

# **APPENDIX A**

## **A Review of the Isle of Wight Council Members' Allowances Scheme**

### **Thirteenth Report of the Independent Remuneration Panel 2016**

**May 2016**

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## FOREWORD

This is the thirteenth report from of the Isle of Wight Independent Remuneration Panel on the members' allowances scheme for the 2016/17 year. This report makes recommendations on the members' allowances scheme taking into account changes made at Council in October 2015.

We have reviewed benchmarking data, undertaken interviews with a number of members and officers together with the responses to questions we asked through a consultation with all members.

Our recommendations are that there should be an increase in the Leader and Deputy Leader's allowance to reflect the actual level of responsibility, a very slight reduction in the Select Committee Chairs and an increase to the Childrens Committee Chair. The increase in allowances is taken from the deletion of the Executive Secretary and the other slight reductions. We have retained the allowances within the same budget total as last year.

We are continuing, following our earlier recommendations, with the system of expressing all special responsibility allowances as a ratio of the basic allowance to allow transparency and simplicity of budgeting.

We indicated in our report last year that the distribution of the block allowance for Island travel was fair and not over bureaucratic and we said that we would continue to keep this under review. We remain of the view that this should remain unchanged.

We have, in our final recommendations, had regard to the council's current financial provision and have sought to recommend a scheme that is within the budget available for the year 2016/17. There has been no reduction in the budget allocated for member allowances and we have worked within that envelope as we considered it would, in the current financial position, be inappropriate to exceed this.

However Council is of course free to agree to a reduction in the level of allowances if they wish, reflecting the Council's financial position.

In developing this report, the Panel wishes to thank those members and senior officers who provided their views and those who gave up their time to be interviewed by us. We also wish to gratefully acknowledge the administrative and technical support given to us by the Head of Legal Services and Marie Bartlett in undertaking this work.

*Max Morrison  
Chairman, Isle of Wight Independent Remuneration Panel  
May 2016*

## EXECUTIVE SUMMARY

1. That the Special Responsibility Allowances (SRAs) for 2016/17 be as set out below:

Position	Multiplier of the basic	Special Responsibility Allowance
<b>Leader</b>	<b>2.25</b>	£17,325.00
<b>Deputy Leader</b>	<b>1.50</b>	£11,550.00
<b>Executive Member</b>	<b>1</b>	£7,700.00
<b>Childrens Committee Chair</b>	<b>0.6</b>	£4,620.00
<b>Scrutiny Chair</b>	<b>1</b>	£7,700.00
<b>Select Committee Chair</b>	<b>0.35</b>	£2,695.00
<b>Audit Chair</b>	<b>0.4</b>	£3,080.00
<b>Employment Chair</b>	<b>0.3</b>	£2,310.00
<b>Planning Chair</b>	<b>0.8</b>	£6,160.00
<b>Planning Vice Chair</b>	<b>0.2</b>	£1,540.00
<b>Licensing Chair</b>	<b>0.6</b>	£4,620.00
<b>Pension Fund Chair</b>	<b>0.2</b>	£1,540.00
<b>Appeals Chair</b>	<b>0.2</b>	£1,540.00
<b>Chairman of Council</b>	<b>0.7</b>	£5,390.00
<b>Vice Chairman of Council</b>	<b>0.2</b>	£1,540.00
<b>Leaders of Groups of 10 or more</b>	<b>0.2</b>	£1,540.00
<b>Health Scrutiny Sub-Committee</b>	<b>0.4</b>	£3080.00
<b>Hampshire Police and Crime Panel Chair*</b>	<b>0.6</b>	£4,620.00

\*Not from the Isle of Wight Council budget (see paragraph 11)

2. That the process for the distribution of the on island travel lump sum be left unchanged. This is currently based on the distribution of a lump sum divided between the members on the basis of a formula reflecting distance of county hall from their homes and office they hold. However the Panel will continue to keep this under review in future reports.
3. That all other allowances (for example those for co-opted members and child allowance) remain unchanged

(A full copy of the proposed new Members Allowances Scheme is set out at Appendix 1).

## **INTRODUCTION AND BACKGROUND TO THE REVIEW**

### **Introduction**

4. This is the thirteenth report of the Independent Remuneration Panel that makes recommendations on the suggested allowances scheme for the members taking into account the 14 October 2015 decision of the Council to create a Children's Committee to deal with both overview and Scrutiny, to replace the Children's Services Select Committee.

5. Since our 2015 Report there has been a change to our membership with the addition of a new member, Mr John Hayes. Our membership is:

Mr Max Morrison – Chairman  
Mr Brian Herbert  
Mr Mike Anderson  
Mr John Hayes

6. Under the Local Authorities (Members' Allowances) (England) Regulations 2003 and subsequent amendments to these regulations (SI 1022 and SI 1692), all authorities have to establish an Independent Remuneration Panel to make recommendations to the Council on members' allowances. The Council needs to have regard to the recommendations of the panel but can substitute its own decisions. It is crucial to recognise this, as the existing members' allowances scheme (as set out in the Council's constitution) has been developed over the last 16 years or so, with not all the recommendations of previous panels having been adopted.

7. However, at its annual meeting on 17 June 2009 Council agreed that when receiving the recommendations of any future review, Council would adopt a members' allowance scheme in line with those recommendations. Council have consequently adopted, in full, the panel's recommendations since that date.

### **Background**

8. The last review undertaken by the panel commenced in the autumn of 2014 with our recommendations submitted (and approved) by the Council on 1 April 2015.

9. During the 2015/16 year the Council introduced a slight change to its governance arrangement by amending the terms of reference of both the Scrutiny Committee and the Children's Services Select Committee so that a Children's Committee is created and takes responsibility for both the overview (policy development/review) and scrutiny elements for Children's Services. This was approved by the Council on the 14 October 2015. We have therefore made our recommendations taking into account this change and having met with the Chair of the Children's Committee. We will of course review these allowances next year but as the Children's Committee has been in operation since October last year were able to get a good understanding of its role and the responsibilities of the Chair.

