



# CABINET AGENDA

**TUESDAY 14 FEBRUARY 2017 AT 7.30 PM**  
**CONFERENCE ROOM 2 - THE FORUM**

The Councillors listed below are requested to attend the above meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

## Membership

Councillor Williams (Leader)  
Councillor Griffiths (Deputy Leader)  
Councillor Elliot

Councillor Harden  
Councillor Marshall  
Councillor G Sutton

For further information, please contact Michelle Anderson or Member Support

## AGENDA

14. **IRP REPORT AND MINUTES FROM FINANCE AND RESOURCES OSC** (Pages 2 - 23)

Members' Allowances Scheme

for

Dacorum Borough Council

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Report by the

Independent Remuneration Panel

December 2016

## Table of Contents

<b>TABLE OF CONTENTS.....</b>	<b>1</b>
<b>SUMMARY .....</b>	<b>2</b>
<b>CONCLUSIONS AND IRP OPINIONS.....</b>	<b>3</b>
<b>RECOMMENDATIONS .....</b>	<b>4</b>
<b>DETAILED COMMENTARY AND RECOMMENDATIONS.....</b>	<b>6</b>
<b>APPENDIX-A: 2016 IRP QUESTIONNAIRE.....</b>	<b>15</b>

# **INDEPENDENT REMUNERATION PANEL REPORT ON MEMBERS' ALLOWANCES**

## **For Dacorum Borough Council (DBC)**

### **Summary**

#### **Background**

An Independent Remuneration Panel (IRP), comprising Mrs Lynda Evans (Chairperson), Mr Aiah Bondowa Tondoneh and Mr Tom Bloch were assigned to review the existing scheme for remuneration of Council Members and reimbursement of their out of pocket expenses. The IRP were to recommend changes to the scheme where appropriate. The IRP met on 5<sup>th</sup> and 8<sup>th</sup> December 2016.

#### **Method Adopted for the Review**

The Panel engaged in the following activities:

- Received a briefing from Jim Doyle Group Manager, Democratic Services and Katie Mogan Member Support Officer at the beginning of the session.
- Interview with four councillors as listed in the report.
- Interview with James Deane – Assistant Director Finance and Resources
- Were provided with all relevant documentation.

## Conclusions and IRP Opinions

In light of these interviews, in conjunction with the results of the survey developed by the IRP group, the IRP drew the following conclusions:

- The existing Scheme appears to be working satisfactorily.
- The current Scheme should remain in place for the Financial Year commencing April 1<sup>st</sup> 2017.
- There was agreement that Councillors Basic Allowance and Special Responsibility Allowances should increase by 1% which was the CPI inflation figure for September 2016. This increase will be effective as of 1<sup>st</sup> April 2017.
- The Basic Allowance and Special Responsibility Allowances should increase by the same percentage as CPI in September 2017, 2018 and 2019.
- The Dacorum Councillors' Basic Allowance has not been increased since 2008 and has fallen below the average for other Hertfordshire Borough Councils. The IRP therefore recommends that, in addition to the 1% mentioned above, the Basic Allowance be increased by £55 per year for the next four years to bring it up to the average allowance paid by other Hertfordshire Borough Councils (which is currently £5,169). The additional £55 should also be increased annually in line with the CPI in September 2017, 2018 and 2019 as used for the Councillors Basic Allowance (described above). This will result in a total increase of 2.1% from 1<sup>st</sup> April 2017 in the Councillors Basic Allowance and Special Responsibility Allowances.
- The results from the questionnaire sent out to Members better enable the Independent Remuneration Panel to understand the workings of the council and the member's views on the issues the IRP was asked to explore, are shown at Appendix A
- 45% (23 out of 51) of councillors responded to the questionnaire this year.
- The Panel appreciated the opportunity to meet with a number of councillors and feel it is important to ensure that the panel sees a diverse cross section in future, especially the councillors to whom the allowances matter the most.

## Recommendations

The Council is requested to approve changes to the existing scheme of allowances for Councillors as set out below. The allowances, if approved, are to be effective from 1<sup>st</sup> April 2017. **The cost of the IRP recommendation is £386,707 for Members Allowances (Basic Allowance and Special Responsibility Allowances) for the Financial Year 2017-18. This represents an increase of £10,427 over the current scheme.** A breakdown of cost information is given in Paragraphs 49 - 52.

