

# NORTH YORKSHIRE COUNTY COUNCIL

17 DECEMBER 2008

## REPORT OF THE INDEPENDENT PANEL ON MEMBERS REMUNERATION

### 1.0 PURPOSE OF PAPER

- 1.1 To bring to the attention of the County Council the report of the Independent Panel on Members Remuneration, and to seek approval to the scheme of allowances and approved duties for 2009/10.

### 2.0 BACKGROUND

- 2.1 The report of the Independent Panel on Members Remuneration is attached as **Appendix A** for consideration by the County Council.
- 2.2 The County Council needs to consider the report and its recommendations and decide whether it wishes to amend its allowance scheme.

### 3.0 ISSUES AND DISCUSSION

- 3.1 In making its recommendations, the Panel considered the allowances paid at the current time, in the context of the performance improvement achieved by the County Council, and the overall financial climate. It also considered comparator information from other Councils.
- 3.2 The County Council must approve a Scheme of Allowances before the start of the financial year. The proposed scheme, which takes account of all the recommendations made by the Panel, is attached at **Appendix B**.
- 3.3 The County Council must also agree a list of approved duties. Last year, the Panel recommended the inclusion of Attendance at Parish Council Meetings on County Council Business as an approved duty. This is reflected in the list included at **Appendix C**. No new changes are proposed for 2009/10.
- 3.4 The Panel also considered a report of the Standards Committee on the Withholding of Allowances for Members under Suspension. The proposals were endorsed by the Panel who also recommend that the responsibility for dealing with these matters should be delegated by the County Council to the Standards Committee. This is referred to in paragraph 11 of the Report of the Panel (Appendix A) and the proposed wording at paragraph 11 of the Members Allowances Scheme in Appendix B reflects the recommendation on delegation.

#### 4.0 RESOURCE CONSIDERATIONS

- 4.1 **Appendix D** summarises the proposed expenditure on Basic and Special Responsibility Allowances, Co-optee Allowances and travelling and subsistence allowances, including the increases compared with budgets in the current financial year.
- 4.2 If agreed, the cost of these changes will be reflected in the budget proposals for 2009/10.

#### 5.0 CONSULTATION AND COMMUNICATION

- 5.1 In line with the regulations, a notice publicising the report of the Panel has been placed in the Yorkshire Post and on the County Council's website. A copy of the Report has been made available for public inspection at County Hall.
- 5.2 If the County Council adopts the amendments proposed to the scheme then it must ensure that copies of the scheme are available for inspection by the public. In addition the Council must publish in one or more newspapers circulating in their area a notice which states that the Council has made/amended the Allowances Scheme and specify the period of time for which the Scheme has effect. It must also describe, amongst other things, the main features of the Scheme, specify the amounts of each allowance, state that the Council has had regard to the recommendations of the Independent Remuneration Panel and describe the main features of the Panel's recommendations.

#### 6.0 RECOMMENDATION

- 6.1 That the County Council approve a scheme of allowances (as attached at **Appendix B**) and a list of approved duties (as attached at **Appendix C**) for 2009/10.
- 6.2 That the County Council delegate to the Standards Committee the authority to take decisions on withholding allowances or requesting repayment of allowances in relation to Members under suspension as set out in the scheme.

JOHN MARSDEN  
Chief Executive

County Hall  
Northallerton

**INDEPENDENT PANEL ON THE REMUNERATION OF MEMBERS OF  
NORTH YORKSHIRE COUNTY COUNCIL**

**REPORT OF THE INDEPENDENT PANEL ON THE REMUNERATION  
OF MEMBERS OF NORTH YORKSHIRE COUNTY COUNCIL**

**6 October 2008**

**1.0 Introduction**

1.1 The Independent Panel was reconstituted in December 2002. Our composition is as follows:-

Mr Clive W Leach CBE (Chairman)	-	Chairman of the Financial Services Skills Academy for Yorkshire and the Humber, President of Harrogate International Festival Ltd., and Chairman of the Durham County Cricket Club.  Recent Chairman of Yorkshire Enterprise and Yorkshire Fund Managers (The Yfm Group), Chairman of Yorkshire Culture and Chairman of the Yorkshire and Humber Regional Learning and Skills Council.
Ms Alison Seabrooke	-	Chief Executive Community Development Foundation; founder and former CEO Regen Centre, Riccall (seconded to Home Office and Department for Education and Skills 2005); freelance regeneration writer
Ms Candida Kirby	-	Senior Social Research Interviewer, working mostly on behalf of Government departments, freelance writer and former County, District and Parish Councillor, and Civil Servant.
Mr David Kirby	-	Accountant, Company Director, Vice Chair South Tees NHS Trust and former local government officer.

