

**Meeting:** Full Council

**Date:** 23 February 2005

**MEMBERS ALLOWANCES SCHEME**

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**1 PURPOSE**

To make a Members Allowances Scheme for the year 1 April 2005 to 31 March 2006.

**2 RECOMMENDATIONS**

2.1 To make a Members' Allowances Scheme in the form set out in the appendix to this report.

**3 DETAILS**

3.1 Local authorities are now required to make a Members' Allowance Scheme before the beginning of each financial year whether or not the existing scheme is to be altered.

3.2 In June 2004 an independent panel made recommendations to the Full Council on a revised Members' Allowances Scheme. On 30 June 2004, the Full Council adopted the recommendations of the independent panel without amendment.

3.3 Before local authorities can amend schemes they must commission a report from an independent panel and consider their recommendations. However, panels are able to recommend adjustments to allowances by reference to an index, for a period of not exceeding 4 years.

3.4 Paragraph 6.4 of the Independent Panel's Report (June 2004) the Panel recommended that:

"... until 2006/7 insofar that the Council's management and committee structures remain broadly unchanged, annual adjustments be made to the various allowances reflecting NJC increases to the relevant staff salary points on which the particular allowances are based."

The committee structure remains unchanged from the time of the Panel's Report and the NJC pay award has already been fixed for the year 2005/06 at 2.95%.

- 3.5 It is therefore proposed that the current Members' Allowances Scheme continues unchanged save as to the increase of all of the allowances by 2.95%. For the avoidance of doubt this increase will not apply to travel and subsistence allowances which are fixed at the rate payable from time to time to officers. The attached Scheme includes these increases.

## **4 IMPLICATIONS**

### **4.1 Financial Implications**

The 2005/06 budget assumes an increase in members' allowances of 2.95%.

## **5 BACKGROUND DOCUMENTS**

- 5.1 Review of the Scheme of Councillors' Allowances for Stevenage Borough Council  
The Report of the Independent Remuneration Panel – November 2003
- 5.2 A Supplementary Report of the Independent Remuneration Panel – June 2004
- 5.3 The Local Authorities (Members' Allowances) (England) Regulations 2003
- 5.4 Stevenage Borough Council Members' Allowances Scheme 2004/5.

**STEVENAGE BOROUGH COUNCIL**  
**MEMBERS' ALLOWANCES SCHEME**

**EFFECTIVE FROM 1 April 2005 to 31 March 2006**

Stevenage Borough Council has made the following Members' Allowances scheme under the Local Government Act 2000 and the Local Authorities (Member's Allowances) (England) Regulations 2003.

1. This scheme may be cited as the Stevenage Borough Council Members' Allowances Scheme, and shall have effect for the year 1 April 2005 to 31 March 2006.
2. In this scheme,  
"Councillor" means a Member of the Stevenage Borough Council who is a Councillor;  
"year" means the period ending on 31 March 2006.
3. Basic Allowance  
A basic allowance shall be paid to each Councillor from 1 April.
4. Special Responsibility Allowances
  - 1) 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 the schedule to this scheme.
  - 2) Subject to paragraph 6, (part year entitlements) the amount of each such allowance shall be the amount specified against that special responsibility in that schedule.
  - 3) Members are only able to claim one SRA.
5. Renunciation  
A Councillor may by notice in writing to the Chief Executive elect to forego any part of their entitlement to an allowance under this scheme.
6. Part-year Entitlements  
Payment of Basic and Special Responsibility Allowances will be pro-rata where Councillors do not serve for a full year on the Council.
7. Payments  
Payments shall be made on a regular monthly basis. Claims for dependent carer's allowances and travel and subsistence allowance shall be made within two months of being incurred.

## 8. Suspension of Payments

The Council will withhold all allowances to any Councillor who is suspended for misconduct and will require Councillors to repay any allowance already paid during a period of suspension.

### **Basic Allowances and Special Responsibility Allowances**

Basic Allowance	Paid to All Members	£6,864
(i)	Scale I Leader of the Council	£15,921
(ii)	Scale II Cabinet – Executive Committee Members + Chair of Scrutiny Overview Committee + Chair of Licensing and General Purposes Committee	£9,663
(iii)	Scale III Chairs of Scrutiny/Review Panels + Chair of Planning and Development	£7,674
(iv)	Scale IV Chairs of Joint Local Committees	£4,548

### **Payment to Specific Co-opted Members**

Independent Standards Committee Chairman	£1,323
Independent Standards Committee other Member	£1,059

### **Carer's Allowance**

The following amounts may be claimed for Councillors attending approved duties.

Childcare	Maximum of £5.30 per hour
Dependant care	Maximum of £9.00 per hour

Payment to relatives will not be admissible and there will be a maximum allowance of 20 hours per month. Receipts will need to be provided.

### **Travel, Subsistence and Other Allowances**

The allowances for travel and subsistence will be the same as those fixed for employees of the Council from time to time.