

Schedule 1

1. The following are specified as the special responsibilities in respect of which Special Responsibility Allowances are payable, and the amounts of those allowances:

<u>Special Responsibility</u>	<u>Annual Rate</u> <u>(£)</u>
Leader of the Executive	20,000
Deputy Leader of the Executive	3,402
Leader of the Opposition (determined in accordance with Note A below)	3,402
Members of the Executive (excluding the Leader)	3,402
Chairman of the Regulatory Board	3,402
Vice-Chairman of the Regulatory Board	850
Chairman of the Overview Scrutiny Committee	3,402
Vice-Chairman of the Overview Scrutiny Committee	1,191
Chairman of the Finance & Audit Committee	3,402
Vice-Chairman of the Finance & Audit Committee	850
Chairman of the Licensing Committee	3,402
Vice-Chairman of the Licensing Committee	850
Chairmen of Policy Overview Committees (with effect from 20 July 2007)	1,701

NOTE A

Where -

- (a) the members of the Council are divided into at least two groups constituted in accordance with regulation 8 of the Local Government (Committees and Political Groups) Regulations 1990; and
- (b) either a majority of councillors, or half of the councillors and the Mayor belong to the same political group ("the controlling group"); and
- (c) no special responsibility specified in paragraph 1 of this schedule is held by a councillor who is not a member of the controlling group.

a special responsibility allowance of £3,402 shall be paid -

- (i) where the members of the Council are divided into only two political groups, to the leader of the political group which is not the controlling group;

Ashford.**Schedule 1**

Set out below are details of the amounts of Basic and Special Responsibility Allowances payable from the 1st April 2009

Allowance	Amount From 1st April 2006 (£)
Basic	4,228.64
Leader	13,832.35
Deputy Leader	9,129.43
Other Executive Members	6,916.18
Chairmen of Overview and Scrutiny	5,532.95
Vice-Chairmen of Overview and Scrutiny	1,825.88
Chairman of Audit Committee	4,610.79
Vice-Chairman of Audit Committee	1,536.93
Chairman of Planning	5,532.95
Vice-Chairman of Planning	1,825.88
Chairman of Policy Advisory Groups/Community Partnership Group	2,766.47
Vice-Chairman of Policy Advisory Groups/Community Partnership Group	922.16
Chairman of Licensing and Health and Safety	1,383.24
Chairman of Standards	1,383.24
Chairman/Vice-Chairman of Joint Transportation Board (whichever is held by the Ashford Borough Council Member)	1,383.24
Group Leaders	216.85 per Member

NOTE: The pre-requisite for paying a Special Responsibility Allowance to a Group Leader is that the Group concerned must have a minimum of 2 members.

Dartford Borough Council

1. Basic Allowance

Each Councillor shall be paid a basic allowance of £4,670 per year.

2. Special Responsibility Allowances

(1) Subject to para. (2) below, the following special responsibility allowances shall be paid per year:

Responsibility	Allowance (£)
Leader	27,311
Deputy Leader	16,386
Cabinet Member	8,193
Junior Minister	2,703
Chairmen	
Development Control Board	4,915
Audit Board	2,048
Scrutiny Committee	2,048
Quality Services Committee	2,048
Vice Chairmen	
Development Control Board	1,622
Shadow Chairmen	
Development Control Board	1,622
Other Group Leaders and Deputies	
Shadow Leader	8,193
Deputy Shadow Leader	4,915
Leader of any other Group that consists of 5 Members or 10% of the Council, whichever is the greater	3,997
Deputy Leader of any other Group that consists of 5 Members or 10% of the Council, whichever is the greater	4,096
Group Member	229 per Group member excluding the Group Leader

(2) Group Leaders will be entitled to the Group Leader Allowance (for each member of their group) plus one other Special Responsibility Allowance. All other Members are entitled to receive only one Special Responsibility Allowance.

3. Carer's Allowance

A carer's allowance shall be paid where a Councillor has necessarily incurred expenditure for the care of children (up to the age of 15 years) or a dependent relative whilst undertaking the duties of the Council.

