

NORTH YORKSHIRE COUNTY COUNCIL

18 FEBRUARY 2015

REPORT OF THE INDEPENDENT PANEL ON
MEMBERS REMUNERATION**1.0 PURPOSE OF PAPER**

- 1.1 (a) To bring to the attention of the County Council the report of the Independent Panel on Members Remuneration.
- (b) To seek approval to the recommended scheme of allowances and the list of approved duties, for 2015/16.

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 RECOMMENDATIONS

- 3.1 In making its recommendations, the Panel considered the allowances paid at the current time, in the context of the current financial climate, comparator information from other Councils and recent changes to the nature of Special Responsibility roles.
- 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 the recommendations made by the Panel, is attached at **Annex B(i)**. The proposed Scheme of Approved Duties reflecting the recommendations is attached at **Annex B(ii)**. Overall the recommendations entail an estimated annual saving of £2.3k.

4.0 CONSULTATION AND COMMUNICATION

- 4.1 In line with the Regulations and previous practice, 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.
- 4.2 If the County Council adopts the proposed Allowances 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 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, highlighting any issues where the decision of the County Council differs from that recommendation. In line with previous practice, this notice will be placed in the Yorkshire Post, and on the County Council's website.

6.0 **RECOMMENDATION**

6.1 That the County Council approves:

- (a) a Scheme of Allowances (as attached at **Annex B(i)**) for 2015/16
- (b) a Scheme of Approved Duties (as attached at **Annex B(ii)**) for 2015/16

Report prepared by:

Barry Khan, Assistant Chief Executive – Legal & Democratic Services

Debbie Bassett, Finance Manager – Strategic Resources

Background papers: None

RICHARD FLINTON

Chief Executive

County Hall

Northallerton

26 January 2015

NORTH YORKSHIRE COUNTY COUNCIL

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

As the Independent Remuneration Panel, we consist of four independent individuals who review the Council's Members Allowance Scheme to ensure that payments to Councillors are set at the appropriate level. We make independent recommendations to the County Council on the levels of remuneration we consider are justified.

We have carefully reviewed the existing Scheme and considered the financial context of the County Council in 2015/16 and succeeding years together with a range of other information. The premise on which we have undertaken our role is to ensure that allowances are allocated on an equitable basis and that there is no additional cost to the Council Tax payer for the new Scheme.

After carrying out our review, we make the following recommendations in relation to the Members Allowance Scheme to the Council:

- (a) a nil increase in the Basic Allowance for 2015/16
- (b) a nil general increase in Special Responsibility Allowances (SRAs) for 2015/16
- (c) the changes to SRAs set out in the table at paragraph 4.6
- (d) in situations when there are more than two joint second largest groups in the Authority, a formula should be applied to ensure a fair sharing of the SRAs between the groups leaders and secretaries as identified in Appendix 5. This formula should be based on the premise that there would be no additional cost to the Council Tax payer and that the Leaders/Secretaries of the second largest group(s) receive an SRA twice the amount as the Leaders/Secretaries of the other eligible groups.
- (e) that the general alignment of travel, subsistence and other allowances to the officers' scheme continues. However, Members should continue to be entitled to claim a lunch allowance where appropriate, but that the maximum claimable be reduced to £6.50. Other travel and subsistence allowances should remain unchanged.
- (f) that paragraph (e) of the Scheme of Approved Duties should be amended to include the words in bold:

*“(e) Visits by Executive Members, **Designated Champions**, Chairmen and Vice-Chairmen of Overview and Scrutiny Committees on County Council business associated with those roles.”*

- (g) the total annual impact of the Panel's proposals would be a saving of £2,300.

In addition, the Panel gives the following initial recommendations to the Council in relation to the Pension Board that is due to be established from 1st April 2015 (these will be charged to the Pension Fund rather than the County Council's budget):

- (i) the Chairman receive an SRA of £2,316 (1.5 units)
- (ii) Travel, subsistence and other expenses for members of the Board should be aligned to those in the Members' Allowances Scheme.

1.0 Introduction

1.1 The membership of the Independent Remuneration Panel is as follows:-

Mrs Denise Wilson (appointed 2010) – Chairman
Mr Trevor Nuttall (appointed 2010)
Mr John Robinson (appointed 2013)
Mr John Thompson (appointed 2013)

1.2 The Terms of Reference of the Panel 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.

1.3 The Panel have carried out their duties by holding a number of meetings and reviewing the relevant evidence. The following meetings have taken place during 2014::

- (i) Meeting between a sub-group of the Panel, the Chief Executive and Group Leaders of the larger groups. The aim of the meeting was to afford an opportunity for Members to raise any issues about allowances which they consider should be taken into account by the Panel when they meet, in particular in relation to SRAs where there has been a change in the nature of responsibility and/or volume of work involved.
- (ii) Main meeting of the Panel – to consider its recommendations to the County Council in relation to 2015/16.

2.0 CONTEXTUAL ISSUES CONSIDERED

2.1 The following contextual issues have been taken into consideration.

2.2 **Attendance at meetings 2013/14** - Overall attendance of Councillors was at 87% in 2013/14, an improvement on the 84% achieved in 2012/13. The attendance level

for full meetings of the County Council increased to 94% (previously 91%). Overall these attendance levels we consider to be satisfactory.

