

## **PART 6 – 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.

### **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 2022/23 the allowance is £8,377.00.

### **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 2022/23 shall be the amount specified against that special responsibility in that schedule. The allowances will be reviewed in accordance with paragraph (8).

### **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.

### **Member Allowance Uplift**

The Basic Allowance will be uplifted each year for a maximum period of four years in line with the annual percentage increase agreed for the majority of Isle of Wight Council employees to whom the NJC terms and conditions apply and this will be applied once the pay settlement rate is known and will apply from April in each year provided that the Panel has been consulted on this increase before it is applied in case the Panel wishes to review it.

### **Part-Year Entitlements**

(a) In the case of Basic Allowances, SRA’s, or Dependent Carers’ Allowances, payment will only be made for the period during which a person performs the duties for which these allowances are payable. This provision applies where a Member becomes, or ceases to be a Member, or becomes or ceases to hold a role to which a SRA is applicable.

(b) Where, in the course of a year, this scheme is amended any change in an allowance will be effective from the date the scheme is approved by Full Council.

## 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 corporate leadership support team. The maximum amounts reimbursable 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.

## Review

The Independent Remuneration Panel will review the Scheme in mid or late 2022 unless there are changes to the governance structure that require review at an earlier date and following on from Local Authority elections or the Independent Remuneration Panel otherwise wishes to review earlier such as, for example, any adjustment in the level of the basic allowance in reliance of the indexation provision before implementation.

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

## Dependent 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 £12.50 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.

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

Councillors are provided with 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 Chairman of Planning Committee, ; Vice Chairman of Scrutiny, Chairman of Appeals Committee; Licensing Chairman, Pension Fund Chairman, Band 3 – Chairman of Council, Chairman of Planning, Audit, Scrutiny Committee, Policy and Scrutiny Committees; Band 4 – Leader, Deputy Leader, Cabinet 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, 5 May 2021 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.

## **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)**

### Motorcycles

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

## Motorcars

All vehicles                      45p per mile

## **Co-Optees Allowances**

The following allowances are paid to the following co-optees:

Designated Independent Persons	£301.00
Education Co-optees	£818.00

## **Members of the Independent Education Appeals Panels**

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

## **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.

3. Each member is entitled to an Isle of Wight Council IT equipment as determined by the Council. Members have access through the group room to telephones. Mobile phone costs are not met by the council.

## SCHEDULE 1 - 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 2022/23 Only one special responsibility allowance will be paid to any member. These allowances are payable in addition to the basic allowance of **£8,377.00**.

<b>Position</b>	<b>Multiplier of the Basic Allowance</b>	<b>Special Responsibility Allowance</b>
<b>Leader</b>	<b>2</b>	£16,754.00
<b>Deputy Leader</b>	<b>1.25</b>	£10,471.25
<b>Cabinet Member</b>	<b>1</b>	£8,377.00
<b>Corporate Scrutiny Chair</b>	<b>1</b>	£8,377.00
<b>Corporate Scrutiny Vice Chair</b>	<b>0.2</b>	£1,675.40
<b>Health and Social Care Policy and Scrutiny Committee Chair</b>	<b>0.6</b>	£5,026.20
<b>Children's Services, Education and Skills Policy and Scrutiny Committee Chair</b>	<b>0.5</b>	£4,188.50
<b>Neighborhoods and Regeneration Policy and Scrutiny Committee Chair</b>	<b>0.5</b>	£4,188.50
<b>Audit Chair</b>	<b>0.4</b>	£3,350.80
<b>Planning Chair</b>	<b>0.8</b>	£6,701.60
<b>Planning Vice Chair</b>	<b>0.2</b>	£1,675.40
<b>Licensing Chair</b>	<b>0.3</b>	£2,513.10
<b>Pension Fund Chair</b>	<b>0.4</b>	£3,350.80
<b>Appeals Chair</b>	<b>0.2</b>	£1,675.40
<b>Chairman of Council</b>	<b>0.7</b>	£5,863.90
<b>Vice Chairman of Council</b>	<b>0.2</b>	£1,675.40
<b>Leaders of Groups of 5 or more</b>	<b>0.1</b>	£837.70
<b>Leaders of Groups of 10 or more</b>	<b>0.2</b>	£1,675.40
<b>Hampshire Police and Crime Panel Chair*</b>	<b>0.6</b>	£5,026.20