



Part 6

Members Allowance Scheme

PART 6 – SCHEME OF MEMBERS ALLOWANCES

1. Introduction

1.1 The Council has adopted this Scheme of Members Allowances .

2. The Basic Allowance

2.1 The Basic Allowance is paid to all members of the Council and paid to individual members proportionate to the number of days served by that member within a particular year. The Basic Allowance is set out in Appendix 1

3. Special Responsibility Allowances

3.1 Special Responsibility Allowances are paid to members where they undertake specific duties and responsibilities. The Special Responsibility Allowances are set out in Appendix 1.

3.2 The Special Responsibility Allowance will be proportionate to the number of days where the member undertakes such special responsibilities.

4. Dependants Carers Allowance

4.1 The Dependants Carers Allowance is paid in respect of expenses necessarily incurred in arranging for the care of children or dependants to allow:-

a) The attendance at a meeting of the Council, Cabinet, Committees or Sub-Committees or of any other body to which the Council makes appointments or nominations or any other committee or sub-committee of such body.

b) The attendance at any other meeting, the holding of which is authorised by the Council, a Committee, a sub-committee or a joint committee provided that it is a meeting to which at least two political groups have been invited.

c) The attendance at a meeting of any association of authorities of which the Council is a member.

d) The performance of any duty in connection with the discharge of any function of the Council conferred by or under any enactment and empowering or requiring the Council to inspect or authorise inspection of premises.

e) The carrying out of any other duty approved by the Council or the Chief Executive for the purpose of or in connection with the discharge of the functions of the Council or any of its committees or sub-committees including

attendance on a training development course for the purpose of fulfilling the duties of an elected member.

- 4.2 A dependant is defined as someone who is living with a member and is:-
- A child aged 15 or under
 - An elderly relative requiring full time care
 - A relative with disabilities who requires full time care
- 4.3 A member claiming the allowance shall provide medical or social work or other evidence that care is required for the purpose of the audit as requested.
- 4.4 The allowance shall not be payable in respect of care provided by a member of the councillor's immediate family or household.
- 4.5 The Carer's Allowance will be capped at a maximum of ten hours in any week and the hourly rate will be the National Living Wage hourly rate. Hours may be calculated from the time of leaving home to the time of returning home following attendance on Council business as detailed above.

5. Travel and Subsistence allowances

- 5.1 Travel and Subsistence allowances are paid in respect of expenses necessarily incurred in the exercise of duties and responsibilities shown at paragraph 4.1 above outside of the borough only. The amounts payable are indicated in the Appendix to the scheme. Claims under paragraph 4.1 and 5.1 shall be made in writing to the Chief Executive within three months of the date of which the entitlement to the allowance arises.
6. A member may, by notice in writing to the Chief Executive, elect to forgo their entitlement or any part of their entitlement to allowances.

Appendix 1

Approved by Council in March 2024 from 1st April 2024-31 March 2025

Position	Index	Explanatory Note	Amount
All Members of the Council		BASIC ALLOWANCE	£10,922
All Positions set out below		SPECIAL RESPONSIBILITY ALLOWANCE (SRA)	
Executive Leader	100%	Fixed point for the SRA's where indicated, to be set at 3 times the basic members allowance. Combined Authority Element	£32,766 £6,552
Deputy Leader	70%		£22,937
Main Opposition Leader	50%		£16,383
Deputy Main Opposition Leader	20%		£6,533
Executive Members	60%		£19,659
Chairs of: Licensing Planning Each Overview & Scrutiny Board Health and Well-being Board	30%		£9,830
Deputy Executive Member	25%		£8,192
District Leads:			£6,553
Appointed Deputy District Leads	20%		£1,353
Minority Opposition Leader (provided the group has 6 members)	15%		£4,915
GM Scrutiny Panel Member Substitute Member Variable for every meeting of the Overview and Scrutiny Committee and Task and Finish Group attended			£3228 £536 £134.52
Member of GM Bee Network Committee			£4,392
Co-opted/Independent Members of Audit and Standards Committee	n/a		£446
Chair of Audit Committee	n/a		£2,415
Chair of Standards Committee	n/a		£763

Refreshment Allowance		Subsistence when absent from normal place of residence	
		Lunch	£8
		Evening meal	£14
Mileage			45p per mile for first 10,000 miles, outside the borough, per annum and a rate of 25p per mile over 10,000 miles
Mayoral Allowance	n/a		£17,135
Deputy Mayoral Allowance	n/a		£3,129

The Council representative on the GM Pension Fund management panel receives £1,460 paid by GMPF.

No Member is entitled to more than one SRA where it relates to internal Council business.