



REPORT OF THE

INDEPENDENT REMUNERATION PANEL

ON

THE MEMBERS' ALLOWANCES SCHEME 2018-2019

FOR

SPELTHORNE BOROUGH COUNCIL

November 2017

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INTRODUCTION

1. This report has been prepared in accordance with the *Local Authorities (Members' Allowances) (England) Regulations 2003* ("the 2003 Regulations") as amended, which require all local authorities to appoint an Independent Remuneration Panel ('the Panel') to advise on the terms and conditions of their Scheme of Members' Allowances ('the Scheme').
2. The Panel acknowledges that it is a matter for the Council to decide the level of Members' Allowances. The statutory position (Paragraph 19 of the 2003 Regulations) is that Spelthorne Borough Council "**shall have regard to**" the advice from the Panel and the Council cannot make any changes to its Scheme without first considering the Panel's advice on the issues involved. In "having regard" to the Panel's advice, the Council is to "give proper consideration" to the Panel's report. In this way, the Council can take full account of its particular circumstances and be directly accountable to its electorate.
3. The function of the Panel is therefore to provide the Council with advice on the type of its allowances and the amounts to be paid.
4. The 2003 Regulations require the authority to make copies of the Scheme available for inspection by members of the public at all reasonable hours and publish a notice in a local newspaper giving details of the Scheme and the amounts payable in respect of each allowance mentioned in the Scheme.

INDEPENDENT REMUNERATION PANEL

5. Spelthorne Borough Council appointed the following persons to comprise the Panel at its meeting on 27 April 2017:
Sir Ivan Lawrence QC (Chairman)
Mr. George McLaughlin
Mr. Colin Squire
6. The members of the Panel have between them diverse experience in central Government, the law, local business, local authorities and charity work.
7. The Panel is fully independent of the Council and is not fettered in any way from providing impartial enquiry, scrutiny, advice and recommendation.
8. The Panel does not receive any payment for the time or work that it expends in undertaking the annual review of Members' Allowances.

TERMS OF REFERENCE

9. Our terms of reference are in accordance with the requirements of the 2003 Regulations, together with "Guidance on Consolidated Regulations for Local Authority Allowances" ("the Guidance") issued in 2003. We are required to make recommendations to the Council about the following:
 - a) The amount of basic allowance payable to all Council members;
 - b) The categories of Council members who should receive a special responsibility allowance (SRA) and the amount of that allowance;

- c) Whether the Scheme should include an allowance for the expenses of arranging for the care of children and dependants, and, if so, the amount of this;
- d) The amount of travel and subsistence allowances and the approved duties in respect of which they can be paid;
- e) Allowances for co-optees (for example the independent members appointed by the Council to serve on the Council's Members' Code of Conduct Committee); and
- f) Whether adjustments to the level of allowances may be determined according to an index and, if so, which index and how long that index should apply, subject to a maximum of four years before its application is reviewed.

PRINCIPLES UNDERPINNING OUR REVIEW

10. The following principles, which were established at the time of the Panel's review in 2000, continue to underpin this review: -
- (i) The basic allowance is intended to recognise the time devoted by councillors to their work, not just work in formal council meetings, but in the community and in meetings with constituents, officers and their political group, and also to cover incidental costs (such as the use of their homes and private telephones).
 - (ii) Special responsibility allowances (SRAs) are used to recognise the *significant additional responsibilities* which attach to some roles, not just the extra time required.
 - (iii) Members' allowances are not intended to compensate for loss of earnings, nor are they to recompense for the total number of hours councillors spend on their duties, bearing in mind the voluntary element of service in fulfilling the role of a local councillor, as recognised in government guidance. Councillors are not paid employees of the Council and their allowances should not be treated as salary.
 - (iv) The Scheme¹ should be fair, easy to understand and straightforward to administer.
11. Alongside the general principle that the payment of an allowance is not intended to compensate for loss of earnings, the Panel advocates a principle of fair remuneration and subscribes to the view promoted by the Independent Councillors' Commission which says that remuneration should not be an incentive for service as a councillor, nor should lack of remuneration be a barrier. The level of remuneration should be sufficient to allow most people to consider becoming an elected member without suffering unreasonable financial disadvantage and equally applies to existing councillors who may be deterred from fulfilling their role successfully if the remuneration is not sufficient.²
12. The Panel has sought to reflect the views of ordinary ratepayers in considering its recommendations. It aspires to a Scheme that is both fair to members and seen to be fair by council taxpayers.

