

MEETING:	INDEPENDENT REMUNERATION PANEL
DATE:	31 OCTOBER 2012
TITLE OF REPORT:	REVIEW OF COUNCILLORS ALLOWANCES SCHEME
REPORT BY:	HEAD OF GOVERNANCE

Wards Affected

County-wide

Purpose

To review aspects of the Councillors Allowances Scheme and the payment of allowances by Parish and Town Councils.

Recommendation(s)

THAT: the Panel considers whether to recommend that:

- (a) **the level of allowance paid to the Chairmen of the two Overview Scrutiny Committees be set at Band 2 or at Band 3;**
- (b) **an allowance be paid to the Vice-Chairmen of the two Overview Scrutiny Committees and if so at what level that allowance should be;**
- (c) **an allowance of £500 be paid to Chairmen of special Scrutiny Task and Finish Groups appointed by the relevant Overview and Scrutiny Committee subject to appropriate criteria being met;**
- (d) **an increased allowance be paid to the Deputy Leader and if so at what level that allowance should be; and**
- (e) **there should be any change to the current arrangement that HMRC rates are paid regardless of the fuel type used by a vehicle.**

Key Points Summary

- The report sets out the background to the payment of basic allowances, special responsibility allowances, travel and subsistence allowances, and childcare and dependent carer's allowances. It invites the Panel to consider making recommendations on a number of specific proposals.
- The Panel is asked to consider the implications of further changes to the Council's Overview and Scrutiny structure. This entails the function being delivered through two Committees rather than one, each Committee having a Chairman and Vice-Chairman. The Panel is asked to

consider the level of payment to Chairmen and Vice-Chairmen

- Task and Finish Groups continue to form part of the Overview and Scrutiny Structure. The Panel is invited to consider whether an allowance should be paid to the Chairman of a Task and Finish Group established for a special purpose, subject to appropriate criteria being met.
- The Panel is invited to consider an increase in the allowance paid to the Deputy Leader.
- A question has been raised as to whether the mileage rate payable under the allowances scheme should be the same irrespective of the type of fuel used (eg electricity.)

Alternative Options

- 1 The Panel can recommend various other amendments to the Scheme as it sees fit.

Reasons for Recommendations

- 2 To consider whether it would be appropriate to amend any elements of the Scheme, taking account of any issues that have been raised since the last review of the Scheme.

Introduction and Background

- 3 The Local Authorities (Members' Allowances) (England) Regulations 2003 (the Regulations) require Councils to appoint Independent Remuneration Panels to make recommendations about the level of allowances for Councillors. A local authority must have regard to the recommendations of the Independent Remuneration Panel (IRP).
- 4 The Herefordshire Panel consists of four members:

The Chairman of the Herefordshire Business Board

Branch Secretary Herefordshire Unison

Chief Executive Herefordshire Voluntary Organisations Support Service

Representative of Cargill Meats Europe
- 5 The Councillors Allowances Scheme (part 6 of the Council's constitution) was last reviewed by the IRP in May 2011. The IRP's recommendations were approved by Council on 27 May 2011.
- 6 The allowances which can be paid to Councillors include:
 - basic allowance
 - special responsibility allowance
 - travel and subsistence allowance
 - childcare and dependent carer's allowance

- 7 Town and Parish Councils may also pay allowances to their Councillors subject to them having regard to the recommendations of the IRP.
- 8 The basis on which these allowances were calculated is described in detail in reports of the IRP to Council which are available for inspection by the Panel on request. The main provisions are summarised below for ease of reference.
- 9 This report does not consider the allowances as a whole but rather seeks the Panel's views on specific elements of the Scheme.
- 10 A copy of the current Councillors Allowances Scheme is attached at Appendix 1. A copy of the public advertisement showing payments to each Councillor in 2011/12 is attached at Appendix 2.

Key Considerations

Index for the purpose of annual adjustment of allowances

(This section is for information)

- 11 The Regulations provide that

(4) A scheme may make provision for an annual adjustment of allowances by reference to such index as may be specified by the authority and where the only change made to a scheme in any year is that effected by such annual adjustment in accordance with such index the scheme shall be deemed not to have been amended.

(5) Where an authority has regard to an index for the purpose of annual adjustment of allowances it must not rely on that index for longer than a period of four years before seeking a further recommendation from the independent remuneration panel established in respect of that authority on the application of an index to its scheme.

- 12 The last review of the Scheme took effect in May 2011. The IRP agreed to recommend the updating of allowances annually in line with the NJC for Local Government Services pay award for a further 4 years.