1. Wishing to recognise the contribution the Councillors make a 2.1% increase to the Basic Allowance (BA) payable to all Councillors is proposed. The 2.1% consists of 1% from the CPI September inflation figure and 1.1% for an additional £55 (plus CPI linkage) increase every year for the 4 year duration of this report to bring the Dacorum BA up to average for Hertfordshire Borough Councils. The average Hertfordshire Borough Council BA was calculated by the IRP by removing the two highest and two lowest Hertfordshire Borough Council BAs and averaging the BA from the remaining six Borough Councils. The BA will increase from £4,951 to £5,055 on 1 April 2017.
2. The indexing arrangement whereby the allowances are increased annually should use the Consumer Price Index (CPI) using the figure for the month of September.
3. The Basic Allowance paid to Dacorum Councillors should be benchmarked every four years (at the end of each IRP scheme) against the Basic Allowance paid by other Hertfordshire Borough Councils to ensure that the Dacorum Basic Allowance stays at least at the average Basic Allowance for the Hertfordshire Boroughs based on the calculation listed in point 1 above. This is to ensure that Councillors are at least financially compensated for any costs they incur when performing their duties and encourage diversity of future Councillors so as to represent the population of Dacorum.
4. Special Responsibility Allowances (SRA) should continue to be calculated as multiples of the Basic Allowance.
5. Having spoken to Councillors and support staff the IRP recommend that the Special Responsibility Allowance for Chairman of the Audit Committee be increased from a BA Multiplier of 0.5 to a BA Multiplier of 1. This is in recognition of the increased demands on and work load of the Audit Committee.
6. No member of the Council is entitled to receive more than one of the SRAs listed above (in addition to their BA).
7. The Council's existing Care Allowances scheme should continue to operate in its current format for the financial year commencing 1st April 2017.
8. The scale of rates for Subsistence allowances remains the same as those, which the Council currently pays.
9. The mileage payments made in respect of all "approved duty" journeys undertaken by members in their own vehicles continues to be kept in line with the per mile operating cost of the vehicle concerned determined by the Her Majesty's Revenue and Customs (HMRC). The HMRC approved Mileage rate for cars is 45p.

## HM Revenue & Customs – Mileage and Fuel Allowances

Approved mileage rates from 2011	First 10,000 business miles in the tax year	Each business mile over 10,000 in the tax year
Cars and vans	45p	25p
Motor cycles	24p	24p
Bicycles	20p	20p

### Passenger payments - cars and vans

5p per passenger per business mile for carrying fellow employees in a car or van on journeys which are also work journeys for them.

10. When Councillors use public transport in connection with an approved duty, they are entitled to claim the standard class fare in respect of such journeys.
11. The IRP recommend that co-opted committee members continue to be paid an allowance for the time they spend in meetings. The allowance for co-opted members of any committee, who are not Chairman of the Committee, should be increased to a fixed £400 p.a.

We understand that there are no current plans to co-opt a person to chair a committee. Should such a co-option be made in the future we propose that the co-opted chairman's allowance should be 0.5 of a councillor's basic allowance

12. It is recommended, should there be any significant deviation in circumstances during the 4 year duration of this report, that the IRP be given a further opportunity to review the scheme. These deviations could include changes in the Basic Allowances of other Hertfordshire Borough Councils affecting the average allowance calculation, variations between the CPI linkage for Basic Allowance increase and council staff pay rises or underlying national economic circumstances. Should any of these circumstances occur then we recommend that the IRP reviews the current arrangements.

### Acknowledgements

The panel would like to thank Jim Doyle, Group Manager, Democratic Services and Katie Mogan, Member Support Officer for organising our meetings, providing comprehensive paperwork prior to our meetings; and warm hospitality. Thanks also go to all the Councillors who came in and spoke personally to us and to those who responded to the questionnaires.