- (1) Dependent Relative Care £12.81 per hour
- (2) Childcare – national minimum wage hourly rate

4. Travel and Subsistence Allowances

- (1) Approved Duties

Subject to the provisions set out below, Travel and Subsistence Allowances will be paid to those Councillors and Co-opted Members attending meetings in respect of the following duties (the Approved Duties):

Members' Allowances Scheme (2009/10)

Description of Allowance	Allowance per Member (£)
Basic Allowance (all Members)	3,149.77
Special Responsibility Allowances:	
Opposition Group Leaders:	
Liberal Democrat (7 Members)	650.57
Labour (4 Members)	463.96
Cabinet members	4,163.33
Cabinet Chairman (Council Leader)	11,611.15
Chairmen	
Performance and Governance Committee	1,345.29
3 x Select Committees (each)	1,190.42
Development Control Committee	1,430.12
Vice-Chairmen	
Performance and Governance Committee	856.90
3 x Select Committees (each)	920.97
Development Control Committee	976.80
Committee Members:	
Development Control members	184.20
Licensing Committee members	184.20
Standards Committee (Independent Members including Parish/Town Members)	
Independent Chairman	1,000.00
Independent Members	479.00
Carer's Allowance (All Members if appropriate)	Up to £6 per hour per Member
Dependent Carers Allowance	£15. 50 per hour per Member

Please note the new Allowances Scheme approved by Council on 7 April 2009 is being phased in over a four year period; 10% this year (2009/10 figures shown above) and 30% each year for the following three years. Any Member who would have been disadvantaged as a result of the new Scheme, will also be protected so that they are no worse off than they were in 2008/09.

PART 6

MEMBERS' ALLOWANCES

SCHEME

The Swale Borough Council, in exercise of the powers conferred by Section 18 of the Local Government and Housing Act 1989 as amended by Section 99 of the Local Government Act 2000 and various Regulations in particular The Local Authorities (Members' Allowances) (England) Regulations 2001 (SI 2001/1280) hereby makes the following scheme:

1. This scheme may be cited as the Swale Borough Council Members' Allowances Scheme, and shall have effect from the start of the new Municipal Year (Annual Council meeting). It will be subject to change following the annual deliberations of the Independent Members' Allowances Panel, which usually meet in October/November preceding the year under consideration.

2. In this scheme,

"Councillor" means a member of the Swale Borough Council who is a Councillor;

"Total estimated allowances" means the aggregate of the amounts estimated by the Head of Finance at the time when a payment of basic allowance or special responsibility allowance is

made, to be payable under this scheme in relation to the relevant year, and for this purpose any election under paragraph 7 shall be disregarded;

"Year" means the 12 months commencing with the Annual Council meeting. The first monthly payment will be made in June after the Annual Council meeting and will cease the following May.

Basic Allowance

3. Subject to paragraph 8, for 2008/09 a basic allowance of £3,343 shall be paid to each Councillor by monthly instalments.

Special Responsibility Allowances

4. (1) For each year a special responsibility allowance shall be paid by monthly instalments to those Councillors who hold the special responsibilities in relation to the authority that are specified in Schedule 1 to this scheme.

(2) Subject to paragraph 8, the amount of each such allowance shall be the amount specified against that special responsibility in that schedule, and any notes applicable.

SCHEDULE 1

1. The following are specified as the special responsibilities in respect of which special responsibility allowances are payable. The amounts of those allowances are calculated as a % of the Leader's entitlement:

Special Responsibility Allowances (SRA)

	£	%
Leader	11,700	100
Executive (5)	7,020	60
Minority Leaders (3)	5,850	50
Scrutiny Chairmen (2)	3,510	30
Planning Chairman	3,510	30
Planning Committee Spokespeople (3)	1,170	10
Audit Chairman	1,170	10

Note: -

Only one Special Responsibility Allowance can be paid to a Councillor in addition to the Basic Allowance.

SCHEDULE 2

(Executive Minute No. 722/2/06 and Council Minute No. 765(iii)/3/06 refer)

1. Councillors are entitled to claim for the attendance at meetings properly called to transact any functions or duties of the Council of which the

Councillor is a member or to which he/she is required to attend in order to assist the Committee/Panel/Working Group/Forum in its deliberations. (This would include for example, if invited to a Scrutiny Panel as a witness.)

(Minute Nos. 860/1/93)

2. Allowances will also be paid for site visits arranged by the Executive, a Committee, Panel, Forum or Working Group of the Council.

(Minute No. 880(3)/1/99)

3. Also as an approved duty for the purpose of payment of travel and subsistence allowances, is the attendance of meetings on the Approved Duties List. (Minute No. 709/12/94).

4. Chairmen and Spokespersons may claim for attending Chairman's Briefings, or meetings with Officers in connection with a matter relating to their Committee, subject to them being pre-arranged.