- 2.3 **Financial position of the Council** – There is a total savings requirement of £167m in the 9 year period 2011/12 to 2019/20. Of this sum a total of £93.5m has already been delivered or is planned up to 2014/15 leaving £73.5m still to be found over the period 2015/16 to 2019/20. The Council’s 2020 North Yorkshire vision is programmed to deliver £58.7m of this residual savings requirement leaving a shortfall of £14.8m in 2019/20 still to be addressed. Funding of the annual shortfalls up to 2019/20 are currently planned to be met from the Council’s reserves but the projected recurring shortfall of £14.8m in that year will need to be addressed for subsequent years.
- 2.4 **Staff pay award** - In 2013/14 County Council staff received a 1% pay award; for the three years previous to that staff received no pay award. The new pay award results in a total 2.2% uplift for 2014/15 and 2015/16. Below a specific level of salary band staff would get an uplift that is higher than the 2.2%.
- 2.5 **Inflation rates** - During the last two years price inflation has decreased and the Consumer Price Index (CPI) is now below the government’s 2% target. The figures below show the position as at October 2014:

	Inflation Rates for the 12 months up to	
	October 2013	October 2014
Retail Price Index (RPI)	2.6%	2.3%
Consumer Price Index (CPI)	2.2%	1.3%

3.0 **COUNCILLORS’ BASIC ALLOWANCE**

- 3.1 Regulations provide that all local authorities must make a scheme of allowances for their members. The Regulations further set out that it must establish an independent remuneration panel to make recommendations to Council about the scheme and the amounts to be paid.
- 3.2 Every local authority must make provision in its scheme of allowances for a basic flat rate allowance payable to members (Basic Allowance). This allowance must be the same for every Councillor and is paid in instalments through the year. One of the purposes of the Basic Allowance is to recognise the time commitment of Councillors and to compensate Councillors for the expense of being a Councillor.
- 3.3 The Basic Allowance for 2014/15 is £8,994 or 5.825 units (the value of 1 unit is £1,544). Last year the Panel recommended an increase of 1%, which would have resulted in a Basic Allowance of £9,087. Whilst we believe this was a sound recommendation based on relevant information, the Council chose not to increase the basic allowance and therefore decided to maintain the level of allowance as approved in the previous year.
- 3.4 We received comparator information for the last three years which is shown in **Appendix 1** for a group of the nearest 15 comparable County Councils. Eight authorities in the comparator group increased the Basic Allowance in 2014/15

compared with 2013/14, the increases ranged from 1% to 23.4% (this authority was implementing changes that had been recommended in 2010 but deferred due to the economic downturn). One authority decreased its Basic Allowance by 2.4%, and, along with NYCC, six made no change. North Yorkshire remains at a ranking position of 9th and is 6.1% below average Basic Allowance.

3.5 We appreciate that there is a need to attract a good calibre of candidates for election to Council, and that some authorities in the comparator group increased the allowance in 2014/15. However, we are aware of the impact on the residents and communities of the Council's planned savings and are mindful of the decision taken by the Council with regard to the recommended 1% increase for 2014/15. Affordability also remains a key consideration. Thus we consider a nil increase in the Basic Allowance for 2015/16 is appropriate.

4.0 **SPECIAL RESPONSIBILITY ALLOWANCES (SRAs)**

4.1 In addition to the Basic Allowance, each local authority may make provision for the Payment of an SRA for those Councillors who have significant responsibilities over and above the normal work of a Councillor. In February 2014 the Council agreed to our recommendation for a "further review of SRAs in advance of the Panel's work in relation to 2015/16". Since then a sub-group of the Panel met the Chief Executive, the Leader and Group Leaders as part of that review.

4.2 The following issues have been considered in relation to SRAs:

- Whether there should be a general increase/decrease to SRAs
- The review mentioned at paragraph 4.1
- SRA arrangements for Leaders of Political Groups and Secretaries of Political Groups

The level of SRAs

4.3 We referred to the same comparator dataset used in the analysis as that used in for the Basic Allowance and the relevant information is attached as **Appendix 2**. As usual, we must point out that the results of this analysis need to be treated with some caution as not all authorities have identical structures for their member allowances. As in previous years, the ranking information shows North Yorkshire's allowances are invariably in the lowest two quartiles compared with available data in the comparison group. In the majority of cases the amount paid is less than the average of these allowances across the comparator authority groups. There has been some movement (generally increases) to the average SRAs between 2013/14 and 2014/15.

4.4 For the same reasons as for the Basic allowance recommendation at paragraph 3.5, we consider that a nil general increase to SRAs for 2015/16 is appropriate.

Special Responsibility Review

4.5 The 2014/15 SRAs are shown in **Appendix 4** together with information, and comments arising from discussions between the sub-group of the Panel and Group Leaders. These discussions focussed on those SRAs where there has been a change in nature of responsibility and/or volume of work involved since they were last reviewed,

- 4.6 Taking the review information into consideration we consider the changes set out in the table below would be appropriate. The changes represent an overall saving of some £2,300.

Special Responsibility	2014/15 SRA (£)	Proposed Change for 2015/16 (£)	Proposed SRA for 2015/6 (£)	Total Financial Impact (£)
Chairman of Area Committee (7)	3,088	-772	2,316	-5,404
Chairman of Planning & Regulatory Functions Committee	3,088	+772	3,860	+772
Chairman of Appeals Committee (Home to School Transport)	3,088	+1,544	4,632	+1,544
Vice Chairman of Appeals Committee (Home to School Transport)	nil	+772	772	+772
Total impact				-2,316

- 4.7 We recommend that more regular and frequent reviews should take place in the future, for example on a biennial basis, to reflect any further changes to Special Responsibilities.