1.2 Our Terms of Reference are as follows:-

- (i) To consider issues relating to Members' remuneration and expenses
- (ii) To consider representations; and
- (iii) To make recommendations and provide advice to the County Council.

**2.0 Background**

2.1 The Panel has met once to consider its recommendations for the 2009/10 financial year.

2.2 At this meeting we considered background papers on issues relating to:

- Introductory principles to the scheme
- Overview of the County Council's Performance over the last 12 months
- Ethics/Standards Update
- Members' Attendance at meetings
- Membership of the Pension Scheme
- Basic and Special Responsibility Allowances
- Travel and Subsistence and Other Allowances
- Withholding of Allowances for Members Under Suspension

### **3.0 Principles**

3.1 In making our recommendations in previous years the Panel has considered that certain key principles should underpin a system of remuneration. In making our recommendations for 2009/10, we wish to reiterate these:

- (1) It is important to encourage individuals to be involved in the work of the Council. People of all backgrounds and ages should feel attracted to become Councillors if they so wish, and at the very least the allowance structure should put no barriers in their way.
- (2) The work of a County Councillor requires commitment and - if the role is to be carried out well - a significant investment of time. Councillors have a wide ranging role varying from local issues to the national scene. It is the Government's intention that this should be reasonably and properly remunerated.
- (3) However, the Panel do not wish to see the Public Service ethos lost from our County Council. A balance has to be struck between paying 'a rate for the job' and recognising the significant public service element that is rightfully a strong feature of our system of local government.
- (4) The cost of any scheme must give value for money.
- (5) Any system must be easily understood, transparent and ensure accountability to the electorate.
- (6) Allowances should take account not only of a Members' representative role but should also include an expectation that Members will attend appropriate meetings including the County Council and its Committees.

3.2 When making our recommendations previously we have considered that the most appropriate way to recognise the differing levels of responsibility amongst Members was to base allowances on units of responsibility - the greater the level of responsibility the more units the particular role would attract. We still consider that a system of unitisation is both clear and enables the relative weighting of different functions to be easily recognised. The value of a single unit is currently set at £1,506 in the 2008/09 financial year, and our proposals for 2009/10 are set out later in this report.

### **4.0 Overview of the County Council's Performance over the last 12 months**

4.1 The Panel considered that the evidence provided via the Audit Commission and other bodies of high performance levels with continuing improvement was useful context for their discussions. The Panel commended the Council for its performance record, in the context of the financial position and spending pressures.

## **5.0 Update on Ethics and Standards**

5.1 The Panel noted the report and was reassured by the information provided. The work of the Standards Committee is seen as a very important part of the framework.

## **6.0 Members Attendance**

6.1 The Panel were satisfied that the attendance data provided showed that levels of attendance at meetings was generally good, and broadly in line with previous years.

6.2 As last year, however, we did note relatively low attendance levels at Scrutiny Committees and consider there is still a need for Members to seek to improve this level of attendance in the interests of good governance.

6.3 We noted that there had been an active programme of scrutiny reviews carried out by sub groups of Members. We commend this approach. Attendance at meetings of these groups was not covered in the scope of the attendance statistics presented, but is an indication of the effectiveness of the scrutiny function within the Council.

6.4 The Panel also considered activity aimed at Member Development, and in particular the programme of Members Seminars held over the last year. We noted that attendance was variable, and on average represented a minority of Members. We also noted that these opportunities were used regularly by a core group of attendees. We are anxious that these seminars are seen as an important part of the engagement of all Members. We understand that dates and topics are programmed well in advance, and hope that attendance will improve. Recognising practical constraints by holding these on a particular day of the week, we have asked the Chief Executive to keep the arrangements under review to maximise their effectiveness.