10. One Councillor currently is the Chair of the Hampshire and Isle of Wight Police and Crime Panel. He is also currently the Chair of Scrutiny. Currently he is in receipt of a SRA being the Chair of Scrutiny. The Police and Crime Panel sets out its own arrangements for Allowances, and in the case of the Chairman, an allowance is payable to the Chairman, provided the member is not already in receipt of a SRA from the Appointing Authority – in this case the Isle of Wight Council. The allowance payable has to be set by the Appointing Authority but the cost is met through the Central Government Grant that Hampshire receives for the Panel. Provided therefore that the Councillor does not receive an allowance from this authority, he can receive an allowance in recognition of his work on the Hampshire and IOW Police and Crime Panel.

## **Methodology**

11. The panel began its review of the members' allowances scheme in September 2015. The panel agreed at an early stage that, in the prevailing economic circumstances and with the continued public sector pay restraint, it was unlikely that it would feel it appropriate to agree any across the board increases in basic allowances.
12. On behalf of the chairman of the panel an email was sent to all members seeking their views. At appendix 2 is a list of the responses received (a total of 10 responses) in relation to the 2016/17 allowances.
13. The panel also held interviews with the following members and officers so as to fully understand the consequences of the proposed new arrangements and the relative levels of responsibility:
  - Cllr Jonathon Bacon – Leader and Executive Member for Resources, Organisational Change and Children's services.
  - Cllr Steve Stubbings – Deputy Leader of the Council
  - Cllr Julia Baker-Smith – Executive Member for Planning and Housing
  - Cllr Conrad Gauntlet – Chair of Children's Committee
  - John Metcalfe – Chief Executive
  - Wendy Perera – Head of Planning and Housing
14. In our questionnaire sent to all members this year we invited members to indicate if they wished to be interviewed. We received limited indications.
15. An anonymised summary of the comments made at the interviews is attached at appendix 3.
16. The panel also considered the benchmarking data for member's allowances across the region.

## **THE PANEL'S DELIBERATIONS AND ANALYSIS**

17. Of the 10 responses to the written questionnaire the following in particular were made:

- a) *In terms of how councillors time is spent the responses indicated a range of hours worked each week – from 13 to over 50. Some members felt that the amount of time spent on council business had increased over the past year, with more resident enquiries going direct to members, which some felt was due to the reduction in officers and also as a result of the devolving of services to the Towns and Parishes.*
- b) *There were mixed views about whether the Leader and Deputy Leader's SRAs should be increased. Responses were positive and negative. One comment was that it was inappropriate to increase any area of expenditure, others that the Leader should receive more.*
- c) *Concern was expressed that any reduction would prevent a broad range of society representing residents. That any savings achieved from members allowances should be used to fund council services. Comment was made that the council should invest in councillors, including training and networking. That the Executive Secretary SRA could fund any increases needed.*
- d) *Comment was made that the allowances should be in line with the National Living Wage. That those who do up to 60 hours a week get the same as those who only attend monthly. That allowances should reflect the workload and adequately compensate members for the hours worked. If they are members who have a job – then they need to be compensated for paying someone to cover their job.*
- e) *That the public perception should be considered at this time of cuts when discussing allowances.*

18. In terms of the interviews the particular points made were:

- a) *That Employment Committee has been busy, with a number of additional meetings.*
- b) *That concerns were raised as to the number of meetings and briefings attended by some councillors, and that it is difficult to ensure everyone attends.*
- c) *That if the basic allowance dropped, it would discourage younger people to stand for election as they would need to hold down a job as well. That it would be difficult to hold down a full time job and be on the Executive or even Leader.*
- d) *Some members attend a lot of meetings although they make little or no contribution to the meeting. That there are pros and cons of performance related pay. That some members only attend full council and do considerable ward work.*

- e) *That the basic allowance is fair even though it is under the minimum wage. [It should be noted that members receive an allowance not a salary]*
  - f) *That there has been an increased number of meetings for the Children's Committee.*
  - g) *That the Leader and Deputy Leader are required to make difficult decisions and should be remunerated for that responsibility.*
19. The Panel has considered the benchmarking data produced by the South East Employers, and whilst comparisons need to be treated with caution it is noted that the Isle of Wight Council's allowances are in the "middle of the field". The basic allowance (£7,700) is still above the overall regional average (of £5,950) but is below the average for unitary authorities (£8,838). SRAs are always trickier to compare like for like however the Leader's SRA is a good benchmark. The proposed SRA for 2016/17 is £17,325.00, which is below the regional average for unitary authorities of £18,369. Similarly the proposed SRA for the Deputy Leader of £11,550 is below the regional average for unitary authorities of £13,574.

## **General**

20. Last year we considered the role of the Chair of the Select Committee's which had replaced the previous Executive Advisory Committee and we set the SRA's indicating that we would review these next year. We have reviewed these and have proposed a very small reduction in the SRA having considered the level of responsibility and work in practice.
21. Funding for the role of the Executive Secretary which had not been filled but had remained in case it was required has now been removed and that enabled us to use the allowance which is included in the budget for some of the increases we have proposed. We indicated that we would review this position in our next report but as the post has remained vacant we have not done so. Should the post be reinstated at another point then whilst the previous SRA level could be applied initially, it would need to be reviewed at an appropriate time.

## **CONCLUSIONS AND RECOMMENDATIONS**

22. We have previously expressed the view that we believe a scheme whereby the SRAs are based on relevant multiplier's of the basic is most appropriate and we remain of this view. This means that it is clearer what the relative responsibility of each post is when compared to the basic. It also means that **if** there is any general change to the level of the basic allowance, then the SRA's are automatically adjusted by the same proportion – thus bringing greater fairness to any such changes.