Leaders of Political Groups and Secretaries of Political Groups

- 4.8 The Members' Allowance Scheme provides that SRAs should be paid to Leaders of Political Groups and Secretaries of Political Groups. These are set out in the table below.

Special Responsibility	Units	Current Rate (£)
Leader of second largest party	3.0	4,632
Leader of other groups (where the group has 10% (7 in number) of the membership)	1.5	2,316
Total SRA allocation	4.5	6,948
Secretary of second largest party	1.0	1,544
Secretary of other groups (where the group has 10% (7 in number) of the membership)	0.5	772
Total SRA allocation	1.5	2,316

- 4.9 We recommend the following method for the distribution of the Total SRA allocations for Leaders and Secretaries of second largest and other groups, as it gives an appropriate split of the total available across relevant Members when there

are numerous eligible posts and ensures there is no additional cost to the public purse:

- When there is only one second largest group, and no other eligible groups: the Leader of the second largest group receives an SRA of 3 units and the Secretary an SRA of 1 unit (as identified in the table above).
- In all other cases the Total SRA allocation is then shared between the Group Leaders/Secretaries as identified in **Appendix 5**. The basis of the calculation is to ensure there is not an increase to the cost of the Total SRA allocation and on the basis that the Leaders/Secretaries of the second largest group(s) receive an SRA twice the amount as the Leaders/Secretaries of the other eligible groups.

5.0 TRAVEL SUBSISTENCE AND OTHER EXPENSES

- 5.1 Since 2011/12 the recommendation of the Panel has been to align, where possible and appropriate, those payment rates and the rules from this scheme to those that apply to officers. This approach has been adopted by the County Council, with changes in the Members Scheme following on from changes in the Officers Scheme. A summary of the expenses that can be claimed in 2014/15 is at **Appendix 6**.
- 5.2 There has been one subsequent change in the Officers Scheme that has not been reflected in the Members Scheme. The Officers Scheme no longer includes the ability to claim lunch expenses, whereas the Members Scheme continues to allow for actual expenses of up to £9.00 to be claimed.
- 5.3 The nature of a typical “Member’s day” was considered, when Members may have to frequently travel long distances to carry out their basic responsibilities. The maximum level of £9 was also considered, and our view is that the maximum allowance should be aligned to the breakfast allowance which is currently £6.50. During 2013/14 approximately £3,800 expenses were claimed (across all categories of subsistence, together some of the incidental expense items such as parking fees).
- 5.4 It is considered that the general alignment of travel, subsistence and other allowances to the officers’ scheme should continue. However, Member’s should continue to be entitled to claim a lunch allowance, but that the maximum claimable be reduced to £6.50.
- 5.5 In addition it is considered appropriate to formally recognise the travel undertaken by designated Champions (currently Champion for Young People and Champion for Older People) for visits associated with those roles should be expressly listed as “Approved Duties” under the Eligibility for travel and subsistence allowances. Therefore paragraph (e) of the Scheme of Approved Duties should be amended to include the words in bold:

*“(e) Visits by Executive Members, **Designated Champions**, Chairmen and Vice-Chairmen of Overview and Scrutiny Committees on County Council business associated with those roles.”*

6.0 PENSION BOARD

6.1 The Public Service Pensions Act 2013 requires councils administering LGPS Pension Funds to each establish a local Pension Board by 1 April 2015. The necessary arrangements are described in the LGPS (Amendment) (Governance) Regulations 2014 – Better Governance and Improved Accountability in the LGPS, the consultation period for which closes on 21 November 2014. In parallel, the Government are also consulting on the LGPS Draft Guidance on the creation and operation of Local Pension Boards in England and Wales. The role of the Pension Board is to assist the Council in securing compliance with LGPS regulations and any other legislation relating to the governance and administration of the Scheme, any requirements imposed by the Pensions Regulator, and to ensure effective and efficient governance and administration of the Scheme. In North Yorkshire the Board will encompass the duties of the current Advisory Panel.

6.2 **Membership of the Board**

We have been informed that the Pension Board membership will comprise an equal number of employer representatives and member representatives, and an independent Chairman. Although the numbers are to be determined by Full Council in February 2015 the working assumption is that there will be 4 employer and 4 member representatives. The Regulations described an employer representative as someone with “relevant experience and the capacity to represent employers on the local pension board” and a member representative as someone with “relevant experience and the capacity to represent members on the local pension board”. Although Elected Members are eligible to be Pension Board members it is expected that the majority of members will not be Elected Members.

6.3 **Remuneration of the Board**

6.3.1 The Council will be given the power to determine the procedures applicable to a number of Pension Board issues including the payment of expenses and allowances, and must do so in accordance with the usual local government principles. Expenses and allowances will be part of the costs of administration of the Fund so will not be a direct cost to the Council.

6.3.2 Although this is a Pension Fund matter, the Panel has been asked to consider the remuneration of Pension Board members and make recommendations to the Council as part of its’ annual report. The difficulties in doing this in relation to a board which is not yet established were noted, therefore “initial” recommendations are being given at this stage, which should be reviewed in 12 months, taking into account any available comparator information.

6.3.3 The option of a payment of an SRA to the Chairman is one of the items for consideration. In terms of responsibility and volume of work required of the post it can be compared to the Chairman of the Audit Committee, but with a narrower scope. The Chairman of the Audit Committee SRA is 2 units (£3,088), thus it is considered appropriate to set an SRA of 1.5 units (£2,316) for the Chairman of the Pensions Board.

