

PART 8

MEMBERS' ALLOWANCE SCHEME

The London Borough of Brent, in exercise of the powers conferred by the Local Authorities (Members' Allowances) (England) Regulations 2003 and the Local Government Act 1972 hereby makes the following Scheme.

Introduction

1. This is ~~The London Borough of~~ Brent Council's Members' Allowances Scheme. The allowances in Schedule 1 shall become effective from 1st ~~April June 2016~~4 and will ~~continue (subject to paragraph 10) until a further decision of the Council.~~

Interpretation

In this Scheme:

"Councillor" means a member of the London Borough of Brent who is a Councillor.

"Year" means a period of 12 months ending 31 March.

~~"Week-day" means a day between Monday and Friday (inclusive).~~

Basic Allowance

2. For each year a basic allowance as set out in Schedule 1 of this Scheme shall be paid to each Councillor.

Special Responsibility Allowances

3. (1) For each year, a Special Responsibility Allowance shall be paid to those Councillors who have the Special Responsibilities in relation to the authority that are specified in Schedule 1 of this Scheme.
(2) The amount of each such Allowance shall be the amount specified against that Special Responsibility in Schedule 1.
(3) No member shall receive more than one Special Responsibility Allowance.

Allowances for the education voting co-opted members and the independent members on Standards Committee and Audit Committee

4. For each year an allowance as set out in Schedule 1 of this Scheme shall be paid to the education voting co-opted members and the ~~i~~ndependent members on the Standards Committee and Audit Committee.

Dependants' Carers' Allowance

5. A dependants' carers' allowance may be claimed by a councillor in respect of such expenses of arranging for the care of their children or dependants as are necessarily incurred in the attendance at meetings or the performance of functions of a type specified in Schedule 2 provided that:
 - i) the allowance will be for reimbursement only of the reasonable costs of such care which shall be equal to the hourly rate of the London Living Wage (unless special care is required and approved); and
 - ii) written approval of the claim is obtained sought from the Head of Executive and Member Services prior to the meeting.

Civic dignitaries

6. In accordance with the necessary tax dispensation, for each year the allowances set out in schedule 1 shall be paid to the Mayor and Deputy Mayor to meet the expenses of their office.

Travelling and subsistence allowances

7. (1) Subject to the conditions set out in this paragraph, reasonable travelling and subsistence expenses may be claimed by councillors (or voting co-opted or independent members) in respect of the attendance at conferences outside of the borough of Brent.
- (2) The attendance shall be for the purpose of, or in connection with, the discharge of the functions of the Council.
- (4) The prior written approval of the Head of Executive and Member Services or the Director Performance, Policy and Partnerships shall be obtained in respect of both the attendance and the amount of the expenses.
- (5) Claims shall be reimbursed at the same rate as the Council reimburses expenses claimed by officers. Subject to any maximum limits which may apply, the amount of the claim shall be limited to the expense actually incurred
- (6) Receipts shall be produced in respect of all claims.

Renunciation

78. A Councillor (or voting co-opted or independent member) may, by notice in writing given to the ~~Mayor's Office Manager~~Head of Executive and Member Services, elect to forego any part of their entitlement to an allowance under this Scheme.

Part-year Entitlements

89. In so far as this scheme has effect for only part of a year or where, in the course of a year, this Scheme is amended or a Councillor or voting co-opted or independent member becomes or ceases to be a Councillor or voting co-opted or independent member, or accepts or relinquishes a special responsibility in respect of which a Special Responsibility Allowance is payable, the entitlement to such an allowance shall be to such part of the allowance as bears to the whole in the same proportion as the number of days during which their term of office subsists bears to the number of days in that year.

Claims and Payments

910. (1) A-dependents' carers' allowance, travelling and subsistence allowances or education voting co-opted or independent members' allowance under this Scheme shall be made in writing within two months of the date on which the duty in respect of which the entitlement to the allowance arises.
- (2) Payments shall be made:
- (a) in respect of Basic and Special Responsibility Allowances, subject to Sub-Paragraph (4) below, in instalments of one-twelfth of the amount

specified in this Scheme on a day each month as determined by the ~~Head of Executive and Member Services~~ Mayor's Office Manager.

