

**NORTH LINCOLNSHIRE COUNCIL**

**COUNCIL**

**MEMBERS' ALLOWANCES - REMUNERATION PANEL**

**1. OBJECT AND KEY POINTS IN THIS REPORT**

- 1.1 To refer the report of the Independent Remuneration Panel to council to enable it to approve a revised scheme of members' allowances for 2014/2015.

**2. BACKGROUND INFORMATION**

- 2.1 The council is required to make an annual scheme for members' allowances. It cannot make or amend a scheme without first considering advice from the Independent Remuneration Panel.
- 2.2 This is the fifteenth year that the panel have considered members' allowances. The panel consists of members representing the multi faith communities, the voluntary sector and business communities. The panel currently consists of five members namely Mrs Sheila Girling, Mr Rashpal Nijjar, Mr Brian Pettifer, Mr Howard Robinson and Mr Gordon Rowlands.
- 2.3 In May 2013, the council had adopted a scheme which included a 15% reduction in the Special Responsibility Allowances (SRAs) for the Leader and Deputy Leader of the Council and the respective opposition posts, a 10% reduction in all other SRAs and the deletion of any remuneration for the posts of Secretary to the Majority and Minority groups of the council. The basic allowance for all members had also remained the same. The council had also retained the level of mileage claimable to a maximum of 5,000 miles and continued to pay travel allowances on the basis of the approved Her Majesty's Revenue and Custom (HMRC) rates. The council had also moved to a common pay date for all monthly paid employees of the council and elected members of the 28th day of the month. Finally, all elected members now used the car plan e-claims system for making claims for travel allowances which was now common to all members and officers.

**3. OPTIONS FOR CONSIDERATION**

- 3.1 The Remuneration Panel's report is attached. The regulations provide that the council must "have regard to the recommendations" of the

panel when making a scheme. This allows the council if it wishes to adopt the recommendations in full or to vary them so long as it has regard to them.

3.2 The council must now consider the recommendations of the Remuneration Panel and determine a scheme for 2014/2015.

**4. RESOURCE IMPLICATIONS (FINANCIAL, STAFFING, PROPERTY, IT)**

4.1 Financial - The recommendations of the Remuneration Panel will be contained within existing budgets.

4.2 Staffing, Property and IT - There are no implications associated with these areas.

**5. OUTCOMES OF INTEGRATED IMPACT ASSESSMENT (IF APPLICABLE)**

5.1 Not applicable

**6. OUTCOMES OF CONSULTATION AND CONFLICTS OF INTERESTS DECLARED**

6.1 Both political groups have been made aware of the contents of the Remuneration Panel's report.

**7. RECOMMENDATIONS**

7.1 That the Remuneration Panel be thanked for its report.

7.2 That the council consider and have regard to the recommendations of the panel and approve a members allowance scheme to take effect from 13 May 2014.

7.3 That appropriate officers publicise the scheme in accordance with the regulations.

**DIRECTOR OF POLICY AND RESOURCES**

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**Background Papers used in the preparation of this report - Report of the Elected Members Remuneration Panel**

## **ELECTED MEMBERS REMUNERATION PANEL REPORT FOR NORTH LINCOLNSHIRE COUNCIL 2014/2015**

1.1 This is the fifteenth report of the Elected Members' Independent Remuneration Panel.

### **1.2 The Council's Response in 2013/2014**

The panel noted that the council, when considering its report in May 2013, had adopted a scheme which included a 15% reduction in the Special Responsibility Allowance (SRAs) for the Leader and Deputy Leader of the Council and the respective opposition posts, a 10% reduction in all other SRAs and the deletion of any remuneration for the posts of Secretary to the Majority and Minority groups of the council. The basic allowance for all members had also remained the same. The council had also retained the level of mileage claimable to a maximum of 5,000 miles and continued to pay travel allowances on the basis of the approved Her Majesty's Revenue and Custom (HMRC) rates.

### **1.3 Future Schemes**

The panel recognised that the council has made significant changes to the members allowance scheme over the last few years in line with the economic conditions which have prevailed during those years. In view of the continuing reductions in public sector spending and the fact that the council has made significant changes to its scheme the panel would recommend that the existing scheme be continued for a further year. However, during the course of the year the panel will continue its work and look at various elements of the current scheme with a view to making some more detailed recommendations in 2015/2016.