6.3.4 Where Pension Board members are non-Elected Members, there is the issue of whether an allowance is paid for being a member. We have concluded that we are not yet in a position to make a recommendation as there is insufficient information available on their role and duties. At present, therefore, it is not considered

appropriate to set an allowance. We would recommend that we reconsider the issue in November 2015

6.3.5 The final issue is that of travel, subsistence and other expenses. An appropriate option here is to align these to the relevant sections of the Members' Scheme of Allowances.

DENISE WILSON
Chairman of the Panel
January 2015

BASIC ALLOWANCE - COMPARATOR INFORMATION

Authority	2012/13		2013/14		2014/15		Change from 2013/14 to 2014/15		
	£	Rank	£	Rank	£	Rank	£	%	
Nottinghamshire	12,906	1	12,906	1	12,906	1	0	0.0%	
Devon	10,970	2	10,970	2	10,970	2	0	0.0%	
Dorset	10,185	3	10,185	3	10,536	3	351	3.4%	Includes £146 IT Allowance
Leicestershire	10,152	4	10,152	4	10,152	5	0	0.0%	
Derbyshire	9,948	5	9,948	5	10,047	7	99	1.0%	
Somerset	9,880	6	9,880	6	10,354	4	474	4.8%	
Staffordshire	9,244	7	9,244	7	9,022	8	-222	-2.4%	
Worcestershire	9,020	8	9,020	8	9,020	9	0	0.0%	Includes an IT allowance of £505 per annum
NYCC	8,994	9	8,994	9	8,994	12	0	0.0%	
Warwickshire	8,975	10	8,975	10	8,975	13	0	0.0%	
Norfolk	8,929	11	8,929	11	9,018	10	89	1.0%	
Gloucestershire	8,800	12	8,800	12	9,000	11	200	2.3%	
Oxfordshire	8,295	13	8,295	13	8,377	14	82	1.0%	
Lincolnshire	8,184	14	8,184	14	10,100	6	1,916	23.4%	
Cumbria	8,030	15	8,030	15	8,030	15	0	0.0%	
Cambridgeshire	7,610	16	7,610	16	7,700	16	90	1.2%	
Year Average	9,383		9,383		9,575		192	2.1%	
NYCC % of Average	95.9		95.9		93.9				

Impact of Different % Increases on the Unit Value and the Basic Allowance

	Current £	0% £	0.5% £	1% £	1.5% £	2% £	2.2% £
Value of Unit	1,544	1,544	1,551	1,560	1,566	1,575	1,578
Basic Allowance (5.825 units)	8,994	8,994	9,036	9,087	9,123	9,174	9,192

Rounded to ensure a sensible monthly payment

Impact on total Basic Allowance cost:

Current cost (£):	Impact at:	0% £	0.5% £	1% £	1.5% £	2% £	2.2% £
647,568	-	-	3,238	6,476	9,714	12,951	14,246

Impact on total Special Responsibility Allowance cost:

Current cost (£):	Impact at:	0% £	0.5% £	1% £	1.5% £	2% £	2.2% £
239,000	-	-	1,195	2,390	3,585	4,780	5,258

Total Impact	-	4,433	8,866	13,299	17,731	19,504
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SPECIAL RESPONSIBILITY ALLOWANCE - COMPARATOR AUTHORITY INFORMATION

2012/13

Allowances	North Yorkshire	Comparator Counties		
		Average of Returned Authorities	Rank within Returns	NYCC Ratio to Average
	£	£		
Leader	24,704	27,851	12 of 16	0.89
Deputy Leader	15,440	18,847	12 of 15	0.88
Executive Member	13,896	14,617	9 of 16	0.95
Scrutiny Committee Chair	4,632	7,022	14 of 15	0.66
Group Leaders 2nd Party	4,632	10,568	15 of 15	0.44
Group Leaders 3rd Party	2,316	5,794	13 of 14	0.40
Planning Committee Chair	3,088	6,268	15 of 16	0.49
Chair of Standards Committee	3,088	2,134	7 of 9	1.45
Chair Of Council	9,264	8,892	7 of 14	1.04
Vice Chair of Council	3,088	3,209	7 of 14	0.96
Basic Allowance	8,994	9,409	9 of 16	0.96

2013/14

Allowances	North Yorkshire	Comparator Counties		
		Average of Returned Authorities	Rank within Returns	NYCC Ratio to Average
	£	£		
Leader	24,704	27,851	12 of 16	0.89
Deputy Leader	15,440	18,847	12 of 15	0.88
Executive Member	13,896	14,617	9 of 16	0.95
Scrutiny Committee Chair	4,632	6,957	14 of 15	0.67
Group Leaders 2nd Party	4,632	11,024	16 of 16	0.42
Group Leaders 3rd Party	2,316	5,645	12 of 14	0.41
Planning Committee Chair	3,088	6,268	15 of 16	0.49
Chair of Standards Committee	1,544	2,134	9 of 9	0.72
Chair Of Council	9,264	8,885	7 of 14	1.04
Vice Chair of Council	3,088	3,209	7 of 14	0.96
Basic Allowance	8,994	9,409	9 of 16	0.96

