



Council

23 January 2023

## MEMBERS' ALLOWANCES FOR CIVIC YEAR 2023/2024

Report by:

Monitoring Officer

Contact Officer:

Emma Redwood  
Monitoring Officer  
01427 676591  
Emma.redwood@west-lindsey.gov.uk

Purpose / Summary:

To review and consider the recommendations made by the Independent Remuneration Panel with regard to Members' allowances for 2023/2024 civic year.

### RECOMMENDATION(S):

- (1) That Members approve the new rates as shown within this Report (Appendix 1), with regard to Members' allowances for the Civic Year 2023/2024:
  - (a) A proposed increase of 3% to the individual Basic Allowance and Special Responsibility Allowances (SRA's).
  - (b) An increase to the mileage passenger supplement to 0.05p per mile for each passenger.
  - (c) Carer's Allowance to be tied to the National Living Wage (NLW) (currently £10.42) plus £1.00.
- (2) Officers investigate further the potential for a Bicycle Purchase Scheme for Elected Members for more consideration by the Remuneration Panel in 23/24.

## IMPLICATIONS

**Legal: None**

### **Financial : FIN/122/23**

Pending approval from Full Council in January 2023, the proposed changes will result in

	<b>Proposed Allowance (£)</b>	<b>2023/2024 MTFP (£)</b>	<b>2023/2024 (£)</b>
Basic Allowances	231,400	231,600	-200
Special Responsibility Allowances	65,600	65,100	500
CIVIC allowances	2,100	2,300	-200
Mileage Passenger Supplement	17,400	17,400	0
<b>Total</b>	<b>314,400</b>	<b>314,100</b>	<b>100</b>

Budget is proposed to remain the same for mileage as current forecast for 22/23 is £12,000, so the increase in the passenger supplement from 0.021p & 0.031p to 0.05 will have minimal impact.

**Staffing : None**

**Equality and Diversity including Human Rights : None**

**Risk Assessment : None**

**Climate Related Risks and Opportunities :** If Members resolve to approve the Recommendation of the passenger supplement increase to 0.05p/mile/passenger, this would have a positive effect on the carbon footprint by incentivising Members to take more passengers whenever possible; and reducing mileage claims.

**Title and Location of any Background Papers used in the preparation of this report:**

None

### **Call in and Urgency:**

**Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?**

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

**Key Decision:**

A matter which affects two or more wards, or has significant financial implications

**Yes**

**No**

## 1. Background

- 1.1 West Lindsey District Council's Independent Remuneration Panel (IRP), has carried out its annual review of the Council's Scheme of Members' Allowances.
- 1.2 To inform the review, the Panel has considered a number of factors. These include the financial and budgeting situation the Council faces, including a pay award increase of £1925 across the board for staff; a comparison of allowance rates payable at comparable Councils; and the role allowances play in attracting prospective Councillors and upholding democratic processes.
- 1.3 The Panel consulted with all Members, providing the opportunity to make comments via email and also offered the opportunity for meeting individually with the Panel remotely via MS Teams. On 18 August 2022, four Members met independently with the Panel to give their views. No written views were received from Members.
- 1.4 The comments received by the Panel from Members have been taken into account when arriving at the final Recommendations within this report.
- 1.5 The Panel would like to record its thanks to those Members and Officers who made themselves available to speak with them.

## 2. Members' Allowances

- 2.1 Taking all factors into account, the Panel have recommended an increase across the board of 3% to Members' basic allowance and Special Responsibility Allowances (SRA's). **Members should note that they may elect to forego their allowance, if they so wished.**
- 2.2 This increases the Members' basic allowance from £6,242 to £6,429 for the year 2023/2024, and equates to an extra amount of £3.60 per week per Member.
- 2.3 The Panel acknowledged that they recognised that non-decision making meetings involving Members were now held virtually via MS Teams, and that this was a positive step towards reducing both costs and the carbon footprint.

## 3. Mileage and Subsistence Allowances

- 3.1 The Panel noted and commented that mileage allowances were currently in line with the tax efficient rate authorised by the HM Revenue & Customs (HMRC). However, in light of the increased cost of fuel in the present economic climate, the Panel recommend increasing the passenger supplement to 0.05p for each passenger (from currently 0.031p for the first passenger and 0.021p for additional passengers). This would be a good fit with the green agenda, reducing the carbon footprint and also cost effective for the authority.
- 3.2 No change to subsistence allowances as set out below. Receipts must be provided for subsistence claimed and attached to the claim form.