23. This year, in view of some concerns about how last years budget envelope that we used as a guide was arrived at, we have concluded our report after the council's budget setting process. In its budget in February 2016 the Council did not make any amendment or reduction to the overall budget provision for Member Allowances. Whilst, in our independent role, we are not required to operate within the budget, as reflected in last years report, in view of the current financial position of the council we have looked to remain within the budget. The actual position each year is that quite often not all of the allowances are claimed and if that occurs again this year, then there will be a small underspend on the available budget. However this can change from year to year and cannot therefore be relied upon as a saving.
24. The panel saw and heard evidence that largely reflected that the SRA's are correct, save for those of the Leader and Deputy Leader, Chair of Children's Committee and Select Committees. This is reflected in the benchmarking data as well. We consider that the current SRA for the Leader and the Deputy Leader are not reflective of the roles that they undertake. Our recommendation in 2014/15 was that the Leaders SRA be increased to twice that of the basic allowance as this was in our view a better reflection of the responsibility this post carries, however we did not consider that even that was a true reflection. Likewise with the Deputy Leader, who undertakes an increased role, above that of an Executive Member and we do not consider that this allowance reflects fully the role. We decided last year, in view of the financial climate and the savings that we felt should be made, that it would be imprudent to consider increasing these SRA's at that stage but that we would revisit these in our next report. We have done that and remain of the view that the SRA's for the Leader and Deputy Leader are not reflective of their roles. Although we would have preferred to recommend a larger increase, as said we have worked to remain within the existing budget envelope and have therefore recommended a small increase.
25. The role of the Children's Committee, created in October 2015 was reviewed and in view of the fact that, unlike the Select Committees, this committee has responsibility for both overview and scrutiny in this important area we considered that a higher SRA was appropriate. Equally, we considered that the Chairs of the Select Committee were attracting a slightly higher SRA than we felt was appropriate having considered the role.
26. It was put to us that there is a basic unfairness in that those members who sit on a number of committees and devote a lot of time to Council business receive the same basic allowance as those members who sit on few or none. We understand the point and have considered the issue but have been unable to propose a simple or fairer solution at this stage. It is a matter we will keep under review.
27. We estimate that if the recommendations are implemented the maximum claimable (under the proposals) amounts to £453,865.
28. It will be recalled that last year, we recommended a reduction in the basic allowance and reflected on the fact that we felt that any decision to generally reduce allowances is one for the full Council to take. That remains the case and whilst we have worked to stay within the existing budget as confirmed by

the Budget meeting in February, the Council could decide that a reduction to reduce allowances should be made.

**29. As a result of this review the Panel recommends:**

30. The basic allowance remains the same as last year.

31. That the Special Responsibility Allowances (SRAs) for 2016/17 be as set out below:

Position	Multiplier of the basic	Special Responsibility Allowance
<b>Leader</b>	<b>2.25</b>	£17,325.00
<b>Deputy Leader</b>	<b>1.50</b>	£11,550.00
<b>Executive Member</b>	<b>1</b>	£7,700.00
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<b>Chairman of Council</b>	<b>0.7</b>	£5,390.00
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<b>Health Scrutiny Sub-Committee</b>	<b>0.4</b>	£3080.00
<b>Hampshire Police and Crime Panel Chair</b>	<b>0.6</b>	£4,620.00

32. That the process for the distribution of the on island travel lump sum be left unchanged. This is currently based on the distribution of a lump sum divided between the members on the basis of a formula reflecting distance of county hall from their homes and office they hold. The Panel will continue to keep this under review in further reports.

33. That if the Councillor who is the Chair of the Hampshire and Isle of Wight Police and Crime Panel elects to receive an SRA from them, he shall not receive a SRA from the Isle of Wight Council.

34. That all other allowances (for example those for co-opted members and child allowance) remain unchanged

(A full copy of the proposed new Members Allowances Scheme is set out at Appendix 1).

## **LIST OF APPENDICES**

- Appendix 1: Proposed new Members Allowances Scheme for 2016/17 (using the terminology as if the new proposed governance arrangements have been introduced).
- Appendix 2: Summary of responses received following the consultation exercise.
- Appendix 3: Summary of the responses from the interview process.

# APPENDIX 1

## *MEMBERS' ALLOWANCES SCHEME*

This Member' Allowances Scheme has been established under the Local Authorities (Members' Allowances) (England) Regulations 2003 (and any amendments to those regulations).

1. This scheme may be cited as the Isle of Wight Council Members' Allowances Scheme.

2. In this scheme,

"councillor" means a member of the Isle of Wight Council who is a councillor;

"co-opted member" means a Co-opted or Independent Member of the Scrutiny Committee and Designated Independent Persons;

"year" means the 12 months ending with 31 March.

3. **Basic Allowance**

Subject to paragraph (6), for each year a basic allowance shall be paid to each councillor. The amount of the allowance will be reviewed in accordance with paragraph (8). For the year 2016/2017 the allowance is £7,700.

4. **Special Responsibility Allowances**

(a) For each year a special responsibility allowance shall be paid to those councillors who hold the special responsibilities in relation to the authority that are specified in Schedule 1 to this scheme.

(b) Subject to paragraph (6), the amount of each such allowance for 2016/17 shall be the amount specified against that special responsibility in that schedule. The allowances will be reviewed in accordance with paragraph (8).

5. **Renunciation**

A councillor or co-opted member may by notice in writing given to the Chief Financial Officer elect to forego any part of his entitlement to an allowance under this scheme.

6. **Part-year Entitlements**

(a) The provisions of this paragraph shall have effect to regulate the entitlements of a councillor or co-opted member to allowances where, in the course of a year, this scheme is amended or that councillor or co-opted member becomes, or ceases to be, a councillor or co-optee, or accepts or relinquishes a special responsibility in respect of which a special responsibility allowance is payable.

- (b) If an amendment to this scheme changes the amount to which a councillor or co-opted member is entitled by way of any allowance, then in relation to each of the periods
  - (i) beginning with the year and ending with the day before that on which the first amendment in that year takes effect, and
  - (ii) beginning with the day on which an amendment takes effect and ending with the day before that on which the next amendment takes effect, or (if none) with the year,

the entitlement to such an allowance shall be to payment of such part of the amount of the allowance under this scheme as it has effect during the relevant period as bears to the whole the same proportion as the number of days in the period bears to the number of days in the year.

