

Report for: Standards Committee 7th March

Item number: 7

Title: Members Allowances Scheme for 2017-18

Report authorised by : Assistant Director of Corporate Governance

Lead Officer: Michael Kay, Democratic Services and Scrutiny Manager

Ward(s) affected: N/A

**Report for Key/
Non Key Decision:** Non key decision

1. Describe the issue under consideration

1.1 Each year before 31st March, full Council is required by the Local Authorities (Members Allowances) (England) Regulations 2003 to adopt a Members Allowances Scheme for the following financial year.

2. Cabinet Member Introduction

N/A

3. Recommendations

3.1 That the Standards Committee recommend to Council:
a) The revocation of the Members Allowances Scheme for 2016/17 as of 31st March 2017; and
b) Approval of the proposed new Members Allowances Scheme for 2017-18 as set out in Appendix 1 to this report to take effect from 1st April 2017.

4. Reasons for decision

4.1 The Council has a legal duty to approve a Members Allowances Scheme before the end of each year to cover the following year. The Council can amend a scheme any time during the year but can only revoke a scheme with effect from the beginning of the year. The scheme must make provision for basic allowances and, if they are to be paid, special responsibility, dependents' carers, travelling and subsistence and co-optees allowances.

5. Alternative options considered

5.1 No alternative options were considered as there is a duty to adopt a Members' allowance scheme annually.

6. Background information

- 6.1 This report asks Standards Committee to consider the scheme proposed for 2017-18 and recommend it for approval by full Council, in accordance with Article 14.03 of the Council's Constitution.
- 6.2 Before it can adopt a Members Allowances Scheme the Council has a duty to consider the recommendations of an Independent Remuneration Panel in relation to the payment of Members Allowances.
- 6.3 The Local Authorities (Members Allowances) (England) Regulations 2003 allow London Boroughs to use an independent remuneration panel set up for the purpose of making recommendations across London. London Councils set up a panel for this purpose in 2001 and its most recent report was published in June 2014 and is attached as Appendix 2. Although the IRP makes recommendations, it is for each individual council to decide the level of remuneration and for which roles. The 2014 recommendations have been considered in the preparation of the proposals at Appendix 1.
- 6.4 The changes to the Scheme for 2017-18 are shown in italics and underlined. There have not been significant changes to the structure of the Council in the last year and there are no proposals to change the level of allowances, with the exception of the employee and employer representatives on the Combined Pensions Committee and Board, which was established in the current municipal year. There are currently two representatives, and vacancies for a further two. For the purposes of consistency, it is recommended they be provided an allowance at the same level as the allowance available to education representatives on the Council's scrutiny bodies, given that both sets of co-optees are required under statute and have voting rights for their respective responsibilities. There are also small amendments to the scheme that relate to the year for which the Scheme will operate.
- 6.5 As this is the municipal year before the Council elections, it is suggested there be a wholesale review of the allowances. This would ensure recommendations made to Council in March 2018 is appropriate for any outcome of the May 2018 elections.

7. Contribution to strategic outcomes

- 7.1 Members of the Council are directly responsible for the setting and oversight of all strategic priorities.

8. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

8.1 Finance and Procurement

The Chief Finance Officer has reviewed the proposed new scheme, noting that there is a minor increase of £2,466 in allowances. The cost of the scheme is within the agreed budget provision for 2017-18.

8.2 Assistant Director of Corporate Governance

Legal implications are contained within the body of this report.

8.3 Equality

The decision to approve allowances to members does not have a direct impact on the equality duty of the council, other than that the scheme includes provision for payment for parent/carers allowances to facilitate the attendance of parents and carers at meetings and in relation to carrying out the general responsibilities of councillors.

9. Use of Appendices

Appendix 1: Proposed Members Allowances Scheme 2017-18

Appendix 2: The remuneration of Councillors in London 2014 – report of the Independent panel

10. Local Government (Access to Information) Act 1985

None

Part 6

Members' Allowances Scheme

1. SCHEME FOR THE PAYMENT OF MEMBERS' ALLOWANCES

1.01 Made in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003 and in force for the municipal year 2017/18 (i.e. 1 April 2017 to 31 March 2018).

2. BASIC ALLOWANCE

2.01 Each Councillor will be entitled to receive the sum of £10,703 by way of Basic Allowance.

2.02 If a Councillor does not serve as such for the whole 12-month period or becomes disqualified, he/she will only be entitled to receive pro-rata payment for the period(s) during which he/she actually was a serving Councillor. This principle also applies to education representatives on scrutiny bodies and employee and employer representatives on the Combined Pensions Committee and Board (co-optees).

3. INCLUDED EXPENSES

3.01 Travel Expenses.
The Basic Allowance includes all travel within the M25. Councillors are not entitled to any form of concession or special permit as Councillors for parking in the Borough.

3.02 Telephones and I.T.
The Basic Allowance includes Councillors' telephone call charges, both mobile and landline, for which Councillors are billed individually. The Council meets the rental for apparatus, including broadband, and all datacharges.

