

CABINET

18 January 2012

THE OVERVIEW AND SCRUTINY COMMITTEE

23 January 2012

MEMBERS' ALLOWANCES – REPORT OF THE INDEPENDENT REMUNERATION
PANEL AND OTHER RELATED MATTERS

REPORT OF CORPORATE DIRECTOR (GOVERNANCE)

Contact Officer: Stephen Whetnall/David Blakemore Tel No: 01962 848 220 or 848
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RECENT REFERENCES:

[Report CAB2106 - Members' Allowances – Report of the Independent Remuneration Panel \(includes IRP's Fifth Report at Appendix C\)](#) – 19 January 2011

[Report CL68 - Members' Allowances – Approval of Full Scheme](#) – 24 February 2011

[Report CAB2133 - Leadership Arrangements](#) – 16 March 2011

[Report CAB2132 - Review of Constitution – Changes to Overview and Scrutiny Arrangements and Impact on other Committees](#) – 16 March 2011

EXECUTIVE SUMMARY:

The 2010 Members' Allowances Independent Remuneration Panel (IRP) previously met on 20 and 21 October 2010 and recommended increases to the Basic Allowance and some Special Responsibility Allowances (SRAs). The Council broadly accepted the Panel's recommendations regarding changes to Allowances, but agreed that rates should be based on the lower 2010/11 scheme, as opposed to applying the higher inflationary index from the 2009/10 Allowances Scheme.

The IRP, Cabinet and full Council were also mindful that the Council was shortly to undergo a review of its scrutiny arrangements. Therefore, it was agreed that the IRP be consulted again (and reconvened if necessary) once these new arrangements had been embedded and their actual workloads assessed. With that information, the

IRP would be better placed to decide on the level of SRA payments (if any) for the revised key Member roles. In the interim, the Council had not authorised any temporary SRA payments to those Members, pending a decision by the IRP.

The IRP also noted that, in accordance with the Local Government and Public Involvement in Health Act 2007, the Council was required to make changes to its executive arrangements and had decided to proceed with the 'strengthened Leader' option with effect from 5 May 2011. The IRP had agreed that once the impacts of new executive arrangement become evident, the Panel would review the level of SRAs payable to executive Members.

The IRP reconvened (for one day) on Tuesday 22 November 2011 to consider all the above matters and its report is set out as Appendix A to this Report.

In addition to the IRP recommendations, this report provides a good opportunity to consider two other related matters - the mileage rate payable to Members and the future provision of mobile telephones to Members.

RECOMMENDATIONS:

To Cabinet and Council:

1. That Members consider the following recommendations of the Panel and provide reasons, should there be any changes proposed for their implementation:
 - (a) Leader and Cabinet – No change to SRAs.
 - (b) Chairman of The Overview and Scrutiny Committee – Band 3 SRA (£7,605).
 - (c) Six Scrutiny Leads - Band 6 SRA (£1,521).
 - (d) Chairman of Audit Committee - Band 5 SRA (£2,280).
2. That should the recommendations be accepted, the Special Responsibility Allowances (SRAs) for the Chairmen of The Overview & Scrutiny Committee, and the Audit Committee, be payable and backdated to the date of appointment – 18 May 2011.
3. That should the recommendations be accepted, the Special Responsibility Allowance (SRA) for the six Scrutiny Leads be payable and backdated to the date of appointment - 1 June 2011.
4. That in view of the Employers' stated position that there will be no staff pay increase for 2011/12, Members consider whether the NJC index in the Scheme should be applied for the 2011/12 municipal year.

5. That it be determined whether the Members mileage rate in the Allowances Scheme should be maintained at 40p per mile, or increased to 45p per mile and backdated to 1 April 2011.

To Cabinet:

6. That a report be submitted direct to Council which sets out the revisions to Members Allowances Scheme for approval, incorporating all decisions arising from the above.
7. That it be determined whether or not Council-sourced mobile phones be offered to all Members for them to purchase and meet all monthly costs, and which Members (if any) should be provided with a mobile phone to be fully funded by the Council.

To The Overview and Scrutiny Committee:

8. That The Overview Scrutiny Committee provide comments to Cabinet or Council on the recommendations of the Independent Remuneration Panel and the other matters referred to in this Report.