Basic Allowance

(This section is for information)

- 13 The Government guidance states that:

“Each local authority must make provision in its scheme of allowances for a basic, flat rate allowance payable to all members. The allowance must be the same for each councillor. The allowance may be paid in a lump sum, or in instalments through the year.

Basic allowance is intended to recognise the time commitment of all councillors, including such inevitable calls on their time as meetings with officers and constituents and attendance at political group meetings. It is also intended to cover incidental costs such as the use of their homes.”

- 14 In recommending the Basic Allowance in 2002 the IRP took three main elements into account: a calculation of the time commitment of being a Councillor; a public service discount that reflected the importance of a voluntary element in this work; and an hourly rate that should be

applied to the net hours after the subtraction of the voluntary discount.

- 15 Council agreed the IRP's recommendation that the Basic Allowance should be calculated on the basis of an average monthly average of 90 hours less a public service discount of 33.3% multiplied by the Herefordshire average hourly earnings (then) £7.82 multiplied by 12 (months).
- 16 This sum has been inflated on an annual basis since then in line with the Local Government Pay Award.
- 17 There are no proposals to change this approach.

Special Responsibility Allowances

(This section sets out the background to special responsibility allowances and then invites the Panel to consider some specific proposals)

(Background)

- 18 Special responsibility allowances may be paid to Councillors with special responsibilities as defined in the Regulations.
- 19 The Government guidance notes: *"Regulations do not limit the number of special responsibility allowances which may be paid, nor do the regulations prohibit the payment of more than one special responsibility allowance to any one member. However, these are important considerations for local authorities. If the majority of members of a council receive a special responsibility allowance the local electorate may rightly question whether this was justified. Local authorities will wish to consider very carefully the additional roles of members and the significance of these roles, both in terms of responsibility and real time commitment before deciding which will warrant the payment of a special responsibility allowance."*
- 20 The IRP set a rate for the most time consuming and responsible elected post within the Council, that of the Leader, based on a range of comparative information and set special responsibility allowances pro rata for other roles.
- 21 In May 2011 the IRP considered two proposals to increase the number or levels of the Special Responsibility Allowances.
- 22 The first proposal related to posts subsequently designated Cabinet Support Officers: that a Special Responsibility Allowance be paid to Advisers/Assistants to Cabinet Members, if appointed, which should not exceed more than 50% of the Band 2 Allowance in the Allowances Scheme currently paid to individual Cabinet Members, subject to the total budget currently allocated for individual Cabinet Members not being exceeded.
- 23 The Leader subsequently agreed that Cabinet Support Members should receive a Special Responsibility Allowance of 50% of the SRA of Cabinet Members.
- 24 The second related to the payment of allowances to the Chairmen of Scrutiny Task and Finish Groups. The recommendation of the Independent Remuneration Panel was that a Special Responsibility Allowance be payable in principle to Chairmen of Scrutiny Task and Finish Groups, subject to the total amount currently payable to the 5 Chairmen of Scrutiny Committees not being exceeded, the level of such Allowances to be determined in accordance with a Scheme to be prepared by the Assistant Director Law, Resilience and Governance and submitted to Council for approval.

- 25 At the time of preparing that report the detail of how the new scrutiny model would operate was still to be developed. At the Council meeting in May Council appointed 6 Vice-Chairmen from within the Membership of the Overview and Scrutiny Committee. It was confirmed that the Vice-Chairmen would lead on themed areas of scrutiny work. Council agreed that an allowance of £3,500 be payable to each Councillor with the exception of the Vice-Chairman for the Health and Wellbeing theme which it was considered would carry an additional workload to whom it is proposed that an allowance of £4,000 be payable.

(Specific Proposals)

Review of Overview and Scrutiny Structure

- 26 The Panel is asked to consider the implications of further changes to the Council's Overview and Scrutiny arrangements.
- 27 The new arrangements provide for two Overview and Scrutiny Committees each of equal status replacing the single Overview and Scrutiny Committee which had been appointed by Council in May 2011.
- 28 Each Committee has a Chairman and a Vice-Chairman.

