

Supplementary Information

HAVANT BOROUGH COUNCIL
COUNCIL
17 February 2016

Dear Councillor

I am now able to enclose, for consideration at next 17 February 2016 meeting of the Council, the following supplementary information that was unavailable when the agenda was printed.

Agenda No Item

11	Independent Remuneration Panel Report on Councillors' Allowances	1 - 4
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APPENDIX B

Allowance	Current	IRP Recommendations	Cabinet Recommendations
Basic Allowance (x38) (Under revised scheme to incorporate the previously separate IT allowance)	£5,350	£5,000 until such time that performance related arrangements are implemented. Once implemented, a tiered scale of £3,000, £5,000 and £6,000 be applied.	£5430 in April 2016 (to include 1.5% increase from 1 April 2016 in line with officers' 2015 pay award).
Leader (x1)	£14,800	£15,000	£14,800
Deputy Leader (x1)	£8,800	£8,800	£8,800
Cabinet Member (x4)	£8,140	£8,140	£8,140
Scrutiny Board Chairman (x1)	£5,920	£5,920	£5,920
DMC Chairman	£5,920	£5,920	£0
Chairman of the Safer Havant Partnership and the Council's representation on outside organisations (x1)	£5,920	£2,500	£0
Licensing Committee Chairman (x1)	£2,960	£2,500	£2,960
Governance and Audit Committee Chairman (x1)	£1,480	£2,500	£1,480
Joint HR Committee Chairman (alternate years, rotating with EHDC) (1)	£1,973	£2,500	£1,973
Scrutiny Leads (x5) (x1)	£1,973	£2,500	£3,157
DMC Vice-Chairman (x1)	£1,973	£1,500	£0
Group Leader (x2)	£600- £2,400	£1,500 minimum* (Political Group Leader)	£600-£2,400
Total Costs	£296,671	£323,200 (assuming £6,000 basic allowance)	£291,818

A Councillor may only receive 1 SRA at a time

No more than 50% of the number of Councillors can receive an SRA

Joint HR Committee Chairman and Vice Chairman rotates annually with EHDC.

DMC Chairman to be appointed at each meeting from among the Committee membership on a rotating basis, to be nominated at the previous meeting.

*Leaders of any political group, other than the ruling group, comprising two or more members to receive a Special Responsibility Allowance based upon the following formula:

Band A	2-5 Members	£600
Band B	6-10 Members	£1,200
Band C	11-15 Members	£1800
Band D	16+ Members	£2,400

Prior to the next programmed independent review, annual consideration of minor allowance changes will take into account any pay changes applied to staff salaries.

Additional allowances

Mileage: To be maintained in line with the HMRC rate, currently 45p per mile. Passenger and cycle rates set at 5p per passenger and 20p per mile respectively. Claims to be made within six months of the date of travel. Claims may only be made to cover travelling costs incurred whilst carrying out approved council duties as a councillor. This does not include ward business or political activities, such as attending group meetings.

Taxi/Rail: There is a presumption in the scheme that, where practicable, councillors will pre-book rail journeys for council business via the council. Where this is not practicable, then a valid receipt/train ticket must be presented, along with reason for that journey.

Child care: up to £8.75 per hour.

Dependent relative care: up to the hourly rate for approved care providers within Hampshire County Council (currently £14.20 in 2015).

Claims for carers allowances must be accompanied with a receipt stating the date, hours worked and cost. Claims may only be made to cover the carer costs incurred whilst carrying out approved council duties as a councillor, such as attending council meetings.

Subsistence (meal) allowances: The council does not make subsistence allowances available for approved duties within the district. Maximum claims for meals to be maintained in line with the rates that can be claimed by officers, currently (2015):

- Breakfast = £5.73
- Lunch = £7.92
- Meal = £9.80

There is a presumption in the subsistence scheme that, where practicable, councillors will pre-book meals and accommodation through the council. Where this is not practicable, then the above subsistence rates are the maximum reimbursements, up to a maximum of £43 per day, including incidental subsistence costs.

This scheme was adopted by Havant Borough Council, after considering recommendations from the Independent Remuneration Panel, on 17 February 2016.

Under current legislation a new scheme must be adopted every four years, following a review from an Independent Remuneration Panel. The next scheme must be in place by April 2020.

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