- a. Absence of more than four hours but no more than eight hours – only the cost of one meal can be reimbursed up to a maximum of £15.
- b. Absence of more than eight hours but no more than 12 hours – only the cost of two meals can be reimbursed up to a maximum of £25.
- c. Absence of more than 12 hours but no more than 16 hours – only the cost of three meals can be reimbursed up to a maximum of £33.
- d. Absence of more than 16 hours but not including an overnight stay – only the cost of four meals can be reimbursed up to a maximum of £40.
- e. Overnight – No Change - £83
- f. Overnight (London or LGA) – No Change - £208

#### **4. Carer's Allowance**

- 4.1 The Carer's Allowance was currently paid at £10 per hour. The Panel propose to recommend that the Allowance is tied to the National Living Wage (currently £10.42) plus £1. This means that it should always keep pace ahead of the NLW.

#### **5 Bicycle Purchase Scheme**

- 5.1 There is currently no scheme in existence at WLDC for Members to purchase a bicycle for use when travelling around their Wards. This is something Members have expressed an interest in and again would be in-keeping with the Council's carbon reduction targets. As such, Officers will investigate further the potential for a Bicycle Purchase Scheme for Elected Members for more consideration by the Remuneration Panel in 23/24.

#### **6. Financial Impact**

- 6.1 The financial impact depending on whether Members are minded to accept the recommendations for the 3% increase to basic allowance/SRA's/passenger supplement/Carers Allowance, amounts to £100 pressure relative to the 2023/2024 MTFP budget.
- 6.2 The revised schedule of proposed allowances is set out in Appendix One.

#### **7. Recommendations**

- 7.1 The Panel recommends:
  - (a) an increase of 3% to the basic allowance and Special Responsibility Allowances (SRA's) for 2023/2024
  - (b) an increase in the passenger mileage supplement from 0.031p and 0.021p to 0.05p for each passenger
  - (c) tying the Dependent Carer Allowance to the National Living Wage (currently £10.42) plus £1

The Panel further recommends that Officers investigate further the potential for a Bicycle Purchase Scheme for Elected Members for more consideration by the Remuneration Panel in 23/24

## Appendix One: Special Responsibility Allowances (SRA): Recommended Rates

<b>Allowance</b>	<b>Current Rate 2022/2023</b>	<b>Proposed Rate 2023/2024</b>
Basic Allowance	£6,242	£6,429
SRA – Leader of Council	£12,611	£12,989
SRA – Deputy Leader/s (in the event of two or more being nominated, the payment to be shared)	£4,573	£4,710
SRA – Chair of Council	£4,040	£4,161
SRA – Vice-Chair of Council	£1,391	£1,433
Civic allowance for the Chairman of Council	£1,634	£1,683
Civic allowance for the Vice Chairman Of Council	£447	£460
SRA – Committee Chairs (excluding Licensing Cttee and Regulatory Cttee)	£3,152	£3,247
SRA – Regulatory Chair	£1,578	£1,625
SRA – Licensing Chair	£1,578	£1,625
SRA – Committee Vice-Chairs (excluding Licensing Cttee and Regulatory Cttee)	£1,492	£1,537
SRA – Regulatory Vice-Chair	£746	£768
SRA – Licensing Vice-Chair	£746	£768
SRA – Leader of the Opposition (in the event of the Council being a ‘hung’)	£4,573	£4,710

Council, the Leaders of the two largest groups be paid the same special responsibility allowance as for the Leader of the Opposition)

SRA – Deputy Leader of the Opposition	£832	£857
SRA – Minority Group Leaders (per group member, and including the Group Leader)	£102	£105
Independent Members: Governance & Audit and Standards Committees – A payment of £60.00 for the first four hours of attendance at a meeting/event and a second payment for attendance in excess of four hours. The first four hours would commence from the start time of the meeting (To be paid when not chairing a meeting).	£60	No change
<b>Dependent Carer’s Allowance</b>	<b>£10</b>	<b>NLW (£10.42) + £1</b>
Car Allowance (per mile) (the mileage rate to be increased or decreased in accordance with any changes to the tax efficient rate authorised by the HMRC).	0.45p	No change
<b>Passenger supplement – first passenger supplement of 0.031p and additional passenger of 0.021p</b>	<b>£0.031 £0.021</b>	<b>£0.05 £0.05</b>
Motorcycle allowance per mile	£0.25	No change
Bicycle allowance per mile	£0.21	No change
<b>Subsistence</b>		
Absence of more than four hours but no more than eight hours – only the cost of one meal can be reimbursed up to a maximum of £15		
Absence of more than eight hours but no more than 12 hours – only the cost of two meals can be reimbursed up to a maximum of £25		
Absence of more than 12 hours but no more than 16 hours- only the cost of three meals can be reimbursed up to a maximum of £33		



Absence of more than 16 hours but not including an overnight stay – only the cost of four meals can be reimbursed up to a maximum of £40

Overnight	£83	No change
Overnight (London or LGA)	£208	No change