

Shadow Dorset Council

Date of Meeting	20 February 2019
Officer	Jonathan Mair, Corporate Director – Legal and Democratic and Monitoring Officer (Designate)
Subject of Report	Scheme of members' allowances for Dorset Council
Executive Summary	<p>The Bournemouth, Dorset and Poole (Structural Changes) Order requires that the Shadow Dorset Council must formulate proposals for the scheme of members' allowances to be adopted by Dorset Council. In order to achieve this the Shadow Dorset Council must comply with the Local Authorities (Members' Allowances) (England) Regulations 2003 and adopt a scheme for Dorset Council having regard to the recommendations of an Independent Remuneration Panel.</p> <p>The Independent Remuneration Panel met on five occasions during October and November 2018 and February 2019. The Panel's report, setting out its recommendations, is attached as Appendix 1 to this report.</p> <p>The Panel acknowledged that the evidence provided to them was the best available to them at the time and that the governance structure and operation of Dorset Council will continue to evolve. Particular attention is therefore drawn to the recommendation at paragraph 17.3 that the scheme be reviewed by the Panel after twelve months of operation, unless any emerging issues arise sooner upon which the Council wants to seek views.</p>
Impact Assessment:	<p>Equalities Impact Assessment: An equalities impact screening has been carried out on the Panel's report and no issues were identified. Linked to this, a general equalities impact assessment has been undertaken as part of the work to inform the approach to be taken to the provision of support and development for the Dorset Councillors.</p> <p>Budget: The allowances recommended by the Panel represent an ongoing saving of £400,000 on the existing</p>

	<p>budgets of £1.8m for members' allowances across the six councils.</p> <p>Risk Assessment: Having considered the risks associated with this decision using the LGR Programme risk management methodology, the level of risk has been identified as: Current Risk: LOW Residual Risk: LOW</p>
Recommendation	<ol style="list-style-type: none"> 1. That a scheme of members' allowances for Dorset Council be adopted as recommended by the Independent Remuneration Panel. 2. That the list of approved duties set out in Appendix 2 to the report be approved.
Reason for Recommendation	To comply with the requirements of the Bournemouth, Dorset and Poole (Structural Changes) Order 2018.
Appendices	<ol style="list-style-type: none"> 1. Report of the Independent Remuneration Panel 2. List of approved duties
Background Papers	None
Officer Contact	<p>Name: Kirsty Riglar, Democratic and Electoral Services Manager, Purbeck District Council</p> <p>Tel: 01929 557221</p> <p>Email: kirstyriglar@purbeck-dc.gov.uk</p>

1. The Panel's recommendations

1.1 The Panel's recommendations relate to a scheme of members' allowances to come into effect from 1 April 2019 when the predecessor district and county councils are abolished and the new Dorset Council takes on responsibility for service delivery.

1.2 The 206 councillors of the predecessor district and county councils will continue in office on 1 April 2019 until 6 May 2019 but as new Dorset Councillors. 6 May 2019 is four days after the election of the 82 councillors who, from that date, will form Dorset Council. The scheme of allowances will therefore be in two main parts and the Panel makes recommendations about:

- (i) an initial or interim allowances for the 206 Dorset Councillors in office from 1 April until 6 May 2019; and
- (ii) the main scheme of members' allowances for the 82 Dorset Councillors in place from 6 May 2019.

1.3 For the initial or interim allowances from 1 April until 6 May 2019, in summary the Panel recommends:

- (i) the rate of the basic allowance to be paid to members of Dorset Council shall be set at £360;
- (ii) no individual may receive more than one basic allowance;
- (iii) travel allowances be paid in line with the HMRC mileage allowance payments for undertaking official business;
- (iv) a dependent carers' allowance be paid in qualifying circumstances;
- (v) a special responsibility allowance of £600 be paid to each to the members of the continuing Executive Committee in recognition of their ongoing involvement in the transitional arrangements during the interim period and pending the election of the new cohort of councillors.

1.4 Moving on to the main scheme, in summary, from 6 May 2019 the Panel recommends:

- (i) a basic allowance of £13,000 per annum for each of the 82 members;
- (ii) travel allowances in line with the HMRC mileage allowance payments for undertaking official business;
- (iii) subsistence allowances reflecting the scheme in place for officers of Dorset Council;
- (iv) a dependent carers' allowance be paid in qualifying circumstances;
- (v) the following special responsibility allowances (all per annum):
 - Leader – £35,000
 - Executive Members (including Deputy Leader) – £22,000
 - Chairman of the Council – £10,000
 - Vice-Chairman of the Council – £5,000
 - Chairmen of Audit and Governance Committee, all scrutiny committees and all planning committees (including strategic) - £10,000
 - Chairmen of all other committees listed in Article 8 of the Dorset Council Constitution - £5,000
 - Minority Group Leaders (subject to a minimum of members) - £5,000
- (vi) no SRAs be paid to vice-chairmen of committees;
- (vii) members may not receive more than one SRA; and
- (viii) that allowances be adjusted by an amount equivalent to any officers' pay award for each subsequent year for the period up to the next review of the scheme.

2. Approved duties

2.1 Whilst Regulation 8 of the 2003 Regulations lists a number of categories within which local authorities may provide for the payment of an allowance in respect of travelling and allowance, the current sovereign councils each set out a list of 'approved duties' within their current allowances schemes. This provides clarity as to the duties for which members can claim these allowances. Whilst the Panel was asked to make a recommendation as to the amount of such allowances, it did not fall within its remit to recommend 'approved duties'.

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2.2 Officers have therefore compiled a draft list of approved duties to be included within the Dorset Council scheme and this is set out in **Appendix 2** to this report.

Jonathan Mair, Corporate Director – Legal and Democratic and Monitoring Officer (Designate)

Report of the Independent Remuneration Panel

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1. Introduction

This report has been prepared by the Independent Remuneration Panel for Dorset Council (the **Panel**) comprising three individuals drawn from the community who have participated in panels for current Dorset area councils:

- (i) Mr John Quinton (Chairman)
 - Former Head of Democratic Services at Wiltshire Council
 - Member of Independent Remuneration Panels for West and North Dorset District Councils and Weymouth and Portland and Christchurch Borough Councils;
- (ii) Mr Keith Broughton
 - Member of the Independent Remuneration Panel for West and North Dorset District Councils and Weymouth and Portland Borough Council; and
- (iii) Mr Martin Varley
 - Partner at Humphries Kirk LLP (Solicitors) and Chartered Member of the Chartered Institute for Securities & Investment
 - Member of the Independent Remuneration Panels for Dorset County Council and Dorset and Wiltshire Fire & Rescue Authority
 - Previous relevant voluntary work includes Chairman of Wealden District Council Independent Remuneration Panel, Eastbourne Borough Council Independent Remuneration Panel and East Sussex Fire & Rescue Authority Independent Remuneration Advisory Group

2. Legal Basis

- 2.1. The Local Authorities (Members' Allowances) (England) Regulations 2003 (the **Regulations**) apply to local authorities including district and county councils.
- 2.2. The Regulations require a relevant authority to make a scheme providing for the payment of a basic allowance to each member of that authority. The basic allowance must be the same for each member of the authority.