¹Proposed Scheme payments for April 2018 is attached at Annex 1

²Rodney Brooke and Declan Hall, *Members' Remuneration: Models, Issues, Incentives and Barriers*. London: Communities and Local Government, 2007.

CURRENT SCHEME

13. The Panel's last review of Members' Allowances for the financial year 2017/18 took place in July 2017. Due to the Panel's appointment after Council had already agreed its budget for 2017/18, it confined its review to the following matters only:
 - a) The amount of Basic Allowance payable to all Council members;
 - b) The roles of Council members which should receive a Special Responsibility Allowance (SRA) and the amount of that allowance;
 - c) Whether adjustments to the level of allowances may be determined according to an index and, if so, which index and how long that index should apply, subject to a maximum of four years before its application is reviewed; and
 - d) Whether the rules relating to payments of Special Responsibility Allowances (SRAs) should be varied.
14. The Panel recommended that the Basic Allowance and Special Responsibility Allowances should each be increased by 2% from 1 April 2017. This uplift closely reflected the cost of living increase over the previous 12 months and although not formally linked to staff pay increases reflected the pay award for 2017/18.
15. The Panel chose not to commit to an index at the 2017/18 review but agreed to return to this issue at a future point to consider if the level of staff pay increases would be a useful index for Members' allowances.
16. The Panel recommended the following changes in relation to the rules on claiming Special Responsibility Allowances:
 - a) that the 'one SRA only' rule be waived only in the situation where the Chairman/Vice-Chairman of the Joint Committee is a Borough Councillor already in receipt of an SRA under the Scheme.
 - b) that the 'one third' rule be maintained as a standard by which the Panel will consider if it is happy with the numbers of SRAs designated, rather than a hard and fast rule to which it must abide.

SOURCES OF INFORMATION FOR 2018/19

17. The Panel met with the Leader to discuss his views on the Scheme for 2018/19 and to invite comments; no negotiations or decisions were made. The Panel found the discussion useful and is grateful to the Leader for his contributions. The Panel also contacted the Cabinet members and Chairmen and sought specific information regarding their Special Responsibility Allowances which has assisted its deliberations.
18. All members were also given an opportunity to complete a questionnaire on the Scheme for 2018/19 and 21 responses were received from councillors, which represents almost 54 per cent of the Council. The Panel has worked on the assumption that the 18 councillors who did not respond to the survey are happy with the current arrangements. The information obtained was very helpful to the Panel and was used as a significant element of the evidence upon which it has based this report and recommendations. Reference to the questionnaire results is made throughout this report.

19. A summary of the questionnaire responses is available on request.
20. The Panel was also provided with:
- The current Members' Allowances Scheme
 - Details of member attendance at meetings from September 2016 to August 2017
 - Data on staff pay awards and Consumer Price Index and Retail Price Index since 2009
 - Data from Boroughs and Districts compared across Surrey and across the Southeast, on Basic Allowance for 2017/18, number of councillors, overall budget for member allowances and percentage of Public Service discount
 - Data from Boroughs and Districts across Surrey comparing Special Responsibility Allowances (SRA) and the amalgamated figures of Basic Allowance and SRA for each authority.
 - Data from Boroughs and Districts across the Southeast comparing Special Responsibility Allowances and Basic Allowance.
 - Data from Boroughs and Districts across the Southeast comparing Travel allowances
 - Data from Boroughs and Districts across the Southeast comparing the methodology for calculating SRAs; details of any formula established for updating allowances annually; and hours worked per week by Leaders and Cabinet members.
 - Information from Boroughs and Districts across Surrey in relation to their list of Approved Duties.
 - Details of members' travel expenses claims for 2016/17.
21. The Panel wishes to record that it was impressed with the work of the officers in Committee Services, Mrs Gill Hobbs and Mr Dan Skerten, in supporting the Panel's review.

CONSIDERATIONS AND RECOMMENDATIONS

Public Service element discount

22. Statutory guidance to Panels requires them to recognise the Public Service Discount (PSD) principle when arriving at the recommended Basic Allowance. This is the principle that an important part of being a councillor is the desire to serve the public and, therefore, not all of what a councillor does should be remunerated; a portion of their time should be given voluntarily.
23. The current estimation is that a councillor spends fifteen hours per week on average in the role. Since 2008 a Public Service Discount of 33% has been applied which means that the councillor gives five hours '*pro bono publico*' and is remunerated for the remaining ten hours through the Basic Allowance.
24. The Panel agrees with the principle of such a discount.
25. Members were asked in the survey whether they thought the current discount of one third for the voluntary element of the role was about right, too high or too low. 86% said that the PSD was about right; 14% said the discount was too high and no-one said it was too low.