- (c) Where the term of office of a councillor or co-opted member begins or ends otherwise than at the beginning or end of a year, the entitlement of that councillor or co-opted member to any allowance shall be to the payment to such part of the allowance as bears to the whole the same proportion as the number of days during which his term of office subsists bears to the number of days in that year.
- (d) Where this scheme is amended as mentioned in sub-paragraph (b), and the term of office of a councillor or co-opted member does not subsist throughout the period mentioned in sub-paragraph (b)(i), the entitlement of any such councillor or co-opted member to any allowance shall be to the payment of such part of the allowance referable to each such period (ascertained in accordance with that subparagraph) as bears to the whole the same proportion as the number of days during which his term of office as a councillor or co-opted member subsists bears to the number of days in that period.
- (e) Where a councillor or co-opted member has during part of, but not throughout, a year such special responsibilities as entitle him or her to a special responsibility allowance, that councillor's entitlement shall be to payment of such part of that allowance as bears to the whole the same proportion as the number of days during which he has such special responsibilities bears to the number of days in that year.
- (f) Where this scheme is amended as mentioned in sub-paragraph (b), and a councillor or co-opted member has during part, but does not have throughout the whole, of any period mentioned in sub-paragraph (b)(i) of that paragraph any such special responsibilities as entitle him or her to a special responsibility allowance, that councillor's or co-opted member's entitlement shall be to payment of such part of the allowance referable to each such period (ascertained in accordance with that sub-paragraph) as bears to the whole the same proportion as the number of days in that period during which he or she has such special responsibilities bears to the number of days in that period.

## 7. **Payment of Allowances**

- (a) Payments shall be made
- (i) in respect of any allowances, subject to sub-paragraph (b), in instalments of one-twelfth of the amount specified in this scheme on the last working day of each month;
  - (ii) in respect of claims for travelling, for Council business off the Isle of Wight, on the last working day of each month in respect of claims received up to the day 14 days before that date. Claims shall be made on the prescribed forms obtainable from the resources business hub. The maximum amounts reimbursable are prescribed by the Secretary of State for the Environment; the rates for 2016/17 are set out in paragraph 12 below. The duties for which these claims are approved are all off Island activity connected with Council business. All such claims must be supported by evidence of expenditure for every item in the claim.
- (b) Where a payment of one-twelfth of the amount specified in this scheme in respect of any allowance would result in the councillor or co-opted member receiving more than the amount to which, by virtue of paragraph (6), he or she is entitled, the payment shall be restricted to such amount as will ensure that no more is paid than the amount to which he or she is entitled.

## 8. **Annual Review**

The Independent Remuneration Panel will review the Scheme in 2017.

Motor Mileage Allowances and Subsistence Rates (for off Island business) are reviewed by the Secretary of State, normally on an annual basis.

## 9. **Pensions**

That all councillors who are eligible to join the Local Government Pension Scheme, be able to do so and that it should apply to both Basic Allowance and Special Responsibility Allowance.

## 10. **Dependant Carer's Allowance**

Where a councillor or co-opted member has either:

- a dependant child living with them under the age of 14, or
- cares for a dependant elderly or disabled person

The following are claimable:

For child care: the actual expenditure incurred up to a maximum of £6.19 per hour. This is the rate paid by the Local Government Association (LGA), which reviews its rates annually and therefore the amount quoted is subject to change.

For dependents who are elderly or disabled: the actual expenditure up to a maximum of £10.90 per hour, which is the rate paid by the Isle of Wight Council Adult Services Department under their Direct Payment Scheme. Adult Services review their rates annually and therefore the amount quoted is subject to change.

#### **11. Travel and Subsistence Allowances – on the Island**

Councillors can elect to have an additional sum added to their basic and special responsibility allowance that is payable instead of any claims for travel or subsistence for on Island activity. No other payments can be made for on island travel or subsistence.

This “Expenses Sum” is calculated as follows:

Factor A – distance from Members home to County Hall – 3 bands:  
Band 1 – less than 3 miles, Band 2 – between 3 and 8 miles, and Band 3 – more than 8 miles.

Factor B – type of office held – 4 bands: Band 1 – frontline member (without an SRA); Band 2 – Leader of group with 10 or more members, Vice Chairman of the Council, Vice Chair of Planning Committee, Chair of Appeals Committee, Pension Fund, Employment; Band 3 – Chairman of Council, Chair of Planning Committee, Licencing Committee, Audit, Scrutiny Committee, Childrens Committee, Health Scrutiny Sub-Committee and Select Committees, Hampshire Police and Crime Panel ; Band 4 – Leader, Deputy Leader, Executive Member.

The two factors are added together to give a “Factor” for each member. All the factors are added together and this is then divided by £21,224. This is the “Amount Factor”. The “Factor” and “Amount Factor” are multiplied together to give the total “Expenses Sum”.

The amount paid to each councillor is fixed at the rate being paid as at 30 June 2013, until the end of their term of office, only to be altered if the councillor changes address or responsibility so that they would be entitled to a different amount in accordance with the two factors set out above. The rate paid will be fixed again after each election for the life of the administration, unless it is altered following a recommendation of the Independent Remuneration Panel.

#### **12. Accommodation and Expenses– Out of Authority**

Whenever a councillor or co-opted member has to travel off the Island on Council Business this paragraph applies.

That wherever possible Members organise their travel and accommodation through the Council which pre books and makes payment. If it is not possible to pre book travel and accommodation then these costs will only be

reimbursed against production of a proper receipt. The most efficient form of transport to be used in all circumstances, any changes from this have to be supported by a detailed justification. In addition to paying the cost of the most efficient form of public transport for off island travel the following mileage rates (where it is more efficient not to use public transport) will apply:

**Motor Mileage Allowances (for OFF ISLAND TRAVEL ONLY)**

(a) Motorcycles

Up to 150cc	8.5p per mile
151cc to 500cc	12.3p per mile
Over 500cc	16.5p per mile

(b) Motorcars

All vehicles	45p per mile
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**13. Co-optees Allowances**

That the following allowances be paid to co-optees on the following:

Designated Independent Persons	£301.00
Education Co-optees	£818.00

**14. Members of the Independent Education Appeals Panels**

Members of the Independent Education Appeals Panels are entitled to claim a mileage rate and subsistence (when attending any meetings of the appeals panels) at a rate equivalent to that payable to other members when they attend off island meetings.