2.3. A relevant authority's scheme of allowances may also provide for the payment of special responsibility allowances (**SRAs**) to such members of the authority as have special or additional responsibilities. The specified categories of special or additional responsibilities which may be included in a scheme of allowances include:

- i) acting as leader or deputy leader of a political group within the authority;
- ii) acting as a member of an executive where the authority is operating executive arrangements within the meaning of part 2 of the Local Government Act 2000;
- iii) presiding at meetings of a committee or sub-committee of the authority;
- iv) representing the authority at meetings of or arranged by any other body;
- v) acting as a member of a committee or sub-committee of the authority which meets with exceptional frequency or for exceptionally long periods;
- vi) acting as the spokesperson of a political group on a committee or sub-committee of the authority; and
- vii) carrying out such other activities in relation to the discharge of the authority's functions as require of the member an amount of time and effort equal to or greater than would be required of him or her by any of the above mentioned activities.

2.4. SRAs need not be the same and may reflect the different expectations, time and effort involved in particular roles.

2.5. Member allowance schemes may also provide for the payment of a dependent carers' allowance and also for members' travelling and subsistence whilst acting in connection with their duties as a member of the authority.

2.6. Before a relevant authority may make or amend a scheme of allowances it must have regard to recommendations made in relation to the scheme by an independent remuneration panel.

3. Context

3.1. Following the parliamentary approval of the Bournemouth, Dorset and Poole (Structural Changes) Order 2018, the new Dorset Council will come into effect on 1 April 2019 and the current Dorset County Council, district councils of East Dorset, North Dorset, Purbeck and West Dorset and Weymouth and Portland Borough Council will cease to exist.

3.2. Elections for the 82 seats on Dorset Council will be held on 2 May 2019.

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- 3.3. For the period 1 April – 6 May 2019 (the date on which the 82 newly elected councillors take office), the 206 current members (being 174 individuals) of the six sovereign councils mentioned in paragraph 3.1 will continue as members of Dorset Council. As the current councils will no longer exist, their schemes of members' allowances will no longer be in force and therefore those current allowances will no longer be payable.
- 3.4. Therefore, in addition to making recommendations on a scheme of allowances for the new cohort of councillors to be elected in May, the Panel has also been asked to consider what approach should be taken to the provision of allowances during this Interim Period.

4. Role of the Panel

- 4.1. A scheme for the payment of a basic allowance must be adopted by the Shadow Council for Dorset Council. It may also adopt a scheme for the payment of SRAs and other allowances as set out in paragraph 2. Members must have "regard" to the recommendations of an Independent Remuneration Panel in relation to a scheme of allowances before adopting any scheme. Therefore, councillors themselves acting as a relevant authority make the final decision about what allowances are to be available.
- 4.2. Regulation 20(2) requires that an independent remuneration panel shall consist of at least three members none of whom –
- (a) is also a member of an authority in respect of which it makes recommendations or is a member of a committee or sub-committee of such an authority; or
 - (b) is disqualified from being or becoming a member of an authority.
- 4.3. The three members of the Panel are individuals, none of whom is disqualified from being or becoming a member of a relevant authority.
- 4.4. The Panel has been asked to formulate recommendations for a scheme of members' allowances for Dorset Council for the period commencing on 1 April 2019.
- 4.5. The Panel met on 25 October, 16, 20 and 28 November 2018 and 8 February 2019.

5. Evidence

- 5.1 To inform the development of its recommendations, the Panel was provided with the following evidence:-
- (i) the Regulations;
 - (ii) council size submission to Local Government Boundary Commission for England;

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- (iii) final recommendations of Local Government Boundary Commission for England on the electoral review of Dorset Council;
- (iv) benchmarking data – unitary authorities and current Dorset councils – levels of current allowances, electorate figures and council sizes;
- (v) current members' allowances schemes for Dorset area councils and members' allowances budgets;
- (vi) information relating to the composition of Shadow Dorset Council;
- (vii) emerging governance structure for Dorset Council and anticipated roles of members;
- (viii) emerging Constitution of Dorset Council; and
- (ix) Wiltshire Council – report on members allowances in the pre-election period (2009).

5.2 The Panel also had the opportunity to interview those individuals named at paragraphs 6.2 and 6.3.

6. Methodology for the review

6.1 A questionnaire was sent to all of the Shadow Dorset Councillors seeking views on the average amount of time spent on council business, the level of basic allowance for Dorset Council and other aspects relating to members' allowances. 50 responses were received and the analysis of these is attached as the **Appendix** to this report.

6.2 The Panel interviewed the following councillors:

- (i) Councillor Rebecca Knox
 - Leader - Shadow Dorset Council and Chairman – Shadow Executive Committee
 - Leader - Dorset County Council;
- (ii) Councillor Spencer Flower
 - Lead Member for Governance – Shadow Executive Committee
 - Leader - East Dorset District Council
 - Member – Dorset County Council;
- (iii) Councillor Nick Ireland
 - Leader of the Liberal Democrat Group – Dorset County Council;
- (iv) Councillor Colin Huckle
 - Lead Member for Harbours, Beaches and Coastal Defence – Shadow Executive Committee
 - Brief holder for Transport and Infrastructure and Leader of the Labour Group – Weymouth and Portland Borough Council;

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- (v) Councillor Trevor Jones
 - Chairman – Shadow Overview and Scrutiny Committee
 - Member – West Dorset District Council;
- (vi) Councillor Jill Haynes
 - Lead Member for Adult Services – Shadow Executive Committee
 - Deputy Leader and Portfolio Holder for Health and Care – Dorset County Council
 - Member – West Dorset District Council;
- (vii) Councillor Toni Coombs
 - Chairman – East Dorset District Council
 - Member – Dorset County Council;
- (viii) Councillor Ian Gardner
 - Portfolio Holder for Planning – West Dorset District Council;
- (ix) Councillor Graham Carr-Jones
 - Leader – North Dorset District Council
 - Member – Dorset County Council
 - Lead Member for Customer Access and Engagement and Housing - Shadow Executive Committee;
- (x) Councillor Sherry Jespersen
 - Deputy Leader – North Dorset District Council
 - Lead Member for Communities - Shadow Executive Committee;
- (xi) Councillor Shane Bartlett
 - Leader of the Liberal Democrat Group on East Dorset District Council
 - Member – Dorset County Council; and
- (xii) Councillor Ray Bryan
 - Member – Dorset County Council
 - Member – East Dorset District Council.

6.3 In addition, the Panel interviewed Matt Prosser, Chief Executive (Designate), Dorset Council and Jonathan Mair, Corporate Director – Legal and Democratic, Dorset Council.

6.4 The Panel wishes to record its thanks to those individuals who gave evidence.

7. Panel Deliberations

7.1 The Panel recognises and acknowledges that the evidence provided is based upon emerging work in relation to the development of the

governance structure for Dorset Council and the best predictions of workloads and roles.

- 7.2 The Panel sought to interview councillors of all political groups and officers with varying roles and responsibilities in an effort to gain the best possible interpretation of how the new council will operate and function.
- 7.3 The Panel had regard to the extent to which the initial 206 members of Dorset Council (174 individuals) will be engaged in the normal business of a relevant authority in the period 1 April to 6 May 2019 (the **Interim Period**) and whether proposals for the scheme of allowances should differ in the Interim Period.

8. Recommendations for Interim Period – 1 April – 6 May 2019

- 8.1 Regulation 4 provides as follows:

“Basic allowance

(1) An authority shall–

(a) make a scheme in accordance with these Regulations which shall provide for the payment of an allowance in respect of each year to each member of an authority, and the amount of such an allowance shall be the same for each such member (“basic allowance”); ...”