Chairmen's Allowance

- 29 The former Chairman of the single Overview and Scrutiny Committee was paid at the same level as a Cabinet Member (Band 2 £11,383). This continued the level of allowance payable prior to May 2011. That allowance had originally been set on the basis that the Chairman fulfilling that role bore heavier responsibilities compared with other major Chairmanships.
- 30 Prior to May 2011 when there were 5 Scrutiny Committees, Chairmen of those Committees were paid an allowance at Band 3 £8,795.
- 31 One option would therefore be to pay each Chairman at Band 3 rather than Band 2.
- 32 The Committees are being scheduled to meet monthly. This compares to the scheduling of quarterly or bi-monthly meetings of Scrutiny Committees under the previous arrangements. However, the Panel may also wish to consider whether the responsibility of these two Chairmen equates to that of Cabinet Members who have individual decision making powers in addition to taking decisions collectively in Cabinet.

Vice-Chairmen's Allowance

- 33 The Vice-Chairmen of the two Scrutiny Committees will have a role in planning the delivery of the Scrutiny function including attending liaison meetings with the Cabinet and will doubtless lead some of the Task and Finish Group Work
- 34 The Vice-Chairman of the Planning Committee and the Regulatory Committee do not receive allowances, in fact the only Vice-Chairman to do so is the Vice-Chairman of Council (Band 5 £1,552). However, the IRP's decision to recommend the payment of allowances to the Chairmen of Task and Finish Groups post May 2011 recognised that the work associated with the delivery of the Overview and Scrutiny Committee function extends beyond deputising for a Chairman in the event that they are unavailable or unable to take the chair.
- 35 One option is that the Vice-Chairmanships of the two Committees should continue to be paid at the level previously set for five of the Vice-Chairmen posts under the previous structure either at £3,500, or at the £4,000 allocated to one of the Vice-Chairmanships.

- 36 This level of allowance would be just below that paid to the Chairman of the Audit and Governance Committee (£4,398) (Band 4). An alternative would be to place the Vice-Chairmanships into Band 4. If the Chairmen are paid at Band 2 and the Vice-Chairmen at Band 4 this would represent 39% of the Chairmen's allowance. If the Chairmen are paid at Band 3 and the Vice-Chairmen at Band 4 this would represent 50% of the Chairman's allowance.
- 37 The budget for Special Responsibility Allowances for the former Chairman of the OSC and the five Chairmen of the former Scrutiny Committees was (£11,383 + (5x£8,795) £55,358. The revised total post May 2011 was (£11,383 plus 21,500) £32,883. The options in this part of the report would, subject to the Panel's recommendations, entail expenditure of a maximum of £31,562 in a full year an annual saving of £1,321.

Recommendation

The Panel considers whether to recommend that:

The level of allowance paid to the Chairmen of the two Overview Scrutiny Committees be set at Band 2 or at Band 3; and

An allowance be paid to the Vice-Chairmen of the two Overview Scrutiny Committees and if so at what that allowance should be.

Chairmen of Task and Finish Groups

- 38 Task and Finish Groups will continue to form part of the Scrutiny Structure. These Groups will look at an issue in greater depth generally taking evidence from a range of bodies and undertaking research compiling a report setting out its findings and recommendations to the Executive. These studies can take one or two meetings to complete or up to, say, 10 for a more detailed review.
- 39 The IRP agreed last year that Special Responsibility Allowances be payable in principle to Chairmen of Scrutiny Task and Finish Groups, subject to the total amount currently payable to the 5 Chairmen of Scrutiny Committees not being exceeded, the level of such allowances to be determined in accordance with a Scheme to be prepared by the Assistant Director Law, Resilience and Governance and submitted to Council for approval.
- 40 If the Panel accepts the proposals for the Chairmen and Vice-Chairmen of the two Scrutiny Committees this would leave a sum of £3,117 in that budget.
- 41 One of the intentions in implementing the new system is to encourage the undertaking of some scoped, in-depth demanding reviews of perhaps six months duration.
- 42 It is suggested a sum of £500 be payable to a Chairman of one of these special reviews. To avoid distorting the work programmes of the two Committees and having regard to the available budget a maximum of six reviews would be commissioned between the two Committees rather than imposing an artificial limit of 3 per Committee. The Chairmen of the two Committees would negotiate in the event of any disagreement. The Vice-Chairmen of the two Committees would not be eligible for payment under this provision.
- 43 The decision to make a payment available for a special review would be identified at the outset as part of the scoping of the review and be subject to the scope of the review being agreed by the relevant Overview and Scrutiny Committee; the timescale being met and the quality of the review meeting the expectations of the Committee. This would ensure that there was no perverse incentive, for example to deliberately and unnecessarily extend the timescale

for a review.

Recommendation

The Panel considers whether to recommend that an allowance of £500 be paid to Chairmen of special Scrutiny Task and Finish Groups appointed by the relevant Overview and Scrutiny Committee subject to appropriate criteria being met.