2014/15

Allowances	North Yorkshire	Comparator Counties		
		Average of Returned Authorities	Rank within Returns	NYCC Ratio to Average
	£	£		
Leader	24,704	28,799	13 of 16	0.86
Deputy Leader	15,440	18,847	12 of 15	0.86
Executive Member	13,896	15,364	10 of 16	0.90
Scrutiny Committee Chair	4,632	6,738	13 of 14	0.69
Group Leaders 2nd Party	4,632	11,002	16 of 16	0.42
Group Leaders 3rd Party	2,316	5,701	13 of 15	0.41
Planning Committee Chair	3,088	6,314	16 of 16	0.49
Chair of Standards Committee	1,544	2,750	11 of 11	0.56
Chair Of Council	9,264	8,969	8 of 14	1.03
Vice Chair of Council	3,088	3,076	7 of 14	1.00
Basic Allowance	8,994	9,614	12 of 16	0.94

Movement from 2013/14 to 2014/15

Allowances	2013/14 Average	2014/15 Average	Change from 2013/14 to 2014/15	% Change
	£	£	£	
Leader	27,851	28,799	948	3.4%
Deputy Leader	18,847	18,847	0	0.0%
Executive Member	14,617	15,364	748	5.1%
Scrutiny Committee Chair	6,957	6,738	-219	-3.2%
Group Leaders 2nd Party	11,024	11,002	-21	-0.2%
Group Leaders 3rd Party	5,645	5,701	57	1.0%
Planning Committee Chair	6,268	6,314	47	0.7%
Chair of Standards Committee	2,134	2,750	616	28.9%
Chair Of Council	8,885	8,969	83	0.9%
Vice Chair of Council	3,209	3,076	-132	-4.1%
Basic Allowance	9,409	9,614	205	2.2%

Special Responsibility Allowances, Other Allowances, and Allowances for the Police and Crime Panel 2014/15

	Number of Units	Current Allowance	Number of Allowances	Total Cost of allowance	Recommended change	Updated allowance if implemented	Updated total cost if implemented	Review Comments
	A	£ B	C	£ D	£ E	£ F	£ G	H
Value of a Unit		1,544						
SPECIAL RESPONSIBILITY ALLOWANCES								
Chairman of the County Council	6	9,264	1	9,264		9,264	9,264	
Vice Chairman of the County Council	2	3,088	1	3,088		3,088	3,088	
Leader of the County Council	16	24,704	1	24,704		24,704	24,704	
Deputy Leader	10	15,440	1	15,440		15,440	15,440	
Other Executive Members	9	13,896	6	83,376		13,896	83,376	
Chairman Of Health Overview and Scrutiny Committee	6	9,264	1	9,264		9,264	9,264	
Chairman of Other Overview and Scrutiny Committees	3	4,632	4	18,528		4,632	18,528	
Vice-Chairman of Overview and Scrutiny Committees	1	1,544	5	7,720		1,544	7,720	
Chairman of Area Committee	2	3,088	7	21,616	-772	2,316	16,212	It is noted the number of annual meetings has reduced from 5 to 4 and that certain powers, such as the power to approve Traffic Regulation Orders have been removed from the Area Committee Remit . Therefore it can be argued that the level of responsibility that the Chairman of an Area Committee has is reduced.
Chairman of Planning and Regulatory Functions Committee	2	3,088	1	3,088	772	3,860	3,860	It is considered that the amount of work and responsibility that is required to be undertaken by this role, of chairing this quasi-judicial committee justifies an increase in the SRA.
Regulatory Functions Sub-Committee (new from 04/06/13)	1	1,544	1	1,544		1,544	1,544	
Chairman of Appeals Committee	2	3,088	1	3,088	1,544	4,632	4,632	Last year the Committee met 18 times and considered 138 appeals against school transport. Given the large number of meetings and the increasing time taken in dealing with the appeals, it is considered that an increase to the SRA is justified, together with the introduction of an SRA (0.5 units) for the Vice-Chairman.
Vice Chairman of Appeals Committee	0	0	0	0	772	772	772	
Chairman of Employment Appeals Committee	1	1,544	1	1,544		1,544	1,544	
Chairman of Pensions Committee	3	4,632	1	4,632		4,632	4,632	
Chairman of Scrutiny Board	1	1,544	1	1,544		1,544	1,544	

Special Responsibility Allowances, Other Allowances, and Allowances for the Police and Crime Panel 2014/15

	Number of Units	Current Allowance £	Number of Allowances	Total Cost of allowance £	Recommended change £	Updated allowance if implemented £	Updated total cost if implemented £	Review Comments
	A	B	C	D	E	F	G	H
Chairman of Audit Committee	2	3,088	1	3,088		3,088	3,088	
Chairman of Standards Committee	1	1,544	1	1,544		1,544	1,544	
Champion for Young People	3	4,632	1	4,632		4,632	4,632	
Champion for Older People	3	4,632	1	4,632		4,632	4,632	
<u>Leaders of Political Groups</u>								
Second largest group membership	3	4,632	1	4,632		4,632	4,632	
Third largest group membership nb the allowance for the Third largest group leader is shared equally where there is more than one eligible group	1.5	2,316	1	2,316		2,316	2,316	
<u>Secretaries of Political Groups</u>								
Largest Group Membership	1.5	2,316	1	2,316		2,316	2,316	
Second largest group membership	1	1,544	1	1,544		1,544	1,544	
Third largest group membership nb the allowance for the Third largest group secretary is shared equally where there is more than one eligible group	0.5	772	1	772		772	772	
POLICE & CRIME PANEL (PCP)								
Chair of the Police and Crime Panel	3	4,632	1	2,316		4,632	2,316	
Vice Chair of the Police and Crime Panel	1	1,544	2	772		1,544	772	
OTHER ALLOWANCES								
Independent Persons	0.5	772	2	1,544		772	1,544	