- (b) in respect of Mayoral and Deputy Mayoral allowances, in accordance with a scheme for which a tax dispensation has been given.
 - (c) in respect of dependents' carers' allowances, on the day as determined by the Head of Executive and Member Services in respect of claims received up to the last day of the preceding month.
- (3) Where a payment of one-twelfth of the amount specified in this Scheme in respect of a Basic Allowance or a Special Responsibility Allowance would result in the Councillor receiving more or less than the amount to which, by virtue of Paragraph 8, he or she is entitled, the payment shall be such amount as will ensure that no more or no less is paid than the amount to which he or she is entitled.
- (4) A record of all payments made under this Scheme showing recipient, nature and amount shall be maintained and made available for public inspection.
- (5) No member may claim an allowance under this Scheme if he or she is already claiming an allowance from another authority in respect of the same duties.
- (6) Where an allowance has already been paid in respect any period during which the person claiming the allowance was not entitled to so claim the Council may recover the amount paid.

Annual Uplift

101. Basic, special and civic allowances payable under this Scheme shall be increased with effect from each April by a percentage equal to the inflation pay award agreed as part of the Local Government Pay Settlement in the previous financial year, unless otherwise determined by the Council. This annual uplift shall cease to apply after ~~31st October~~ March 2018.

Suspension

- ~~11. Where a councillor or voting co-opted or independent member is suspended or partially suspended, all member allowances will be withdrawn from that councillor, voting co-opted member or independent member for the period of suspension or partial suspension, including travel or any allowances payable under this scheme.~~

Pensions

12. (a) The following members of the Council are entitled to pensions in accordance with a members pension scheme:
- [none]*
- (b) The following allowances shall be treated as amounts in respect of which such pensions are payable:
- [none]*

SCHEDULE 1**BASIC, SPECIAL RESPONSIBILITY AND CO-OPTED MEMBER ALLOWANCES WITH EFFECT FROM 1 APRIL 2016****Basic Allowance**

Payable to all councillors = £10,100

Special Responsibility Allowances
(No more than one allowance per member)

1. Leader of the Council = £39,354
2. Deputy Leader of the Council = £28,681
3. Other Cabinet Members (x6) = £18,898
4. Chair of the Scrutiny Committee = £14,140 (under current scrutiny arrangements until 18 May 2016)
5. Vice-Chair of the Scrutiny Committee = £5,050 (under current scrutiny arrangements until 18 May 2016)
6. Chair of the Community and Well-being Scrutiny Committee (under new scrutiny arrangements from 19 May 2016) = £14,140
7. Chair of the Resources and Public Realm Scrutiny Committee (under new scrutiny arrangements from 19 May 2016) = £14,140
8. Vice-Chair of the Community and Well-being Scrutiny Committee (under new scrutiny arrangements from 19 May 2016) = £5,050
9. Vice-Chair of the Resources and Public Realm Community and Well-being Scrutiny Committee (under new scrutiny arrangements from 19 May 2016) = £5,050
10. Members of the Scrutiny Committee (x6) (under current scrutiny arrangements until 18 May 2016) = £3,202
11. Members of the Scrutiny Committeess (x12) (under new scrutiny arrangements from 19 May 2016) = £3,202
12. Chair of the Planning Committee = £14,140
13. Members of the Planning Committee (x6) = £3,234
14. Chair of the Standards Committee = £2,155
15. Co-Chair of the Youth Parliament = £2,155
16. Chair of the Pension Fund Sub-Committee = £2,155
17. Chairs of the Service User Consultative Forums (x5) = £2,155
18. Chairs of the Brent Connects Area Consultative Forums (x5) = £4,873
19. Members of the Alcohol and Entertainment Licensing Committee (x15) = £2,155
20. Member of the Adoption and Permanency Panel = £3,234
21. Member of the Fostering Panel = £3,234
22. Leader of the Principal Opposition Group* = £12,913

23. Other Group Leader(s) = £9,000

24. Group Whip for the majority group with over 50% of councillors = £5,583

25. Deputy Whips for the majority group (x2) = £2,155

26. Mayor = £9,090

27. Deputy Mayor = £7,070

*For the purposes of this Scheme this is the second largest group of the Council. If there are two or more opposition groups of the same size, it is such group as the Council shall decide.