# Independent Remuneration Panel Report on Members' Allowances

for Dacorum Borough Council

## Detailed Commentary and Recommendations

### Background

13. The Local Authorities (Members Allowances) (England) Regulations 2003 (as amended) requires the Council to put in place a policy for members' allowances. The policy is valid for a period of up to 4 years and this revision will be effective from 1<sup>st</sup> April 2017.
14. The scheme covers:
  - The Basic Allowance (BA)
  - Special Responsibility Allowances (SRAs)
  - Dependent Carers Allowance
  - Travel and Subsistence Allowances
  - Co-optees Allowances
  - Any arrangements to backdate allowances
  - Any arrangements to withhold or recover allowances in the event that a member is suspended or disqualified
  - Arrangements (if any) to make Basic or Special Responsibility Allowances pensionable under the Local Government Pension Scheme (LGPS).
15. Before it can agree the policy, the Council is required to have regard to the views and recommendations of an Independent Remuneration Panel (IRP) on all of the above issues, with the exception of the withholding or recovery of allowances.
16. In the case of making allowances pensionable, the Regulations provide that the Council can only do so based on a recommendation from the IRP that this should happen. It follows that the recommendation from the IRP to the effect that allowances should not be made pensionable will, in effect, be binding on the Council. (Note that it has not at present been clarified as to whether Councillors will be included in Auto Enrolment under Government Pension legislation, and therefore if the above-mentioned Regulations will remain in place).
17. The Independent Remuneration Panel met on 5<sup>th</sup> and 8<sup>th</sup> December 2016 to consider its recommendations on the scheme. The Panel consisted of:

Lynda Evans (Chair), a graduate in Computer Science has been a technology professional working at Reuters in the 1990s, a mother, and a paid and unpaid project worker in the charity sector. Married with one young daughter Lynda has lived in Dacorum for 19 years.

Aiah Bondowa Tondoneh previously worked as a Maths/physics teacher in secondary schools in Sierra Leone and also graduated with Masters degree in civil and industrial engineering; Aiah has worked 13 years in NHS mental health nursing as a qualified nurse. Currently Chairperson for a registered



community charity called Kono District Development Association United Kingdom (KDDA UK) and also working as a full time Team leader for the past 8 years in a NHS crisis assessment and treatment team, with good leadership skills and managing high-risk patients in the community. Interests are in competence in risk management, operational systems, policies and audits with emphasis in performance management. Married to Elizabeth for the past 14 years and we have lived continuously in Dacorum for 12 years and have 1 daughter Rosaline.

Tom Bloch is a Chartered Management Accountant and Chartered Secretary. He has retired after a career in financial and other roles in industry and as the Bursar of an independent school. He served as a governor of a comprehensive school in Dacorum and as a magistrate, sitting in the adult and youth courts in West and Central Hertfordshire. He has lived in Dacorum for thirty-six years.

18. The Panel considered a copy of the Council's current Members Allowances Scheme. It was also provided with the following relevant papers, as reference documents:

- What is an Independent Remuneration Panel
- Programme 2016
- What we would like from the Panel
- Cabinet Portfolios and Directorates
- Membership of Cabinet and Committees
- List of Councillors
- Timetable of meetings 2016-17
- Government Guidance on Regulation for Local Authority Allowances
- I&DeA Members' Allowance Survey 2008
- HM Revenue & Customs – Mileage and Fuel Allowances
- Payment of Members Allowances 2014/15
- Members' Allowances Scheme 1 April 2012
- Report by the Independent Remuneration Panel 2013
- Finance and Resources OSC Minute January 2014
- Cabinet Agenda Report January 2014
- Cabinet Minute January 2014
- Council Minute February 2014
- Council Comparison – Hertfordshire Councils
- Council Comparison – Nearest Neighbours
- Last IRPs and their recommendations
- Members Questionnaire Analysis

19. In arriving at its recommendations, the Panel considered the replies given to a Members Questionnaire on the Scheme. Those members expressing a wish to meet with the panel were invited to attend the meeting.

The Panel met with:

- Councillor Roger Taylor – Chairman of Audit Committee
- Councillor Colin Peter
- Councillor Stewart Riddick
- Councillor Andrew Williams – Leader of the Council

## **Terms of Reference**

20. The Independent Remuneration Panel was asked by the Council to review the existing policy and recommend a revised Member Allowances scheme for the Council, in accordance with the requirements for such a scheme set out in the 2003 Regulations. The Panel was therefore required to review each of the issues set out in paragraph 14, above.