## **7.0 Members of the Pension Scheme**

7.1 It is now 3 years since the Panel discussed introducing the Scheme in North Yorkshire, and this was put in place from April 2006.

7.2 We received an update on scheme membership and noted that around a third of Members are now part of the scheme.

## **8.0 Basic Allowance**

8.1 In relation to the Basic Allowance, the Panel received information about the level of allowances paid in other local authorities, both within the County Council's comparator group, and in local authorities in the Yorkshire and Humber region. The Panel considered that the information relating to the County Council comparator group was more meaningful, because of the similarity in the role and function of members serving on this group of authorities. Whilst the relative position within this group of 16 counties had moved to 11<sup>th</sup> for 2008/09, compared with 9<sup>th</sup> in 2007/08, the financial position remained that the North Yorkshire Basic Allowance was 2% below the average for the group, and it was noted that there was some "bunching" around authorities paying a similar amount to the County Council.

8.2 The Panel were satisfied, therefore, that the position of the County Council's allowance had not changed significantly over the last 12 months.

8.3 Some research had been completed on the way in which different authorities provided support for Members use of ICT. For a number of years, a separate element within the calculation of the Basic Allowance has been identified for these ICT costs, and in particular

the expectation that Members make available a broadband connection so that they can receive information from the County Council and others by email, and more generally make use of the IT facilities provided to them.

- 8.4 The costs of these facilities have changed as the market has developed, and one possibility would have been for the panel to review the level of this specific ICT element.
- 8.5 In general, other authorities have not used this approach of a specific ICT element. The Panel has concluded, therefore, that it would be appropriate to amalgamate the amount paid as an ICT allowance into the unitised approach adopted to calculate the Basic Allowance, and to increase the number of units from 5.5 to 5.825 units. In making this proposal, however, the Panel are clear that Members need to make effective use of ICT to carry out their role. It should be a continuing expectation of Members, in receipt of the Basic Allowance to ensure that they make available the necessary broadband connection, and meet other incidental costs, as part of their role.
- 8.6 The Panel also considered the basis on which a recommendation might be made for an increase in the value of a unit for 2009/10. It was noted that the officers pay award for 2008/09 had yet to be settled, and that the matter had now gone to arbitration. Prospects for levels of pay in 2009/10 were also uncertain, not least because of the difficult financial position faced by local authorities, and the country more generally in view of the latest global financial position.
- 8.7 It was noted that provision within the current medium term financial strategy for pay and similar costs in 2009/10 was set at 2.5%.
- 8.8 In the light of all this consideration, and taking account of the proposal regarding the integration of the ICT allowance into the Basic Allowance, the Panel is recommending an increase in the value of a unit by 2.5% from 1<sup>st</sup> April 2009 to £1,544. This would lead to a Basic Allowance equivalent to 5.825 units of £8,994.
- 8.9 Whilst the current financial position meant it was not possible to recommend an increase greater than that noted above, in making that recommendation the Panel recognised its role in ensuring the level of allowances was sufficient to reflect the duties and responsibilities, and ensure the breadth and quality of those coming forward to stand as elected members. The Panel reiterated therefore, that if financial circumstances permitted, it would wish to review this matter in the future. This future review may include a review of the number of units allocated to the Basic Allowance.

## 9.0 **Special Responsibility Allowances**

- 9.1 The Panel believes that the system based on units of responsibility continues to be appropriate. The review of the County Council's allowances compared with those in the comparator group of shire counties, and in the Yorkshire and Humber region, was considered, although it was recognised that the definitions of roles and hence the responsibility undertaken, could clearly vary across different authorities. We looked particularly, therefore, at the comparator County Council group. We noted that typically, the ranking on those roles most likely to be comparable, was typically in either the third or fourth quartile, and that typically the amount paid was below the average payment made in the comparator group, in some cases by a significant margin. The Panel concluded, however, that there was no compelling case to recommend changes to the number of units allocated previously to these roles. In line with the unitisation methodology, the proposals will lead to a 2.5% increase on the current level of those allowances.
- 9.2 We received a report on the implementation of the Member Champion arrangements, and noted that Champions were now in place for Young People and Older People. We

understand that a full review of the role will be carried out during 2009. For 2009/10, we propose that the current level of those allowances based on three units should continue. The Panel will consider the County Council's review of this role when it considers this matter again next year.