### **1.4 Cost of Living increase**

The panel noted the need to consider the annual cost of living increase which was normally linked to the most recent local government pay settlement. The panel continued to believe that if local government staff received an increase in pay then this should also apply to members of the council.

### **1.5 Training and Development**

The panel continues to note with pleasure that training in planning and licensing was compulsory to members sitting on those committees and that members would continue to receive an individual assessment of their training needs. Member development and training was an ongoing and developing issue and the panel felt that this should be continued to be given significant priority.

### **1.6 New Technology**

The panel also continues to believe that providing members with the necessary tools to carry out their roles is vital. It once again noted that members have access to council mobile phones, laptop computers, other IT

devices such as Blackberrys and iPads which would provide members with the tools to carry out their work. Utilisation of IT was an integral part of the council's IT strategy.

#### **1.7 Travel Allowances**

In relation to travel allowances the panel continues to note that the council had harmonised mileage rates for both members and officers and was continuing to use Her Majesty's Revenue and Customs (HMRC) rates for motor cars and motor cycles. The panel also noted that the reduced maximum amount of mileage claimable to 5,000 was still in place. The panel also noted that the council had successfully introduced the use of the Car Plan E-Claims system for making travel claims and that members of the council now made such claims using this system which was now common to both members and officers.

#### **1.8 2014/2015 Members' Allowance Scheme**

In view of the comments made in paragraph 1.3 above, the panel will develop its work through the course of the year with a view to making detailed recommendations in 2015/2016.

#### **1.9 Recommendation**

That the current members' allowance scheme, attached as an appendix to the report, be approved in full as the scheme for 2014/2015.

## MEMBERS ALLOWANCES PROPOSED SCHEME 2014/2015

## APPENDIX A

	2014/2015	
Group	<i>Special Responsibility Allowance</i>	Proposed New Allowance £
1	Leader of the Council	16,799
2	Deputy Leader of the Council	11,127
	Mayor	11,781
3	Cabinet Members (x 4)	10,162
	Chairman of Planning Committee	9,146
	Chairman of Licensing Committee	8,130
	Chairman of Scrutiny Panels (x 4)	8,637
	Leader of Minority Group	8,400
4	Chairman of Audit Committee	5,312
	Deputy Mayor	5,902
	Deputy Leader of Minority Group	5,563
5	Vice Chairman of Planning Committee	4,461
	Vice Chairman of Licensing Committee	3,965
	Vice Chairman of Scrutiny Panels (x 4)	4,213
	Lead Members (x 8)	4,957
	Appeals Committee	£253 per annum
	Co-optees Allowance	£42.00 per meeting attended
	Basic Allowance	£6,874
		The dependants' carers allowance (including child care) will no longer be included in the scheme

**(1) Mileage Rates**

Travel to be paid at the following approved Her Majesty's Revenue and Custom (HMRC) rates -

Cars - 45p per mile

Motorcycles - 24p per mile

An additional 5p per mile can be claimed in respect of each passenger carried to whom a travelling allowance would otherwise be paid.

A maximum of 5,000 miles has been set as eligible for claim.

In addition, the actual cost of tolls, ferries and parking fees may be claimed. Receipts, must be provided. Discounted Humber Bridge tickets are available from the Political Group Offices and should be used.

**(2) Public Transport**

If you are using public transport for journeys out of the council's area you may use standard class travel only. Wherever possible travel arrangements should be pre-booked in advance in order to allow better access to discounts. Only as a last resort should warrants for rail travel be used. These can be obtained through the group office. Receipts or used tickets (train tickets tube fare tickets etc) should be retained and produced as receipts. The reimbursement of public transport costs is not taxable or subject to NI contributions.

**(3) Hired transport**

If you wish to hire a vehicle, please contact your group PA who will ensure that the best possible rates are obtained.

**(4) Bicycle - Travel to be paid at the approved HMRC rate of 20p per mile.**

**(5) Subsistence**

Subsistence allowances will no longer be included in the member allowance scheme and members will not therefore be able to claim.

**(6) Overnight rates**

Actuals, claimed to a maximum of

London	£100.50
Elsewhere	£88.10
Out of pocket expenses	£4.39 per night
Overseas allowance	£20.50 per night

Accommodation should be pre booked by group office staff in order for the council to reclaim VAT and take advantage of discounts.