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THE OVERVIEW AND SCRUTINY COMMITTEE

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MEMBERS' ALLOWANCES – REPORT OF THE INDEPENDENT REMUNERATION PANEL AND OTHER RELATED MATTERS

REPORT OF CORPORATE DIRECTOR (GOVERNANCE)

Contact Officer: Stephen Whetnall/David Blakemore Tel No: 01962 848 220
or 848 217

DETAIL:

1 Introduction

- 1.1 The 2010 Members' Allowances Independent Remuneration Panel (IRP) previously met on 20 and 21 October 2010 and recommended increases to the Basic Allowance and some Special Responsibility Allowances (SRAs).
- 1.2 The Panel's recommendations regarding other changes to Allowances were also broadly supported, including the extension of travel allowance payments to Shadow Cabinet Members attending Cabinet meetings; the Council extended this to also include Group Leaders.
- 1.3 The Council also agreed to not extend membership of the Local Government Pension Scheme (LGPS) to Members (due to financial constraints) and for Members to pay their own Broadband provision in future. The recommendation for the abolition of subsistence claims for meetings held within the District was also supported.

2 Inflationary Increase

- 2.1 The Panel recommended that an inflationary index be applied to those Allowances and that the rates from the 2009/10 Allowances Scheme should be used (being higher than the 2010/11 rates when the Council approved a 5% reduction), with the inflation index applying from the date of the Annual Council Meeting on 18 May 2011. This was not accepted by the Council, which agreed that the rates should be based on the lower 2010/11 scheme.
- 2.2 It was previously agreed that the inflationary index to be applied was by the amount of the percentage increase in the nationally agreed pay increase for local government employees (linked to spinal column point 49). For 2011/12 this has been 0% and for 2012/13 it is expected to be

0%. However, there is an appeal procedure which the unions could seek to use so it is not possible at this stage to determine the final outcome. The Regulations relating to the Allowances Scheme require the Council to determine whether the inflation index should be used before the commencement of the financial year.

- 2.3 For 2013/14 and 2014/15, the Chancellor, in his Autumn Statement, suggested public sector pay increases should be capped at 1%.

3 Changes to the Council's decision making structures

- 3.1 The IRP, Cabinet and full Council were mindful that the Council was shortly to undergo a review of its scrutiny arrangements. Therefore, it was agreed that the IRP be consulted (and reconvened if necessary) once these new arrangements had been embedded and their actual workloads assessed. With that information, the IRP would be better placed to decide on the level of SRA payments (if any) for the revised key Member roles.
- 3.2 In the interim, the Council has not authorised any temporary SRA payments to those Members, pending a decision by the IRP.
- 3.3 The IRP also noted that, in accordance with the Local Government and Public Involvement in Health Act 2007, the Council was required to make changes to its executive arrangements and had decided to proceed with the 'strengthened Leader' option with effect from 5 May 2011. The IRP had agreed that once the impacts of new executive arrangement become evident, the Panel will take a more considered assessment of the appropriate SRAs payable to executive Members.

4 IRP - Tuesday 22 November 2011

- 4.1 The IRP reconvened on Tuesday 22 November 2011 to consider the following consequential changes to the Council's decisions making structures and levels of appropriate SRA payments to chairmen. The IRP also considered the impacts of new executive arrangements.

(i) ABOLISHED

Principal Scrutiny Committee, the Statement of Accounts Committee and four Scrutiny Panels.

(ii) INTRODUCED

The Overview and Scrutiny Committee, Audit Committee and Informal Scrutiny Groups (led by six Scrutiny Leads).

- 4.2 It was noted that there was no separate SRA paid to the Chairman of the Statement of Accounts Committee, as this was covered by the by the Leader of the Council.

4.3 The Report of the Panel is set out in Appendix A. The recommendations are as follows, for the reasons set out in the report:

- (a) Leader and Cabinet – No change to SRAs.
- (b) Chairman of The Overview and Scrutiny Committee – Band 3 SRA (£7,605).
- (c) Six Scrutiny Leads - Band 6 SRA (£1,521).
- (d) Chairman of Audit Committee - Band 5 SRA (£2,286).