- 9.3 The Panel was also made aware of the current discussions on how best to deal with employee related appeals matters, and the possibility that a separate Employment Appeals Committee will be formed. We received information on the number and complexity of such appeal hearings. We also considered the role that the Chairman of such a Committee might be required to take should a case go to Employment Tribunal. Should the County Council decide to implement such an Employment Appeal Committee, then we would recommend that initially a Special Responsibility Allowance equivalent to 1 unit should be payable. This matter can be reviewed again by the Panel in respect of future years, when more information becomes available.

## **10.0 Travel and Subsistence Allowances**

- 10.1 In previous years, the Panel has taken the view that, wherever appropriate, there should be an alignment between the rates payable to officers of the County Council, and those payable to Members. In a number of areas, this alignment has been agreed in the past and is now a feature of the Members Allowances Scheme.
- 10.2 The Panel looked again carefully, therefore, at the differences between the payment for car allowances, in the light of changes made in the Officers Scheme. We noted that there were potential anomalies in the current arrangements regarding the amount paid for miles in excess of 8,500 per annum. We also noted that the officers scheme pays a consistent rate irrespective of the engine capacity of the car used.
- 10.3 Our recommendation is to have a similar approach, but to recognise that the higher mileage rate of 48.5p per mile is currently payable to the large majority of members because of the size of the car they own. This compares with the current higher rate in the Officers Scheme of 46p per mile. Our proposal is to continue to pay the rate of 48.5p for mileage up to 8,500 per year, but for mileage above that level to be paid at 25p per mile in line with the Officers Scheme.
- 10.4 Consistent with our view on alignment, and recognising that the Officers Scheme may be reviewed during the period of this allowances scheme, we would propose that any change to the Officers Scheme which leads to the payment of higher rates than those proposed above should be reflected in the Member Scheme.
- 10.5 We are proposing some tidying up of the Member Allowances Scheme in respect of motor cycle and bicycle allowances, again to align these with the current Officers' Scheme.
- 10.6 In respect of subsistence allowances, our proposal is to continue to align the rates payable with the Officer Scheme, but to provide protection in the Members' Scheme for the dinner allowance and overnight allowance at the current higher level. In respect of overnight allowances, we note that these apply where a member makes their own arrangements and reclaims an allowance. Where arrangements are made on behalf of that member, using the County Council's travel contract, then we believe it is acceptable to use that to arrange appropriate accommodation at the most cost effective rate. This is now reflected in the wording of the scheme.

## **11.0 Withholding of Allowances for Members under Suspension**

- 11.1 The Panel received a report of consideration by the Standards Committee on the regulations that apply to withholding allowances where a Member is under suspension.

11.2 We fully support the recommendation made by the Standards Committee, and believe that it is appropriate for the Standards Committee to have the delegated authority to take decisions on these matters. We recommend that the County Council adopts this approach, which is set out in paragraph 11 of the draft Members Allowances Scheme attached as Appendix B.

Clive W Leach CBE  
Chairman



# Members' Allowances Scheme

*In exercise of the powers conferred by Local Authorities (Members' Allowances) (England) Regulations 2003, the County Council has made the following scheme for the payment of allowances.*

*The scheme will be reviewed from time to time by an independent review panel in accordance with the relevant Regulations.*

1. This scheme may be cited as the North Yorkshire County Council Members' Allowances Scheme, and shall have effect from **1 April 2009**.

2. In this scheme

“councillor” means an elected member of the North Yorkshire County Council;

“year” means the 12 months ending with 31 March.

## Basic Allowance

3. Subject to paragraph 10, for each year a basic allowance of **£8,994** shall be paid to each councillor.

## Special Responsibility Allowances

4. (a) For each year a special responsibility allowance shall be paid to those councillors who hold the special responsibilities in relation to the authority that are specified in paragraph 1 of schedule 1 to this scheme.

(b) Subject to paragraph 10, the amount of each allowance shall be the amount specified against that special responsibility in that schedule.