- 8.2 The Panel was told that there will be no meetings of the full council in the Interim Period. A small number of committees may meet during the Interim Period in order to deal with any urgent matters. However, no meetings are being scheduled. It is also noted that the pre-election period (purdah) will have begun prior to 1 April, which may also have an impact upon and limit decision-making activity of the new authority.
- 8.3 The Panel noted written and oral evidence to the effect that there will be an ongoing community representation role for all councillors during the Interim Period. However, the focus of those who are seeking election to the new council will be on campaigning. The Panel was advised that in consequence of campaigning additional case work might be picked up “on the doorstep”. Councillors also emphasised the importance of managing their existing casework which would continue during the Interim Period.
- 8.4 The Panel heard some evidence that the role of conduit to facilitate communication between the new Council and parish and town councils and residents in the Interim Period would not diminish. It was anticipated by some interviewees that a key role here for councillors was to inform and explain to both parish and town councils and residents the transition process to the new unitary council and what it would mean for them. It was thought that this function would be significant in the Interim Period.

- 8.5 Pursuant to Regulation 4, Dorset Council must establish a Members' Allowances Scheme with a basic allowance for the period commencing 1 April 2019. The Regulations do not allow a relevant authority to have more than one BA in any period. Some interviewees suggested to the Panel that the current allowances schemes for each of the sovereign councils should simply be rolled forward into the Interim Period. In the view of the Panel this would not be lawful as it would lead to different levels of BA being payable which would be contrary to the Regulations and discriminatory.
- 8.6 The Panel received varying evidence as to the anticipated workloads of individual councillors during the Interim Period. On balance, the Panel was persuaded that the ongoing representation and communications role was sufficient to justify the payment of a basic allowance, whether or not councillors were seeking election to the new council. The sum should recognise the five-week duration of the Interim Period, and should be based on the representational role only and should reflect that all 174 individual councillors would serve the residents, rather than the reduced number of councillors post 6 May 2019.
- 8.7 The Panel also agreed that in the unlikely event of meetings being called during the Interim Period, then councillors should be reimbursed for their travelling expenses and a carers' allowance should be payable.
- 8.8 The Panel was told that it is extremely likely that the Shadow Executive Committee will continue to work with officers both collectively and in relation to those areas on which individual members take a lead throughout the Interim Period in preparation for the transition to the new council. The Panel is of the view that all members of the Shadow Executive Committee should be paid an SRA for their roles and responsibilities during the Interim Period.
- 8.9 ***The Panel recommends that during the Interim Period:***
- i) the rate of the basic allowance to be paid to members of Dorset Council shall be set at £360;***
 - ii) no individual may receive more than one basic allowance;***
 - iii) a travel allowance be paid to members in line with HMRC Mileage Allowance Payments (MAP) for undertaking official business during the Interim Period;***
 - iv) a dependent carers' allowance be paid to members of up to £9 per hour, i.e. actual expenditure incurred up to a maximum of £9 per hour, will be paid for care of dependants, whether children, elderly people or people with disabilities, while a member is on Dorset Council business where travelling allowances are payable. The allowance will not be payable to***

a member of the claimant's own household. Members who claim a carers' allowance are required to certify that the amounts claimed (up to the permitted maximum) have actually been incurred by signing the declaration on the reverse of the claim form. Receipts should also be provided; and

- v) a SRA of £600 be paid to each of the members of the continuing Executive Committee in recognition of their ongoing involvement on the transitional arrangements during the Interim Period and pending the election of the new cohort of councillors.***

9. Recommendations for Dorset Council basic allowance to come into effect on 6 May 2019

9.1 The Panel carefully considered the responses given by members of the existing sovereign authorities to the questionnaire referred to in paragraph 6.1. Views differed considerably concerning the proper level of the basic allowance, ranging from £7,000 to £25,000 plus per annum.

9.2 The Panel received views from some councillors to the effect that a higher level of basic allowance would attract people from a broader spectrum and demographic to stand for election. Many councillors referred to allowances synonymously as remuneration. Some thought that the basic allowance should be pegged at the level of a living wage and many that it should give the possibility of councillors to work part time.

9.3 The Panel considered this view but was cognisant that this was an allowance and not a salary and it was offered in recognition of time and expenses incurred whilst on council business. With this mind the Panel wished to emphasise the purpose of the payment of the basic allowance. It was intended to recognise and to include:-

- i) the community representative role that all Members undertake amongst other things:-
 - a) representing constituents' views at meetings of the Council and, as appropriate, on other organisations;
 - b) ensuring that individual problems which have not been dealt with by the normal procedure are dealt with satisfactorily;
 - c) holding community meetings and consultations;
 - d) dealing with correspondence and obtaining information;
 - e) meeting with officers to make them aware of local concerns;
 - f) acting as the Council's representative on another body, requiring briefing and reporting back to Council.
- ii) attendance at and preparation for committee meetings;

- iii) travel time and time spent representing the Council on outside bodies;
 - iv) the use of the home as an office including internet, telephone and postage costs and the purchase of stationery and related items; and
 - v) some subsistence costs.
- 9.4 Associated with councillors' views on the level of the basic allowance there was also a huge divergence in the estimates of time that would be required to carry out the role of a member of the unitary authority. These ranged from 10-20 hours to 240 hours plus a month.
- 9.5 The Panel noted that some current county councillors saw the unitary authority role as marginally greater than their current role. However, current district councillors (who are not also county councillors) were broadly of the view that the role would be significantly larger and more complex.
- 9.6 One method of comparing the likely community workloads of councillors across various councils was to compare the councillor/electorate ratio. This varied across the sample of shire unitary authorities from 1 councillor per 3,325 electorate through to 1:3799. The Panel notes that the Local Government Boundary Commission for England has approved a council size of 82 for the new council giving a ratio of 1:3600, well within the broad range of similar unitary councils. This, the Panel notes, is approximately half the average size of a current Dorset County Council electoral division and double the average for a district/borough council ward.
- 9.7 The Local Government Boundary Commission for England accepted within its final recommendations the submission by the Dorset Area Joint Committee that workloads for the majority of existing councillors were manageable and that the election of the optimum number of councillors to the new council (82) would ensure that manageable workloads continued into the new council. This implied that workloads would remain broadly comparable with current levels.
- 9.8 The Panel accepts that the role of a member of the unitary authority will provide a significant challenge to all councillors but particularly those who are currently district/borough councillors and those who have never served on Dorset County Council. All of the evidence received suggests that the breadth and complexity of county council services (Adult and Children's Services in particular) will add significantly to the workload of those councillors not used to dealing with strategic county-wide services. Likewise, for Dorset County Council members who have never been district/borough councillors, the detail and public sensitivity

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around local services, such as planning and development control and closer liaison with parish/town councils, will be a challenge.

