was first established in 2001. The current Panel Members are:

- Karen Straughair (Chair)
- John Anderson
- John Cuthbert

4 The Review Process

4.1 In addition to having regard to the Guidance, the panel has considered a great deal of background information as well as more specific information, such as:

- Allowances schemes in other Tyne & Wear Districts, Northumbria, Teeside and Durham County Councils.
- Pensions Information from Communities and Local Government, Workforce, Pay and Pensions.
- Changes to the Councils structure since the last review, including the Community Leadership Programme, the changing role of the Leader, Deputy Leader and new role of Cabinet Secretary
- The work of Port co-opted members, of the Adoption Panel, Scrutiny and area arrangements
- The role of the Mayor
- Reports of the Scrutiny Committees, Annual Audit letters

- 4.2 As part of the evidence gathering process, the Panel thought it would again be useful to invite comments from and hold interviews with a variety of Members at different levels within the Council. Letters were sent to all Members inviting them to make written comments to the Panel. Specific time was set aside to confer with the Leader and representatives of the other political groups within the Council. Officers also provided information to assist the Panel and the Panel wishes to express its thanks to those Members and Officers who provided comments and information to enable the Panel to conduct its deliberations.
- 4.3 The Panel particularly considered how Members felt about the level of Basic Allowance, and where appropriate, the level of SRA, whether Members felt the scheme was fair compared with other local authorities, and if allowances should be increased by index linking. Current levels of allowances in Tyne & Wear, Northumberland, Teeside and Durham were considered.
- 4.4 The Panel has also considered the context of the review, in particular the current financial climate, not just in terms of the Council's budget position, but also that of the citizens of Sunderland, many of whom are experiencing significant financial difficulties, themselves, and indeed the current public sector pay freeze conditions. All those interviewed or submitting comments wished this to be a significant consideration for the Panel when setting the level of allowances.

5 Proposals

5.1 The amount of Basic Allowance

The current Basic Allowance for all members of the Council is £8,369 pa. The Panel felt that in the current financial climate the Basic Allowance as it stands is fair. The Panel received views including that there should be no change to the Basic Allowance, and the view that the Basic Allowance should be increased by reducing certain Special Responsibility Allowances. Also a proposal that the budget for all members' allowances should be frozen and that any new or increased allowances should be met by a reduction elsewhere in the allowances scheme.

Generally, it was felt that there needed to be a balance struck between setting the allowance to attract people with the skills and experience and not deterring applicants. It was recognised that in general, no-one stands for election because of the allowance they will be paid

We recommend no changes are made to the Basic Allowance

5.2 The amount and categories of Special Responsibility Allowance (SRA)

- 5.2.1 The established Members' Allowances Scheme currently provides for SRA's. The scheme provides that no Member should receive more than one SRA other than in respect of Standards/Audit Committees and Regulatory/Licensing Committees and in those cases, where the same person chairs the relevant Committees (or in the case of Standards / Audit and Governance, is an independent member of both) only one allowance is payable but increased by a factor of 50%.
- 5.2.2 The Panel has taken the view that there should be no change to the range or increase in the amount paid in respect of current SRA's with the exception of those listed below. Views received ranged from, a requested reduction in some SRA's (with the exception of the Cabinet), of Chair and Vice Chair of committees such as Area, Scrutiny, Regulatory and Highways etc to a view of no change is required. The Panel have considered the proposal to reduce SRA's, but do not feel it is appropriate as the responsibilities have not changed from the time of the previous review.

We recommend that with the following exceptions, no changes are made to the current SRA's

5.2.3 Deputy Leader and Cabinet Secretary

Paragraph 2.3 of the report sets out the significant change to the role of the Leader which has led to a resulting change in the role of Deputy Leader and the creation of a Cabinet Secretary position. The Panel recognises that whilst legally it is not possible to have more than one deputy, they believe the case has been made for this additional role of Cabinet Secretary when considering additional responsibilities that have arisen to be dealt with by the tier below the Leader. Additionally, they consider that whilst the roles are different, they are of equal responsibility and workload, and therefore merit both positions being paid at the current Deputy Leader level.

We recommend that the position of Cabinet Secretary receives an SRA equivalent to that of the current level of the Deputy Leader

5.2.4 Adoption and Permanency Placement Panel

Currently the Council pays an SRA allowance in respect of the Adoption and Permanency Placement Panel. This followed a recommendation of the Panel at its last review and was to reflect the increase in workload in this area, with the Member attending meetings for two full days most months, plus extensive preparation time.

The current practice is that the Council operates two adoption and permanency placement panels, which meet monthly. The Remuneration Panel noted that the Adoption & Permanency Placement Panel members were appointed from a 'pool' of people, but as there was only one councillor in the 'pool', that individual was the only person (other than the independent Chair) to serve on both panels. Although it was legally possible for other members of the pool to serve on both panels, in practice this was not the case. The panel noted that it continued to be the case that extensive reading and preparation was required for each panel and that the material to be considered could be of a distressing nature.