**15. Reporting to Public**

Each Councillor is required to produce an annual report (no more than 300 words) covering what they have achieved, what they hope to achieve in the following year, and what they have been unable to achieve in the current year. This annual report is to be prepared for the annual Council each year and will not be required in the year of Council ordinary elections, when new and returning members all have the opportunity to set out their aspirations to the new Council.

**16. Exceptional Mobile Phone Allowance**

Members are supplied with a Council provided mobile phone or blackberry, however for those members who are unable to receive a signal from the Council's mobile phone provider at their home have the option to take a one-off annual payment (subject to tax and NI as appropriate) equivalent to the average cost of providing a basic mobile phone (from 2014 - £24pa for a non-cabinet member).



SCHEDULE I

**SPECIAL RESPONSIBILITY ALLOWANCES**

The following are specified as the special responsibilities in respect of which special responsibility allowances are payable, together with the amounts of those allowances for 2015/16. Only one special responsibility allowance will be paid to any member. These allowances are payable in addition to the basic allowance of £7,700.

Position	Multiplier of the basic	Special Responsibility Allowance
<b>Leader</b>	<b>2.25</b>	£17,325.00
<b>Deputy Leader</b>	<b>1.50</b>	£11,550.00
<b>Executive Member</b>	<b>1</b>	£7,700.00
<b>Childrens Committee Chair</b>	<b>0.6</b>	£4,620.00
<b>Scrutiny Chair</b>	<b>1</b>	£7,700.00
<b>Select Committee Chair</b>	<b>0.35</b>	£2,695.00
<b>Audit Chair</b>	<b>0.4</b>	£3,080.00
<b>Employment Chair</b>	<b>0.3</b>	£2,310.00
<b>Planning Chair</b>	<b>0.8</b>	£6,160.00
<b>Planning Vice Chair</b>	<b>0.2</b>	£1,540.00
<b>Licensing Chair</b>	<b>0.6</b>	£4,620.00
<b>Pension Fund Chair</b>	<b>0.2</b>	£1,540.00
<b>Appeals Chair</b>	<b>0.2</b>	£1,540.00
<b>Chairman of Council</b>	<b>0.7</b>	£5,390.00
<b>Vice Chairman of Council</b>	<b>0.2</b>	£1,540.00
<b>Leaders of Groups of 10 or more</b>	<b>0.2</b>	£1,540.00
<b>Health Scrutiny Sub-Committee</b>	<b>0.4</b>	£3080.00
<b>Hampshire Police and Crime Panel Chair</b>	<b>0.6</b>	£4,620.00

## APPENDIX 2

### INDEPENDENT REMUNERATION PANEL REVIEW OF MEMBER ALLOWANCES 2016-17 QUESTIONNAIRE FOR RECEIPIENTS OF AN ALLOWANCE

As part of its review of the Members Allowances Scheme for the 2016-17 year the Independent Remuneration Panel is keen to hear the views of all those who currently receive a member's allowance from the Council.

Whilst the Panel's report will include data from this consultation it will be anonymised and no comments will be attributed to an individual.

#### Current year's allowances

These were agreed by the Council on 1 April 2015 and are as set out in Appendix A.

#### Question 1

The IRP members would like to hear from you with details as to how your time is spent. It would be helpful if you could give approximate figures of hours per week spent on the following:-

- Constituency work
- IWC Committee Meetings
- Other IWC meetings
- *Indicate any other type of work*

#### Response 1

- Constituency work  
**8 hours**
- IWC Committee Meetings  
**9 hours**
- Other IWC meetings  
**24 hours**
- Indicate any other type of work  
**Responding to emails, reading reports, working on policy and projects 12 hours**

#### Response 2

- Constituency work  
***I do not time myself although my feeling is that over the past year it has increased. I have carried out four surveys relating to residents' only parking zones and fed the results in to Parking Services. Advice and assistance on constituents' planning issues is taking up an increasing amount of time and I have been involved in dealing with a wide range of other residents' concerns including inter alia schools admissions issues and environmental health issues.***
- IWC Committee Meetings

***You will note from my attendance record that over the past year I have attended 22 out of 23 meetings. Again I haven't timed myself but as a rule of thumb I work on the basis that my preparation time is approximately twice the length of the meeting. In the case of the Planning Committee that is an even greater amount of time as before every planning committee meeting I take part in a site visit (as do all committee members) and also a pre meeting briefing.***

- Other IWC meetings

***I have attended a wide range of member briefings. I have not kept note of the total number but it is well into double figures. The record will no doubt be with Democratic Services.***

- Indicate any other type of work

***Over the past two months I have taken on an enhanced role in relation to planning following the elevation to the Executive of the former chair of Planning and her subsequent resignation from the role of Planning Chair. This involves visiting the Seaclose offices at least twice a week to review planning applications being dealt with under delegated authority and then either sign them off or seek their referral to the Planning Committee. In addition I have meetings with the Head of Planning Services and representatives of Legal Services as necessary. I have also undertaken external planning training.***

***I have attended external meetings of the Hampshire and Isle of Wight Local Government Association and South East Employers as council representative.***

### Response 3

- Constituency work **10 hours**
- IWC Committee Meetings **3 hours**
- Other IWC meetings
- Indicate any other type of work

***Parish Council 4 hours per month***

### Response 4

***Constituency work – 25+ hours especially since devolution of services (toilets etc – Shanklin have several), and we have arranged public meetings to discuss the Lift with IWC involvement.***

- IWC Committee and general officer meetings, **10-15+ a week as chair of Economy and Transport Select committee, I also sit on the [Health and Adult Social Care Scrutiny Sub Committee](#). My average weekly hour commitment can be anything up to and over 30 hours some weeks, as well as fitting in running my own business. My current allowance plus my small SRA just about covers my wages bill for staff while I'm on council business. But I didn't become a councillor to earn money, I did it to make a difference in my community. (I wouldn't want it to cost me money though).**

- **Currently Mayor and Town councillor in Shanklin, dealing with day to day running of things within the Town, to now include the management of 6 public toilet facilities from 1<sup>st</sup> April.**

