

Gloucester City Council

Members' Scheme of Allowances

Under the Local Government Act 2000, Councillors are entitled to claim allowances for the duties they undertake. The categories of allowance are summarised below

- basic allowance (all Councillors are entitled to receive the basic allowance)
- special responsibility allowance, for leader, deputy leader, cabinet members and chairmen of committees, and leaders of political groups
- dependent carers allowance
- travelling and subsistence allowances

Entitlement to special responsibility, basic and travelling and subsistence allowances depends on a scheme made by the Council.

The Council is required by law to establish an independent remuneration panel to make recommendations on the levels and types of allowances to be paid and the Council is required to take into consideration those recommendations, although not obliged to follow them.

The current members of the independent remuneration panel are as follows -

Madeleine Townley (Chair), an independent mortgage consultant
The Very Reverend Nicholas Bury, Dean of Gloucester Cathedral
Chris Clouting, a retired Local Government Officer
Alan Keddie, retired solicitor
Susan Smith, retired Civil Servant

The current Members' Scheme of Allowances adopted by the Council on the 25 March 2010 and operative from 1 April 2010 to 31 March 2011 is shown on the next page.

The approved duties for payment of allowances are detailed at the end of the scheme. Members are restricted to one special responsibility allowance only.

Members' Scheme of Allowances 2010/11

(in force 1 April 2010 - 31 March 2011)