26. The Panel concludes that discounting a percentage of the time spent by all councillors on their work for the public service element is still appropriate and on the basis of the survey, agrees that the current discount of 33% should continue to apply. This percentage sits at the low end of the range of PSD applied to basic allowances by councils in the southeast.³

Attendance

27. The Panel is pleased to note that attendance at meetings by individual councillors is generally good although is concerned that four members have attended less than 40% of the meetings at which they were expected between September 2016 and August 2017. Under the 2003 Regulations, it is not permissible to pay individual (Attendance) Allowances in recognition of attendance at meetings.⁴ The attendance records are published on the Council's web site.

Workload

28. The current Basic Allowance is based on an overall average time spent on undertaking the councillor role of 15 hours per week.
29. Analysis of the survey responses on time spent on ward work and general council business suggests that although some councillors spend more time on their role than a year ago (38% said they had seen a small increase and 38% a large increase), in general the time commitment has remained fairly similar. Backbenchers' responses indicate councillors spend on average between 7 and 18 hours a week (with most respondents answering between 10 and 14 hours per week) on fulfilling their councillor duties.
30. The Panel is satisfied that calculating the Basic Allowance on the current assumption of a 15 hour per week workload is about right.

Basic Allowance

31. The Scheme must include provision for a Basic Allowance, payable at an equal flat rate to all councillors.⁴
32. The Basic Allowance is intended to recognize the time commitment of all councillors including such inevitable calls on their time as attending Council and other formal meetings, training/briefings, civic events and political group meetings and undertaking general constituency work. It is also intended to cover incidental costs such as the use of their homes and telephones.
33. Analysis of the survey responses indicated that all but three of the respondents i.e. 86%, considered that the Basic Allowance needed to be increased.

³ Data from South East Employers, Members' Allowances Survey 2017 (October 2017)

⁴ The Local Authorities (Members' Allowances) (England) Regulations 2003: Part 2, Regulation 4.

34. Since 2000, the Basic Allowance has been calculated on the basis of the daily average earnings of employees across all occupations in the south east. The Panel believes this is a reasonable multiplier to use and is not minded to use an alternative for this review.

Comparison to Surrey Boroughs and Districts

35. The Panel compared Spelthorne's current Basic Allowance against the other Surrey Boroughs and Districts and considered that the most relevant comparators are our closest neighbours; namely, Runnymede, Elmbridge and Woking. It notes that Spelthorne ranks third highest in Surrey.

Council	Basic Allowance (£) 2017-18 ⁵
Woking Borough Council	7200
Guildford Borough Council	6616
Spelthorne Borough Council	5901
Reigate & Banstead Borough Council	5436
Surrey Heath Borough Council	5040
Elmbridge Borough Council	4942
Waverley Borough Council	4619
Mole Valley District Council	4285
Tandridge District Council	4129
Runnymede Borough Council	3440
Epsom & Ewell Borough Council	3341

36. Comparing the Basic Allowances paid by Boroughs and Districts across the Southeast, Spelthorne ranks 11th highest out of 50. The median payment is £5055⁵.
37. The Panel notes the Basic Allowance payments made by other Borough and District councils in 2017/18 both in Surrey and more widely across the Southeast and that as a benchmark Spelthorne is performing very well against them.
38. The Panel considered other factors which may influence the allowance paid by other authorities, such as number of members, total budget and population in the authority area. The Panel could not find any direct correlation between these factors and the differing amounts of Basic Allowance paid, to suggest that any one factor is a contributory element in determining the levels of payment.
39. The Panel is of the opinion that Spelthorne Borough Council is generous in both the amount of the Basic Allowance paid and the number of hours allocated to it and considered whether an increase is appropriate.
40. Responses to the Members' Survey showed that 44% of councillors thought the current Basic Allowance should be increased by reference to the staff pay award and 33% each by reference to CPI and RPI, although 17 councillors (81%) did not consider themselves to be 'out of pocket' as a result of their role.