5 Other Related Matters

5.1 Members' mileage payment rate

5.1.1 The mileage allowances in the Travel Scheme are linked to the HM Revenue and Customs (HMRC) rates and can be updated accordingly by the Head of Democratic Services.

5.1.2 From 1 April 2011, HMRC raised the rate from 40p to 45p per mile. This increase was not automatically introduced and instead the three Group Leaders were consulted. All three agreed that, for budgetary and public perception reasons, it was preferable to maintain the rate at 40p per mile.

5.1.3 For information, the total cost of Members mileage claims in 2010/11 was £6,872 and, as a guide, if that mileage had been paid at 45p per mile the cost would have been £7,696 (an increase of £824).

5.2 Provision of Mobile Telephones for Members

5.2.1 In common with all local authorities, the City Council must frequently review its security procedures, not least to ensure that it remains compliant with the Government's 'Code of Connection'. With regard to mobile devices, perhaps the key issue is ensuring that the information and data that is collated and held within the Council remains secure, and is not compromised by being inadvertently released into the public domain (e.g, through loss, theft etc).

5.2.2 Therefore, backed by Government subsidies and secure technology funding, the Council's IT Team propose to introduce Blackberry Smartphone's that are managed centrally and are more secure and cost effective than the current Smartphone solution. This will mean that the current, corporately owned HTC or Nokia Smartphone will need to be changed to a corporate Blackberry device. It will also mean that any Officer or Member will not be able to synchronise their emails to any device, other than a corporate Blackberry after July 2012, when the current MDP solution will be decommissioned.

- 5.2.3 It has been suggested by the Leader and the Portfolio Holder for Administration, Innovation & Improvement, that Blackberries should be made available for all Members, but only on the basis that they would need to make a contribution to cover the Council's annual costs, together with meeting the monthly charge themselves. This is because, for budgetary reasons, it is not considered affordable for the Council to meet the cost of supplying up to 57 units, plus the monthly charges. The only suggested exception is that a new Blackberry (fully funded by the Council) be supplied to the Mayor. This is considered justifiable because the revised administrative support for the Mayoralty relies on the Mayor being able to communicate effectively whilst 'on the move' between engagements etc (as mentioned above, under the Government Connect requirements to improve data security, existing arrangements for mobile phone access to Council e-mails will no longer be possible). The unit would pass to the new office-holder in May 2012 and so on.
- 5.2.4 The discounted cost of purchasing a Standard Blackberry 8520 would be £125 per unit, with that cost being spread over three years (i.e. the approximate life of the unit), plus £12 per month data charge (for e mails and web browsing). If any Member wished to have facilities beyond that, an additional charge would be made. All calls and texts would also be additional and need to be paid for by the Member. Full details can be made available if required. However, it should be noted that the Government Connect requirements mean that the use of the phone will not be as flexible as for a privately purchased phone, so this scheme is only likely to suit members who need frequent, prompt access to their Council e-mails.

OTHER CONSIDERATIONS:

6 SUSTAINABLE COMMUNITY STRATEGY AND CHANGE PLANS (RELEVANCE TO):

- 6.1 'An Efficient and Effective Council' – The Allowances Scheme should have regard to the recommendations of the Independent Panel. However, it is for the Council to determine the actual rates paid, giving reasons for any departures from those recommendations.

7 RESOURCE IMPLICATIONS:

- 7.1 If the recommendations of the IRP are agreed as set out and assuming inflationary index is 0%, the total Basic and Responsibility Allowances for 2012/13 is likely to be as follows:

(c) Reputation management in view of the current economic situation.

These risks can be managed by taking account of budget implications when the decisions are made.

BACKGROUND DOCUMENTS:

Folder of Documents submitted to the Independent Remuneration Panel.