- 9.9 Councillors suggested that the reduction in the number of elected councillors, from 206 to 82, would have an impact on their individual workloads. The Panel noted that the 2016 elected positions are occupied by 174 individuals, as some of them serve on both the Dorset County Council and a district/borough council. Councillors recognised that the number of electors that each councillor would represent would reduce from the current Dorset County Council levels, but pointed out that many of the rural divisions remain very large, requiring significant travel time to meetings of parish and town councils and to meet residents.
- 9.10 A number of councillors presented evidence to the Panel that suggested that the planned significant reduction in the size of the officer structure, would result in councillors having much less officer assistance when responding to the needs, concerns and demands of their electorate. This might lead to councillors becoming increasingly the first point of contact for residents wishing to raise issues and therefore having to make a greater commitment of time.
- 9.11 Benchmarking data was provided to the Panel which indicated the range of current basic allowances payable within a sample of current shire unitary councils (£11,600 to £13,300), against which those basic allowances payable by current councils across the county of Dorset were measured (approximately £4,000 - £5,000 for the District/Borough Councils and £10,600 for the County Council).
- 9.12 The Panel is of the view that the reorganisation of the six councils into one unitary authority provides a unique opportunity to update and reset the allowances for the new Council. Having weighed the evidence received and balanced the various arguments, the Panel is of the view that the representative role of the new unitary councillor will be larger than that of a current county councillor. The role will be broadened by the addition of district council functions, and whilst this will be offset by the reduction in the number of electors represented, the majority of rural divisions remain large.
- 9.13 It is clear from interviews with the Leader of the Shadow Council and the Chief Executive (Designate) that smarter and more effective working is intended to ease the workload of councillors. However, the evidence supplied to the Panel from councillors also suggests that the impact from a reduced officer structure may lead to an increase in their workloads.
- 9.14 ***The Panel recommends that the rate of the basic allowance paid to members:***
- i) be set at £13,000 per annum; and***

- ii) that this be adjusted by an amount equivalent to any officers' pay award for each subsequent year for the period up to the next review of the scheme.*

10. ICT Provision

- 10.1 The Panel notes that no decision has yet been made as to the approach to the provision of IT equipment to Dorset Councillors following the May elections; whether this is to be provided by the Council or a 'Bring Your Own Device' approach is to be adopted. The basic allowance does not therefore incorporate a specific element to recognise the cost of buying and maintaining devices. However, it is designed to include a contribution towards provision of broadband and purchase of IT consumables such as toner cartridges and printer paper.
- 10.2 It was made clear in some interviews that senior members/officers expect the new Council to be at the forefront of the digital evolution and therefore there would be implications for the way councillors in the new council work. The Panel highlights this as an issue that may need to be reviewed at some later stage.

11. Special Responsibility Allowances (SRAs) to come into effect on 6 May 2019

- 11.1 The Panel notes that all the members' allowances schemes currently adopted by councils within Dorset include SRAs and that these are calculated as a multiplier of the basic allowance. The basic allowance is designed to reflect the time and costs of being a councillor. An SRA is paid to reflect significant additional responsibilities, workloads and accountabilities. They are two very different allowances with little logical connection.
- 11.2 One message that the Panel consistently received, both through the responses to the questionnaire and in interviews, is that the SRAs paid to members of the Cabinet/Executive are currently too low and the differentials with other SRAs lack finesse. For example currently within Dorset County Council's scheme, the Leader receives 3 times the basic allowance as an SRA (£31,923), the Deputy Leader 1.5 times the basic allowance (£15,961) and a Cabinet Member the equivalent of a basic allowance (£10,641). Some committee chairmen receive the equivalent of a basic allowance and other chairmen 0.5 of the basic allowance as SRAs.
- 11.3 It was clear from councillors who were interviewed that the workload and responsibilities of the Cabinet Member were significantly more than committee chairs and that these are, in effect, full-time roles. The Panel received examples from existing and previous Cabinet Members of the types of responsibilities and decisions and workloads for which they

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were held accountable. The Panel was told that a Cabinet of ten members may help ease workloads (Dorset County Council currently having six members).

- 11.4 The Panel was informed that the role of the Cabinet/Executive Member in the new authority would continue to evolve in what was hoped would be a continuation of the work currently underway within Dorset County Council with regard to the development of a member-led organisation. This might encompass cluster working and shared collective responsibility where Cabinet/Executive Members work across portfolios with other Cabinet/Executive Members and possibly with Portfolio Holders outside of the Cabinet.
- 11.5 In relation to the SRA paid to the Leader, the Panel received no evidence to suggest that any major change in the level was needed. In respect of the Deputy Leader it was suggested to the Panel that no additional SRA over and above that payable to a Cabinet/Executive Member is necessary.
- 11.6 The Panel received evidence that the civic role of the Chairman of Dorset Council may be emphasised. Without the constituent district/borough councils there would be significant additional civic roles to be performed and this role has important links to other partner organisations.
- 11.7 The Panel used the emerging governance structure to inform its considerations of other SRAs and understands that there are elements that are still evolving. The Panel received evidence that suggested that the democratically vital role of Overview and Scrutiny to challenge the Executive of the new Dorset Council would be weakened by having four free-standing scrutiny committees with no overarching committee to lead on holding the Executive to account. This in turn would impact on the importance and influence that members chairing those scrutiny committees are likely to have on the Executive. On this basis the Panel felt that until some evidence of how Overview and Scrutiny was working in the new Council, and how it was holding the Executive to account, the SRA for the chairmen of those committees should be placed at the same level as the other main committees.
- 11.8 The Panel received evidence that there were likely to be at least two levels of responsibility for committees, with some meeting more often and being more important to the overall governance of the new council. The Panel received evidence that Audit and Governance and all Planning Committees (both strategic and area-based) should be included within the higher-level category, the latter in particular dealing with demanding and sensitive local development control issues.
- 11.9 The Panel heard the views of members of the Shadow Council that, apart from the Vice-Chairman of Council, no other SRAs should be payable to vice-chairmen. Most respondents to the questionnaire and

interviewees advocated that members should only be entitled to claim one SRA regardless of how many SRAs they were entitled to claim.

11.10 The Panel heard evidence from officers that the role of Group Leader would be important for the management of the new council. The Panel considered what number of members ought to constitute a group for the purpose of an SRA. The Panel considers that a group should have a membership not less than 10% of the overall Council size.

11.11 For the reasons set out in paragraph 11.1, the Panel strongly recommends that a simple arithmetic relationship between the basic allowance and SRAs should not be adopted by the new authority.

11.12 The Panel recommends that the following special responsibility allowances be paid in recognition of the additional workload and levels of responsibility and accountability placed upon members appointed to these roles:

Leader – £35,000

Executive Members (including Deputy Leader) – £22,000

Chairman of the Council – £10,000

Vice-Chairman of the Council – £5,000

Chairmen of Audit and Governance Committee, all scrutiny committees and all planning committees (including strategic) - £10,000

Chairmen of all other committees listed in Article 8 of the Dorset Council Constitution - £5,000

Minority Group Leaders - £5,000

(Note: Minority Parties must have a membership of not less than 10% of Dorset Council for their Leader to receive an SRA).

11.13 The Panel further recommends that:

- i) no SRAs be paid to vice-chairmen of committees;**
- ii) members may not receive more than one SRA (and may elect which SRA to receive); and**
- iii) the SRAs be adjusted by an amount equivalent to any officers' pay award for each subsequent year for the period up to the next review of the scheme.**

12. Travel allowance

12.1 The Panel received various representations in response to the questionnaire and interviews that the current level of travelling allowances payable by the current sovereign councils within Dorset did not cover members' costs.

12.2 The Panel notes that all the relevant councils currently pay approved amounts under HMRC Mileage Allowance Payments (**MAPs**). Anything payable above MAP approved amounts result in a taxable benefit to the claimant. The Panel further notes that to introduce taxable benefits into the travel allowances scheme would be a disproportionate bureaucratic burden on the authority.

12.3 The MAP approved amounts are currently:

- i) car – 45p per mile up to 10,000 and 25p per mile thereafter;
- ii) passenger payments – up to 5p per mile per passenger (up to a maximum of four) to be claimed only for passengers who would otherwise be eligible for travelling allowance;
- iii) motorcycle – 24p per mile;
- iv) bicycle – 20p per mile;
- v) in relation to public transport (including rail and bus) - standard fare; and
- vi) parking fees – actual cost.