Allowances	Rate																																																																
1. Basic Allowance All Councillors are entitled to this general allowance which is paid automatically on a monthly basis (unless written notice to the contrary is given)	£5,250 p.a. per Councillor																																																																
2. Special Responsibility Allowances These are special allowances paid to Councillors who hold positions with significant responsibilities over and above the general duties of a Councillor. This additional entitlement is paid automatically (unless written notice to the contrary is given) to the relevant Councillors on a monthly basis. (N.B. Members are restricted to one special responsibility allowance only.) The affected position and the sums payable are as follows: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Leader of the Council</td> <td style="width: 30%; text-align: right;">(3.25 x basic allowance)</td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td>Deputy Leader of the Council</td> <td style="text-align: right;">(2.25 x basic allowance)</td> <td>.....</td> <td style="text-align: right;">£17,063 p.a.</td> </tr> <tr> <td>Cabinet Members</td> <td style="text-align: right;">(1.75 x basic allowance)</td> <td>.....</td> <td style="text-align: right;">£11,813 p.a.</td> </tr> <tr> <td>Regeneration and Culture</td> <td>.....</td> <td>.....</td> <td style="text-align: right;">£9,188 p.a.</td> </tr> <tr> <td>Environment</td> <td>.....</td> <td>.....</td> <td style="text-align: right;">£9,188 p.a.</td> </tr> <tr> <td>Housing and Health</td> <td>.....</td> <td>.....</td> <td style="text-align: right;">£9,188 p.a.</td> </tr> <tr> <td>Performance and Resources</td> <td>.....</td> <td>.....</td> <td style="text-align: right;">£9,188 p.a.</td> </tr> <tr> <td>Heritage and Leisure</td> <td>.....</td> <td>.....</td> <td style="text-align: right;">£9,188 p.a.</td> </tr> <tr> <td>Communities & Neighbourhoods</td> <td>.....</td> <td>.....</td> <td style="text-align: right;">£9,188 p.a.</td> </tr> <tr> <td>Chairs</td> <td style="text-align: right;">(0.6 x basic allowance)</td> <td>.....</td> <td style="text-align: right;">£3,150 p.a.</td> </tr> <tr> <td> Planning Committee</td> <td>.....</td> <td>.....</td> <td style="text-align: right;">£3,150 p.a.</td> </tr> <tr> <td> Licensing and Enforcement Committee</td> <td>.....</td> <td>.....</td> <td style="text-align: right;">£3,150 p.a.</td> </tr> <tr> <td> Overview and Scrutiny Management Group</td> <td>.....</td> <td>.....</td> <td style="text-align: right;">£3,150 p.a.</td> </tr> <tr> <td> Scrutiny Committees</td> <td>.....</td> <td>.....</td> <td style="text-align: right;">£3,150 p.a.</td> </tr> <tr> <td> Audit Committee</td> <td>.....</td> <td>.....</td> <td style="text-align: right;">£3,150 p.a.</td> </tr> <tr> <td> Standards Committee</td> <td style="text-align: right;">(no special responsibility allowance)</td> <td>.....</td> <td style="text-align: center;">n/a</td> </tr> </table>	Leader of the Council	(3.25 x basic allowance)			Deputy Leader of the Council	(2.25 x basic allowance)	£17,063 p.a.	Cabinet Members	(1.75 x basic allowance)	£11,813 p.a.	Regeneration and Culture	£9,188 p.a.	Environment	£9,188 p.a.	Housing and Health	£9,188 p.a.	Performance and Resources	£9,188 p.a.	Heritage and Leisure	£9,188 p.a.	Communities & Neighbourhoods	£9,188 p.a.	Chairs	(0.6 x basic allowance)	£3,150 p.a.	Planning Committee	£3,150 p.a.	Licensing and Enforcement Committee	£3,150 p.a.	Overview and Scrutiny Management Group	£3,150 p.a.	Scrutiny Committees	£3,150 p.a.	Audit Committee	£3,150 p.a.	Standards Committee	(no special responsibility allowance)	n/a	
Leader of the Council	(3.25 x basic allowance)																																																																
Deputy Leader of the Council	(2.25 x basic allowance)	£17,063 p.a.																																																														
Cabinet Members	(1.75 x basic allowance)	£11,813 p.a.																																																														
Regeneration and Culture	£9,188 p.a.																																																														
Environment	£9,188 p.a.																																																														
Housing and Health	£9,188 p.a.																																																														
Performance and Resources	£9,188 p.a.																																																														
Heritage and Leisure	£9,188 p.a.																																																														
Communities & Neighbourhoods	£9,188 p.a.																																																														
Chairs	(0.6 x basic allowance)	£3,150 p.a.																																																														
Planning Committee	£3,150 p.a.																																																														
Licensing and Enforcement Committee	£3,150 p.a.																																																														
Overview and Scrutiny Management Group	£3,150 p.a.																																																														
Scrutiny Committees	£3,150 p.a.																																																														
Audit Committee	£3,150 p.a.																																																														
Standards Committee	(no special responsibility allowance)	n/a																																																														
Vice Chairs: (0.2 x basic allowance) <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Planning Committee</td> <td style="width: 30%;"></td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: right;">£1,050 p.a.</td> </tr> <tr> <td>Licensing and Enforcement Committee</td> <td>.....</td> <td>.....</td> <td style="text-align: right;">£1,050 p.a.</td> </tr> <tr> <td>Overview and Scrutiny Management Group</td> <td>.....</td> <td>.....</td> <td style="text-align: right;">£1,050 p.a.</td> </tr> <tr> <td>Scrutiny Committees</td> <td>.....</td> <td>.....</td> <td style="text-align: right;">£1,050 p.a.</td> </tr> <tr> <td>Audit Committee</td> <td>.....</td> <td>.....</td> <td style="text-align: right;">£1,050 p.a.</td> </tr> <tr> <td>Standards Committee</td> <td style="text-align: right;">(no special responsibility allowance)</td> <td>.....</td> <td style="text-align: center;">n/a</td> </tr> </table>	Planning Committee			£1,050 p.a.	Licensing and Enforcement Committee	£1,050 p.a.	Overview and Scrutiny Management Group	£1,050 p.a.	Scrutiny Committees	£1,050 p.a.	Audit Committee	£1,050 p.a.	Standards Committee	(no special responsibility allowance)	n/a																																									
Planning Committee			£1,050 p.a.																																																														
Licensing and Enforcement Committee	£1,050 p.a.																																																														
Overview and Scrutiny Management Group	£1,050 p.a.																																																														
Scrutiny Committees	£1,050 p.a.																																																														
Audit Committee	£1,050 p.a.																																																														
Standards Committee	(no special responsibility allowance)	n/a																																																														
Minority Group Leaders (1 x basic allowance) £5,250 p.a. Deputy Group Leader (0.5 x basic allowance) £2,625 p.a. Mayor * (0.6 x basic allowance) £3,150 p.a. Sheriff and Deputy Mayor * (0.2 x basic allowance) £1,050 p.a.																																																																	
3. Carer's Allowance All Councillors are entitled to a Childcare and Dependant Carer's Allowance when they are responsible for meeting the costs of the care of dependant children or relatives whilst undertaking approved duties as defined at the end of this scheme. The payment of basic, special responsibility and other allowances will be suspended for the duration of any suspension from duties in connection with Standards matters.	£7.64 per hour (based on Scale Point 11 of the Local Government pay spine)																																																																
4. Travel and Subsistence Allowances Travel and subsistence allowances are paid in respect of approved duties as defined at the end of this scheme. Travel allowances are based on the Inland Revenue approved rate of 40p per mile (with a rate of 24p per mile for motorcycles and 20p per mile for bicycles)	Subsistence allowances are based on the latest approved scheme for Officers.																																																																
5. Internet Service Provider Charges A maximum payment of up to £10 per calendar month may be claimed by Councillors who do not accept the broadband service provided by the Council.	£10 p.c.m																																																																