⁵ Data from South East Employers, Members' Allowances Survey 2017 (October 2017)

41. Across the Southeast, 26 authorities index annual increases in the Basic Allowance to staff pay awards, compared to 4 which index to Consumer Price Index (CPI) and 1 which indexes to Retail Price Index (RPI).
42. The Panel notes that the Leader and councillors responding to the survey are in favour of an increase in allowances by reference to the staff pay award, and this is overwhelmingly the index by which other authorities in the Southeast uplift their allowances annually.
43. The Panel is persuaded that an increase in the Basic Allowance which reflects the staff pay award for 2018/19 would be both fair and reasonable and ensure that most councillors continue to not be financially disadvantaged as a result of undertaking their role.
44. For the purposes of illustration, assuming a staff pay award of 2% would mean the Basic Allowance for 2018/19 will be £6019.
45. The Panel considered whether to index link future year's payments of Basic Allowance. In view of the fact that the previous 'dropping behind' in allowances has been made up and Spelthorne's rates now compare well to others in the Southeast, the Panel prefers to undertake an annual review rather than formally commit to an index for future uplifts in the Basic Allowance. The Panel will return to consideration of this matter at future reviews.
46. In making its recommendation the Panel has sought to maintain a sensible balance between:
 - (a) the financial constraints facing the Council due to the fall in Government Grant during the years 2018-2022 which will continue to be a pressure for Council finances;
 - (b) the need to maintain a Scheme which is fair, easy to understand and straightforward to administer; and
 - (c) the need to ensure the level of remuneration continues to be sufficient to allow existing councillors to fulfil their role successfully.

RECOMMENDATION

The Panel recommends that the Basic Allowance payable to all members of Spelthorne Borough Council should be increased by reference to the staff pay award for 2018/2019.

Special Responsibility Allowances

47. An SRA may be paid to recognize the significant additional time and responsibility that certain roles in the Council require of councillors. The payments for SRAs do not have to be the same across different roles. SRAs do not have to be paid but there is a requirement that, if they are paid, at least one Member of a minority group should receive an SRA.

⁶ Office for National Statistics, Consumer Price Index 2017

48. The 2003 Regulations do not limit the number of SRAs which may be paid, nor do they prohibit the payment of more than one SRA allowance to any one Member. The Regulations specify the categories of role which the Council may make provision for paying an SRA. Amongst these is: chairing meetings of a council committee or a sub-committee, or a joint committee of the council and one or more other authorities, or a sub-committee of such a joint committee.
49. Under the current Scheme of allowances for Spelthorne there are 5 categories for Special Responsibility Allowances which are paid to a total of 15 councillors:
 - Leader (1)
 - Deputy Leader (1)
 - Cabinet Member (7)
 - Chairman (Planning, Licensing, Audit, Overview and Scrutiny and Joint Committees) (5)
 - Opposition Group Leader (1)
50. The Panel agrees that these roles should continue to be awarded an SRA in recognition of the significant additional responsibilities for the councillors appointed to those roles.
51. The Panel then considered the methodology for calculating SRAs which under the current scheme involves agreeing the allowance for the Leader and then establishing the allowances for the other roles as a percentage of the Leader's allowance.
52. The responses from those in receipt of an SRA suggest that the current methodology of calculating SRAs as a percentage of the Leader's allowance is appropriate. This method also came out as equally popular to using a multiplier of the Basic Allowance in the authorities across the Southeast.
53. The Panel is content to continue to use this same methodology for future years.
54. The Panel compared Spelthorne's payments for SRA with those paid across Surrey and the Southeast. It notes that Spelthorne ranks in the top third for SRA payments when compared to other Surrey authorities, (Annex 2) and in several instances pays the most. The Panel then compared the total amount paid in both Basic and SR allowances and concludes that Spelthorne pays either the highest or second highest total allowance in all but one instance and fares particularly well against its nearest neighbours.
55. Of those councillors in receipt of an SRA who responded to the survey, 8 believed their payments were about right although 2 felt it was too low.
56. The Panel considered whether the current percentages (below) for calculating SRAs are set at the right level (for the numerical amounts being paid see Appendix 1 Page 13):
 - Leader – 230% of the Basic Allowance
 - Deputy Leader - 66% of the Leader
 - Cabinet members – 50%
 - Planning Committee Chairman – 40%
 - Licensing Committee Chairman – 35%
 - Overview and Scrutiny Committee Chairman – 35%
 - Audit Committee Chairman – 25%