Co-opted Member Allowances

1. Chair of the Audit Committee (non-voting) = £423

2. Independent member(s) of the Standards Committee (non-voting) = £423

3. Education voting co-opted members of the Scrutiny Committee (x4) (under current scrutiny arrangements until 18 May 2016) = £224

4. Education voting co-opted members of the Community and Well-being Scrutiny Committee (x4) (under new scrutiny arrangements from 19 May 2016) = £224

Allowance	Number of Posts	Amount (£)	Total (£)
Basic			
Payable to all councillors	63	10000	630,000
Special Responsibility			
Only one special responsibility allowance will be paid to any one member			
Post			
Leader	1	38,964	38,964
Executive Members			
Deputy Leader	1	28,397	28,397
Other Executive members	6	18,711	112,266
Chair of the Scrutiny Committee	1	14,000	14,000
Vice Chair Scrutiny (Main Opposition Group)	1	5,000	5,000
Chair of Council Committees			
Planning Committee	1	13,340	13,340
Standards Committee	1	2,134	2,134

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Co-Chair Youth Parliament	1	2,134	2,134
Chairs of sub-Committees			
Pension Fund sub-Committee	1	2,134	2,134
Chairs of Service User Consultative Forums	5	2,134	10,670
Chairs of Service Area Consultative Forums	5	4,825	24,125
Members of Alcohol and Entertainment Licensing Committee	15	2,134	32,010
Members of Planning Committee	6	3,202	19,212
Members of Scrutiny Committee	6	3,170	19,020
Member of Adoption and Permanency Panel	1	3,202	3,202
Member of Fostering Panel	1	3,202	3,202
Group Leader of the principal Opposition Group or where there is more than one group of the same size such group as the Council shall decide	1	12,785	12,785
One Opposition Group allowance to the Principal Opposition Group	1	2,134	2,134
Group Whip for the majority party where that party exceeds more than 50% of the seats	1	5,528	5,528
Deputy Whips for the majority group	2	2,134	4,226
Mayor	1	9,000	9,000
Deputy Mayor	1	7,000	7,000
Co-opted and Independent Members			
Voting co-opted members	4	222	1332
Non-Voting co-opted member of Standards Committee	1	419	419
Audit Committee Chair	1	419	419

SCHEDULE 2**Extract from The Local Authorities (Members Allowances) (England) Regulations 2003****Dependants' carers' allowance**

7. (1) A scheme may provide for the payment to members of an authority of an allowance ("dependants' carers' allowance") in respect of such expenses of arranging for the care of their children or dependants as are necessarily incurred in—

(a) the attendance at a meeting of the authority or of any committee or sub-committee of the authority, or of any other body to which the authority makes appointments or nominations, or of any committee or sub-committee of such a body;

(b) the attendance at any other meeting, the holding of which is authorised by the authority, or a committee or sub-committee of the authority, or a joint committee of the authority and at least one other local authority within the meaning of section 270(1) of the Local Government Act 1972, or a sub-committee of such a joint committee, provided that—

(i) where the authority is divided into two or more political groups it is a meeting to which members of at least two such groups have been invited; or

(ii) if the authority is not so divided, it is a meeting to which at least two members of the authority have been invited;

(c) the attendance at a meeting of any association of authorities of which the authority is a member;

(d) the attendance at a meeting of the executive or a meeting of any of its committees, where the authority is operating executive arrangements;

(e) the performance of any duty in pursuance of any standing order made under section 135 of the Local Government Act 1972 requiring a member or members to be present while tender documents are opened;

(f) the performance of any duty in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises;

(g) the performance of any duty in connection with arrangements made by the authority for the attendance of pupils at any school approved for the purposes of section 342 of the Education Act 1996 (approval of non-maintained special schools)(1); and

(h) the carrying out of any other duty approved by the authority, or any duty of a class so approved, for the purpose of, or in connection with, the discharge of the functions of the authority or any of its committees or sub-committees.