## **The IRP Approach in 2016**

21. The IRP considered that the existing scheme was working satisfactorily and decided to leave it in place with a 2.1% increase in the Basic Allowance and Special Responsibility Allowances for the financial year 2017–2018.
22. The Panel agreed two key tenets, which governed its overall approach to its review of Members Allowances.
23. Firstly, it was made clear that it was open to the Panel to recommend change to any aspects of the current scheme in any way that seemed appropriate. The Panel took the view that, where elements of the existing scheme were operating in a manner which all concerned thought was satisfactory; there was little point in change for the sake of change.
24. The second tenet was the Panel's support for the continuation of the concept that allowances were provided to enable members to recover the immediate costs they incurred in their duties, and to provide some recompense for the time spent on those duties, accepting that a proportion of that time would be given voluntarily. In this context, allowances are not to be seen as "payment" for work undertaken in the sense that applies to ordinary employment.
25. It was clear to the Panel that such a concept had been applied in deriving the existing allowance scheme, and that the great majority of members continued to support it. The Panel was thus anxious to maintain the principle that the Councillors role is essentially about service to the local community, not private gain.

## **The Questionnaire Survey**

26. The results of the 2016 survey are given in detail in Appendix A.
27. The remainder of this report describes the Panel's recommendations and the reasons behind them.

## **The Basic Allowance (BA)**

28. In the questionnaire survey, a majority of Councillors responding thought that the current level of BA should be increased by 1%. The September CPI figure is 1% and the panel recommends increasing the BA by that amount. An additional 1.1% has been recommended by the IRP to include the first of 4 annual £55 (plus CPI linkage)

increases to bring the BA up to the average BA for Hertfordshire Borough Councils (currently £5,169).

29. The indexing arrangement should be changed whereby the allowances are increased in April in line with the Consumer Price (CPI) as at the previous September and last until to the end of the following financial year. An additional £55 per year (again increased in line with the CPI as at September) should be included in the annual BA increase for the following three years of this recommendation.
30. The last increase to the Basic Allowance was in 2008 IRP and as such it has fallen below the average BA for Hertfordshire Borough Councils.

### **Special Responsibility Allowances (SRAs) – General Considerations**

31. In looking at the current SRA payments the Panel felt that the current levels and relativities were still appropriate (with the exception of the Audit Committee) and should remain in place. Special Responsibility Allowances should however be increased by 2.1% in line with the Basic Allowance.
32. IRP recommend that the Special Responsibility Allowance for Chairman of the Audit Committee be increased from a BA Multiplier of 0.5 to a BA Multiplier of 1. This brings it into line with Chairmen of other committees and is in recognition of the increased demands on and work load of the Audit Committee.
33. Current SRAs appeared to comply with the DCLG (Department for Communities and Local Government) guidance that they should be paid only to those members who have a significant additional responsibility over and above the generally accepted duties of a Councillor.
34. The Panel also noted that, whilst the Regulations do not prohibit the payment of more than one SRA to any one member, the Council's existing scheme provided that no member is able to draw more than one SRA at any one time. The Panel felt that this was a sensible provision, as it tends to safeguard against individual members seeking to accrue too many roles or an undue number of allowances. The Panel agreed to recommend that the allowance scheme should continue to provide that no member is able to draw more than one SRA at any one time.
35. The Panel recommends that the Leader of the Council continues to receive three times the BA, the Cabinet Members receive twice the BA, the Cabinet Support Member receive one times the BA and Committee Chairs receive between a quarter and one times the BA. Some Committee Vice-Chairs also receive a half times the BA. These multiples were based on the observation of the additional work required to perform these functions. We believe that this allows for a fair and equitable distribution of the available allowances.
36. The Local Government (Committees and Political Groups) Regulations 1990 defines a political group as constituted if 2 or more members of a Council wish to be treated as a political group. With regards to the Special Responsibility Allowances for the Opposition Group Leaders, the scheme stipulates that an Opposition Group leader must be leading a group of 5 before an SRA is payable as agreed by Full Council 14 July 2010.