Deputy Leader of the Council

(Specific Proposal)

- 44 The post of Deputy Leader has to date been graded at Band 3 for allowances purposes if the Deputy Leader is not a member of the Cabinet.
- 45 More often than not the Deputy Leader has been a Cabinet Member and has therefore been paid the Band 2 Allowance.
- 46 The Leader of the Council does not consider that this reflects the responsibilities of the Deputy Leader.
- 47 The allowances paid by neighbouring authorities are as follows:

Council	Deputy Leader's Allowance 2012/13	Rationale	Notes
Gloucestershire	£21,999 (83% of Leader)	Basic allowance £8, 800 Leader of the County Council: £26,399 Deputy Leader of the County Council: £21,999 Cabinet Member: £17,599	
Shropshire	£14,392 (62% of Leader's Allowance)	The Leader of the Council receives a Special Responsibility Allowance which is twice the level of the Basic Allowance. (£23,028). (The Basic Allowance is £11,514) Deputy Leader receives a Special Responsibility Allowance which is 1.25 times the Basic Allowance. Cabinet Member £17,599	
Worcestershire	No separate allowance. Payment is the same as Cabinet Member (£16,499) (equivalent to 75% of Leader's salary)	Basic £8,515 Leader £21,999 Cabinet Member £16,499	

- 48 The Deputy Leaders of the three Councils serve on the Cabinet with responsibility for specific portfolios.

- 49 If the current allowance for the Deputy Leader (if not a Cabinet Member) were to be combined with the allowance of the Deputy Leader as a Cabinet Member this would amount to £20,178 (72% of the Leader) almost mid-way between the percentage paid by Gloucestershire and Shropshire. A payment of 60% of the Leader's allowance would be £16,763. A payment of 50% of the Leader's allowance would be £13,965.

Recommendation

The Panel considers whether to recommend that an increased allowance be paid to the Deputy Leader and if so what that allowance should be.

Travel and Subsistence

- 50 As outlined in the current scheme at Appendix 1 the single rate at which travel may be claimed is at the rates used by Her Majesty's Revenues and Customs Service (Members are entitled to choose between claiming mileage allowance for bicycle travel, or claiming for an annual service for their bicycle instead.)
- 51 A subsistence allowance for Councillors is paid on the basis of actual reasonable expenditure and where overnight accommodation is necessary, this will be for three star accommodation or equivalent, evidenced by receipts.

Mileage Payments for Electric Cars

(Specific Proposal)

- 52 A question has been raised as to whether Members driving electric vehicles should be entitled to claim the same mileage rate as those driving cars fuelled by petrol or diesel.
- 53 The HMRC approved mileage rates don't specify fuel type, merely vehicle type, e.g. car/van, motorcycle, pedal cycle. Therefore, as it stands at the moment, employers may reimburse electric car owners up to 45p/mile for business journeys without the recipient incurring a tax liability.
- 54 Employers may set their own reimbursement rates which, when compared with the HMRC approved mileage allowances, may or may not generate a tax liability. In other words, the Council does not need to differentiate if it does not want to do so. It could be argued that to pay the same rate, regardless of fuel type, is a no cost incentive for people to choose lower emission cars, although that is rather simplistic as most people don't base their choice of vehicle solely on what they get paid for business mileage. It could also be seen as a reward for those who have already chosen such cars.
- 55 Alternatively, data could be obtained from various sources which will give a reasonable idea of electricity costs per mile. Leaving aside hybrid vehicles, this would raise the prospect of periodic reviews of electricity prices and possibly counterclaims from petrol and diesel users that their rates don't reflect their running costs.
- 56 It appears that much the simplest option is to pay HMRC rates which do not specify fuel type.

Recommendation

The Panel considers whether to recommend that there should be any change to the current arrangement that HMRC rates are paid regardless of the fuel type of vehicle

Childcare and Dependent Carer's Allowance

(This section is for information)

- 57 As outlined in the current scheme at Appendix 1 allowances are payable evidenced by receipts at the current market hourly rates.

Allowances For Town And Parish Councillors

(For information at this stage)

- 58 The Chief Executive of Herefordshire Association of Local Councils has requested that as a matter of course the IRP considers the payment of Town and Parish Councils.
- 59 The IRP last considered the question of Town and Parish Council Allowances in October 2006. The Panel decided that, due to lack of interest and information from any of the councils involved, no further action be taken at present with regard to introducing such a scheme." If a formal request were to be received consideration could be given at that point to convening a meeting of the Panel.
- 60 A letter has been sent to Town and Parish Councils inviting replies by 3 December. The Panel will be informed of the outcome and proposals brought forward as appropriate to a future meeting of the Panel
- 61 The provisions governing payments to Town and Parish Councils and the IRP's considerations to date is summarised below for reference.