APPENDICES:

Appendix A – Report of the Independent Remuneration Panel

Appendix B – Existing 2011/12 Allowance Rates prior to report of the Independent Remuneration Panel

**A Review
Of
Members' Allowances
For
Winchester
City Council**

**A Supplementary Report to
the Fifth Report**

**By the
Independent Remuneration
Panel**

**Roger Farrall
Dr Declan Hall (Chair)
Richard Lindley
Karen Robinson**

December 2011

Foreword

This is a Supplementary Report to the fifth Report produced by the Independent Members Remuneration Panel (the Panel) for Winchester City Council. The original Panel was appointed in December 2001 as a requirement of the Local Government Act 2000, whereby the Council was obliged to adopt what were then new governance structures, which brought about corresponding changes in the roles and responsibilities for Members. Accordingly the Panel was required to review the Members' Allowances scheme to make recommendations that reflected those new roles and responsibilities. The recommendations of the Panel in December 2001 were largely accepted by the Council. In January 2003, a second review was undertaken in the light of actual experience of the new political structures and responsibilities for Members. The recommendations of the second review were once again accepted by the Council. These first two reviews have largely set the framework for the current scheme of Members' Allowances.

A third review was undertaken the late summer of 2003, in compliance with the *Local Authorities (Members' Allowances) (England) Regulations 2003*¹ and subsequent amendments. These new regulations required the Council to reconvene its Panel to make recommendations on certain associated allowances, e.g., travel and subsistence and Co-optees' allowances, before 31 December 2003. The recommendations were produced in September 2003 and the Council once again accepted the Panel's main recommendations (apart from the recommendation on pension provision); again, this review did not result in any major changes to the Members' Allowances scheme.

A fourth review was undertaken in October 2006. The main driver of the fourth review was the perception that the nature of some posts has evolved over time and other minor issues had simply arisen since September 2003. Additionally, the Panel was tasked in the fourth review to reevaluate the whole Members' Allowances scheme as the legal requirement to do so (see below) would have occurred the following year in any case. The fourth review ensured that the legal requirements were met in good time.

The fifth review (in December 2010) was driven primarily by the statutory requirement for the Council to reconvene the Panel under the "four year rule". All Councils are required to reconvene their Panels at least once every four years to provide fresh authority for indexation. It is also viewed as a means to provide a periodic external scrutiny of Members' Allowances schemes to ensure public accountability. The fifth review recommended increases to the Basic Allowance and some Special Responsibility Allowances (SRAs) which the Council did not accept. In effect, the Council decided that the Members Allowances scheme should be based on the lower 2010/11 scheme then in effect.

¹ See Statutory Instruments 2003 Nos. 1021, 1022 and 1692 for further details.

However, this did not affect the differentials between the SRAs, their relative values were maintained. The Panel understands that the Council did this primarily to achieve some savings in Members' Allowances as Members were also being asked to find savings across the whole Council. The Panel accepts that the reduced levels of allowances are in effect the operative levels in relation to making its recommendations for this Supplementary Review.

This is a Supplementary Review in that the Panel is being asked to review a number of specific posts arising out of certain changes in Council structures. The Panel is not reviewing the whole scheme of allowances. Consequently, the recommendations contained in this report seek to address any anomalies in the current scheme arising out of recent changes, rather than revisit the fundamental framework upon which the scheme is based.

Dr Declan Hall
Chair of the Independent Remuneration Panel

December 2011

Independent Remuneration Panel

A Supplementary Review

Of

Members' Allowances

For

Winchester City Council

Introduction: The Regulatory Context

1. This Supplementary Report contains the deliberations and recommendations made by the Winchester City Council Independent Remuneration Panel arising from the Supplementary Review conducted in November 2011.
2. The Panel was convened under *The Local Authorities (Members' Allowances) (England) Regulations 2003 (SI 1021)* to make recommendations to the Council on an amended scheme of Members' Allowances. These regulations, which arise out of the relevant provisions in the *Local Government Act 2000*, require all local authorities to maintain an advisory Independent Remuneration Panel to review and provide advice on Members' allowances. All Councils are required to convene their Allowances Panels and seek their advice before they make any changes or amendments to their allowances schemes, and they must 'have regard' to the Panel's recommendations before setting new or amended Members' Allowances Schemes.

