

## STOCKTON-ON-TEES BOROUGH COUNCIL

### MEMBERS' ALLOWANCES SCHEME 1ST APRIL, 2016 TO 31ST MARCH 2017

In accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003 (as amended) ("the Regulations"), the Council's scheme for the payment of allowances, with effect from 1st April, 2016 is as follows:-

#### 1. Basic Allowance

- (a) A basic allowance of £9,300 per annum will be paid to each Member of the Council.
- (b) Where the term of office of a Member begins or ends otherwise than at the beginning or end of a year, his entitlement shall be to payment of such part of the basic allowance as bears to the whole the same proportion as the number of days during which his term of office as member subsists bears to the number of days in that year;

#### 2. Special Responsibility Allowance

- (a) The following Special Responsibility Allowances will be paid to the Members of the Council specified:-

<u>Post</u>	<u>Allowance per annum £</u>
Leader and Cabinet Member for Corporate Management and Finance	25,000
<sup>1</sup> Deputy Leader	13,750
Cabinet Member for Access, Communities and Community Safety	11,250
Cabinet Member for Regeneration & Transport	11,250
Cabinet Member for Adult Services and Health	11,250
Cabinet Member for Arts, Leisure & Culture	11,250
Cabinet Member for Children & Young People	11,250
Cabinet Member for Environment & Housing	11,250
Chair of Executive Scrutiny Committee	6,250
Vice-Chair of Executive Scrutiny Committee	3,125
Chair of Adult Services and Health Select Committee	6,250
Vice-Chair of Adult Services and Health Select Committee	3,125
Chair of Children & Young People Select Committee	6,250
Vice-Chair of Children & Young People Select Committee	3,125
Chair of Crime and Disorder Select Committee	6,250
Vice-Chair of Crime and Disorder Select Committee	3,125

<sup>1</sup> NB The Deputy Leader will be assigned one of the Cabinet portfolios.

Chair of People Select Committee	6,250
Vice-Chair of People Select Committee	3,125
Chair of Place Select Committee	6,250
Vice-Chair of Place Select Committee	3,125
Chair of Audit Committee	6,250
Vice-Chair of Audit Committee	3,125
Chair of Planning Committee	6,250
Vice-Chair of Planning Committee	3,125
Chair of Licensing Committee	6,250
Vice-Chair of Licensing Committee	3,125
Largest Minority Group Leader	5,000

- (b) Where a Member does not have throughout the whole of a year any such special responsibilities as entitle him to a Special Responsibility Allowance, his entitlement shall be to payment of such part of the special responsibility allowance as bears to the whole the same proportion as the number of days during which he has such special responsibilities bears to the number of days in that year.
- (c) No Member must receive more than one Special Responsibility Allowance from the Council, including Mayoral Allowances, and where a Member occupies two or more positions qualifying for such an Allowance, then only the higher or highest Special Responsibility Allowance will be paid.

### 3. **Mayoral Allowances**

The following allowances will be payable:-

Mayor	15,625
Deputy Mayor	4,910

### 4. **Child Care and Dependent Carers' Allowance**

- (a) A child care and dependent carers' allowance of up to £8.71 per hour (or, in special cases, such larger sum as shall be certified as necessary and reasonable by the Corporate Director of Children, Education and Social Care) (actual expenditure), with a maximum monthly payment to a claimant of £400, will be payable to any Member of the Council who incurs child care and dependent carers' costs, for the duration of an approved duty, plus reasonable travelling time to and from that duty and carers' reasonable travelling expenses at Members' rates.
- (b) An approved duty will consist of any of the following:-
- a meeting of the Cabinet
  - a meeting of the Council

- a meeting of a committee of the Council
- a meeting of some other body to which the Council makes appointments or nominations, or
- a meeting of a committee or sub-committee of a body to which the Council makes appointments or nominations.
- a meeting which has **both** been authorised by the Council or a committee of the Council or a joint committee of the Council and one or more other authorities, or a sub-committee of a joint committee and to which representatives of more than one political group have been invited
- a meeting of a local authority association of which the Council is a member
- duties undertaken on behalf of the Council in pursuance of any standing order requiring a Member or Members to be present while tender documents are opened
- duties undertaken on behalf of the Council in connection with the discharge of any function of the Council conferred by or under any enactment and empowering or requiring the Council to inspect or authorise the inspection of premises
- duties undertaken on behalf of the Council in connection with arrangements made by the Council for the attendance of pupils at a school approved for the purposes of section 342 of the Education Act 1996
- any other duty approved by the Council in connection with discharging the duties of the Council or its committees.