(For reference)

- 62 A Parish or Town Council may choose to make an allowance available to its Chair only or to all of its members but there is no obligation, however, to do so unlike other local authorities.
- 63 The Chair's allowance may be paid at a different level to that for other members. The allowance paid to the other members must be the same amount as each other.
- 64 Just like other local authorities, a Parish or Town Council must have regard to the recommendations of its remuneration Panel if it wishes to pay a basic and/or Chair's allowance.
- 65 The Independent Remuneration Panel did consider a report in October 2005. The Panel agreed that, before it could make any recommendation on the level of allowances, the Herefordshire Association of Local Councils, the Market Town Councils and Hereford City Council, be asked about interest in introducing a scheme for payment of a Parish Basic Allowance, and if interested, to present information on time commitment and level of responsibility and comment in support.
- 66 The Panel did, however, express the view that it would not wish parish councillors to be out of pocket as a result of their voluntary activities as parish councillors. They therefore recommended that town and parish councillors be eligible to claim travel expenses. However, as most meetings take place in the evening, it did not feel it appropriate to recommend a subsistence allowance. Council agreed on 4 November 2005 that Town and Parish Councillors be eligible to claim reimbursement for travel associated with their parish council duties at the same level as Herefordshire Council elected Members (currently 40p per

mile);

- 67 The Panel gave further consideration to the issue in October 2006. None of the bodies approached, as referred to above, had provided any information in support of an allowance scheme.
- 68 The Panel decided that, “due to lack of interest and information from any of the councils involved, no further action be taken at present with regard to introducing such a scheme.”
- 69 If a formal request were to be received consideration could be given at that point to convening a meeting of the Panel.

Community Impact

- 70 Consideration of Members Allowances needs to take account of the current financial climate. The IRP Members are independent of the Council and represent the wider interests of the county.

Financial Implications

- 71 The budget for Members' Allowances for 2012/13 is £629,840 made up of £366,490 for the basic allowance and £218,580 for Special Responsibility Allowances. There is an additional budget of £44,770 for National Insurance payments. The Allowances are uplifted each year in line with the National Joint Council for Local Government Services Pay Awards.
- 72 The proposals in this report can be accommodated within the sum available for Special Responsibility Allowances. If accepted as proposed the special responsibility allowances total is estimated to be at a maximum of £209,771.
- 73 The financial implications of any proposal from the IRP will need to be clearly outlined in the report considered by Council.

Legal Implications

- 74 The Local Authorities (Members' Allowances) (England) Regulations 2003, require the Local Authority to appoint an Independent Remuneration Panel to make recommendations about the level of allowances for Councillors. A local authority must have regard to the recommendations of the Independent Remuneration Panel.

Risk Management

- 75 Not complying with appropriate legal requirements could have a detrimental impact on the Council's reputation.

Consultees

- 76 Political Group Leaders

Appendices

Appendix 1 – Current Councillors Scheme of Allowances

Appendix 2 - Advertisement of Allowances paid to each Councillor in 2011/12

Background Papers

- None identified.

PART 6

COUNCILLORS' ALLOWANCES SCHEME

6.1.1 The Councillor's Allowances Scheme has been agreed following consideration of the recommendations of an Independent Remuneration Panel. The Scheme was last reviewed in May 2011.

6.1.2 The main features of the Scheme are:

- a Basic Allowance for all 58 members of £7,244.
- a one off allowance of up to £1,000 available to all Councillors in the first three years of the life of this Council's administration to equip themselves sufficiently with ICT to carry out their Council duties.
- an entitlement to claim expenses for consumables including Broadband subscription up to a maximum of £200 per year.
- a scheme of Special Responsibility Allowances as shown below:

BAND 1	Leader of the Council	£27,939
BAND 2	Cabinet Members Chairman of Overview and Scrutiny Committee	£11,383
Band 3	Chairman of Council, Deputy Leader (<i>if not a Member of the Cabinet</i>) Chairman of Planning Committee and Chairman of Regulatory Committee	£8,795
Band 4	Independent Chairman of the Audit and Governance Committee Independent Chairman of the Standards Committee	£4,398
Band 5	Vice-Chairman of Council Group Leaders (and £124 per Group Member) – provided Group membership exceeds 10% of the Council's total membership.	£1,552
Cabinet Member Support Team	An allowance is payable for these posts up to 50% of the Band 2 Allowance currently paid to individual Cabinet Members, subject to the total budget currently allocated for individual Cabinet Members not being exceeded.	Up to £5,691
Scrutiny Task and Finish Group	Vice Chairman of Overview and Scrutiny Committee (Health and Wellbeing)	£4,000

Chairmen	All other Vice Chairmen of Overview and Scrutiny Committee	£3,500
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- c Special Responsibility Allowance to be in addition to Basic Allowance. Excluding Group Leaders' Allowance, only one Special Responsibility Allowance is payable per **Elected** Member.
- d A Childcare and Dependant Carers' Scheme: allowances payable for eligible duties where costs are incurred in the care of children aged 16 or under, and in respect of other dependants where there is medical or social work evidence that care is required, and where the work claimed for has been undertaken by persons other than family members resident in the household; all claims must be evidenced by receipts and will be paid at the current market hourly rates.
- e All allowances to be updated annually in line with the N.J.C. for Local Government Services pay award.

6.1.4 In addition attendance whether as an appointed member or at the invitation of a Director, Cabinet Member or Chairman of the relevant body at any of the following will entitle a Councillor to claim for travel and subsistence:

- g Council meeting
- h Council committee and sub-committee meeting
- i Any of the other bodies described in this Constitution including Cabinet and PACT meeting;
- j A Working Group established by any one of the above bodies (including attendance as a member of a Best Value Review team at a team meeting or related activity);
- k Official briefing session called by the Chairman of Council, Leader, Cabinet Member, Chairman of a Committee, Sub-Committee or Panel, Community Forum or Working Group, or by a Group Leader or his/her substitute - such attendance being limited to one Councillor from each group per session;
- l Meeting of any other approved body.

6.1.5 The undertaking by any of those listed below of any duty associated with the Council or its committees and other bodies approved for such purposes by the Chief Executive or Monitoring Officer in consultation with the Leader:

- a The Chairman/Vice-Chairman of Council
- b A Cabinet Member
- c The Chairman/Vice-Chairman of any Committee, Sub-Committee or Working Group, or Chairman of a Community Forum.
- d The leaders of the political groups

6.1.6 Attendance on site visits approved by the relevant Committee or body.

6.1.7 Attendance at Cabinet by the Chairman and Vice-Chairman of the Strategic Monitoring Committee;

6.1.8 Attendance at a meeting of any Scrutiny Committee by the Chairman of the Strategic Monitoring Committee or in the absence of the Chairman and with his/her permission the Vice-Chairman.

- 6.1.10 Attendance at Cabinet by the Chairman or in the absence of the Chairman and with his/her permission the Vice-Chairman of a Scrutiny Committee where Cabinet is addressing matters within that Committee's terms of reference.
- 6.1.11 Attendance at any conference by any Councillor authorised by the relevant Director.
- 6.1.12 Any other attendance for which prior approval has been given by the Chief Executive or Monitoring Officer after consultation with the Leader.
- 6.1.13 In general allowances will not be payable for meetings of outside bodies. A list of appointments to outside bodies, which shall be approved by the Chief Executive or Monitoring Officer following consultation with Group Leaders, will be maintained by the Monitoring Officer. This list will also identify those appointments to outside bodies where allowances are payable.
- 6.1.14 **Note:** The single rate at which travel may be claimed shall be at the rates used by Her Majesty's Revenues and Customs Service (Members are entitled to choose between claiming mileage allowance for bicycle travel, or claiming for an annual service for their bicycle instead.

A subsistence allowance for Councillors is paid on the basis of actual reasonable expenditure and where overnight accommodation is necessary, this will be for three star accommodation or equivalent, evidenced by receipts.

Co-opted and other non-elected Members are entitled to claim Travel, Subsistence and Dependant Carer's Allowances on the same basis as Members of the Council.

HEREFORDSHIRE COUNCIL

PUBLIC NOTICE

LOCAL AUTHORITIES (MEMBERS' ALLOWANCES) (ENGLAND) REGULATIONS 2003

The following table is published in accordance with the above Regulations. Herefordshire Council have published Councillors' allowances annually since 2003, when the above Regulations came into force. The published allowances have been advertised in the local press, publicly available to view on the website, or for inspection at the Council offices at Brockington, since 2003. The table shows the total sum paid by Herefordshire Council to each Member of the Council for the period 1 April 2011 to 31 March 2012 in respect of Basic Allowance (BA) and Special Responsibility Allowance (SRA), Childcare and Dependant Carers Allowance, Travel and Subsistence Expenses and Co-optees Allowance.