12.4 There was the suggestion that more travelling time would be required to attend meetings of the new council. The Panel accepts that for some members additional travel time would be required but across the board there would be fewer meetings, as explained at paragraph 9.10, and the basic allowance was designed to include the costs of travel time.

12.5 *The Panel recommends that travel allowances be paid to members:*

- i) in line with the MAPs for undertaking official business; and***
- ii) travelling to the Council's offices for meetings.***

13. Subsistence allowances

13.1 Subsistence allowances include the costs of:

- i) accommodation (if a member needs to stay away overnight);

- ii) any other necessary costs of travelling, e.g. parking charges, tolls, congestion charges; and
- iii) meals and other 'subsistence' while travelling.

13.2 The Panel understands that the current sovereign councils' allowances schemes provided for subsistence allowances at approximately the same rates.

13.3 The Panel did not receive any evidence on the issue of subsistence payments. For the avoidance of doubt, as this a new members' allowances scheme, the Panel wishes to emphasise that subsistence should be only claimable for undertaking official business outside of the ceremonial Dorset county (which includes the unitary council area of Bournemouth, Poole and Christchurch).

13.4 The Panel recommends that subsistence allowances paid to members:

- i) reflect the scheme in place for officers of Dorset Council (rounded to the nearest whole pound) when in place; and**
- ii) reflect the scheme in place for officers of Dorset County Council (as set out below) until such times as a Dorset Council scheme is in place:**

Subsistence provision	Standard	Greater and Inner London
Breakfast (business journeys must start before 7am)	£5.11	£6.76
Lunch (business journeys must entail working away from normal place of work between 12 and 2pm)	£6.99	£9.29
Dinner (can only be claimed when required to work outside of usual rostered requirements and away from normal place of work after 8.30pm)	£12.36	£16.11
Overnight (room only)	£85.92 (inc VAT)	£112.76 (inc VAT)

14. Carers' allowance

14.1 The Panel did not receive any evidence on this issue that would warrant any change from the approach currently taken by local authorities in Dorset.

14.2 The Panel understands that the current sovereign councils' allowances schemes provide for the payment of carers' allowance. All current councils included within their schemes a carers' allowance at approximately the same rates and with similar qualifications.

14.3 The Panel recommends that a dependent carers' allowance be paid to recompense the actual cost expended (and is not payable to a member of the claimant's own household):

- i) for care of dependents, whether children, elderly people or people with disabilities;*
- ii) for such time as a member is on Dorset Council business where travelling allowances are payable;*
- iii) at an hourly rate equivalent to 110% of the minimum wage, rounded up to the nearest whole pound, i.e. actual expenditure incurred subject to a maximum of £9* per hour.
As at April 2019

15. Co-opted and Independent Members' allowance

15.1 *The Panel recommends that an allowance of £350 per annum be paid to:*

- (i) the co-opted members of the scrutiny committee with oversight of education matters and the Dorset Police and Crime Panel;*
- (ii) the independent persons appointed to contribute to the arrangements of promoting and maintaining high standards of conduct; and*
- (iii) the independent persons appointed to serve on School Admission Appeals Panels (in addition to travel and subsistence allowances).*

15.2 *The Panel further recommends that such members be eligible to claim travelling and subsistence allowances as set out above.*

16. Pensions

16.1 *The Panel recommends that, as councillors do not have access to the Local Government Pension Scheme, no members be entitled to contributions to their pension schemes.*

17. Foregoing and suspension of allowances

17.1 *The Panel recommends that members may, if they wish, forego all or any part of their entitlement to basic allowance or SRA by giving notice in writing to the clerk to the Dorset Council.*

17.2 *The Panel recommends that where a member is suspended or partially suspended from his/her duties as a councillor in accordance with Part III of the Local Government Act 2000, or regulations made under that Part:*

- i) the part of the basic allowance payable to him/her in respect of the period for which he/she is suspended or partially suspended shall be withheld;*
- ii) the part of SRA payable to him/her in respect of the period for which he/she is suspended or partially suspended shall be withheld; and*
- iii) the part of travelling and subsistence allowance payable to him/her in respect of the period for which he/she is suspended or partially suspended shall be withheld.*

17.3 *The Panel recommends that where payment of any allowance has already been made in respect of any period during which the member concerned is:*

- i) suspended or partially suspended from his responsibilities or duties as a councillor in accordance with Part III of the Local Government Act 2000 or regulations made under that Part;*
- ii) ceases to be a member of Dorset Council; or*
- iii) is any other way not entitled to receive the allowance in respect of a relevant period,*

the authority may require that such part of the allowance as relates to any such period be repaid to the authority.

18. Emerging Governance Structure

18.1 The Panel received significant evidence that the emerging governance structure would continue to evolve over time. The Panel was informed that the focus for the new council was to ensure that it was “safe and legal” on 1 April 2019. Other developmental issues such as area governance arrangements were a matter for the future and for the new council not the shadow council.

18.2 Included within the developmental areas was how the culture of the new council would evolve and how the Executive would work in terms of collective and individual decision making and cluster working and how it would be held to account by Overview and Scrutiny.

18.3 *The Panel recommends that the scheme of members' allowances for Dorset Council be reviewed by an Independent Remuneration Panel after twelve months of operation, unless any emerging issues arise upon which the Council wants to seek the Panel's views before that time.*

Members' allowances benchmarking data - Dorset

Appendix

Allowances and SRA		BOURNEMOUTH Allowance			CHRISTCHURCH Allowance			DCC Allowance			EAST DORSET Allowance			NORTH DORSET Allowance			POOLE Allowance			PURBECK Allowance			WEST DORSET Allowance			WPBC Allowance			
Role / Authority Name		BOURNEMOUTH CurrentNo	BOURNEMOUTH Total		CHRISTCHURCH CurrentNo	CHRISTCHURCH Total		DCC CurrentNo	DCC Total		EAST DORSET CurrentNo	EAST DORSET Total		NORTH DORSET CurrentNo	NORTH DORSET Total		POOLE CurrentNo	POOLE Total		PURBECK CurrentNo	PURBECK Total		WEST DORSET CurrentNo	WEST DORSET Total		WPBC CurrentNo	WPBC Total		
Basic	Basic Members Allowance	9291	54	£501,714	£ 4,072	24	£97,728	£10,641	46	£489,486	£ 4,196	29	£121,684	£ 4,698	33	£155,034	£ 9,553	42	£401,226	£ 4,790	25	£119,750	£ 5,250	42	£220,500	5250	36	£189,000	
	Incidental cost add on to basic																												
Leadership & Cabinet	Mayor																									1314	1	£ 1,314	
	Deputy Mayor																			£ 4,790	1	£ 4,790	£ 6,564	1	£ 6,564				
	Chairman				£ 4,072	1	£ 4,072	£10,461	1	£ 10,461	£ 4,196	1	£ 4,196	£ 2,349	1	£ 2,349							£ 3,150	1	£ 3,150				
	Vice Chairman							£ 3,192	1	£ 3,192																			
	Vice chair of council																												
	Leader	17652	1	£ 17,652	£10,180	1	£10,180	£31,923	1	£ 31,923	£12,588	1	£ 12,588	£10,569	1	£ 10,569	£22,848	1	£ 22,848	£ 9,580	1	£ 9,580							
	Deputy Leader	13239	1	£ 13,239	£ 4,072	1	£ 4,072	£15,961	1	£ 15,961	£ 8,392	1	£ 8,392	£ 8,223	1	£ 8,223	£13,709	1	£ 13,709	£ 4,311	1	£ 4,311							
Speaker																													
Deputy Speaker																													
Cabinet Member	11034	9	£ 99,306				£10,461	5	£ 52,305	£ 6,294	9	£ 56,646	£ 7,047	4	£ 28,188	£11,424	8	£ 91,392											
	Portfolio Holders / Brief Holder																									5250	10	£ 52,500	
	Deputy Porfolio Holders																			£ 4,311	4	£ 17,244							
	Chair - Appeals	6621	1	£ 6,621				£ 3,192	1	£ 3,192																			
	Vice-chair - Appeals	3309	1	£ 3,309																									
	Chair - Audit Committee				£ 1,018	1	£ 1,018			£ 1,049	1	£ 1,049	£ 2,349	1	£ 2,349											1314	1	£ 1,314	
	Chair - Audit & Governance	4413	1	£ 4,413				£10,461	1	£ 10,461										£ 2,395	1	£ 2,395							
	Vice-chair Audit Committee	1104	1	£ 1,104																									
	Chair - Community Committee				£ 4,072	1	£ 4,072																						
	Chair - Resources Committee				£ 4,072	1	£ 4,072																						
	Chair - Dorset Police & Crime Panel																												
								£ 5,321	1	£ 5,321																			