Total Special Responsibility Allowances	42	233,916
Total Police & Crime Panel Allowances	3	3,088
Total Other Allowances	2	1,544
Total	47	238,548

	231,600
	3,088
	1,544
	236,232
Overall Change	-2,316

APPENDIX 5

Proposed Distribution of Total SRA
Allocation - Leaders of Opposition Groups

Proposed Distribution of Total SRA
Allocation - Secretaries of
Opposition Groups

	Second/Joint Second Largest Groups	Other Eligible Groups	Total SRA all Groups	Second/Joint Second Largest Groups	Other Eligible Groups	Total SRA all Groups
number of groups	1	0		1	0	1
SRA per post (£)	4632	0		1544	0	
Total SRA	4632	0	4632	1544	0	1544
number of groups	1	1		1	1	2
SRA per post (£)	4632	2316		1544	772	
Total SRA	4632	2316	6948	1544	772	2316
number of groups	1	2	3	1	2	3
SRA per post (£)	3474	1737		1158	579	
Total SRA	3474	3474	6948	1158	1158	2316
number of groups	1	3	4	1	3	4
SRA per post (£)	2779	1390		926	463	
Total SRA	2779	4170	6949	926	1389	2315
number of groups	2	0	2	2	0	2
SRA per post (£)	3474	0		1158	0	
Total SRA	6948	0	6948	2316	0	2316
number of groups	2	1	3	2	1	3
SRA per post (£)	2779	1390		926	463	
Total SRA	5558	1390	6948	1852	463	2315
number of groups	2	2	4	2	2	4
SRA per post (£)	2316	1158		772	386	
Total SRA	4632	2316	6948	1544	772	2316
number of groups	3	0	3	3	0	3
SRA per post (£)	2316	0		772	0	
Total SRA	6948	0	6948	2316	0	2316
number of groups	3	1	4	3	1	4
SRA per post (£)	1985	993		662	330	
Total SRA	5955	993	6948	1986	330	2316

**SUMMARY OF TRAVEL, SUBSISTENCE AND OTHER ALLOWANCES
2014/15**

Allowance	2014/15 Allowance Details
Childcare & Dependent Carers' Allowance	Childcare – lower of actual expenditure and national minimum wage (age 21 and over) Dependent carers' – lower of actual expenditure and appropriate charge set as part of NYCC home care charging scheme
Public Transport	Including rail travel at standard class (unless, in exceptional cases, first class journey approved by the Leader), and air travel (at standard rate, and approved by leader)
Travel by member's own private vehicle	Up to 10,000 miles per annum – 42p per mile In excess of 10,000 miles per annum – 25p per mile
Tolls, ferries and parking fees	Actual expenditure incurred
Bicycle	£2 per week (regular use); 40p per day ad hoc use
Subsistence – where genuine & unavoidable additional expenses are incurred	Breakfast - £6.50 Lunch - £9.00 Tea - £3.50 Evening Meal - £11.00 (tea & evening meal allowance cannot both be claimed on the same day)
Overnight bed & breakfast allowance	Outside London - £76.50 London - £110.00

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 2015**.
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 8, 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 21 or over.
(c) For care for others, the allowance will be the lower of actual expenditure and the appropriate charge, dependent on the period of care, set as part of the home care charging scheme by NYCC Health and Adult 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

Travel by member's own private vehicle will be paid at the rate payable under the officers scheme. The current rate is shown below. If, during the year, the rates payable to officers is reviewed, then the scheme will be amended to pay the revised officer rates:-

for a motor or tri car:-

Up to 10,000 miles per annum	42p per mile
Additional miles in excess of 10,000 per annum	25p per mile

for a motor cycle:-

To match the rates payable under the Officer Scheme

- (c) 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.
- (d) 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) Current rates and eligibility based on time of day are shown below. It is expected that claims will be made only where there are genuine and unavoidable additional expenses incurred. If during the year the rates payable to officers are reviewed then the scheme will be amended to pay the revised officer rates.

- (b) 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 detailed below and will be paid in line with the officer scheme (with the exception of the lunch allowance).

(i)	Breakfast allowance (when a journey commences before 7.30am)	£6.50
(ii)	Lunch allowance (when a journey commences before 12 noon and continues after 2pm)	£6.50
(iii)	Tea (when the absence continues after 6:30 pm)	£3.50
(iiii)	Evening meal allowance (when the absence continues after 8.30pm)	£11.00

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.

- (c) 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.
- (d) In line with the officers' scheme, maximum overnight allowances for Bed and Breakfast are £76.50 outside London and £110.00 in London. Other meals taken during the absence are payable in line with the rates set out in section (b) above. 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. Again in line with the officers' scheme it is recognised that there may be exceptional circumstances where consideration needs to be given to paying above these maximum rates. This may be necessary where other costs, e.g. conference fees, are part of a package, or where accommodation in a particular town or city are high and it can be shown that efforts have been made to find hotels or guest houses within the limits. Where such difficulties are likely to occur, it will normally be appropriate to ask officers to make the necessary arrangements using the County Council Travel Contract.
- (e) 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.

General Provisions

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

7. Renunciation

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

8. 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 – Strategic Resources 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.

9. 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, and travelling and subsistence allowances, on the last working day of the month in respect of claims received by the processing deadline.