Other IWC meetings – **involved in organization of several events for HMQ @ 90**

Response 5

Ward work – **10-15 hours pw**

Committee work – **Averaged out - 5 hours pw**

Other IWC meetings – **5 hours pw**

Other Council work – **10 hours pw**

Response 6

- Constituency work - **12**
- IWC Committee Meetings - **2**
- Other IWC meetings - **3**
- *Indicate any other type of work – meeting with other community stakeholders, research, training- **3***

Response 7

- Constituency work – **20 hours especially since devolution of services (toilets etc – Shanklin have several), and we have arranged public meetings inc re Lift with IWC involvement.**
- IWC Committee Meetings – **10-20 a week as chair of 1 committee, vice-chair of Scrutiny, and sitting on Children Committee**
- Other IWC meetings – **involved in organisation of several events for HMQ @ 90**
- *Indicate any other type of work – other work includes review of social care scrutiny project, training re scrutiny, etc*

Response 8

**In addition to the 3 listed items there are many council held Members Information Surgeries, Informal meetings, Local Town and Parish council meetings and community meetings and Local Surgeries to attend. 30 hours + per week.**

Response 9

**I spend as much time as necessary on Council business, attending meetings and events.**

**It would also be helpful if you could set out below whether and if so how the workload has changed over the last 12 months, and how it is likely to change over the next 12 months.**

Response 1

**My workload has increased both due to change in roles but also as staffing levels have reduced across all areas I have found I receive more resident enquiries and try not to burden officers.**

Response 2

**I have addressed these issues above.**

Response 3

**Workload has not changed but more input from residents will change more due to government cuts**

Response 4

**I am actively involved in taking forward devolved services projects – eg Theatre, Library, Grass Cutting, Toilets, TIP, etc in Shanklin and hours were significant before but have increased quite considerably over the last 12 months.**

Response 5

**No change in last 12 months.**

Response 6

**Devolved services has taken up a lot of time as well as the difficulties with Island Roads contract. Workload will probably increase during the next 12 months**

Response 7

**I am actively involved in taking forward devolved services projects – eg Theatre, Library, Grass Cutting, Toilets, TIP, etc in Shanklin and hours were significant before but have increased.**

Response 8

**There is ever increasing ‘online traffic’ and more phone calls to attend to. Officer reduction and reduced council services have given rise to the residents becoming more proactive in making contact for answers and resolutions. Even the most recent budget paper acknowledged that our workflows are likely to increase.**

Question 2

Members may recall that in its report last year, the IRP concluded:-

1. “We consider that the current SRA for the Leader and the Deputy Leader are not reflective of the roles that they undertake. Our recommendation last year was that the Leaders SRA be increased to twice that of the basic allowance as this was in our view a better reflection of the responsibility this post carries, however we do not consider that even that is a true reflection. Likewise with the Deputy Leader, who undertakes an increased role, above that of an Executive Member and we do not consider that this allowance reflects fully the role. However, we also consider, in view the current financial climate, that it would be imprudent to consider increasing these SRA’s at this stage but we will revisit these in our report next year. “

The IRP is looking at this stage to stay within the allocated budget for members basic and SRA allowances, which including the travel allowance for on Island travel (but excluding mainland travel) is £505,127.

The IRP is considering whether to proceed on the basis that the basic allowance remains the same (ie £7,700), with adjustments as appropriate to SRA’s and a fixed increased allowance for the Leader and Deputy Leader to reflect their roles.

Do you agree with this suggestion?

If not – why not?

Response 1

**No**

Response 2

***I am implacably opposed to any further increase being given to the Leader and Deputy Leader. When the current administration came to office in 2013 SRAs were agreed that all members of the controlling group were more than happy to sign up to. The IRP in its wisdom then recommended an increase of approximately 37% for the leader and a premium for the Deputy Leader over and above that payable to other members of the Executive. That was unwise at the time and I cannot support any further increase now, particularly given the council's dire financial position. In addition the current administration is widely perceived as failing and any further increases could only be seen as rewarding failure. With regard to the additional consideration given to the Deputy Leader over and above that payable to other Executive members it is worth recording that following the resignation of the previous leader without prior notice at the meeting of council held on 21 January 2015 the Deputy declined to take on the role of Leader in the interim until a new leader could be elected at a subsequent meeting of the council. The council was therefore bounced into electing a new leader there and then without notice of the vacancy having been given on the agenda. In my book at that point he (the Deputy) forfeited his entitlement to a greater payment than that made to other Executive members.***

Response 3

**Yes**

Response 4

***I, and colleagues, put forward budget proposals which could have reduced the total cost. I think, as a result of the financial situation of the Council, all Members have taken on more responsibilities in their own wards/areas of responsibility and at a time when staff and the public are suffering as a result of the cuts, it would be inappropriate to increase any area of expenditure.***

Response 5

**NO**

***If not – why not? The Basic Allowance (BA) was reduced last year after a budgetary sleight of hand by the then Head of Democratic Services reduced the available budget. The BA should be returned to its previous level asap as many Members depend on the BA for loss of earnings. It should not be the subject of a Dutch auction.***

***Secondly, the Deputy role rarely actually deputises for the Leader and should be left as it is. I agree the Leader should be increased to an SRA of 2.5 if funding can be identified***

Response 6

**Allowances have gone down over the last 7 years and this is a demotivating factor. It would be better if allowances could be set nationally and reflect the value that a councillor gives. If allowances keep going down then you will never get a broad range of society representing residents, it will be only those that can afford to do so, which will be mostly retired/independently wealthy men, as it has been in the past. Do we want our elected members to truly reflect our society?**

**I think the Leader and deputy do put a lot of hours in which means this is their full time job essentially**

Response 7

**I, and colleagues, put forward budget proposals which could have reduced the total cost. I think, as a result of the financial situation of the Council, all Members have taken on more responsibilities in their own wards/areas of responsibility and at a time when staff and the public are suffering as a result of the cuts, it would be inappropriate to increase any area of expenditure.**

Response 8

**Agree with the view at paragraph 3 that this would reflect the responsibility of their roles.**

Response 9

**Reducing the basic allowance would not be welcomed, it would reduce the number of younger people standing for election as they would not be able to afford to live.**

**I believe that the Leader should only be responsible for being the Leader and Executive member for Resources, as this would decrease in the workload of the leader.**