57. The Panel notes the Leader's estimate of the time he spends in his role and that this is fairly comparable to those of other Leaders across the Southeast, against which the Leader's allowance performed well. So although the Panel is of the opinion that the % multiplier for the Leader's allowance is arguably too high, it has resisted the temptation to reduce the multiplier by 5-10%.
58. The time commitment of Cabinet members varied more and was less well known at other authorities so the Panel is unable to draw any conclusions from this. The Panel agrees that time commitment is only one factor by which to determine the value of the SRAs and that the responsibility of the role is particularly relevant.
59. Compared with the 49 other authorities across the Southeast, all Spelthorne's SRA payments generally sit just above the midway point. The Panel therefore concludes that Spelthorne's SRAs are fair and reasonable.
60. The Panel notes the comments of the Leader that some councillors in receipt of SRAs have experienced increased responsibilities in the last year as the Council was forced to expand its activities to meet funding gaps.
61. The Panel considered these extra responsibilities in more depth as part of this Review and invited comments from all those councillors in receipt of an SRA on both the time spent on their role and the level of their remuneration.
62. The Panel considered the response of the Overview and Scrutiny Committee Chairman who believed the allowance for his role was too low. The Panel concludes that this is not borne out by the comparison with other Southeast authorities nor with our nearest neighbours and is not minded to amend the allowance for this role.
63. The Panel considered at length the clear fact that the Finance Cabinet member had experienced a heavier workload over the past year that brought an additional level of responsibility and whether this should be reflected in a greater SRA for this role. The role also requires the holder to take up a position as an unpaid director of Knowle Green Estates Ltd.
64. The Panel is of the opinion that it is in the nature of the role of a Cabinet member to experience fluctuating levels of work. Whereas any role may have additional responsibility one year, it may not continue in the following year. The Panel is happy to reconsider this matter at the next review if the workload for this role continues to be high.
65. The Panel notes that the other director of KGE Ltd (the Chief Finance Officer) does not receive extra payment for his role in the Company, nor does the Company Secretary, (the Monitoring Officer).
66. In coming to its decision, the Panel has borne in mind that setting apart one Cabinet member role as being worthy of a higher SRA than the others, would distort the current arrangements.
67. Weighing up all the evidence before them, the Panel concludes that it is appropriate to freeze SRA payments at the numerical amounts paid in 2017/18 but retain the current multiplier methodology for use in future years. This conclusion is considered to be both fair and reasonable for the purposes of this review.

68. In making its recommendations, the Panel wishes to emphasise that they should not be interpreted as a reflection of any individual councillor's performance in the role.

RECOMMENDATION

The Panel recommends that all Special Responsibility Allowances are frozen at their current amounts for 2018/19.

OTHER ALLOWANCES

Co-Optees Allowance

69. The current Scheme pays an allowance of £1000 and £500 to the Chairman and Vice-Chairman respectively of the Members' Code of Conduct Committee, both of whom are co-opted members.
70. The work of this Committee is mainly ad-hoc in that the main Committee only meets two or three times a year but Assessment and Hearings Panels convened to consider complaints against councillors under the Code of Conduct (and Chaired by one of the co-opted members) meet as and when required.
71. There have been no meetings of the aforementioned Panels in the past year, but in previous years their work has been more onerous.
72. There was no comparable data for the Panel to consider as every authority has different arrangements for considering 'Standards' issues. The Panel therefore does not propose to make any changes to the existing arrangements for allowances paid to co-optees.

RECOMMENDATION

The Panel recommends that the co-optees on the Members' Code of Conduct Committee continue to receive an allowance of £1000 and £500 for the Chairman and Vice-Chairman respectively.

Dependants' Carer's allowance

73. The Panel notes that the current Scheme for Dependants' Carer's allowance (DCA) provides that members are simply reimbursed the actual costs incurred for expenditure in relation to the care of dependent relatives or children while they are undertaking approved Council duties, subject to submission of receipts/invoices in support of claims. We were advised that no claims had been made for this allowance for at least the last five years.
74. The Panel had regard to the lack of claimants for DCA and does not consider there is any reason for the current Scheme to be revised.

RECOMMENDATION

The Panel therefore recommends that no change be made to the current scheme for Dependants' Carer's allowances.