Terms of Reference

3. The Panel was tasked with reviewing a number of specific posts arising out of changes in the executive, scrutiny and audit functions, following consideration of all relevant factual evidence and representations made by Members. The specific terms of reference were:

- (a) To review the Executive Member SRAs, in light of experience of the 'strengthened' Leader system and provide recommendations on their appropriate SRAs
- (b) To recommend which SRA band would be appropriate for the Chairman of The Overview and Scrutiny Committee, in the light of experience of the Committee's operation since May 2011
- (c) To recommend which SRA band would be appropriate for the six Scrutiny Leads, in the light of experience of their workload and responsibilities since May 2011
- (d) To recommend which SRA band would be appropriate for the Chairman of the Audit Committee, in the light of experience of the Committee's operation since May 2011
- (e) To provide advice to the Council on the date of implementation for the Panel's recommendations

The Panel

4. Winchester City Council reconvened (with one new appointment) its Independent Remuneration Panel, consisting of the following:
 - Roger Farrall – retired local government officer specialising in job evaluation and remuneration review, and a local resident
 - Dr Declan Hall – a former academic at the Institute of Local Government, The University of Birmingham, now an independent consultant specialising in the field of Members' Allowances who was appointed by the Panel to act as Chairman.
 - Canon Richard Lindley – former Director of Education for the Winchester Diocese and now a Schools Adjudicator and a local resident
 - Karen Robinson – a Procurement Officer MCIPS (Member of Chartered Institute for Procurement and Supply) and LEA (Local Education Authority) Governor of two schools in Hampshire
5. The Panel was supported by David Blakemore, Senior Democratic Services Officer, who acted as the 'Panel's Friend' and whose role was to support the Panel, and take the organisational lead in facilitating the whole process.
6. The Panel would like to record its gratitude to the Members and Officers of Winchester City Council for making themselves available to talk to the Panel and ensuring the work of the Panel was supported in an efficient and effective manner. In particular, special appreciation is reserved for David Blakemore who was central in ensuring the Panel was effectively supported.

Methodology

7. The Panel met in the Eversley Room, Guildhall, Winchester, on 22nd November 2011. The Panel meeting and deliberations were held in private session, to enable it to meet Members and Officers in confidence. All Members also had the opportunity to make written submissions to the Panel. The details of the elected Members and Officers of the Council who met or made submissions to the Panel are provided in Appendix 1. All the formal written evidence and information reviewed by the Panel is listed in Appendix 2.

The Evidence Reviewed and Recommendations

The Current Scheme of Members' Allowances

8. The Panel notes that the Council maintained its voluntary 5% reduction of Members' Allowances for 2011/12 following the recommendations of the Panel in the fifth Report in December 2010. The Panel accepts that for the purposes of this Supplementary Review the current scheme and level of allowances is the operative one for contextual purposes and for drawing relevant parities.

The Impact of the 'Strengthened' Leader Model on Executive Members

9. The piecemeal implementation of the Local Government and Public Involvement in Health Act (2007), commencing on 1st April 2008, now requires all councils retaining a Leader and Cabinet form of executive to institute a 'strengthened' leader model of executive. The main constitutional consequences of this model are that the Leader of Winchester City Council:
 - Is elected until his/her term of office as an elected Member expires (where the Council holds elections on 3 out of 4 years, or by 'thirds', – as with Winchester City Council).
 - Determines the size of the Executive (Cabinet), subject to a minimum of two and maximum of 10 members (including the Leader) for a term of up to 4 years.
 - Appoints/dismisses a Deputy Leader and other Cabinet Members
 - Is responsible for all Cabinet functions.
 - Can exercise all the Cabinet functions him/herself or may delegate functions to the Cabinet, Cabinet Members individually, or other Committees or Officers.

10. The Council as a whole retains the right to remove the Leader, provided the Council's Constitution (and Executive arrangements) provide for this.
11. The Panel received no evidence that the 'strengthened' Leader model has had a significant impact on the roles of Leader and other Executive Members in operational terms. The Leader has a slightly reduced responsibility vis-à-vis the Audit function in that the Leader no longer chairs the defunct Statement of Accounts Committee. This is less to do with the 'strengthened' Leader model and more to do with the restructuring of the Audit function. Moreover, the Leader or relevant Cabinet Member will still attend the new Audit Committee when required (see below). Nonetheless, while the ways and means by which the Leader and other Executive (Cabinet) Members are appointed and their powers have altered constitutionally, this has not translated into corresponding changes in size of their respective roles and workloads at this stage.
12. **The Panel recommends no change to the current SRAs and bandings for the Leader (Band 1: £16,734), Deputy Leader (Band 2: £9,129), and other Cabinet Members with Portfolio (Band 3: £7,605).**