* The Mayor and the Sheriff also receive allowances separate from the Allowances Scheme to meet costs associated with the holding of their respective offices (Mayor £5,618) (Sheriff £3,368).

1. **Approved Duties for Payment of Allowances**

Allowances can be paid in respect of the following duties which are specified in legislation:

- (a) a meeting of the Authority, or a Committee or Sub-Committee of the Authority;
- (b) a meeting of some other body to which the Authority makes appointments or nominations, or a Committee or Sub-Committee of the body;
- (c) a Committee or Sub-Committee of the Authority or a Joint Committee of the Authority 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 or to which two or more Councillors have been invited (if the Authority is not divided into political groups);
- (d) a meeting of a Local Authority Association of which the Authority is a member;
- (e) duties undertaken on behalf of the Authority in pursuance of any Standing Order requiring a Member or Members to be present while Tender documents are opened;
- (f) duties undertaken on behalf of the Authority in connection with a discharge of any function of the Authority conferred by or under any enactment empowering or requiring the Authority to inspect or authorise the inspection of premises.

2. **The following is a list of approved duties accepted by the Council for payment of travel, subsistence and carer's allowances:**

- (a) attendance at meetings of the Council;
- (b) attendance at other formal meetings (e.g. Groups, Boards, Committees, Panels, etc.);
- (c) attendance at meetings at the outside bodies referred to in the list incorporated in Schedule 1 provided that attendance is for the purpose of, or in connection with, the discharge of a function of the Council;
- (d) attendance (under the Open Door Protocol) at County Council meetings (sanctioned by the Chief Executive) on matters of importance to the District or of Local (Ward) interest;
- (e) attendance at Quedgeley Parish Council meetings in a Members' Ward when they are not a Member of that Parish Council;
- (f) attendance at meetings of other bodies including courses, seminars and conferences provided that there is a Council or, where appropriate a meeting resolution authorising attendance on the basis that the attendance is for the purpose of, or in connection with the discharge of a function of the Council (the Chief Executive, Corporate Directors are authorised, in consultation with the Council or appropriate Cabinet Member, to sanction attendance provided adequate financial provision is available);
- (g) elections and other duties undertaken on behalf and at the express request of the Council and other meeting.

3. **It should be noted that allowances are not paid to non-Members of meetings who attend meetings except in the following circumstances:**

- (a) the Mayor and the Leader of the Council and Chair of Overview and Scrutiny Management Committee (and their Vice-Chair in their absence) where they are ex-officio Members (with no vote) of a Group of which they are not a Member (does not apply to Boards, Panels, Sub-Committees and Working Parties);
- (b) when Members attend a meeting to explain a motion (of which they have given notice at Council) which has been referred to that meeting by the Council;
- (c) when Members attend a meeting to speak on an item they have requested to be placed on the agenda;
- (d) when the local Ward Members attend site visit meetings of any meeting of which they are not a Member;
- (e) when Members are expressly invited to attend meetings.