Question 3

**If you don't agree with the suggested adjustments to SRA's to enable an increase in the Leader and Deputy Leader's allowances, how else could this be achieved within budget eg: a reduction in the basic allowance?**

Response 1

**I do believe the leader should receive more.**

**I do not believe all SRA's should be reduced.**

**Basic allowance for ordinary members could be reduced.**

**Many ordinary members do not attend meetings more than once or twice a month yet receive the same basic allowance as those who put in a lot of hours. Therefore those who only attend full council should receive less than those members who sit on many committees. I would suggest a reduction in basic allowance with an uplift for each committee a member sits on. This would be much fairer for those members who put in the hours. As the number of members on each committee is a known fixed amount this should be easy to calculate.**

**The frequency of some committees has reduced, therefore the sra for some of the committee chairs who now only meet twice a year could be reduced.**

**Regulatory chairs should remain the same as they meet 6 weekly and deal with operational issues most days.**

Response 2

***I don't agree with any additional payment being made to the Leader and Deputy Leader, therefore this question is irrelevant.***

Response 4

***I think if savings are achievable within the overall budget this should be used to protect services such as school crossing patrols, and items or services that directly affect our residents.– I think any increases would send out the wrong message to the public and staff members.***

Response 5

***Certainly should not be funded by a reduction in Basic Allowance. This would create very bad feeling if the Deputy was to benefit from such a reduction.***

Response 6

***You need to invest in councillors, allow them training and networking opportunities so you can get the best out of them, involve them more in planning and decision making. This should lead to creative thinking and better and more efficient service delivery***

Response 7

***I think if savings are achievable within the overall budget this should be used to protect services such as school crossing patrols – I think any increases would send out the wrong message to the public and staff members.***

Response 8

***The majority of members I believe would not agree a reduction in basic allowance to facilitate 2 above.***

Response 9

***Not sure how it would be achieved***

***As a suggestion however the Executive Secretary could be removed to provide a saving of £4,620.00 or use it to increase the leader and deputy leader.***

Question 4

***Do you think that there have been any changes over the last year in the responsibility of any roles that we should take into account when considering our decision.***

Response 1

***I have seen a marked increase in the number of hours undertaken by the Leader, Deputy and Executive. I think this is reflective of the reduction in senior staffing levels and as such executive members are taking on more officer work as they do not want to overburden senior staff.***

Response 2

***The role of Chair of the Employment Committee has assumed an enhanced role given the financial position of the council. In my view the SRA should be in line with those paid to the chairs of the Select Committees, Children's committee and Health Scrutiny.***

***The chair of the Hampshire Police and Crime Panel SRA (payable by the PCC's office) should be in line with that payable to the chair of Scrutiny. This would***



**also have the advantage of allowing the postholder to claim his SRA from the PCC's office rather than from the council, thereby achieving a saving.**

Response 3

**Not involved**

Response 4

**I think demands on all Councillors have increased, with additional briefings, meetings in support of ward/area of responsibility, budget/devolution debates, etc.**

Response 5

**The Employment Committee Chair (0.2 SRA) is scheduled two meetings per year, whilst Select Committee Chairs (0.3 SRAs) are scheduled three. Over the last year there will have been 5 full Employment Committees, two Employment Sub-Committees to deal with employment dismissal appeals, and numerous Sub-Committee meetings to appoint a new Chief Executive. The SRAs are clearly not set equitably.**

Response 6

**Not really**

Response 7

**I think demands on all Councillors have increased, eg briefings, meetings in support of ward/area of responsibility, budget/devolution debates, etc.**

Response 8

**As Pension Fund Chair the Government in its Autumn statement set out an agenda for the Pooling of Pension Funds. This is a 'major' piece of work involving off Island meetings for both myself and Technical Officer, some have taken place and many more are planned whilst the governance and terms of reference are established, which eventually will lead to transfer of funds by 2018. This work requires much reading and debate and understanding as to how future advice and investment strategy will be administered within these new pools and it will be essential to protect the pension liabilities both now and in the future of this authority. The chair allowance for this role in my opinion requires merit alongside Audit or Employment.**

Response 9

**Roles have changed to the way we live today.**

Question 5

**Do you have any suggestions about how savings could be achieved in relation to Members' allowances?**

Response 1

- 1. Reduce allowances of "backbench" members who do not sit on additional committees. This would also incentivise committee membership and attendance. Reducing SRAs of members that put in many hours for less than living wage while continuing to pay those who do very little far more per hour would be unfair.**

2. ***Any member that does not wish to claim their allowance should be able to refuse it. Taking it and giving it to charity, as some do, disadvantages less wealthy Councillors or candidates with the electorate.***
3. ***Members allowances should be inline with national living wage. Councillors who only attend once a month are receiving a far higher hourly rate than those who work up to 60 hours a week such as the leader and executive and some chairs who's hourly rate is less than £5 an hour.***

Response 2

**Yes**

1. ***Delete the post of Executive Secretary which is unnecessary and has never been filled by this administration. Saving £4620***
2. ***Extend the principle of not paying more than one SRA to members receiving payments from outside bodies they sit on by reason of being members of this council. If you follow my suggestion above this will result in a saving of ££7,700 (Scrutiny Chair whilst he is also chair of the Police and Crime Panel) and also a further £7,700 payable to a member of the Executive who to the best of my knowledge also receives a consideration for a role undertaken at the LGA.***

Response 4

***Proposed in Budget debate, From the Individual Members group.***

Response 5

***Require the Basic Allowance to be related to overall involvement in the Council. We currently have two Members who are not a member of any Committees. Additionally 5 Members without Executive responsibilities who are members of just one Committee.***

***Conversely there is one non-Executive Member on seven Committees, 3 on five Committees, 5 on four Committees and 9 on three Committees.***

***Additionally I suggested last year that Members should be responsible for providing their own IT, mobile phones, etc out of their BA. This was entirely ignored, though the information I had collected suggested a saving of £11k.***

***Finally the current Scrutiny Chair does not contribute as much as his predecessors and the way he carries out the role no longer merits a 1.0 SRA, as he is frequently away on business or undertaking his Police scrutiny role in Winchester. Reduce it to 0.75.***

Response 6

***If allowances are cut any more, then more people will be essentially prohibited from being a councillor. While I am carrying out my councillor duties I am unable to earn a living elsewhere.***

Response 7

***Proposed in Budget debate.***

Response 8

***'All' agree a 1 or 2% reduction, but would not be my choice.....***

Response 9

**As above question 3**

Question 6

Please let us know if there is anything else you wish to add in relation to allowances.