Members' allowances benchmarking data - Dorset

Appendix

Allowances and SRA		BOURNEMOUTH Allowance			CHRISTCHURCH Allowance			DCC Allowance			EAST DORSET Allowance			NORTH DORSET Allowance			POOLE Allowance			PURBECK Allowance			WEST DORSET Allowance			WPBC Allowance		
Role / Authority Name		BOURNEMOUTH CurrentNo		BOURNEMOUTH Total	CHRISTCHURCH CurrentNo		CHRISTCHURCH Total	DCC CurrentNo		DCC Total	EAST DORSET CurrentNo		EAST DORSET Total	NORTH DORSET CurrentNo		NORTH DORSET Total	POOLE CurrentNo		POOLE Total	PURBECK CurrentNo		PURBECK Total	WEST DORSET CurrentNo		WEST DORSET Total	WPBC CurrentNo		WPBC Total
Chairs & Vice Chairs	Chair - Dorset Health Scrutiny Committee							£ 7,980	1	£ 7,980																		
	Chair - Ethical Governance				£ 1,018	1	£ 1,018				£ 1,049	1	£ 1,049															
	Chair - Harbour Management Board																									3939	1	£ 3,939
	Chair - Licensing Committee				£ 2,036	1	£ 2,036	£ 2,036	1	£ 2,036	£ 2,098	1	£ 2,098	£ 3,522	1	£ 3,522	£ 4,570	1	£ 4,570	£ 3,353	1	£ 3,353	£ 5,250	1	£ 5,250	1314	1	£ 1,314
	Vice-chair - Licensing Committee																						£ 525	1	£ 525			
	Chair - Management Committee																									9189	1	£ 9,189
	Chairman - Member support & development panel																											
	Chair - Overview & Scrutiny Management	4413	1	£ 4,413										£ 7,047	1	£ 7,047	£ 4,570		£ -				£ 6,564	1	£ 6,564			
	Vice Chair - Overview & Scrutiny Management	1104	1	£ 1,104													£ 2,742	1	£ 2,742				£ 1,050	1	£ 1,050			
	Chair - Planning										£ 3,357	1	£ 3,357	£ 5,871	1	£ 5,871				£ 4,311	1	£ 4,311						
	Vice-Chair																											
	Plannning													£ 1,176	1	£ 1,176	£ 9,139	1	£ 9,139									
	Chair - Planning & Licensing Boards	8826	1	£ 8,826																								
	Vice-chairman Planning & Licensing Boards	4413	1	£ 4,413																								
	Chair - Planning Committee				£ 3,258	1	£ 3,258																£ 6,564	1	£ 6,564	3939	1	£ 3,939

Members' allowances benchmarking data - Dorset

Appendix

Allowances and SRA		BOURNEMOUTH Allowance			CHRISTCHURCH Allowance			DCC Allowance			EAST DORSET Allowance			NORTH DORSET Allowance			POOLE Allowance			PURBECK Allowance			WEST DORSET Allowance			WPBC Allowance		
	Role / Authority Name	BOURNEMOUTH CurrentNo		BOURNEMOUTH Total	CHRISTCHURCH CurrentNo		CHRISTCHURCH Total	DCC CurrentNo		DCC Total	EAST DORSET CurrentNo		EAST DORSET Total	NORTH DORSET CurrentNo		NORTH DORSET Total	POOLE CurrentNo		POOLE Total	PURBECK CurrentNo		PURBECK Total	WEST DORSET CurrentNo		WEST DORSET Total	WPBC CurrentNo		WPBC Total
Members	Vice-chair - Planning Committee																						£ 1,575	1	£ 1,575			
	Chair - Policy Committee																									3939	1	£ 3,939
	Chair - Regulatory Committee							£ 5,321	1																			
	Chair - Scrutiny & Policy Dev / Scrutiny				£ 3,054	1	£ 3,054				£ 4,196	1	£ 4,196															
	Chair - Scrutiny / Select / Performance							£ 7,980	3																	3939	1	£ 3,939
	Chair - Staffing / Human Resources																											
	Chair - Standards Committee	4413	1	£ 4,413														£ 1,371	1	£ 1,371	£ 2,395	1	£ 2,395					
	Vice Chair - Standards Committee	3309	1	£ 3,309																								
	Chair - Sovereign Audit																						£ 6,564	1	£ 6,564			
	Vice-chair - Sovereign Audit																						£ 1,050	1	£ 1,050			
	Chair - Strategy Committee																						£15,753	1	£ 15,753			
	Vice-chair - Strategy Committee																						£ 8,928	1	£ 8,928			
	Chair - Transportation Advisory Group																	£ 2,742	1	£ 2,742								
	Adoption Panel	1764		£ -																								
	Fostering Panel	1764		£ -																								
	Members Planning Agenda Group	882		£ -																								

Members' allowances benchmarking data - Dorset

Appendix

Allowances and SRA		BOURNEMOUTH Allowance			CHRISTCHURCH Allowance			DCC Allowance			EAST DORSET Allowance			NORTH DORSET Allowance			POOLE Allowance			PURBECK Allowance			WEST DORSET Allowance			WPBC Allowance				
	Role / Authority Name	BOURNEMOUTH CurrentNo		BOURNEMOUTH Total	CHRISTCHURCH CurrentNo		CHRISTCHURCH Total	DCC CurrentNo		DCC Total	EAST DORSET CurrentNo		EAST DORSET Total	NORTH DORSET CurrentNo		NORTH DORSET Total	POOLE CurrentNo		POOLE Total	PURBECK CurrentNo		PURBECK Total	WEST DORSET CurrentNo		WEST DORSET Total	WPBC CurrentNo		WPBC Total		
Committee Members	Planning & Licensing Harbour Management (Independents) Standards Committee (Independents) Strategy Committee	1764	£	-				£	325								£	505	3	£	1,515						525	5	£	2,625
Political Allowances	Political Group Leaders	1764	3	£	14,818												£	4,570	4	£	20,380									
	Deputy Group Leaders																													
	Groups allowance																													
	Members Pension Fund Committee																													
	Minority Group Leader					£	679	1	£	679	£	5,321		£	4,196	1	£	4,196												
	Main Opposition Group Leader																£	1,176	1	£	1,176									
	Main Opposition Deputy Group Leader																													
Misc	Carers							£8ph																						
	Chairman of board Ports																													
	Non Elected co-opttees																													
	Standards Committee	929	£	-																										
TOTAL OF COSTS		£		688,654	£		135,259	£		632,318	£		219,451	£		225,504	£		571,634	£		168,129	£		348,327	£		273,012		