The Chairman of the Overview & Scrutiny Committee

13. In May 2011, the Council reorganised its Overview and Scrutiny function. It abolished the Principal Scrutiny Committee and four Scrutiny Panels and replaced them with The Overview and Scrutiny Committee and 12 Informal Scrutiny Groups (ISGs) and six Scrutiny Lead Members. The Chair of The Overview and Scrutiny Committee and six Scrutiny Lead Members are not receiving a SRA as the Council is awaiting the recommendations of the Panel on their appropriate SRAs.
14. The Overview and Scrutiny Committee no longer has an audit responsibility, which now permits the Committee to focus more strongly on its core responsibilities having previously on occasion been dominated by audit matters. On the other hand, The Overview and Scrutiny Committee now has overall responsibility for coordinating and organising scrutiny arrangements, including taking upon the previous functions of the four Scrutiny Panels. Consequently, the Chair of The Overview and Scrutiny Committee is accountable to Council for all Overview and Scrutiny issues. Finally, The Overview and Scrutiny has also acquired a performance review function.
15. Between the loss of some responsibilities and the acquisition of other responsibilities, the Panel has taken the view the role of Chairman of The Overview and Scrutiny Committee remains on a par with the previous Chairman of the Principal Scrutiny Committee.

16. **Therefore, the Panel recommends that Chairman of The Overview and Scrutiny Committee should receive a SRA at Band 3 (£7,605).**

The Six Scrutiny Lead Members

17. The four Scrutiny Panels have been replaced by regular meetings of the ISGs. They operate on a task and finish basis to investigate specific topics of importance to the Council and local communities and thus to inform the work of The Overview and Scrutiny Committee, which in turn appoints non-Cabinet Members from across the Council to serve on the ISGs. The work of the 12 ISGs is divided into two 'batches' of six reviews per batch over the municipal year. Consequently, there are six ISGs in operation to address the first batch of reviews and it is expected that they will conclude their work and disband before those in the second batch of six reviews begin.
18. Six Members have been appointed as Scrutiny Leads, who chair the ISGs. They sit on the main Overview and Scrutiny Committee and would generally expect to chair two ISGs per year, with each ISG meeting on average at least 5 times per year. As of early December 2011, two investigations have been completed with another four due for completion by February 2012.
19. The responsibilities of the Scrutiny Leads include taking ownership of two scrutiny investigations by ISGs each year, chairing their meetings, proposing scoping and terms of reference and taking oversight of final reports and their presentations to The Overview and Scrutiny Committee and Cabinet.
20. The workload of the Scrutiny Leads is certainly no less than the previous Chairs of the Scrutiny Panels and, in terms of informal meetings is more. However their work is more focused and there are six Lead Members rather than four Scrutiny Panel Chairmen. The Panel has taken the view that overall the responsibility of the Scrutiny Leads is not on a par with the previous Chairmen of the Scrutiny Panels, who received a SRA at Band 5. Consequently, the Scrutiny Leads should receive an SRA at Band 6, on a par with the Chairman of the Winchester Town Forum and other Chairmen of Task and Finish and/or Ad Hoc Working Groups/Panels with Significant Impact.
21. **The Panel recommends that the six Scrutiny Leads should receive an SRA at Band 6, (£1,521).**

The Chairman of the Audit Committee

22. The new Audit Committee has responsibility for the audit functions previously carried out by the now abolished Principal Scrutiny and

Statement of Accounts Committees. The Chartered Institute of Public Finance and Accountancy (CIPFA) encourage local authorities to put in place an audit committee where they have previously not had one so that the audit function is separate from executive and scrutiny arrangements, and the committee chaired independently from both these functions. Most local authorities have now established Audit Committees.