10. 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 – ALLOWANCES PAID PER ANNUM PER MEMBER

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

Post	<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 (4):	4,632
Vice-Chairmen of Overview and Scrutiny Committees (5):	1,544
Chairmen of Area Committees (7):	2,316
Chairman of Planning and Regulatory Functions Committee	3,860
Chairman of the Planning & Regulatory Functions Sub-Committee	1,544
Chairman of the Appeals Committee (Home to School Transport)	4,632
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
Chairman of the Standards Committee	1,544
Vice Chairman of the Appeals Committee (Home to School Transport)	772
Champions (2)	4,632
Leaders of Political Groups:	
Where group is second party in terms of group membership and there are no other groups eligible* for an SRA payment.	4,632
In all other cases this is the Total SRA available to share between the Group Leaders on the basis that the Leaders of the second largest group(s) receive an SRA twice the amount as the Leaders of the other eligible groups*	6,948
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 and there are no other groups eligible* for an SRA payment	1,544
In all other cases this is the Total SRA available to share between the Group Secretaries (second largest and other eligible groups) on the basis that the Secretaries of the second largest group(s) receive an SRA twice the amount as the Secretaries of the other eligible groups*.	2,316

(* other eligible groups are those that have over 10% of the membership, which is to be interpreted as over 7 in number)

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:

Independent Persons of the Standards Committee (2)	772
--	-----

3. The following are specified as the special responsibilities in relation to the Police and Crime Panel in respect of which Special Responsibility Allowances are payable and the amounts of those allowances:

Chairman of the Panel	4,632
Vice Chairmen of the Panel (2)	1,544

4. The following are specified as the special responsibilities in relation to the Pensions Board in respect of which Special Responsibility Allowances are payable and the amounts of those allowances:

Chairman of the Board	2,316
-----------------------	-------

Travel, subsistence and other expenses for members of the Board are the same as those for Members of the Council.

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 2015**.

Deleted: 2014

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 8, the amount of each allowance shall be the amount specified against that special responsibility in that schedule.

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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 21 or over.
(c) For care for others, the allowance will be the lower of actual expenditure and the appropriate charge, dependent on the period of care, set as part of the home care charging scheme by NYCC Health and Adult 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

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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

Travel by member's own private vehicle will be paid at the rate payable under the officers scheme. The current rate is shown below. If, during the year, the rates payable to officers is reviewed, then the scheme will be amended to pay the revised officer rates:-

for a motor or tri car:-

Up to 10,000 miles per annum	42p per mile
Additional miles in excess of 10,000 per annum	25p per mile

for a motor cycle:-

To match the rates payable under the Officer Scheme

- (c) 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.
- (d) 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) Current rates and eligibility based on time of day are shown below. It is expected that claims will be made only where there are genuine and unavoidable additional expenses incurred. If, during the year, the rates payable to officers are reviewed then the scheme will be amended to pay the revised officer rates.

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- (b) 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 detailed below and will be paid in line with the officer scheme, (with the exception of the lunch allowance).

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(i)	Breakfast allowance (when a journey commences before 7.30am)	£6.50
(ii)	Lunch allowance (when a journey commences before 12 noon and continues after 2pm)	£6.50
(iii)	Tea (when the absence continues after 6:30 pm)	£3.50
(iiii)	Evening meal allowance (when the absence continues after 8.30pm)	£11.00

Deleted: 9.00

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.

- (c) 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.
- (d) In line with the officers' scheme, maximum overnight allowances for Bed and Breakfast are £76.50 outside London and £110.00 in London. Other meals taken during the absence are payable in line with the rates set out in section (b) above. 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. Again in line with the officers' scheme it is recognised that there may be exceptional circumstances where consideration needs to be given to paying above these maximum rates. This may be necessary where other costs, e.g. conference fees, are part of a package, or where accommodation in a particular town or city are high and it can be shown that efforts have been made to find hotels or guest houses within the limits. Where such difficulties are likely to occur, it will normally be appropriate to ask officers to make the necessary arrangements using the County Council Travel Contract.
- (e) 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.

General Provisions

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

7. Renunciation

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

8. 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 – Strategic Resources 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.

9. 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, and travelling and subsistence allowances, on the last working day of the month in respect of claims received by the processing deadline.

10. 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.

Deleted: <#>Pensions¶

¶ The recently issued 'Local Government Pension Scheme (Transitional Provisions, Savings and Amendment) Regulations 2014, will phase out councillors' membership of the LGPS. The councillor's scheme is no longer open to new members. Councillors who are existing members of the scheme will cease to be so at the end of their current term of office. ¶

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(b) Individual councillors' attendance will be published annually.

SCHEDULE 1 - ALLOWANCES PAID PER ANNUM PER MEMBER

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

Deleted: special responsibility allowances

Post Allowance *per annum per Member*

Deleted:

Deleted: Per

£

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 (4):	4,632
Vice-Chairmen of Overview and Scrutiny Committees (5):	1,544

Chairmen of Area Committees (7):	2,316
Chairman of Planning and Regulatory Functions Committee	3,860
Chairman of the Planning & Regulatory Functions Sub-Committee	1,544
Chairman of the Appeals Committee (Home to School Transport)	4,632
Chairman of the Employment Appeals Committee	1,544
Chairman of Pensions Committee	4,632
Chairman of Scrutiny Board	1,544
<u>Chairman of Audit Committee</u>	<u>3,088</u>
Chairman of the Standards Committee	1,544

Moved (insertion) [1]