Members' allowances benchmarking data - unitary authorities

Appendix

Allowances and Special Responsibility																										
	Role / Authority Name	BANES Allowance	BANES Current No	BANES Total	WILTSHIRE Allowance	WILTSHIRE Current No	WILTSHIRE Total	W. CHESHIRE Allowance	W. CHESHIRE Current No	W. CHESHIRE Total	E. CHESHIRE Allowance	E. CHESHIRE Current No	E. CHESHIRE Total	CORNWALL Allowance	CORNWALL Current No	CORNWALL Total	SHROPSHIRE Allowance	SHROPSHIRE Current No	SHROPSHIRE Total	NORTHUMBERLAND Allowance	NORTHUMBERLAND Current No	NORTHUMBERLAND Total	BEDFORDSHIRE Allowance	BEDFORDSHIRE Current No	BEDFORDSHIRE Total	
Basic	Basic Members Allowance	7411	65	£481,715	13199	98	£1,293,502	£11,689	75	£876,675	£11,872	82	£973,504	£12,148	123	£1,494,204	£11,514	74	£852,036	£13,329	67	£893,043	£10,425	59	£615,075	
	Incidental cost add on to basic	649		£ -																				£ -		
Leadership & Cabinet	Mayor / Civic Head										£14,000	1	£ 14,000							£ 5,400	1	£ 5,400	£62,552	1	£ 62,552	
	Deputy Mayor / Civic Head										£ 5,600	1	£ 5,600							£ 1,620	1		£12,511	1	£ 12,511	
	Chairman	9173	1	£ 9,173	13199	1	£ 13,199	£ 5,844	1	£ 5,844				£16,700	1	£ 16,700	£ 8,635	1	£ 8,635	£14,850	1	£ 14,850			£ -	
	Vice Chairman				6559	1	£ 6,559							£ 4,177	1	£ 4,177	£ 8,635	1	£ 8,635	£ 9,900	1	£ 9,900			£ -	
	Vice chair of council	2325	1	£ 2,325																					£ -	
	Leader	31186	1	£ 31,186	32997	1	£ 32,997	£29,220	1	£ 29,220	£27,270	1	£ 27,270	£22,533	1	£ 22,533	£23,028	1	£ 23,028	£27,000	1	£ 27,000			£ -	
	Deputy Leader	18728	1	£ 18,728	26397	1	£ 26,397	£14,611	1	£ 14,611	£16,463	1	£ 16,463	£18,025	1	£ 18,025	£14,392	1	£ 14,392	£18,090	1	£ 18,090			£ -	
	Speaker																						£ 7,298	1	£ 7,298	
	Deputy Speaker																						£ 2,398	1	£ 2,398	
	Cabinet Member	18728	7	£131,096	19798	7	£ 138,586	£12,857	9	£115,713	£13,635	8	£109,080	£16,700	9	£ 150,300				£14,850	6	£ 89,100			£ -	
	Portfolio Holders				7425	16	£ 118,800											£11,514	8	£ 92,112						£ -
	Deputy Porfolio Holders										£ 4,525	3	£ 13,575					£ 5,757	7	£ 40,299						£ -
	Chair - Appeals							£ 5,844	1	£ 5,844															£ -	
	Chair - Area Board				7425	18	£ 133,650																		£ -	
	Planning				6599	1	£ 6,599							£ 7,157	3	£ 21,471	£ 5,757	3	£ 17,271						£ -	
	Vice-chair Area																									
	Planning Committee													£ 1,792	3	£ 5,376	£ 1,439	3	£ 4,317						£ -	
	Chair - Audit Committee				3300	1	£ 3,300							£ 3,579	1	£ 3,579	£ 5,757	1	£ 5,757	£ 4,005	1	£ 4,005			£ -	
	Chair - Audit & Governance							£ 7,596	1	£ 7,596	£ 7,353	1	£ 7,353												£ -	
	Vice-chair Audit Committee													£ 599	1	£ 599				£ 1,350	1	£ 1,350			£ -	
	Chair - Cabinet Working Groups																			£ 4,005	3	£ 12,015				
	Vice-chair - Cabinet Working Groups																			£ 1,350	3	£ 4,050				

Members' allowances benchmarking data - unitary authorities

Appendix

Allowances and Special Responsibility	Role / Authority Name	BANES			WILTSHIRE			W. CHESHIRE			E. CHESHIRE			CORNWALL			SHROPSHIRE			NORTHUMBERLAND			BEDFORDSHIRE					
		Allowance	Current No	Total	Allowance	Current No	Total	Allowance	Current No	Total	Allowance	Current No	Total	Allowance	Current No	Total	Allowance	Current No	Total	Allowance	Current No	Total	Allowance	Current No	Total			
Chair - Constitution Committee Chair - Constitutional Review Panel Chair Council Working Groups Vice-chair - Cabinet Working Groups Chair - Development Control Chair - Education Transport Appeals Chair - Health & Wellbeing Chair - Licensing Committee Vice-chair - Chair - Miscellaneous Licensing Committtee Vice-chair - Miscellaneous Licensing Committee Chair - Licensing sub Vice-chair - Licensing Sub Committee Chair - Local Area Councils Vice-chair Local Area Council		13759	1	£ 13,759							£ 7,353	1	£ 7,353															

Members' allowances benchmarking data - unitary authorities

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Allowances and Special Responsibility	Role / Authority Name	BANES			WILTSHIRE			W. CHESHIRE			E. CHESHIRE			CORNWALL			SHROPSHIRE			NORTHUMBERLAND			BEDFORDSHIRE				
		Allowance	Current No	Total	Allowance	Current No	Total	Allowance	Current No	Total	Allowance	Current No	Total	Allowance	Current No	Total	Allowance	Current No	Total	Allowance	Current No	Total					
Chairs & Vice Chairs	Chairman -	4856	1	£ 4,856	3300	1	£ 3,300							£ 2,386	1	£ 2,386							£ -				
	Member support & development panel																										
	Chair - Operational Flood Working Group				13199	1	£ 13,199	£ 5,844	1	£ 5,844	£ 7,353	4	£ 29,412												£ -		
	& Scrutiny				7425	1	£ 7,425							£ 7,157	1	£ 7,157									£ -		
	Overview &													£ 1,792	1	£ 1,792									£ -		
	Policy Advisory							£ 5,844	1	£ 5,844				£ 3,579	1	£ 3,579									£ -		
	Overview &							£ 5,844	1	£ 5,844															£ -		
	Chair - Places																										
	Overview & Scrutiny							3300	1	£ 3,300			£ -							£ 2,878	1	£ 2,878				£ -	
	Chair- pension fund committee										£ 8,766	1	£ 8,766	£ 7,353	2	£ 14,706	£ 2,386	1	£ 2,386	£ 1,439	1	£ 1,439	£ 4,005	1	£ 4,005		£ -
	Vice-chair - Pension fund committee																£ 599	1	£ 599				£ 1,350	1	£ 1,350		£ -
	Chair - Planning																£ 3,578	1	£ 3,578							£ -	
	Chair - Planning Policy Advisory Panel							7425	1	£ 7,425																£ -	
	Chair- Police and Crime Panel													£ 5,656	1	£ 5,656										£ -	
	Chair - Public Rights of Way Committee																						£ 9,450	1	£ 9,450		£ -
	Vice-chari - Public Rights of Way Committee																						£ 5,467	1	£ 5,467		
	Chair - Regulatory Committee																£ 2,386	1	£ 2,386								£ -
	Vice-chair - Regulatory Committee																£ 599	1	£ 599								£ -