23. The Audit Committee is a formal decision making committee answerable to the Council. The Chairman has specific responsibility for ensuring that reports from the Council's External Auditors and Internal Audit Team are considered and all recommendations acted upon, seeking other professional advice where appropriate, and presenting reports when required. The Committee meets four times per year.
24. The Panel feels the Audit Committee undertakes a significant function and that therefore the Chairman merits an SRA. On the other hand, the Committee and Chairman do rely a great deal on professional advice and the Audit Committee meets less than most other committees. The Panel notes that the average SRA paid to Chairmen of Audit Committee, as shown in the South East Employers 2010/11 survey of allowances of district councils in South East England is £2,245. Consequently, the Panel has taken the view that the appropriate SRA Band for the Chairman of the Audit Committee at this stage is Band 5 (£2,280).
25. **The Panel recommends that an SRA should be paid to the Chairman of the Audit Committee and should be paid at Band 5 (£2,280).**

The Increase in SRA costs arising from the Panel's Recommendations

26. The Panel notes that if its recommendations are accepted by the Council then there will be a potential increase of £2,286 in total spending on SRAs compared with the previous governance configuration for scrutiny and audit. Although the total responsibilities of the Council have not increased; how they are organised has changed. However, the Panel is confident about the minor financial consequences of its recommendations, in view of the enhanced quality of the scrutiny and audit functions that have occurred. The Panel proposes to review the appropriate total spend on SRAs at the next full review, which has to occur before the end of 2014.

The Impact of the Localism Act 2011

27. Furthermore, the Panel notes that the Localism Act has now received royal assent, with many of its measures expected to be in place by April 2012. It is too early to ascertain the impact of the Localism Act on

Members' roles and responsibilities but if there are significant impacts the Panel may well have to meet before the end of 2014. This would provide an earlier opportunity to reconsider the recommendations contained in this report.

Implementation of Recommendations

- 28. The Panel further recommends that the new SRAs proposed in this Supplementary Report be implemented from the date that the Members affected took up their posts.**

Appendix One: Councillors and Officers who met with the Panel

Members who met with Panel

Cllr George Beckett: Leader of the Council (and Conservative Group)

Cllr Kelsie Learney: Leader of the Opposition (Liberal Democrat Group)

Members who made written submission to Panel

Cllr Colin Chamberlain: Chairman of The Overview and Scrutiny Committee (Independent)

Officers who met with the Panel

Stephen Whetnall (LLB Hons): Corporate Director – Governance

David Blakemore: Senior Democratic Services Officer

Appendix 2: Information and Evidence Considered by the Panel

1. A briefing Note on the Council for the Panel on new governance arrangements
2. Report CAB2106 – Members’ Allowances – Report of the Independent Remuneration Panel (including Panel’s Fifth Report at Appendix C), 19 January 2011
3. Extract of the meetings of Cabinet and Principal Scrutiny Committee held on 19 and 24 January 2011 respectively with regard to their consideration of Report CAB2106
4. Report CL68 – Members’ Allowances – Approval of Full Scheme, 24 February 2011
5. Report CAB2133 – Leadership Arrangements , 16 March 2011
6. Report CAB2132 – Review of Constitution – Changes to Overview and Scrutiny Arrangements and Impact on Communities, 16 March 2011
7. Role Profiles for
 - Leader of the Council
 - Chairman of The Overview and Scrutiny Committee
 - Chairman of the Audit Committee
 - Lead Member of Informal Scrutiny Group (ISG)
8. Report OS21 – Gypsy and Traveller Informal Scrutiny Group Report, 17 October 2011
9. Report OS23 – The City Council’s Final Efforts to Reduce its Carbon Footprint, Informal Scrutiny Group Final Report, 14 November 2011
10. Report OS24 – Asset Management Plan 2011-2016 (less exempt appendix)
11. The Local Authorities (Members’ Allowances) (England) Regulations 2003
12. New Council Constitutions: Guidance on Regulation for Local Authority Allowances 2006
13. Winchester City Council Members’ Allowances Scheme 2011/12
14. South East Employers (SEE) Members’ Allowances Survey Results 2010/11
15. Presentation from Chair of Panel on issues to consider for reviewing allowances, including benchmarking analysis

Appendix 3: Declarations of Interest by Panel Members

Roger Farrall:

- Is a member of Hampshire County Council Independent Remuneration Panel

Dr Declan Hall:

- As an independent consultant has recently concluded (November 2011) a review of Members' Allowances for South Downs National Park Authority, to which Winchester City Council appoints 1 Member

Karen Robinson:

- A Governor for Osborne (Winchester) School

SCHEDULE 2(i)
BASIC AND SPECIAL RESPONSIBILITY ALLOWANCES
(with effect from 18/05/11)