Response 1

**Allowances should accurately reflect the workload of members and be adequate and compensation for hours worked. If we are to ensure we have a representative council across age, gender and physical ability it is vital that all demographics can afford to stand as a Councillor and will not be out pocket by doing so.**

Response 3

**No**

Response 4

**It is about public perception at a time of significant cuts - school crossing patrols cost in order of £3K pa each, and if there are efficiencies within the overall budget the public would probably prefer these to be saved.  
NB The Budget calculator did not include the proposals contained here and, therefore, I think it would be inappropriate to try to take forward at this point.**

Response 5

**The IRP needs to be more of a public advocate for how allowances compensate Members for their public service.**

Response 6

**Whilst there is a number of hours that I am in meetings, carrying out ward work, etc. If I have an 11am meeting for instance , I have essentially lost the whole morning, as I cannot easily work around that. We have to fit in around other people's dairies, so the week can be a patchwork of meetings but leaving little time for paid work. So quite often a whole day will be written off for the sake of a couple of meetings.**

**We also have to carry out duties in the evening and means in my case as a single parent I have to get someone to look after my child and is precious time away from him....difficult to remunerate for that.**

Response 7

**It is about public perception at a time of significant cuts - school crossing patrols cost in order of £3K pa each, and if there are efficiencies within the overall budget the public would probably prefer these to be saved.**

**NB The Budget calculator did not include the proposals contained here and, therefore, I think it would be inappropriate to try to take forward at this point.**

Response 8

**No**

Response 9

***Thank you for all the work that you do.***

Question 7

Do you wish the IRP to consider interviewing you?

Response 1

**Yes**

Response 2

***I am prepared to meet with them but feel this is of little value based on my experience last year when my perception was one of being talked at rather than listened to.***

Response 3

***If asked yes***

Response 4

***I am more than happy to be contacted to discuss further.***

Response 5

**NO**

Response 6

***That's fine if they like.***

Response 7

***I'm ok with this but have quite a full diary at the moment (see above)***

Response 8

***Would be happy to do so. Have not met the panel before.***

Response 9

**No**

## APPENDIX A

Allowances agreed by April 2015 Council:

Basic Allowance: £7,700 pa

Special Responsibility Allowances for the following:

Office Holder	Multiplier of the basic	Special Responsibility Allowance £pa
Leader	2	15,400.00
Deputy Leader	1.25	9,625.00
Executive Member	1	7,700.00
Executive Secretary	0.6	4,620.00
Scrutiny Chair	1	7,700.00
Select Committee Chair	0.4	3,080.00
Audit Chair	0.4	3,080.00
Employment Chair	0.3	2,310.00
Planning Chair	0.8	6,160.00
Planning Vice Chair	0.2	1,540.60
Licencing Chair	0.6	4,620.00
Pension Fund Chair	0.2	1,540.00
Appeals Chair	0.2	1,540.00
Chairman of the Council	0.7	5,390.00
Vice Chairman of the Council	0.2	1,540.00
Leaders of Groups of 10 or more	0.2	1,540.00
Chair of Health Scrutiny Sub Comm	0.4	3,080.00
Hampshire Police and Crime Panel	0.6	4,620.00

On Island travel – lump sum paid on formula basis reflecting distance of home from County Hall and office held.

Off Island travel – most efficient form of transport, all costs to be supported by receipts – if mileage agreed on the HMRC rates.

Other allowances:

Child care allowance - £6.19 per hour

Adult care allowance - £10.90 per hour

Co-optees allowances:

Designated Independent Person - £301 pa

Education co-optees - £818 pa

Education admission appeal members – on island travel based on mileage and subsistence based on that paid to other members travelling off island

## APPENDIX 3

IRP interviews carried out on 27 April 2016.

The Independent Remuneration was advised of the following:

- Confirmation that the Executive Secretary post would not be appointed to and therefore did not require a Special Responsibility Allowance
- A new Children's Scrutiny Committee had replaced the Children's Select Committee.
- The Leader spent a lot of time attending meetings on the mainland and the Deputy Leader would stand in when required.
- There didn't seem to be an increase in ward issues being raised with local members
- Employment Committee had been busy with a number of additional meetings arranged.
- The budget for member's allowances had not been changed since the previous year and had been set at the budget meeting in February 2016.
- Concerns were raised regarding the number of meetings and briefings attended by some Councillors.
- Some members were on the local Town or Parish Council which had taken on non-statutory services from the council.
- The number of times the Select Committee's met had been reduced
- Increased number of meetings for the Children's Committee
- The Executive member role was seen to be equivalent to a full time job.
- The basic allowance was seen to be fair even though under the minimum wage
- If the basic allowance dropped then it would discourage younger people to stand for election as they would need to hold down a job as well as being a Councillor.
- When some meetings were reduced it increased the amount of work undertaken by the chairman
- It is seen to be difficult to hold down a full time job and be an Executive member or even Leader.
- Some members attend a lot of meetings although they made little or no contribution to the meetings.
- Some people rely on the basic allowance to pay staff to cover at work and this may have an impact on people standing for Councillor.
- There is a lot of officer interaction with some Chairman roles
- There has not been any changes in legislation which would increase the work of chairman for regulatory Committee's
- The leader and Executive members are required to make difficult decisions and should therefore be remunerated for the responsibility.
- The Leader also held the responsibility for Children's services and resources
- It is not compulsory for members to sit on Committees.
- A template to help write the annual reports would be helpful
- The pros and cons of performance related pay were discussed with some although it was difficult to see how this would be administered.
- Some members only carry out ward work and attend full council
- Most Isle of Wight posts including staff are paid much lower than that of mainland authorities.
- The senior management team meet once a once with Executive members
- Briefings are important although very difficult to ensure everyone attends.