Name	Basic Allowance	Special Responsibility Allowance	Travelling & Subsistence Allowance	Total
(1)	(2)	(3)	(4)	(5)
Cllr. P A Andrews	£7,244.04	£1,371.27	£649.83	£9,265.14
Cllr. A M Atkinson	£6,610.97	£1,166.68	£498.00	£8,275.65
Cllr. W U Attfield	£778.93	£193.55	£0.00	£972.48
Cllr. C N H Attwood	£6,484.58	£0.00	£760.06	£7,244.64
Cllr. L O Barnett	£7,244.04	£9,222.17	£2,263.37	£18,729.58

Cllr. C M Bartrum	£7,244.04	£0.00	£139.50	£7,383.54
Cllr. P L Bettington	£7,244.04	£0.00	£1,338.95	£8,582.99
Cllr. A J M Blackshaw	£7,244.04	£11,382.96	£3,067.49	£21,694.49
Cllr. W L S Bowen	£7,244.04	£1,371.27	£1,936.65	£10,551.96
Cllr. H Bramer	£6,832.99	£7,588.64	£651.89	£15,073.52
Cllr. A N Bridges	£6,484.58	£0.00	£1,145.97	£7,630.55
Cllr. A C R Chappell	£7,244.04	£1,999.87	£171.20	£9,415.11
Cllr. E M K Chave	£6,484.58	£0.00	£493.95	£6,978.53
Cllr. M E Cooper	£778.93	£0.00	£0.00	£778.93
Cllr. M J K Cooper	£6,484.58	£0.00	£554.50	£7,039.08
Cllr. P G H Cutter	£7,244.04	£7,447.41	£981.50	£15,672.95
Cllr. S P A Daniels	£778.93	£0.00	£0.00	£778.93
Cllr. H Davies	£778.93	£0.00	£0.00	£778.93
Cllr. G Dawe	£778.93	£0.00	£0.00	£778.93
Cllr. B A Durkin	£7,244.04	£0.00	£0.00	£7,244.04
Cllr. P J Edwards	£7,244.04	£1,774.76	£468.30	£9,487.10
Cllr. J P French	£778.93	£1,223.97	£0.00	£2,002.90
Cllr. K S Gaster	£7,244.04	£0.00	£294.75	£7,538.79
Cllr. J H R Goodwin	£778.93	£0.00	£108.90	£887.83
Cllr. A E Gray	£778.93	£0.00	£75.37	£854.30
Cllr. D W Greenow	£7,244.04	£0.00	£275.10	£7,519.14
Cllr. K G Grumbley	£778.93	£0.00	£0.00	£778.93
Cllr. R B Hamilton	£6,484.58	£4,819.40	£0.00	£11,303.98
Cllr. J Hardwick	£6,484.58	£0.00	£1,468.48	£7,953.06
Cllr. M J Hardy-Bishop	£778.93	£0.00	£0.00	£778.93
Cllr. E P J Harvey	£6,484.58	£2,493.31	£0.00	£8,977.89
Cllr. A J Hempton-Smith	£6,484.58	£0.00	£33.35	£6,517.93
Cllr. J W Hope	£7,244.04	£8,795.04	£1,714.65	£17,753.73