5. Executive Members may claim for pre-arranged meetings with Officers in connection with matters relating to their portfolio and to meetings of

SCHEDULE I

1. The Borough Council received a report from an Independent Remuneration Panel containing recommendations for amendments to the Scheme for Members' Allowances. The Panel's recommendations as to basic and special responsibility allowances (SRAs) were considered in detail by the Full Council at its meeting on 20 January 2009.

The Council resolved to accept the Panel's recommendations but to maintain the current level of recommended allowances, with the exception of the SRAs for the Group Leaders, which will be paid at the recommended level for 2009/2010. During a 4 year transition period, allowances will move towards those recommended by the Panel with the intention that by year 4 of the transition the Panel's recommendations will be in force in full.

	Panel's Recommendations w.e.f. 01.04.2009 £	Current Allowance Level £
Basic Allowance to all Councillors	5,162	4,734
Special Responsibility Allowances:		
Group Leaders	£1,907.00 Plus £100 per member of the Group	1,907.00 100.00
Leader of the Council	19,068 (incorporating group leader allowance)	9,468
Cabinet Member	9,534	7,101
Chair of Scrutiny Committee	6,195	5,919
Vice Chair of Scrutiny Committee	1,549	1,185
Chair of Policy Overview Committee	6,195	5,919
Vice Chair of Policy Overview Committee	1,549	1,185
Chair of Licensing & Appeals Committee	2,581	2,367
Vice Chair of Licensing & Appeals Committee	1,549	1,185
Chair of General Purposes Committee	2,581	1,185
Chair of Area Planning Committee	5,162	4,734
Vice Chair of Area Planning Committee	1,291	1,185
Chair of programmed Advisory Board	1,291	1,185
Vice Chair of programmed Advisory Board	323	237
Chair of non-programmed Advisory Board	516	591
Vice Chair of non-programmed Advisory Board	129	237
Chair of Standards Committee	1,291	1,185

2. TRAVELLING, SUBSISTENCE AND CARER'S ALLOWANCES

The following rates apply with effect from **1 April 2009**. Members may claim the following allowances for pre-arranged meetings with any officer (regardless of their position) in respect of matters relevant to their Committee etc., or external bodies to which they have been appointed by the Council. Such meetings must **not** be in connection with **ward business**.

A. TRAVELLING

The rate for travel by a Member's own **private motor vehicle**, shall be in accordance with the rates payable to Council employees (the "National Joint Council" rate). As at 1 April 2009 the rates are as follows:-

For the use of a motor car of cylinder capacity

- | | |
|--|----------------|
| (a) not exceeding 999 cc | 42.9p per mile |
| (b) exceeding 999 cc but not exceeding 1199 cc | 47.7p per mile |
| (c) exceeding 1199 cc | 60.1p per mile |

In addition, the IRP (endorsed by the Full Council) agreed that the above rates may be increased in respect of the carriage of **passengers**, to whom a travelling allowance would otherwise be payable under any enactment, by 5p per mile per passenger.

There is no NJC rate for **motorcycles**. The H M Revenue and Customs (HMRC) rate is 24p per mile, and this is the amount an officer would be paid in the event that he/she used a motorcycle. Accordingly, the rate prescribed for Members from 1 January 2004 is 24p per mile.

The **cycling** rate agreed from 1 January 2004 is 20p per mile, in line with the HMRC rate.

In exceptional circumstances, where a Member is unable to travel on Council business by a means already allowed for by this Scheme, reasonable travel costs will be met. The discretion to make such payments will lie with the Director of Finance.

**MEMBERS' ALLOWANCES AND EXPENSES
APPLICABLE TO 31 MARCH 2010**

Type of Allowance	2008/09	2009/10	Est
	£	£	No.
Basic Allowance	3,630	5279	48
Special Responsibility Allowances			
Group Leaders			
- Majority Group - included in Leader's Allowance	7,320	21,480	1
- Opposition Group – less than 5 members	-	2,548	1
Cabinet Member	5,490	10,740	5
Chair of:-			
Scrutiny Select Committees	3,660	5,279	3
Licensing	1,830	1,980	1
General Purposes	930	1,980	1
Joint Transportation Board	930	1,980	1
Standards Committee	930	1,980	1
Audit Committee	930	1,980	1
Planning Committees	1,830	5,279	2
Vice-Chair of:-			
Scrutiny Select Committees	0	1,320	3
Licensing	0	495	1
General Purposes	0	495	1
Joint Transportation Board	0	495	1
Standards Committee	0	495	1
Audit Committee	0	495	1
Planning Committees	930	1,320	2
Co-Optees Allowance			
Chair of Standards	1,050	1,056	1
Non Borough Members of Standards/Audit Cttees	120	528	8