In 2011 the IRP recommended that the formulae for remuneration for the First

Opposition Group Leader be simplified to a multiple of the BA. The Panel suggested a multiple of 1.25, which left the actual amount payable largely unchanged. The 2013 Panel recommend no changes to the Special Responsibility Allowance for the Opposition Group Leader.

The Panel further recommends no change to the current arrangement of there being no additional remuneration to the 2<sup>nd</sup> or subsequent Opposition Group Leader.

## Summary of Proposed SRA Payments

37. The Panel note that the current SRAs to be paid for the period 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018 are as follows:

Role	BA Multiplier	SRA 2017/18	Number payable	Total Cost
Leader	3	15,165	1	15,165
Cabinet members(* see note 23 above)	2	10,110	5*	50,550
Cabinet Support Officer	1	5,055	1	5,055
Chairman of Development Control Committee	1	5,055	1	5,055
Chairman of Licensing and Health and Safety Enforcement Committee	1	5,055	1	5,055
Chairman of Licensing and Health and Safety Enforcement Sub Committee <b>Or, and only if this allowance is unclaimed,</b> Vice Chairman of Licensing and Health and Safety Enforcement Committee	0.50	2,527.50	1	2,527.50
Chairman of Appeals Committee	1	5,055	1	5,055
Vice Chairman of Appeals Committee	0.50	2,527.50	1	2,527.50
Chairman of Audit Committee	1	5,055	1	5,055
Chairman of Overview and Scrutiny Committees	1	5,055	3	15,165
Vice Chairmen of Overview and Scrutiny Committees	0.50	2,527.50	3	7,582.50
Vice Chairman of Development Control Committee	0.50	2,527.50	1	2,527.50
Chairman Standards Committee	0.25	1,263.75	1	1,263.75
1 <sup>st</sup> Opposition Group Leader	1.25	6,318.75	1	6,318.75

## **Care Allowances**

38. The IRP recommends retention of the Council's current care allowances, as it may continue to provide some marginal encouragement for a wider range of people to consider becoming Councillors, and may mean that existing members do not have to stand down simply because they have acquired caring responsibilities. The Panel therefore has no hesitation in recommending that the new allowances scheme should include retaining the existing Care Allowance scheme in its current format.
39. The IRP recommend that the hourly rate payable for child care should be in line with the National Minimum Wage which will be £7.50 from 1<sup>st</sup> April 2017 up to a maximum of £780 for the year. The hourly rate and annual maximum should increase in line with any future increases in the National Minimum Wage.
40. The IRP recommend that the Dependent Carer's Allowance continue at £13.32 per hour up to a maximum of £1281 per year.

## **Travel and Subsistence Allowances**

41. No change is proposed to the existing scheme of subsistence allowances or the indexation methods. However, the Panel recommend that the mileage payments made in respect of all "approved duty" journeys undertaken by members in their own vehicles be kept in line with the current per mile operating cost of the vehicle concerned determined by the Her Majesty's Revenue and Customs (HMRC). (Changes in line with HMRC approved rates can be made without reference back to the IRP).

## **Allowances for Co-opted Members**

42. It is proposed that co-opted committee members continue to be paid an allowance for the time they spend in meetings. The allowance for co-opted members of any committee, who are not Chairman of the Committee, should be increased to £400 p.a.

We understand that there are no current plans to co-opt a person to chair a Committee. Should such a co-option be made in the future we propose that the co-opted Chairman's allowance should be 0.5 of a Councillor's Basic Allowance.

The allowances payable to co-optees should continue to be covered by the same indexing arrangements that apply to the Basic Allowance.

Co-opted members should continue to receive the same rates of travel allowance in respect of travel to and from meetings as Councillors.

## **Ceasing Payments of Allowances to Members Who Have Been Suspended**

43. The Panel recommends the current regulations continue to apply.

## **Pensions**

44. The Panel recommends that Councillors should not be given the option of joining the Local Government Pension Scheme.

## **Date of Implementation**

45. The effective date of implementation for this scheme is 1st April 2017.

## **Backdating of Allowances**

46. The Panel recommends that the Council continue with its current policy of making retrospective payments of SRAs to individual members where circumstances justify it.