## Childcare and Dependant Carers' Allowance

5. (a) A childcare and dependant carers' allowance shall be paid to all members of the Council in respect of costs necessarily incurred by them in making arrangements for the care of children (under 14) or other dependant relatives (requiring care because of age and/or disability) to enable them to perform an approved duty (other relatives include parents, partners, siblings and others agreed by the Chief Executive Officer).

(b) For childcare, the allowance payable will be the lower of actual expenditure and the national minimum wage for adults aged 22 or over.

(c) For care for others, the allowance will be the lower of actual expenditure and the charge for home care by NYCC Adult and Community Services.

(d) All claims for childcare should be accompanied by a statement signed by both the Councillor and carer certifying that the childcare has been provided, that the expenditure has been incurred and that the carer does not live in the same household as the Councillor. If the childcare is provided by a professional carer then a receipted invoice is required.

- (e) All claims for the care of elderly and/or disabled dependant relatives should be supported by a receipted invoice. It is expected that this care will be provided by professional carers.

## **6. Travel and Subsistence Allowance**

The following allowances shall be payable under the scheme in respect of travel and subsistence.

### **Travelling Allowance**

- (a) Public Transport

All rail travel is made in standard class accommodation and claimed at the most economical reasonable rate dependant on the rail company's prevailing ticket policy. However, with the approval of the Leader of the Council, Members are able to claim for first class rail journeys where this is appropriate.

Air travel at standard rate may also be claimed with the approval of the Leader of the Council where this is appropriate.

- (b) Travel by Member's own private vehicle

The rate for travel by member's own private vehicle will be:-

for a motor or tri car:-

Up to 8,500 miles per annum	48.5p per mile
Additional miles in excess of 8,500 per annum	25p per mile

If, during the year, the rates payable to officers is reviewed and exceed the rates shown above, then the scheme will be amended to pay the officer rates.

for a motor cycle:-

To match the rates payable under the Officer Scheme

- (c) Carriage of passengers to whom a travelling allowance would otherwise be payable

In respect of each passenger not exceeding four, an additional 3.0p per mile for the first passenger and 2.0p per mile for the second and subsequent passengers can be claimed.

- (d) The amount claimed for a journey may be increased by not more than the amount of any expenditure incurred on tolls, ferries or parking fees. Wherever possible receipts should be submitted.
- (e) Travel by bicycle may also be reimbursed at the rate of £2.00 per week for a regular user, or 40p per day for an occasional user.

### **Subsistence Allowance**

- (a) For an absence not involving an absence overnight from the usual place of residence, the maximum subsistence rates for Members operate on a meals basis, as for the

officers, but with clarification of eligibility based on the time of day the meal is taken, and time away from home, as follows:-

(i)	Breakfast allowance (more than 4 hours away from normal place of residence, before 11 am)	Officer's rate
(ii)	Lunch allowance (more than 4 hours away from normal place of residence, including between 12 noon and 2 pm)	Officer's rate
(iii)	Tea (more than 4 hours away from normal place of residence, ending after 6:30 pm)	Officer's rate
(iii)	Evening meal allowance (more than 4 hours away from the normal place of residence, ending after 7 pm)	£12.00

Note: In line with the officer's scheme, it should be noted that where a dinner allowance is claimed, a tea allowance may not be claimed for the same day.

- (b) In the case of an absence overnight from the usual place of residence, **£82.00**, this rate to cover a continuous period of absence of 24 hours. For an absence overnight in London or for the purpose of attendance at an annual conference (including or not including an annual meeting) of the Local Government Association or such other association of bodies as the Secretary of State may for the time being approve for the purpose, **£97.00**. These allowances apply where a Member makes their own arrangements for accommodation and reclaims an allowance. Where the arrangements are made by officers on behalf of the Member, then the County Council Travel Contract will be used to arrange appropriate accommodation at the most cost effective rate.
- (c) Subsistence allowances are limited to the reimbursement of actual expenditure, for which receipts are required, subject to the maximum rates set out in this scheme. Where any meal is provided free of charge by an authority or body in respect of the meal or the period to which the allowance relates no further allowance should then be claimed.