Travel and subsistence allowance

75. The Panel considered the current payments for travel allowances which are payable at the same rate as for Council officers on a sliding scale dependent on engine size for car use, and for motorcycles, for journeys undertaken in relation to approved duties.
76. The current payments for cars, per mile, is:

	2017/18
up to 999cc	46.9p
1000cc - 1199cc	52.2p
1200cc and over	65p

77. The current payment for motorcycles is 24p per mile and for bicycles is 20p per mile.
78. In the past year, 6 members submitted travel expense claims, 2 of which were for reimbursement of bus and train fares in relation to approved duties, but the majority of members do not reclaim this expense.
79. The Panel notes that the amount paid by Spelthorne for travel allowance for cars is higher than most other authorities in Surrey and the Southeast; 95% of whom pay the HMRC rate of 45p per mile for car use, regardless of engine size.
80. The Panel also notes that the Scheme provides for reimbursement of subsistence expenses actually incurred in carrying out the Member's approved duties, subject to submission of receipts/invoices in support of claims. Only two such claims had been received during the past year.

RECOMMENDATION

The Panel recommends that the current arrangements for payment of travel and subsistence allowances be retained as at present.

Approved Duties

81. The Panel undertook a review of the list of Approved Duties as part of this review of Members Allowances.
82. One of the activities which is agreed as an approved duty is "deputations, delegations or other representation at meetings with a government department or another local authority". The Council is obliged to appoint an Armed Forces Champion under the Covenant and the duties undertaken by that Champion on behalf of the Council often oblige him to travel in Surrey to military bases, County Hall and the like. Claims have previously been permitted on the basis it would appear inequitable that the Champion is not reimbursed for out of pocket expenses for undertaking a voluntary role. For clarity the Panel agreed that the Armed Forces Covenant be included specifically in the list of those bodies in respect of which travel expenses can be claimed.
83. The Panel had regard to the responses to the Member Survey in which the majority of members (58%) were in favour of removing claims for meetings within the Borough. The Panel was minded to say that claims for travel to meetings within the Borough should be discouraged but bearing in mind the few claims which have been made for

such travel, the Panel does not wish to change the current arrangements in this regard.

84. Most members (56%) also responded in the survey that they were not in favour of allowing travel claims under the Scheme for visits to Knowle Green to meet with officers. The Panel concludes that it is those members in receipt of an SRA who are most likely to meet with officers at the Council offices and is of the opinion that their additional allowance covers this expense in any case.
85. The Panel considered whether it should recommend the inclusion of informal visits by Planning Committee members to sites for applications that are coming before the Committee. Most members (65%) were in favour of this.
86. The Panel wishes to encourage those Planning Committee members who are not in receipt of an SRA in connection with their membership of this Committee, to visit application sites in order to better fulfil their role on the Committee. The Panel is therefore recommending that such visits are included on the list of Approved Duties (Annex 3). The Panel will review this matter next year in light of any claims received.

RECOMMENDATION

The Panel recommends for approval the inclusion of the following to the list of Approved Duties:

- **Armed Forces Covenant**
- **Site visits by Planning Committee members in relation to applications coming before them at Committee.**

SUMMARY OF PANEL'S RECOMMENDATIONS

The Panel makes the following recommendations to the Council on the Members' Allowances Scheme for 2018-2019:

Allowance	Current amount	Number	Recommended Allowance for 2018/19
Basic:	£5901	39	£6019¹
Special Responsibility:			
Leader of the Council	£13572	1	£13572
Deputy Leader	£8958	1	£8958
Cabinet Members	£6786	7²	£6786
Spelthorne Joint Committee Chairman/Vice-Chairman	£4758	1	£4758
Planning Committee Chairman	£5428	1	£5428
Licensing Committee Chairman	£4750	1	£4750
Overview and Scrutiny Committee Chairman	£4750	1	£4750
Audit Committee Chairman	£3394	1	£3394
Opposition Group Leader	£3162	1	£3162
Co-Optees' Allowance	£1000 (Chair) £500 (Vice-Chair)	1 1	£1000 (Chair) £500 (Vice-Chair)
Total Budget	£327,913		£332,515

¹ On an assumption of a 2% staff pay award

² Based on the existing Cabinet and excluding the Leader and Deputy Leader

Allowance for expenditure incurred in relation to Approved Duties (Schedule 1 to Scheme)	Unchanged allowances for 2018/19
Dependants' Carer's Allowance	Reimbursement of actual costs incurred

Travelling and Subsistence Allowances	
Motor Mileage Allowance (per mile)	
Cars	Up to 999cc – 46.9p 1000cc – 1199cc – 52.2p 1200cc and over – 65p
Motorcycles	24p
Cycle	Nil
Day Subsistence Allowance	Reimbursement of actual costs incurred

Sir Ivan Lawrence (Chairman)
George McLaughlin
Colin Squire

16 November 2017