## **Office Equipment**

47. The Council will consider the provision of Broadband to those who do not already have it. It also offers them an “allowance” of £200 every four years to cover the cost of any office furniture or equipment (such as a paper shredder) they need to purchase for use in their homes in their Councillor role. The Panel understands that, whilst the latter is called an allowance, it is not paid to members as a cash sum, but is held as an account by the Member Support section, which will make or fund purchases from the account on the member’s behalf. This means that it falls outside the member’s allowance scheme, as it is more akin to the Council agreeing to provide members with office equipment of a value of up to £200 over their 4-year term of office.

This will be an item to look at in more detail in the future

## **Financial Implications**

48. The following represents the Panel’s assessment of the overall financial implications of the revised scheme.
49. The Panel’s recommendation is that the BA should be increased in April 2017 by 2.1%.
50. Basic Allowance is paid to 51 Councillors and (assuming all claim) has a total cost of £257,805, an increase of £5,304 over the current scheme
51. The scheme of SRA payments recommended by the Panel (assuming all are claimed) will be £128,902, an increase of £5,123 over the current scheme.
52. Therefore the Panel estimates that the overall financial impact of its recommendations would result in a total cost of £386,707 for the financial year 2017–2018. This represents an increase of £10,427 over the current scheme, comprising £3,763 for the CPI increase, £4,137 for the additional ‘catch up’ £55 BA increase to bring it closer to the Hertfordshire average and £2,527 for raising the Audit Committee Chairman’s SRA to the same level as other committee Chairs.

## **Accountability**

53. The Panel feels that much of the work done by Councillors is still not appreciated by their electorate and that more readily available information on the varied work that they undertake would enable the public to be better informed and may even encourage more people to consider becoming a Councillor themselves.
54. The council meeting minutes list those present and those who have offered apologies for non-attendance. The Council Website now gives the opportunity for this information to be readily placed in the public domain, along with details of ward work and other meetings/consultations that individual Councillors attend. Such web pages should help to promote the work done by Councillors and educate and inform the public.
55. Whilst our remit does not include training and development, the Panel appreciates the significant support available to Councillors and would encourage them to make full use of it. Increasing public awareness of the training and support available may also help to encourage more people to come forward as candidates.



## Appendix-A: 2016 IRP Questionnaire

### Responses to 2016 Questionnaire

1. Replies were received from 23 members out of a possible 51, this represents a 45% return.

How long have you been a borough councillor?

- 0 – Less than 1 year
- 8 – 1-3 years
- 3 – 4-6 years
- 4 – 7-10 years
- 6 – More than 10

2. Please tell us how many hours a week on average you spend on your various duties as a councillor. (Please note this does not include activities you may have under any Special Responsibility Allowance (SRA) arrangements you may have, as you will be asked about this later in the survey)

	Less than 1 hour per week	1 to 3 hours per week	4 to 8 hours per week	9 to 16 hours per week	More than 17 hours per week
Ward work (including phone calls, emails, visiting constituents etc)	1	6	10	5	1
Preparation for committees	4	9	8	1	0
Attendance at committees	4	10	7	2	0
Any other activity (please give details in box below)	2	7	3	1	0

- Written responses:  
Outside committee meetings such as Luton Airport Consultation Committee, Noise and Tracks Committee
- answering constituents' problems
- As my role as a councillor I am obliged to be a trustee of our local community centre. This takes up an enormous amount of time and some months has become a full time job, preparing staff contracts, legal issues, pay reviews, appraisals, safeguarding issues and compliance, recruitment etc
- As a fairly new Councillor I spend perhaps an hour a week liaising with other councillors. Additionally, I spend around an hour a week meeting officers, police, and other partners e.g. Contacting housing associations, local charities of the local church