Post	No of SRAs Suggested ¹	Basic Allowance	Special Responsibility Allowance	Total Allowance per Member
Basic Allowance				
All Members		£5,580		£5,580
Band One				
Leader	1	£5,580	£16,734	£22,314
Band Two				
Deputy Leader with a Portfolio	1	£5,580	£9,129	£14,709
Band Three				
Deputy Leader without a Portfolio	Not in current use	£5,580	£7,605	Not in current use
Cabinet Member with a Portfolio	4	£5,580	£7,605	£13,185
Chairman of Principal Scrutiny Committee	1	£5,580	£7,605	£13,185
Chairman of Planning (Development Control) Committee	1	£5,580	£7,605	£13,185
Leader of Principal Opposition Group	1	£5,580	£7,605	£13,185
Band Four				
Chairman of Personnel Committee	1	£5,580	£3,042	£8,622
Chairman of Licensing & Regulation Committee	1	£5,580	£3,042	£8,622
Band Five				
Chairman of the Council Other Opposition Group Leaders (not in current use) ²	1	£5,580	£2,280	£7,860
	2	£5,580	£2,280	£7,860

¹ The number of SRAs listed in the second column is for illustrative purposes only. The number of recommended SRAs that are payable at any one time to various post holders will vary in some instances depending on what SRAs are in effect based on changing political structures. The Panel has taken on board the statutory advice that no more than 50 per cent of the membership should be in receipt of a SRA at any one time. It has also adopted the principle that a Member can only draw down one SRA regardless of the number of posts held. For instance, if Council appoints the Leader of the Principal Opposition Group as Chairman of the Principal Scrutiny Committee (which has occurred in the past) he/she can only draw one SRA of his/her choice. This would be the relevant committee SRA or Opposition Group Leader SRA but not both. The variation in the number of SRAs being claimed at one time will affect the number of Task and Finish and/or Ad Hoc Working Groups and/or Panels that the Council can award a Band 6 allowance. There is a ceiling of no more than 28 Members in receipt of a SRA.

² To qualify for the 'Other Opposition Group Leader' SRA, the Group must have at least 5 Members.

CAB2277 – APPENDIX B

Chairmen of Scrutiny Panels	4	£5,580	£2,280	£7,860
Vice Chairman of Planning (Development Control) Committee	1	£5,580	£2,280	£7,860
Band Six				
Chairman of Winchester Town Forum	1	£5,580	£1,521	£7,101
Chairmen of Task & Finish &/or Ad Hoc Working Groups/Panels with Significant Impact	See note 1	£5,580	£1,521	£7,101
Group Managers ³	2	£5,580	£1,521	£7,101

³ To qualify for the 'Group Manager' SRA, the Group must have at least 19 Members.

OTHER ALLOWANCES – with effect from 18/05/11

Type of Allowance:		(£)
<i>Travel</i>		
Travel within District	Cars and Vans	40p a mile
	Motor Cycles	24p a mile
	Bicycles	20p a mile
Travel outside District	Cars and Vans	40p a mile (subject to most effective mode of transport for reasonable needs of Member)
	Air Travel	Not to exceed public transport (eg train fare) unless prior approval obtained
All Journeys	Ferry	Economy class fare or reduced rate
	Rail	2 nd class fare or reduced rate
	Taxi or Private Hire	Fare and reasonable gratuity (bus or train rate if use of taxi/private hire optional)
	Hired car	Prior approval - actual cost. Otherwise normal mileage rates
	Bus	Ordinary or cheap rate fare
	Car Parking	Actual cost
	Additional mileage rate for Members carrying other Members in their vehicles	5p a mile (per passenger up to 4 max.)
<i>Subsistence</i>		
Subsistence <u>outside</u> District only	Breakfast	5.17
	Lunch	7.13
	Tea	2.79
	Evening Meal	8.82
Overnight stay outside District		86.03
Overnight stay – London		98.11

Dependants’ Carers’ Allowance (to include childcare):

Actual fees, up to

8.08 per hour

Co-optees’ Allowances:

Independent Members and Parish
Representatives on Standards Committee

240 pa

Chairman of the Standards Committee at a
Rate Equivalent to Band 4

3,042pa