

STEVENAGE BOROUGH COUNCIL

MEMBERS' ALLOWANCES SCHEME

EFFECTIVE FROM 1 April 2024 to 31 March 2025

Stevenage Borough Council has made the following Members' Allowances scheme under the Local Government Act 2000 and the Local Authorities (Members' 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 2024 to 31 March 2025.

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 2025.

3. Basic Allowance

A basic allowance shall be paid to each Councillor from 1 April 2024.

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

Basic Allowance	Paid to All Members	£8,819
-----------------	---------------------	--------

Special Responsibility Allowances

(i)	Leader of the Council	£24,756
(ii)	Executive Members	£12,124
(iii)	Chair of Planning and Development Committee	£12,124
(iv)	Chair of Overview & Scrutiny Committee	£10,888
(v)	Chair of Licensing Committee	£4,952
(vi)	Chairs of Select Committees	£6,189
(vii)	Chair of Audit Committee	£4,952
(viii)	Leader of the Opposition	£3,988 (£443.06 per Member)
(ix)	Leader of minority opposition party(ies)	£2,658 (£443.06 per Member)

Payment to Specific Co-opted Members

Independent Member - Audit Committee	£1,497
Independent person who must be consulted on alleged breaches of a code of conduct	£1,497

Carer's Allowance

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

Childcare	Maximum of £12.36 per hour
Dependant care	Maximum of £28.26 per hour

Payment to relatives that live in the same household as the Councillor will not be admissible and there will be a maximum annual allowance of 360 hours (with the Leader having discretion to increase the maximum allowance where demonstrably necessary). 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. Claims to be submitted within 2 months of the date to which they relate.