- 1 hr Executive Member local community centre committee, 1 hr Trustee and Chairman of EU Projects subcommittee at Community Action Dacorum, 1 hr Chairman of Association Political Forum, 30 mins Member local party Executive
  - Research into areas where I am not on a relevant committee. Over 52 weeks it is hard to calculate anything useful, but if offered numbers rather than ranges I would have written 4 4.5 4 3 giving a total of 15.5.
  - The time spent each week varies. Sometimes it is a lot more than others. I am chair of local community association and this can take up many more hours per week.
  - Attending community meetings eg community centre meetings: 1-3 hours per week.
  - Northchurch Parish Council
  - DBC representative on outside body Tring together
  - As Leader of the Opposition, I have the responsibility of also attending Cabinet Meetings, reading additional papers and attending ad-hoc meetings
  - Plus attendance at Parish Council meetings 2 x monthly for approximately 2.5 hours each
3. Do you regard the level of activity and time commitment expected of you on Council work as ...?
- 1 – Less than it should be
  - 19 – Reasonable
  - 3 – More than it should be

Was the Members Allowances Scheme a relevant consideration in deciding whether to become a Councillor?

4 - Yes  
16 – No

4. The 'basic allowance' for councillors has been frozen now for the last three years at £4,951. Which of the following proposals for basic allowances would you support?
- 1 – Decrease
  - 3 – Continue with the current freeze
  - 13 – Increase allowance of £4,951 by 1% in line with staff pay
  - 5 – Increase by another amount (please specify) 6%

Written responses:

- It should be proportional to the work required by the committee. Papers for Overview and Scrutiny are approx 80pages, for committees such as development control can be 500 pages. Only seven days to read, so take time off paid work to do
- Most Councillors are doing the job purely for the money; they have no interest in being a Councillor. They do as little as possible but tell everyone they are snowed under. You must find and implement a way to monitor poor performance
- 3 percent in view of the 3 year freeze
- 50% ....and even that would be considerably short for the number of hours I have to put in.
- It should be in line with the chief executives pay. 100k+
- 2%

## Special Responsibility Allowances

5. The posts shown below attract a Special Allowance (SRA). Please indicate whether you consider the different SRAs are appropriate or not in each case:

\*No member is allowed to draw more than one SRA at any one time

	Too High	Fair	Too Low
Leader (£14,853)(3 x basic)	1	20	2
Cabinet members (£9,902)(2 x basic)	5	17	1
Chairman of Development Control Committee (£4,951)(1 x basic)	2	17	4
Chairman of Licensing and H&S Enforcement Committee (£4,951)(1 x basic)	4	18	1
Vice Chairman of Licensing and H&S Enforcement Committee (£2,476)(0.5 x basic)	5	17	1
Chairman of Appeals Committee (£4,951)(1 x basic)	5	18	0
Chairman of Audit Committee (£2,476)(0.5 x basic)	4	18	1
Chairman of Overview and Scrutiny Committees (£4,951)(1 x basic)	4	18	1
Vice Chairman of Overview and Scrutiny Committees (£2,476)(0.5 x basic)	6	16	1
Chairman Standards Committee (£1,238)(0.25 x basic)	1	20	2
Opposition Group Leader (£6,189)(1.25 x basic)	8	14	1

6. Please indicate which roles, in addition to those listed, you consider should receive SRA and supply any comments or supporting evidence below – 12 comments received on this question.

Written responses:

- None (x8)
- Development control all members as work load is much higher than other committees. Documents are 4-5 times longer and meetings are more frequent
- None, we are paid too much for what we achieve.
- Ordinary members of Development Control, the committee with the most immediate and critical impact on residents and the most onerous for conscientious members as it involves site visits, consultations with residents, research and committee meetings that often last as long as midnight.
- A small reward for making expected attendances.

7. Please indicate any roles for which a SRA is currently paid which, in your view, should not receive such an allowance and supply any comments or supporting evidence below – 10 comments received on this question.

Written responses:

- None (x7)
- Cabinet positions are too exclusive and great disparity in allowances vs members and outcomes. Some cabinet members appear to work full time, are organised and have a thorough understanding of their post, others just keeping the seat warm and keeping other councillors out and not fully functional. I don't think it should be a blanket allowance Cabinet support member role is a total farce!
- The allowance for all SRA's should be reduced. The people chairing the Committees are normally poorly prepared and seem to keep discussing the same problem over and over without arriving at a resolution.
- All. They're all incompetent!

8. Please tell us if you receive Special Responsibility Allowances

- 9 – Yes
- 14 – No

9. How many hours per week do you estimate you spend on each of the following Council activities as a direct consequence of your special responsibilities?