Moved down [2]: 3,088

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Vice Chairman of the Appeals Committee (Home to School Transport) 772

Moved (insertion) [2]

Deleted: Chairman of Audit Committee

Deleted: 3,088

Champions (2) 4,632

Leaders of Political Groups:

Where group is second party in terms of group membership and there ~~are no other groups eligible*~~ for an SRA payment. 4,632

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Deleted: is more than one such group, the allowance shall be shared between them equally)

Moved up [1]: 2,316

In all other cases this is the Total SRA available to share between the Group Leaders on the basis that the Leaders of the second largest group(s) receive an SRA twice the amount as the Leaders of the other eligible groups* 6,948

Secretaries of Political Groups

Where group is first party in terms of group membership 2,316

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Where group is second party in terms of group membership and there are no other groups eligible* for an SRA payment 1,544

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2,316

In all other cases this is the Total SRA available to share between the Group Secretaries (second largest and other eligible groups) on the basis that the Secretaries of the second largest group(s) receive an SRA twice the amount as the Secretaries of the other eligible groups*.

(* other eligible groups are those that have over 10% of the membership, which is to be interpreted as over 7 in number)

These allowances are payable in addition to the basic allowance.

Deleted: ¶
(* 10% to be interpreted as 7 in number)¶

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

Independent Persons of the Standards Committee (2) 772

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3. The following are specified as the special responsibilities in relation to the Police and Crime Panel in respect of which Special Responsibility Allowances are payable and the amounts of those allowances:

Chairman of the Panel 4,632
Vice Chairmen of the Panel (2) 1,544

Deleted: Chairman

4. The following are specified as the special responsibilities in relation to the Pensions Board in respect of which Special Responsibility Allowances are payable and the amounts of those allowances:

Chairman of the Board 2,316

Travel, subsistence and other expenses for members of the Board are the same as those for Members of the Council.

2015/16 PROPOSED SCHEME OF 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 necessarily incurred by them for the purpose of enabling them to perform an **Approved Duty**.

List of Approved Duties

- (a) All meetings of the County Council, the Executive.
- (b) Any Committees of the Council or of the Executive, and any Sub-Committees, Panels or Working Parties they may establish.
- (c) Meetings of the Police and Crime Panel.
- (d) Meetings of the Health and Wellbeing Board.
- (e) Visits by Executive Members, Designated Champions, Chairmen and Vice-Chairmen of Overview and Scrutiny Committees on County Council business associated with those roles.
- (f) Meetings, outside of formal Council meetings, attended by Members with officers, for the purpose of progressing County Council business, provided that:
 - the journey is strictly necessary for the matter to be resolved in an effective way;
 - the issue could not be dealt with at the same time that other business is being undertaken, for example on the same day as a formal meeting, so as to avoid an unnecessary journey; and
 - is reasonably undertaken in pursuit of the Council's work.
- (g) Attendance of Members at training courses and seminars approved by the Chief Executive.
- (h) Attendance at conferences, subject to the specific arrangements set out in the **Protocol on Members Attendance at Conferences** within the County Council's Constitution.
- (i) 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. (Note: Expenses will not be payable where they are payable by the body appointed to, in which case, the claim should be submitted to the body concerned.) In particular it should be noted that the Police, Fire and National Park Authorities have their own arrangements in relation to the payment of these allowances.
- (j) Attendance at Parish Council Meetings in connection with the work of the County Council.

Certain duties, specifically relating to formal meetings of the County Council are covered 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 arising from any changes to these Regulations.

Duties for which travelling and subsistence will not be paid

It should be noted that 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
- Political group meetings

2015/16 PROPOSED SCHEME OF 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 necessarily incurred by them for the purpose of enabling them to perform an **Approved Duty**.

List of Approved Duties

- (a) All meetings of the County Council, the Executive.
- (b) Any Committees of the Council or of the Executive, and any Sub-Committees, Panels or Working Parties they may establish.
- (c) Meetings of the Police and Crime Panel.
- (d) Meetings of the Health and Wellbeing Board.
- (e) Visits by Executive Members, Designated Champions, Chairmen and Vice-Chairmen of Overview and Scrutiny Committees on County Council business associated with those roles.
- (f) Meetings, outside of formal Council meetings, attended by Members with officers, for the purpose of progressing County Council business, provided that:
 - the journey is strictly necessary for the matter to be resolved in an effective way;
 - the issue could not be dealt with at the same time that other business is being undertaken, for example on the same day as a formal meeting, so as to avoid an unnecessary journey; and
 - is reasonably undertaken in pursuit of the Council's work.
- (g) Attendance of Members at training courses and seminars approved by the Chief Executive.
- (h) Attendance at conferences, subject to the specific arrangements set out in the **Protocol on Members Attendance at Conferences** within the County Council's Constitution.
- (i) 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. (Note: Expenses will not be payable where they are payable by the body appointed to, in which case, the claim should be submitted to the body concerned.) In particular it should be noted that the Police, Fire and National Park Authorities have their own arrangements in relation to the payment of these allowances.
- (j) Attendance at Parish Council Meetings in connection with the work of the County Council.

Certain duties, specifically relating to formal meetings of the County Council are covered 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 arising from any changes to these Regulations.

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Duties for which travelling and subsistence will not be paid

It should be noted that 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
- Political group meetings

Deleted: <#>Party political meetings (but note that Members of groups representing 10% of the membership of the Council can claim travelling and subsistence expenses for attending one group meeting per cycle for the purpose of the conduct of County Council business).¶