### **Meals on Trains**

When main meals (ie a full breakfast, lunch or dinner) are taken on trains during a period for which there is an entitlement to daytime subsistence, the reasonable cost of the meals (including VAT) may be reimbursed in full, within the time limits specified below. In such circumstances, reimbursement for the reasonable cost of a meal would replace the entitlement to the day subsistence allowance for the appropriate meal period.

The limitations on reimbursements are:

- (a) for Breakfast, an absence of more than 4 hours before 11 am;
- (b) for Lunch, an absence of more than 4 hours before 12 noon and 2 pm;
- (c) for Tea, an absence of more than 4 hours ending after 6:30 pm;
- (d) for Dinner, an absence of more than 4 hours ending after 7 pm.

### **General Provisions**

All claims shall only be payable if received within three months of the date of the entitlement arising.

## **7. Payments to Co-optees**

A “Co-optee” is defined as a person who is not an elected member of the County Council, but who has been appointed to serve on one or more of the County Council Committees.

### **Co-optees Allowance**

For each year a co-optees allowance will be paid to the Chairman and Independent Members of the Standards Committee in accordance with paragraph 2 of Schedule 1.

### **Travelling Allowance**

All Co-optees are entitled to claim travelling allowance in line with Section 6 in the same way as Members of the Council.

## **8. Pensions**

A councillor, subject to scheme eligibility criteria, may participate in the Local Government Pension Scheme if they wish. The councillor should give notice in writing to the Corporate Director – Financial Services that they wish to participate. Pension contributions would then be payable on basic and special responsibility allowances that the councillor is entitled to and they would receive benefits in line with the regulations of the Local Government Pension Scheme for a councillor member.

## **9. Renunciation**

A councillor may by notice in writing given to the Corporate Director - Financial Services elect to forego any part of his entitlement to an allowance under this scheme.

## **10. Part-year Entitlements**

- (a) The provisions of this paragraph shall have effect to regulate the entitlements of a councillor to basic and special responsibility allowances where, in the course of a year, this scheme is amended or that councillor becomes, or ceases to be, a councillor, or accepts or relinquishes a special responsibility in respect of which a special responsibility allowance is payable.
- (b) Where a councillor does not hold office as such throughout a year, or the scheme is amended to change entitlement to basic allowance during a year, the basic allowance to which the councillor is entitled shall be treated as calculated on a daily basis, so that the entitlement shall be to the aggregate of the daily entitlements for each day on which the councillor holds office.
- (c) Where a councillor who receives a special responsibility allowance does not have the special responsibilities in question throughout a year, or this scheme is amended in a way which changes his or her entitlement to a special responsibility allowance during a year, the special responsibility allowance to which the councillor is entitled shall be treated as calculated on a daily basis, so that the entitlement shall be to the aggregate of the daily entitlements for each day on which the councillor has the special responsibilities.
- (d) A daily entitlement to basic allowance or special responsibility allowance is the annual amount of that allowance as it applies on the day in question, divided by the number of days in the year.

- (e) The Corporate Director - Financial Services is authorised to automatically adjust the special responsibility allowances to reflect changes in the numerical strength of the Political groups. In these circumstances any such changes will take effect from the beginning of the month after which such a change has taken place.

#### **11. Withholding of Allowances for Members under Suspension**

- a) The Standards Committee shall have the ability to withhold any part of a Member's basic allowance, special responsibility allowance, co-optees allowance or travel and subsistence allowance payable for any period where, or in respect of duties from which, s/he is suspended or partially suspended under Part III of the Local Government Act 2000;
- b) The Standards Committee shall have the ability to require repayment of any allowance (or part thereof) already paid in respect of any period during which the Member concerned is suspended or partially suspended under Part III, ceases to be a Member of the authority or is in any other way not entitled to receive the allowance in respect of that period; and
- c) That the withholding of the specified allowances or the requirement to repay any allowance in the circumstances set out above should continue during any period of appeal by the Member concerned under Part III of the Local Government Act 2000 and associated legislation. In the event of any appeal being successful in removing the suspension or partial suspension, then any withheld or repaid amount may be reimbursed to the Member where appropriate.