These activities are in addition to the usual duties you have as an elected member representing your constituency.

	Less than 1 hour per week	1 to 3 hours per week	4 to 8 hours per week	9 to 16 hours per week	More than 17 hours per week
Attending committees	1	3	5	0	0
Meeting preparation	0	7	2	0	0
Dealing with members of the public about matters relation to the areas you have responsibility over	3	4	1	0	0
Any other activity	1	1	1	1	0

5 comments received on 'any other activity'. Written responses:

- Reading up on new legislation and forums gauge public concern and provide relevant and balanced scrutiny

- MY 3 COMMITTEES MEET WHEN REQUIRED, WHEN THEY DO MEET I HAVE A FAIR AMOUNT OF PREPARATION TO DO
  - External meetings with partners or county council, etc.
  - Averaged out
  - Attending events and meetings related to my role but outside of the council's own committee meetings
10. Do you feel that your time commitment and responsibility that you carry is adequately reflected in the current level of SRA applicable to you?
- 8 – Yes
  - 1 - No
11. If no, on what basis do you feel it is inadequate?
- 1 comment received on this question. Written response:
- It could be a part time role 16-22 hours per week. Meeting with officers and keeping up to date on legislation and meeting with constituents

### **Other Allowances**

12. Do you consider that the current scheme for Child Care Allowance is:
- 2 – Too high
  - 15 - Satisfactory
  - 4 - Too low
13. Do you consider that the current scheme for Dependent Carers Allowance is:
- 2 – Too high
  - 18 - Satisfactory
  - 1 – Too low

### **Travel and Subsistence Allowances**

14. Do you consider that the levels of the Travel and Subsistence Allowances generally are:
- 1 – Too high
  - 18 - Satisfactory
  - 1 - Too Low
15. Other comments:
- 5 comments received on this question. Written responses:
- None
  - Members will in future have to pay for car parking, this should be covered by an allowance
  - I do not claim any travel expenses.

- With regard to the SRA for Opposition Group Leader, I believe it should be paid regardless of the number of councillors provided that group is the major opposition group and the group is functioning in accordance with accepted practice.
- Mileage should continue to be paid in line with the HMRC scheme.

## Remuneration for the Role of Council Member

16. Were you aware of the level of remuneration available before you became a borough councillor?

- 14 – Yes
- 9 – No

17. Did your level of remuneration have any influence on your decision to become a borough councillor?

- 2 - Yes
- 21 – No

18. If yes, please leave any comment below.

1 comment received for this question. Written response:

- The time I spend means that remuneration is well below the minimum wage - especially when the incidental costs of being a councillor are taken into account.

19. When considering whether or not to stand for re-election in the future, how significant a factor would the level of allowance be for you?

1 (Not at all significant)	2	3	4	5
9	4	5	2	3

□

**Minutes from the Finance and Resources Overview and Scrutiny Committee – 7<sup>th</sup>**  
**February 2017**

**OS/023/17      REPORT BY THE INDEPENDENT REMUNERATION PANEL 2016 -**  
**MEMBERS' ALLOWANCES FOR DACORUM BOROUGH COUNCIL**

J Doyle introduced the report and drew members' attention to the financial implications on page 80 which highlighted that the total figure for the increase would be £10,427. He explained that the conclusions were detailed on page 82, and this also highlighted that members hadn't received an increase on their basic allowance rate since 2008/09. He said the increase would bring us up to the average allowance rate in comparison with other Local Authorities in Hertfordshire.

Councillor Taylor said he had been involved with discussing the matter at length and felt happy to say the increase was acceptable.

Councillor Tindall felt that a 2.1% increase for members was reasonable as staff had received a pay increase in the last few years and the members hadn't since 2008/09.

The Chairman sought clarification on the HM Revenue & Customs mileage allowance rate as he thought it was 40p per mile but the report stated it was 45p. Councillor Tindall explained that the County Council rate was 45p and his understanding was that it was to reflect all motoring costs and not just fuel.

**Outcome:**

The Committee considered the report of the Independent Remuneration Panel following its review of the Council's existing Members' Allowance Scheme and agreed with its recommendations to implement a 2.1% increase.