

**16<sup>th</sup> May 2018**

**Annual Council**

**Members Allowances 2018/19**

**Report of:** *Jacqueline Van Mellaerts – Interim Chief Finance Officer*

**Wards Affected:** *All Wards*

**This report is:** *Public*

## **1. Executive Summary**

- 1.1 The Council operates a Members' Allowances Scheme which is reviewed annually by the Independent Remuneration Panel (IRP). The IRP have reviewed the current scheme and have made recommendations for the 2018/19 Municipal Year.
- 1.2 The Members' Allowance Scheme is Part 6 of the Council's Constitution and the IRP's report is attached as Appendix A. The IRP report has recommended an increase to the Mayor and Deputy Mayor allowance, however there are no changes to other members allowances for 2018/19.

## **2. Recommendation(s)**

- 2.1 That the report of the Independent Remuneration Panel at Appendix A be noted.**
- 2.2 That the Members Allowances at Appendix B be agreed.**

## **3. Introduction and Background**

- 3.1 The Local Authorities (Members Allowances) (England) Regulations 2003 require councils to establish an *Independent Remuneration Panel*. The Council cannot alter or update its existing Scheme of Members Allowances without first considering a report from the Independent Remuneration Panel.
- 3.2 Local authority elected Members are entitled to receive allowances to compensate them for the role that they do and the responsibilities they assume on behalf of the communities they serve. A 'Basic Allowance' is paid to all Members of the authority to reflect the roles that they undertake. A 'Special

Responsibility Allowance', is paid to those Members that have particular responsibilities within the Council's constitutional arrangements.

- 3.3 No additional subsistence or travel allowances are paid. However, Annual Council 2013 resolved that 'reasonable expenses' for external training and conferences are reimbursed, as required, and only with advance agreement of the Chief Executive.

#### **4. Issue, Options and Analysis of Options**

- 4.1 The analysis of options by the IRP is set out in detail in Sections 8 to 11 of their report as attached at Appendix A.

#### **5. Reasons for Recommendation**

- 5.1 The Local Authorities (members Allowances) (England) Regulations 2003 require that before Council can determine its Members Allowances for the forthcoming Municipal Year, it must consider a report from the Independent Remuneration Panel.

#### **6. Consultation**

- 6.1 The Independent Remuneration Panel held a meeting at the end of March 2018 with Officers and the Leader of the Council. The meeting was minuted, and considered a series of contextual information which is set out within their report.

#### **7. References to Corporate Plan**

- 7.1 None

#### **8. Implications**

##### **Financial Implications**

**Name & Title: Jacqueline Van Mellearts, Interim Chief Finance Officer**

**Tel & Email: 01277 312829/jacqueline.vanmellaerts@brentwood.gov.uk**

- 8.1 A provision for Members Allowance as outlined in recommendation 2.2 of this report is included within the 2018/19 budget.
- 8.2 A £500 budget has been recommended as a contingency for the Mayor and Deputy Mayor duties. This is reasonable and can be funded from the Council Reserves without putting financial strain on the Council's MTFP.

**Legal Implications**

**Name & Title:** Daniel Toohey, Monitoring Officer/Head of Legal Services

**Tel & Email:** 01277 312860/daniel.toohey@brentwood.gov.uk

- 8.3 [The statutory requirements on the Council are set out in the body of the report and the recommendations sets out the necessary steps to ensure compliance.]

**Other Implications** (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

- 8.4 None.

**9. Background Papers** (include their location and identify whether any are exempt or protected by copyright)

- 9.1 Annual reports of the Independent Remuneration Panel to Brentwood Borough Council are publicly available at [www.brentwood.gov.uk](http://www.brentwood.gov.uk)

**10. Appendices to this report**

Appendix A – Report of the Independent Remuneration Panel 2018/19.

Appendix B – Schedule of proposed Members Allowances for 2018/19.

**Report Author Contact Details:**

**Name:** Jacqueline Van Mellaerts – Interim Chief Finance Officer

**Telephone:** 01277 312829

**E-mail:** [Jacqueline.vanmellaerts@brentwood.gov.uk](mailto:Jacqueline.vanmellaerts@brentwood.gov.uk)