Members' allowances benchmarking data - unitary authorities

Appendix

Allowances and Special Responsibility	Role / Authority Name	BANES Allowance	BANES Current No	BANES Total	WILTSHIRE Allowance	WILTSHIRE Current No	WILTSHIRE Total	W. CHESHIRE Allowance	W. CHESHIRE Current No	W. CHESHIRE Total	E. CHESHIRE Allowance	E. CHESHIRE Current No	E. CHESHIRE Total	CORNWALL Allowance	CORNWALL Current No	CORNWALL Total	SHROPSHIRE Allowance	SHROPSHIRE Current No	SHROPSHIRE Total	NORTHUMBERLAND Allowance	NORTHUMBERLAND Current No	NORTHUMBERLAND Total	BEDFORDSHIRE Allowance	BEDFORDSHIRE Current No	BEDFORDSHIRE Total	
Chair - Scrutiny & Policy Dev / Scrutiny Chair - Scrutiny / Select Vice-chair Scrutiny Chair - Staffing / Human Resources Chair - Staffing Policy Vice-chair Human Resources Committee Chair - Standards Committee Vice Chair - Standards Committee Committee Chair - Strategic Planning Vice-chair - Strategic Planning Chair - Waste Development Advisory Panel					7425	3	£ 22,275										£11,514	5	£ 57,570					£	-	
								£ 5,844	1	£ 5,844	£ 7,353	1	£ 7,353								£12,150	4	£ 48,600		£	-
																					£ 5,647	4	£ 22,588			
					3300	1	£ 3,300							£ 2,386	1	£ 2,386								£	-	
					3300	1	£ 3,300							£ 3,579	1	£ 3,579								£	-	
														£ 599	1	£ 599								£	-	
					6599	1	£ 6,599				£ 7,353	1	£ 7,353	£ 7,157	1	£ 7,157								£	-	
														£ 2,386	1	£ 2,386								£	-	
														£ 3,579	1	£ 3,579				£12,150	1	£ 12,150		£	-	
														£ 1,792	1	£ 1,792				£ 5,467	1	£ 5,467		£	-	
														£ 3,579	1	£ 3,579								£	-	
	Pension Fund Committee Members	3670	6	£ 22,020					£ 3,857	1	£ 3,857														£	-
	Adoption and Permanance Panel Member	3670	9	£ 33,030																					£	-
	Fostering Panel Members	3670	3	£ 11,010																					£	-
Political Group Leaders	428	65	£ 27,820											£ 300	6	£ 8,565							£ 188	£	-	
Deputy Group Leaders																							£ 94	£	-	
Groups allowance	6500	4	£ 26,000																					£	-	

Members' allowances benchmarking data - unitary authorities

Appendix

Allowances and Special Responsibility	Role / Authority Name	BANES			WILTSHIRE			W. CHESHIRE			E. CHESHIRE			CORNWALL			SHROPSHIRE			NORTHUMBERLAND			BEDFORDSHIRE		
		Allowance	Current No	Total	Allowance	Current No	Total	Allowance	Current No	Total	Allowance	Current No	Total	Allowance	Current No	Total	Allowance	Current No	Total	Allowance	Current No	Total	Allowance	Current No	Total
Political Allowances	Members Pension Fund Committee							£ 8,766	1	£ 8,766	£ 7,353	1	£ 7,353												£ -
	Minority Group Leader																							£ -	
	Main Opposition Group Leader							£ 5,844	1	£ 5,844	£ 3,676	1	£ 3,676				£ 5,757	2	£ 11,514	£12,150	1	£ 12,150		£ -	
	Main Opposition Deputy Group Leader							£ 3,857	1	£ 3,857	£ 5,656	1	£ 5,656							£ 4,860	1	£ 4,860		£ -	
	Other Group Leaders							£ 5,844	1	£ 5,844	£ 3,676	1	£ 3,676							£ 2,430	0	£ -		£ -	
	Majority Party Group Whip							£ 2,338	1	£ 2,338														£ -	
	Majority Party Assistant Group Whip																								
	Whip							£ 3,874	1	£ 3,874	£ 1,697	2	£ 3,394											£ -	
	Main Opposition Party Group Whip							£ 1,752	1	£ 1,752			1	£ -										£ -	
	Main Opposition Party Assistant Group Whip									£ -			£ -											£ -	
	Misc	Dependant Carers Allowance										£ 6,161		£ -											£ -
Chairman of board Ports														£ 900	1	£ 900								£ -	
Non Elected co-opttees Standards Committee														£ 1,288	10	£ 12,880								£ -	
TOTAL OF COSTS		£		817,574	£		1,856,911	£		1,131,373	£		1,269,786	£		1,823,743	£		1,148,517	£		1,299,638	£		699,834
ELECTORATE (September 2018)				131,455			372,346			268,254			298,321			428,071			241,058			245,414			

Appendix 2 - List of approved duties

Travelling allowance (and subsistence allowances for duties outside the ceremonial Dorset county which includes the unitary council area of Bournemouth, Christchurch and Poole) is claimable for the following duties:-

- a) attendance at meetings of the Council, the Cabinet/Executive, and of those committees and sub-committees, panels, joint committees, consultative bodies and working groups of which the claimant is a member, or has a right to attend, under the Council's constitution;
- b) attendance at meetings of the Cabinet/Executive, and of those committees and sub-committees, panels, joint committees, consultative bodies and working groups when expressly invited to attend and speak;
- c) attendance at meetings of the Cabinet/Executive, where a member who is not a member of the Cabinet/Executive, has attended to speak or observe;
- d) attendance for a meeting with an officer or a member in receipt of an SRA, for the purpose of discussing matters relating exclusively to Council business, in which it is reasonable to expect the member to have an interest;
- e) duties undertaken by members appointed to serve on partner and other organisations, as set out in the Appendix to the Scheme, except where those bodies pay travelling and/or subsistence allowances and members should therefore claim those allowances direct from those bodies and not from the Council.
- f) attendance at parish meetings and town or parish council meetings in a member's ward (when they are not a member of that town or parish council);
- g) attendance at conferences, seminars and training events authorised by the Corporate Director – Legal and Democratic Services and Monitoring Officer after consultation with the relevant member of the Executive;
- h) attendance at seminars and briefing meetings for members convened by the Chief Executive, a director or service head, e.g. on service planning, new legislation and on service and policy issues, and at meetings to discuss particular local issues;
- i) exhibitions, official openings and visits to premises, or similar events, to which members have been invited or approved to attend by the Chief Executive, a director or a service head; and
- j) attendance at consultation meetings with the public or other organisations arranged by the Chief Executive, a director or a service head; and
- k) attendance at the opening of tenders when specifically request in accordance with Article 14 of the Council's constitution.

Notes:

- a) Travelling allowances may not be claimed for political group meetings; and**
- b) except in the case of meetings of a single party Cabinet/Executive, travelling allowances may not be claimed for meetings to which members of only one political group have been invited.**