As currently drafted, it is not clear from the scheme whether, should it be determined that two Members should be appointed to the pool so that one could serve on each panel, it would be appropriate for the allowance to be paid to each Member.

Whilst it was difficult to consider benchmarking data against other authorities, as the majority would appear to be dealing with this business in a different way, looking at the level of hours and expertise required, the Panel expressed the view, for clarification, that if the Council was to appoint two members to the pool, it would be appropriate for them each to receive the allowance, at the current level.

We recommend that up to 2 SRA's at the current level are applicable to the Adoption and Permanent Placement Panel

5.2.5 Port of Sunderland Co-opted Members

The Panel was asked to consider the SRA position in respect of the two Port Co-opted Members who were assisting in the significant development agenda of the Port.

It recognised that new governance arrangements had been introduced, with a Port Board exercising all of the Council's functions in respect of the Port, managing Port business assets and estate and taking commercial decisions. 2 Co-opted members had been appointed and the Panel was requested to consider the level of allowance that may be appropriate. The Panel considered the matter very carefully, in particular written and verbal evidence of the considerable amount of time and expertise these Co-opted Members were bringing to the role.

Further verbal opinion, rather than evidence based, was received advising that whilst an allowance was appropriate, it should be of a modest level. The Panel considered that whilst some comparisons could be drawn between the Port Co-optees and a 'non executive' director role in a company, from the evidence received, it was clear that the time and responsibility expended exceeded that which would ordinarily be associated with a non-executive role and that this expanded role was resulting in real benefits to the Port in terms of savings, business planning/development, and assistance with operational matters.

Levels of remuneration for Co-opted Port Board Members at other ports was considered, but it was recognised this was of limited use as the scale of ports' businesses varied considerably and this would only reflect the non executive role, whereas the current individuals, because of their experience and expertise, were providing an element of support which would normally be associated with an executive role. Current levels of SRA Allowances were also considered, but the Panel felt it was difficult to compare levels of responsibility and that in many ways the role of the Port Board Co-optees was unique. Importantly, it was recognised that this approach and level of allowance would only be an acknowledgement of the contribution the Co-opted Members were making, and would not equate to the full contribution being made in terms of time and expertise by the individuals.

We recommend an SRA be paid to the 2 Co-opted Port Board Members as set out in Appendix 2

5.3 **Mayor/Deputy Mayor**

Currently the review of the Mayoral and Deputy Mayoral Allowances sit outside the remit of the Panel. The Panel was requested to consider if it was appropriate to bring these allowances within their remit, and the Panel received a view that this approach was appropriate. The Panel consider that it is correct to fall within their remit, and they will consider a review of the allowances at their next annual review.

We recommend the review of Mayoral and Deputy Mayoral Allowances fall within the remit of the Panel

5.4 **Ward Surgery Reimbursement**

The panel considered the current arrangements. It also considered the comments received, however, from this there were no consistent views expressed. Given the planned increased frequency of reviews by the Panel, it was deemed appropriate to make no change at this point, and review the allowance again at the next formal review.

We recommend no changes are made to ward surgery reimbursement

5.5 Carers Allowance

The Panel considered the current rate and benchmarked against the data provided for other authorities on a county and regional level, and considered that an increase was not necessary.

We recommend no changes are made to Carers Allowance

5.6 Travel and Subsistence – UK and Overseas

The Panel considered the current level and approval arrangements of uk travel and subsistence against the data provided for other authorities on a county and regional level, and considered that a change was not necessary.

The Panel was asked to also consider the overseas arrangements for travel and subsistence and received written and verbal evidence. Whilst the Panel did not see a need to amend the level of allowance, it did support a change to the approval arrangements whereby the Chief Executive will approve requests in respect of the Leader and the Leader will approve requests in respect of members.

The Panel noted that the rates of allowances were the same for officers and members

The Panel's attention was also drawn to an error in paragraph 3.35 of the current allowances scheme, in relation to subsistence when abroad on authority business. It is currently stated that subsistence for meals will be that shown in Schedule 1. However, Schedule 1 applies to absences which exceed 4 hours but do not involve an overnight stay. This should be corrected by removing the erroneous references in paragraph 3.3.5 to the Schedule 1 provisions.

We recommend no change to the amounts and approval arrangements for UK travel and subsistence

We recommend no change to the amounts of overseas travel and subsistence, but recommend revised approval arrangements as set out above.

We recommend the correction of paragraph 3.3.5 of the allowances scheme as referred to above.

5.7 Car Mileage Rates

The Panel considered the current rate and bench marked against the data provided for other authorities on a county and regional basis. The Panel considered it appropriate to continue using the current approach of applying Her Majesty's Revenue and Customs (HMRC) authorised mileage rates.