4. MAYORAL ALLOWANCES

4.01 The additional allowances for the Mayor and Deputy Mayor are:

- (a) The Mayor is entitled to an additional allowance of £16,797.
- (b) The Deputy Mayor is entitled to an additional allowance of £4,196.

5. SPECIAL RESPONSIBILITY ALLOWANCES

5.01 For the period *1 April 2017 to 31 March 2018*, Haringey Council will allocate Special Responsibility Allowances in six bands, to Councillors who take on certain additional roles, in accordance with Table A below. If a Councillor does not serve as such for the whole period or becomes disqualified, he/she will only be entitled to receive pro-rata payment for the period(s) during which he/she actually was a serving Councillor.

Table A

Band	Position	Special Allowance	Total Allowance
Band 4	<ul style="list-style-type: none"> • Leader 	£33,590	£44,293
Band 3B	<ul style="list-style-type: none"> • 8 or fewer x Cabinet Members • Opposition Leader 	£25,191	£35,894
Band 3A	<ul style="list-style-type: none"> • Chair of Overview and Scrutiny Committee 	£22,905	£33,608
Band 2B	<ul style="list-style-type: none"> • Chair of Corporate Committee • Chief Whip • Chair of Regulatory Committee • Chair of Alexandra Palace and Park Board • Opposition Deputy Leader • Opposition Chief Whip 	£16,797	£27,500
Band 2A	4 x Councillors serving on Overview and Scrutiny Committee	£15,268	£25,971
Band 1	<ul style="list-style-type: none"> • Chair of Combined Pensions Committee and Board • Chair of Staffing and Remuneration Committee • Chair of Standards Committee 	£8,398	£19,101

6. MULTIPLE RESPONSIBILITIES

6.01 Where a Councillor holds more than one post of special responsibility, he/she may only receive one Special Responsibility Allowance. Where a Councillor holds more than one post of special responsibility and the posts have Special Responsibility Allowances of different monetary values, the Councillor would receive the higher one. For the purposes

of this paragraph, the Mayor and Deputy Mayor count as posts of special responsibility.

7. CO-OPTEEES’ ALLOWANCES

7.01 Each education representative on scrutiny bodies *and each employee and employer representative on the Combined Pensions Committee and Board* is entitled to an allowance of £616.50. No allowances are payable to others who are not elected Councillors.

8. BABYSITTING AND DEPENDANTS ALLOWANCE

8.01 Councillors and non-elected members can claim this allowance based on the following:

(a) That reimbursement be made at a maximum rate of £8.60 per hour. The period of payment should include the time of the meeting, together with reasonable travelling time of the member, plus any necessary travelling expenses of the carer to and from their home.

(b) Children over the age of 16 must not be claimed for, unless suffering from an illness or disability making constant care essential.

9. TRAVELLING AND SUBSISTENCE ALLOWANCE

9.01 Councillors can claim this allowance for attending approved meetings, training and conferences etc. only to the extent that it involves travel outside the M25. Claims must be based on the following :

(a) The mileage rate for travel by private car is 34.6 pence per mile. An extra 3 pence per mile is payable for each passenger for whom a travelling allowance would otherwise be payable. The cost of tolls, ferries and parking charges can be claimed.

(b) The mileage rate for travel by solo motor cycle is :

Not exceeding	150 cc	8.5 pence per mile
Over	150 cc but not over 500 cc	12.3 pence per mile
Over	500 cc	16.5 pence per mile

(c) On public transport only the ordinary or cheaper fare can be claimed where more than one class is available.

(d) The cost of a taxi, including a reasonable tip, can be claimed only in case of urgency or where public transport is not practicable or reasonably available.

- (e) The maximum rates for subsistence allowance on approved duties are as follows:

For an absence of more than 4 hours before 11.00	£4.92
For an absence of more than 4 hours including lunchtime between 12.00 and 14.00	£6.77
For an absence of more than 4 hours including the period 15.00 to 18.00	£2.67
For an absence of more than 4 hours ending after 19.00	£8.38

10. CLAIMS AND PAYMENTS

- 10.01 Where a Councillor is also a Councillor of another authority, that Councillor may not receive allowances from more than one authority in respect of the same duties.
- 10.02 The Basic Allowance and Special Responsibility Allowances will be paid in equal monthly instalments.
- 10.03 The Co-optees’ Allowance must be claimed by, and will be paid at, the end of the municipal year, subject to paragraphs 2.02 above and 10.05 below.
- 10.04 All claims for Travelling and Subsistence Allowance and Babysitting and Dependants Allowance must be made within two months of the relevant meeting or the costs being incurred by the Councillor or co-optee subject to paragraph 10.05 below.
- 10.05 If any Allowance under paragraphs 10.03 or 10.04 is not claimed within the prescribed time limit, the Democratic Services Manager shall have a discretion to make the payment nonetheless.
- 10.06 Any Councillor or co-optee may elect to forego his/her entitlement to all or part of any allowance by giving written notice at any time to the Democratic Services Manager.