Cllr. M A F Hubbard	£7,244.04	£2,675.37	£217.18	£10,136.59
Cllr. B Hunt	£778.93	£0.00	£0.00	£778.93
Cllr. R Hunt	£7,244.04	£0.00	£1,532.98	£8,777.02
Cllr. T W Hunt	£778.93	£945.70	£65.10	£1,789.73
Cllr. J A Hyde	£7,244.04	£6,594.16	£1,499.76	£15,337.96
Cllr. T M James	£7,244.04	£4,280.55	£825.20	£12,349.79
Cllr. J G Jarvis	£7,244.04	£29,821.84	£4,721.28	£41,787.16
Cllr. A W Johnson	£7,244.04	£4,819.40	£1,558.38	£13,621.82
Cllr. P Jones	£7,244.04	£0.00	£1,740.41	£8,984.45
Cllr. J L V Kenyon	£6,484.58	£0.00	£629.97	£7,114.55
Cllr. J F Knipe	£6,484.58	£0.00	£0.00	£6,484.58
Cllr. J Lavender	£778.93	£0.00	£0.00	£778.93
Cllr. J G Lester	£6,484.58	£0.00	£1,403.16	£7,887.74
Cllr. M D Lloyd-Hayes	£7,244.04	£0.00	£1,000.00	£8,244.04
Cllr. G Lucas	£7,244.04	£0.00	£1,118.13	£8,362.17
Cllr. R I Matthews	£7,244.04	£4,602.27	£383.25	£12,229.56
Cllr. P J McCaull	£7,244.04	£0.00	£986.03	£8,230.07
Cllr. S M Michael	£6,484.58	£0.00	£0.00	£6,484.58
Cllr. J W Millar	£6,484.58	£2,849.43	£1,167.19	£10,501.20
Cllr. P M Morgan	£7,244.04	£11,010.07	£1,711.15	£19,965.26
Cllr. N P Nenadich	£6,484.58	£4,819.40	£656.40	£11,960.38
Cllr. C Nicholls	£6,484.58	£0.00	£857.58	£7,342.16
Cllr. F M Norman	£6,484.58	£0.00	£901.28	£7,385.86
Cllr. A Oliver	£778.93	£0.00	£0.00	£778.93
Cllr. J E Pemberton	£778.93	£0.00	£7.65	£786.58
Cllr. R J Phillips	£7,244.04	£14,816.35	£8,028.56	£30,088.95
Cllr. G A Powell	£7,244.04	£0.00	£481.44	£7,725.48
Cllr. G J Powell	£6,484.58	£4,819.40	£0.00	£11,303.98

Cllr. R Preece	£6,484.58	£2,493.31	£694.39	£9,672.28
Cllr. P Price	£7,244.04	£11,382.96	£2,291.55	£20,918.55
Cllr. S J Robertson	£7,244.04	£0.00	£968.71	£8,212.75
Cllr. P Rone	£6,484.58	£0.00	£0.00	£6,484.58
Cllr. A Seldon	£7,528.70	£5,120.95	£1,738.25	£14,387.90
Cllr. P J Sinclair-Knipe	£6,484.58	£4,819.40	£1,531.25	£12,835.23
Cllr. R H Smith	£778.93	£0.00	£86.30	£865.23
Cllr. R V Stockton	£778.93	£0.00	£78.00	£856.93
Cllr. J Stone	£7,244.04	£5,095.38	£0.00	£12,339.42
Cllr. G Swinford	£6,484.58	£0.00	£1,485.00	£7,969.58
Cllr. A P Taylor	£778.93	£0.00	£0.00	£778.93
Cllr. D C Taylor	£7,244.04	£0.00	£499.00	£7,743.04
Cllr. A M Toon	£778.93	£0.00	£0.00	£778.93
Cllr. N L Vaughan	£778.93	£0.00	£0.00	£778.93
Cllr. W J Walling	£778.93	£0.00	£0.00	£778.93
Cllr. P J Watts	£7,244.04	£2,493.31	£1,773.91	£11,511.26
Cllr. D B Wilcox	£7,244.04	£11,382.96	£1,116.18	£19,743.18
Cllr. J B Williams	£778.93	£166.88	£67.60	£1,013.41
Cllr. J D Woodward	£7,244.04	£0.00	£0.00	£7,244.04
	£420,582.66	£195,859.39	£62,913.98	£679,356.03

R Rogers	£2,199.00	£0.00	£0.00	£2,199.00
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Notes

1 The Special Responsibility Column includes allowances for the Chairman and Vice-Chairman

of the Council, Leader, Deputy Leader, Cabinet Members, Cabinet Support Team, Group Leaders, Chairmen of other Committees, and Scrutiny Task and Finish Group Chairmen.

- 2 The Members' Allowances Scheme was adopted by the Council having regard to the recommendations of an Independent Remuneration Panel consisting of representatives of local businesses, the voluntary sector and the press and trade unions in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003.
- 3 Receipts are required for travelling and subsistence allowance with the exception of mileage claims (see column 4). All allowances are subject to annual audit.
- 4 Members' Allowances published since the financial year 2007/2008 are available to view on the Council's website at [www.herefordshire.gov.uk/Your Councillors](http://www.herefordshire.gov.uk/Your_Councillors)
- 5 The Allowances paid for the financial year 2011/2012 cover an election year
- 6 R Rogers, the Independent Chairman of the Standards Committee resigned in 2011. His successor has not claimed any Allowance for the financial year 2011/2012.