

**PART 5**

**MEMBERS' ALLOWANCES SCHEME**

MEMBERS ALLOWANCE SCHEME 2020/21

1. The basic Members' allowance is £5,124
2. Special Responsibility Allowances are as follows:

Leader of the Council/Chairman of Policy & Finance Committee	14,175.00
Deputy Leader of the Council	2,834.00
Leader of Main Opposition Group & Opposition Spokesperson on Policy & Finance Committee	4,906.00
Leader of Other Opposition Groups	839.00
Opposition Spokespersons on Functional Committees	1,065.00
Chairmen of Functional Committees	5,777.00
Vice-Chairman of Policy & Finance Committee	1,065.00
Vice-Chairmen of Functional Committees	1,065.00
Chairman Planning Committee	5,777.00
Vice-Chairman Planning Committee	1,065.00
Chairman of Licensing & General Purposes Committees	3,411.00
Vice-Chairman of Licensing & General Purposes Committees	501.00
Chairman of Audit & Accounts Committee	1,956.00

3. There is no limit as to the number of special responsibility allowances paid to individual Members.
4. For the purposes of qualifying for a special responsibility allowance a political group on the Council needs to comprise of at least four Members.
5. A childcare and dependent carers' allowance of up to £10 per hour will be payable for costs actually incurred, or more in exceptional circumstances at the discretion of the Section 151 Officer and provided that it is evidenced based.
6. In the event of any part year entitlement due to elections, suspension or changes in special responsibility, payments will be subject to a daily calculation of entitlement.
7. The travel and subsistence expenses for Members be the same as the casual user rate and subsistence scheme for officers.
8. Any Member may, by way of notice in writing, forgo all or part of any allowances.
9. The Basic Allowance and Special Responsibility Allowances are indexed to the annual percentage salary increase for local government staff (at spinal column 49) to be implemented from the start of the municipal year for which it is applicable.
10. This scheme comes into effect on 1 April 2020.

Notes: The following annual payments are made outside of the Members' Allowances Scheme:

Council's Appointed Independent Persons	1,500.00
Chairman of the Council	3,360.00
Vice-Chairman of the Council	670.00

Allowance for Members of Planning Committee When Attending Site Visits

- (a) On the basis that such attendance constitutes an exceptional circumstance, a payment of £8.00 per day will be made by way of a subsistence payment without the production of receipts, subject to the following conditions:
- (i) the Member claiming the subsistence payment is present for the whole of the site tour and the subsequent Planning Committee meeting;
  - (ii) the site tour and Planning Committee meeting take place on the same day;
  - (iii) there should be no provision of retrospective claims prior to the introduction of the new Members' Allowance Scheme; and
  - (iv) the effective implementation date be 1 March 2016 when the new Members' Allowance Scheme came into effect.
- (b) Any claims submitted should also be subject to the following conditions:
- (i) any claims submitted should be made within 1 month of the site tour/Planning Committee taking place;
  - (ii) any claim submitted later than 1 month after the expenditure being incurred will only be paid in exceptional circumstances;
  - (iii) any claim made more than 3 months after the expenditure was incurred will be disallowed; and
  - (iv) notwithstanding the above all claims must be submitted within 1 month of the end of the financial year to which they relate or will otherwise be disallowed (in other words there will be no discretion to consider exceptional circumstances for any claim submitted at the year-end).