We recommend no change and the continued use of the HMRC authorised mileage rate

5.8 Telephone and Broadband Allowance

The Panel considered the current rates and did not consider there was a need to make a change.

We recommend no changes are made to the telephone and broadband allowance

5.9 Index Increase

The Panel gave consideration as to whether the level of allowances should be subject to an annual index. Importantly, it was mindful and agreeable of the change in approach supported by all those making a submission in this regard, that in future, there should be an annual, or more frequent as necessary, review of Members Allowances and that where any change was considered appropriate, the views of the Independent Remuneration Panel be taken into account. The Panel considered that this new approach would allow the council to be more agile in responding to changes in roles and responsibilities as they arose and would better support the Councils wider approach to new service delivery options. By only proposing increases in a small number of cases, and in effect freezing all other allowances, the Panel believes it has minimised any increase in allowances. This fits in with the majority of views received.

Given that the current review has been undertaken in November 2011, the next planned review of allowances will be undertaken in time for implementation by 1 April 2013

5.10 Backdating of Allowances

The Panel considered it appropriate that any increases or changes to allowances are backdated to 1 April 2011.

We recommend backdating of allowances to 1 April 2011

5.10 Local Government Pension Scheme

The Panel has previously recommended that all councillors are eligible to join the local Government Pension Scheme. They have also previously recommended that pensionable allowances should include both Basic Allowance and SRA. The Panel considers that the current arrangements are appropriate.

We recommend no change to the pension arrangements within the Members Allowances Scheme

6 Rules Governing the Payment of Allowances

- 6.1 For the avoidance of doubt, save where alternative recommendations are made in this report, it is recommended that all of the rules and provisions governing the payment of allowances, together with details of the amounts payable and the procedures to be followed in making claims etc, as set out in the Members' Allowances Scheme, remain unchanged.

7 Acknowledgement

The Panel wishes to express its thanks to all those who contributed to this review and allowed for such a comprehensive approach to be taken. The Summary of proposed levels of allowances is shown at appendix 2

Karen Straughair – Chair
John Anderson
John Cuthbert

December 2011

The Work of the Panel

The regulations provide for independent remuneration panels to have the following functions:

- To make recommendations to the authority as to the amount of basic allowance that should be payable to its elected members.
- To make recommendations to the authority 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.
- To make recommendations to the authority about the duties for which a travelling and subsistence allowance can be paid and as to the amount of this allowance.
- To make recommendations as to the amount of co-optees' allowances.
- To make recommendations 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 dependants and if it does make such a recommendation, the amount of this allowance and the means by which it is determined.
- To make recommendations on whether any allowance should be backdated to the beginning of a financial year in the event of the scheme being amended.
- To make recommendations as to whether annual adjustments of allowance levels may be referred to an index, and, if so, for how long such a measure should run.
- To make recommendations as to which members of an authority are to be entitled to pensions in accordance with a scheme made under section 7 of the Superannuation Act 1972.
- As to treating basic allowance and special responsibility allowance as amounts in respect of which such pensions are payable.

Appendix 2

Members Allowance Scheme

£
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
Leader of Majority Party in Opposition	12,556
Leader of the Minority Party in Opposition	6,277
Deputy Leader of Majority Party in Opposition	8,369
Deputy Leader of the Minority Party in Opposition	4,184
Cabinet Member with Service Portfolio	20,716

Chairman of the following:-

Scrutiny Committees	12,556
Area Committees	6,277
Regulatory Committee	6,277
Licensing Committee	6,277
Planning and Highways Committees	6,277
Personnel Committee	6,277
Development Control Sub-Committees	6,277

Where the same person chairs the Licensing and Regulatory Committees, only one allowance will be payable but increased by a factor of 50%

Vice Chairman of Scrutiny Committees	4,184
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Other Special Responsibility Allowances:

Membership of Adoption and Permanency Placement Panel (To be paid to up to 2 members)	2,369
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Co-optees Allowances:

Standards Committee:	
Chairman	6,277
Independent member	3,139
Port Board	15,000

Audit and Governance Committee:

Chairman	6,277
Independent member	3,139

Mayoral Allowance	17,205
Deputy Mayoral Allowance	3,827

Where the same person Chairs the Standards Committee and the Audit and Governance Committee or is an Independent Member of both Committees, only one allowance will be payable but increased by a factor of 50%

Carers' Allowances:

Actual expenditure up to a maximum of £7.22 per hour

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).

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 as follows:

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

Expenses Allowances Claimable Against Income Tax –

Use of Home as Office	£135 per annum
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This is the national Her Majesty's Revenue and Customs publicised rate. Allowance to be updated as and when Her Majesty's Revenue and Customs publishes a revised allowance.

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.