#### **12. Claims and Payments**

Payments shall be made in respect of basic and special responsibility allowances, in instalments of one-twelfth of the amount specified in this scheme on the last working day of each month. Payments shall be made in respect of childcare and dependant carers' allowances on the last working day of the month in respect of claims received up to the day 14 days prior to that date.

#### **13. Attendance by Councillors**

- (a) Individual councillors are expected to attend meetings of the Executive/Committees to which they are appointed. Periodic reports of attendance level will be made to the Standards Committee.
- (b) Individual councillors' attendance will be published annually.

## SCHEDULE 1

1. The following are specified as the special responsibilities in respect of which special responsibility allowances are payable, and the amounts of those allowances:

<b>Post</b>	<i>Allowance Per annum per Member</i> £
Chairman of the County Council	9,264
Vice Chairman of the County Council	3,088
Leader of the County Council	24,704
Deputy Leader of the Council	15,440
Other Executive Members (6):	13,896
Chairman of Health Overview and Scrutiny Committee	9,264
Chairmen of Overview and Scrutiny Committees (8):	4,632
Vice-Chairmen of Overview and Scrutiny Committees (9):	1,544
Chairmen of Area Committees (7):	3,088
Chairman of Planning and Regulatory Functions Committee	3,088
Chairman of the Appeals Committee	3,088
Chairman of the Employment Appeals Committee	1,544
Chairman of Pensions Committee	4,632
Chairman of Scrutiny Board	1,544
Chairman of Audit Committee	3,088
Champions (2)	4,632
Leaders of Political Groups:	
Where group is second party in terms of group membership	4,632
Other parties, where group has over 10% of all Members	2,316
Secretaries of Political Groups	
Where group is first party in terms of group membership	2,316
Where group is second party in terms of group membership	1,544
Other parties, where group has over 10% of all Members	772

**These allowances are payable in addition to the basic allowance.**

2. The following is specified as the co-optee allowance payable, and the amount of that allowance:

Chairman of the Standards Committee	3,088
Independent Members of the Standards Committee (3)	772

## NOTE

**APPROVED DUTIES -  
ELIGIBILITY FOR TRAVEL AND SUBSISTENCE ALLOWANCES**

*All Members of the County Council are entitled to receive payment of travelling and subsistence allowances in respect of expenditure on travelling and subsistence necessarily incurred by them for the purpose of enabling them to perform an **Approved Duty**.*

*Certain duties, such as attendance at meetings of the County Council or any of its Committees, are specifically approved by Regulations made under the Local Government Act 1972. At its meeting on 19 July 2000 the County Council gave the Chief Executive authority to designate approved duties for these purposes.*

*Attendance at any of the following meetings is now specified as an **Approved Duty** for the purpose of the payment of travelling and subsistence allowances by the County Council:*

- (a) *All meetings of the County Council, the Executive, and any Committees of the Council or of the Executive, and any Sub-Committees, Panels or Working Parties they may establish.*
- (b) *Visits by Executive Members, Chairmen and Vice-Chairmen of Overview and Scrutiny Committees on County Council business associated with those roles.*
- (c) *All meetings of the Best Value Review Teams, and of Business Units' Special Interest Groups of Members.*
- (d) *Attendance of Members at training courses and seminars approved by the Chief Executive.*
- (e) *Any meeting of the LGA and/or CCN where the Member is attending as an authorised representative of NYCC.*
- (f) *Attendance as an authorised representative of the County Council at meetings of specified outside bodies listed in Sections 1 and 2 of Schedule 5 of Part 3 to the Constitution.*
- (g) *Attendance at Parish Council Meetings in connection with the work of the County Council.*

*The allowances are set by the County Council each year.*

*Payments of travel and subsistence allowances will be made on the last working day of each month in respect of claims received up to the day 14 days before that date.*

*It should be noted that:*

- (i) *Travel/subsistence allowances are not payable to Members of the County Council for the following purposes:*
  - *Acting as Governors of primary or secondary schools*
  - *Constituency business*
  - *Social functions*
- (ii) *The Police, Fire and National Park Authorities make their own arrangements in relation to the payment of travel and subsistence allowances. Members appointed to these bodies should therefore make all claims relating to the meetings thereof directly to those bodies.*