#### 5. **Co-Optees Allowances**

- (a) The following allowances will be payable to Co-optees (persons who are not Members of the Council but who are members of a Committee of the Council, with or without voting rights):-

All co-optees	650
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(One payment only per co-optees)

- (b) Where the appointment of a Co-optee begins or ends otherwise than at the beginning or end of a year, his entitlement shall be to payment of such part of the co-optees' allowance as bears to the whole the same proportion as the number of days during which his term of office as member subsists bears to the number of days in that year.

#### 6. **Travel and Subsistence Allowances**

- (a) **Mileage Allowances**

<u>Member's motorcycle</u>	21.45p per mile
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### Member's Car

Motor car/tricar up to 999cc	46.9p per mile
Motor car/tricar 1000 cc and above	47.7p per mile
Bicycle/Cycle	23p per mile

**In addition 3p per mile can be claimed for each passenger carried (up to a maximum of 4) to whom a travelling allowance would otherwise be payable.**

#### (b) Meal Allowances

a. Breakfast allowance (provided the journey starts before 7.00 am)	£7.76
b. Evening meal allowance (provided the journey ends after 8.30 pm)	£13.25

#### (c) Subsistence Allowance

Overnight or for an annual conference of the Local Government Association (including or not including an annual meeting) or of such other association of bodies as may be approved for the time being for the purpose. This allowance would normally cover the cost of accommodation and all meals within a 24 hour period. However, additional reimbursement for meals can be claimed in accordance with the scheme, if these, together with the cost of accommodation exceed £102.84.

£102.84

#### (d) Travelling and subsistence allowances may be paid for:-

- a meeting of the Cabinet
- a meeting of the Council
- a meeting of a committee of the Council
- a meeting of some other body to which the Council makes appointments or nominations, or
- a meeting of a committee or sub-committee of a body to which the Council makes appointments or nominations.
- a meeting which has **both** been authorised by the Council or a committee of the Council or a joint committee of the Council and one or more other authorities, or a sub-committee of a joint committee and to which representatives of more than one political group have been invited
- a meeting of a local authority association of which the Council is a member

- duties undertaken on behalf of the Council in pursuance of any standing order requiring a Member or Members to be present while tender documents are opened
  - duties undertaken on behalf of the Council in connection with the discharge of any function of the Council conferred by or under any enactment and empowering or requiring the Council to inspect or authorise the inspection of premises
  - duties undertaken on behalf of the Council in connection with arrangements made by the Council for the attendance of pupils at a school approved for the purposes of section 342 of the Education Act 1996
  - any other duty approved by the Council in connection with discharging the duties of the Council or its committees.
- (e) Within the context of this section of the Scheme “Member” includes a Co-optee.

## 7. **General**

- (a) A person may, by notice in writing given to the Proper Officer of the Council, elect to forgo his entitlement or any part of his entitlement to allowances.
- (b) The time limit from the date on which an entitlement to each of the following allowances arises during which a claim for such allowances must be made by the person to whom they are payable is two months:-
- (i) dependants’ carers allowance;
  - (ii) travelling and subsistence allowance; and
  - (iii) co-optees’ allowance.
- This will not however prevent the Council from making a payment where the allowance is not claimed within the period specified in the scheme should the circumstances justify doing so.
- (c) Where a Member of the Council is also a member of another authority, that Member may not receive allowances from more than one authority in respect of the same duties.
- (d) The Basic, Special Responsibility and Co-optees Allowances will be paid on a monthly basis.
- (e) Where payment of any allowance has already been made in respect of any period during which the Member concerned:-
- (i) ceases to be a Member of the Council; or
  - (ii) is in any other way not entitled to receive the allowances in respect of that period,

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

8. **The Previous Members' Allowances Scheme**

The Members' Allowances Scheme for the period from 1st April, 2015 to 31st March, 2016 is revoked with effect from 1 April 2016.