**Recommended 2009/10 Allowances**

**APPENDIX D**

	<u>NO OF UNITS</u>	<u>CURRENT ALLOWANCE</u>	<u>RECOMMENDED ALLOWANCE 2009/10</u>	<u>Number Of Allowances</u>	<u>TOTAL COST OF RECOMMENDED ALLOWANCE 2009/10</u>	<u>INCREASE IN 2009/10</u>	<u>% INCREASE</u>
		£	£		£	£	
Value of a Unit		1,506	1,544				
<b><u>ROLE</u></b>							
<b>BASIC ALLOWANCE</b>	5.825	8,772	8,994	72	647,554	15,970	2.5%
<b>SPECIAL RESPONSIBILITY ALLOWANCES</b>							
Chairman of the County Council	6	9,036	9,264	1	9,264	228	2.5%
Vice Chairman of the County Council	2	3,012	3,088	1	3,088	76	2.5%
Leader of the County Council	16	24,096	24,704	1	24,704	608	2.5%
Deputy Leader	10	15,060	15,440	1	15,440	380	2.5%
Other Executive Members	9	13,554	13,896	6	83,376	2,052	2.5%
Chairman Of Health Overview and Scrutiny Committee	6	9,036	9,264	1	9,264	228	2.5%
Chairman of Other Overview and Scrutiny Committees	3	4,518	4,632	8	37,056	912	2.5%
Vice-Chairman of Overview and Scrutiny Committees	1	1,506	1,544	9	13,896	342	2.5%
Chairman of Area Committees	2	3,012	3,088	7	21,616	532	2.5%
Chairman of Planning and Regulatory Functions Committee	2	3,012	3,088	1	3,088	76	2.5%
Chairman of Appeals Committee	2	3,012	3,088	1	3,088	76	2.5%
Chairman of Employment Appeals Committee ( Note 1 )	1	0	1,544	1	1,544	1,544	NEW
Chairman of Pensions Committee	3	4,518	4,632	1	4,632	114	2.5%
Chairman of Scrutiny Board	1	1,506	1,544	1	1,544	38	2.5%
Chairman of Audit Committee	2	3,012	3,088	1	3,088	76	2.5%
Champion for Young People	3	4,518	4,632	1	4,632	114	2.5%
Champion for Older People	3	4,518	4,632	1	4,632	114	2.5%
<b><u>Leaders of Political Groups</u></b>							
Second largest group membership (Liberal Democrats)	3	4,518	4,632	1	4,632	114	2.5%
Third largest group membership (Labour)	1.5	2,259	2,316	1	2,316	57	2.5%
<b><u>Secretaries of Political Groups</u></b>							
Largest Group Membership (Conservatives)	1.5	2,259	2,316	1	2,316	57	2.5%
Second largest group membership (Liberal Democrats)	1	1,506	1,544	1	1,544	38	2.5%
Third largest group membership (Labour)	0.5	753	772	1	772	19	2.5%
<b>CO-OPTEE ALLOWANCES</b>							
Chairman of Standards Committee	2	3,012	3,088	1	3,088	76	2.5%
Independent Members of the Standards Committee ( Note 2 )	0.5	753	772	3	2,316	57	53.8%
<b>Total Basic Allowances</b>					<b>647,554</b>	<b>15,970</b>	<b>2.5%</b>
<b>Total Special Responsibility Allowances</b>					<b>255,532</b>	<b>7,795</b>	<b>3.1%</b>
<b>Total Co-Optee Allowances</b>					<b>5,404</b>	<b>886</b>	<b>19.6%</b>
<b>Estimated National Insurance Costs (7%)</b>					<b>63,594</b>	<b>1,554</b>	<b>2.5%</b>
<b>Estimated Pension Scheme Costs (7%)</b>					<b>63,594</b>	<b>1,554</b>	<b>2.5%</b>
<b>Estimated Travel and Subsistence</b>					<b>180,590</b>	<b>4,410</b>	<b>2.5%</b>
<b>Total Costs</b>					<b>1,216,268</b>	<b>32,169</b>	<b>2.7%</b>

Note 1 : This is a proposed new allowance

Note 2 : This increase reflects the creation of an additional position for an Independent Member of the Standards Committee.