

APPENDIX A

A Review of the Isle of Wight Council Members' Allowances Scheme

Fourteenth Report of the Independent Remuneration Panel 2018

January 2018

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FOREWORD

This is the fourteenth report from of the Isle of Wight Independent Remuneration Panel (IRP) on the members' allowances scheme for 2017/18. This report makes recommendations on the members' allowances scheme taking into account changes made at Council in May 2017.

We have reviewed benchmarking data, undertaken interviews with a number of members and officers and offered all members the opportunity to speak to us.

Our recommendations are that the basic allowance should remain the same, as should the Leader and Deputy Leader's allowance along with the cabinet members, of which there has been an increase to the maximum of 9 plus the Leader. The three Policy and Scrutiny Committees have been assessed slightly higher than the previous select committees and Health Scrutiny Sub Committee, whilst there has been a reduction in the Licencing Chair, and removal of the Employment Chair. We have again chosen to retain the allowances within the same budget total as last year.

We are continuing with the system of expressing all special responsibility allowances as a ratio of the basic allowance to allow transparency and simplicity of budgeting.

We indicated in our report last year that the distribution of the block allowance for Island travel was fair and not over bureaucratic and we said that we would continue to keep this under review. We remain of the view that this should remain unchanged.

We have, in our final recommendations, had regard to the council's current financial provision and have again sought to recommend a scheme that is within the budget available for the year 2017/18. There has been no reduction in the budget allocated for member allowances and we have worked within that envelope as we considered it would, in the current financial position, be inappropriate to exceed this.

However Council is of course free to agree to a reduction or increase in the level of allowances.

In developing this report, the Panel wishes to thank those members and senior officers who provided their views and those who gave up their time to be interviewed by us. We also wish to gratefully acknowledge the administrative and technical support given to us by the Head of Legal Services and Marie Bartlett in undertaking this work.

*Mike Anderson
Chairman, Isle of Wight Independent Remuneration Panel
January 2018*

EXECUTIVE SUMMARY

1. That the Special Responsibility Allowances (SRAs) for 2017/18 be as set out below:

Position	Multiplier of the basic	Special Responsibility Allowance
Leader	2.00	£15,400
Deputy Leader	1.25	£9,625.00
Cabinet Member	1	£7,700.00
Scrutiny Chair	1	£7,700.00
Adult Social Care and Health Policy and Scrutiny Committee Chair	0.5	£3,850.00
Childrens Policy and Scrutiny Committee Chair	0.5	£3,850.00
Regeneration and Environment Policy and Scrutiny Committee Chair	0.5	£3,850.00
Audit Chair	0.4	£3,080.00
Planning Chair	0.8	£6,160.00
Planning Vice Chair	0.2	£1,540.00
Licensing Chair	0.4	£3,080.00
Pension Fund Chair	0.2	£1,540.00
Appeals Chair	0.2	£1,540.00
Chairman of Council	0.7	£5,390.00
Vice Chairman of Council	0.2	£1,540.00
Leaders of Groups of 10 or more	0.2	£1,540.00
Scrutiny Vice Chair	0.2	£1,540.00
Hampshire Police and Crime Panel Chair*	0.6	£4,620.00

*Not from the Isle of Wight Council budget (see paragraph 10)

2. That the process for the distribution of the on island travel lump sum be left unchanged. This is currently based on the distribution of a lump sum divided between the members on the basis of a formula reflecting distance of county hall from their homes and office they hold. However the Panel will continue to keep this under review in future reports.
3. That all other allowances (for example those for co-opted members and child allowance) remain unchanged

(A full copy of the proposed new Members Allowances Scheme is set out at Appendix 1).

INTRODUCTION AND BACKGROUND TO THE REVIEW

Introduction

4. This is the fourteenth report of the Independent Remuneration Panel that makes recommendations on the suggested allowances scheme for the members taking into account the 17 May 2017 decision of the Council to change the Policy and Scrutiny arrangements and other changes.
5. Since our 2016 Report our membership has stayed the same. Our membership is:

 - Mr Mike Anderson– Chairman
 - Mr Max Morrison
 - Mr Brian Herbert
 - Mr John Hayes
6. Under the Local Authorities (Members' Allowances) (England) Regulations 2003 and subsequent amendments to these regulations (SI 1022 and SI 1692), all authorities have to establish an Independent Remuneration Panel to make recommendations to the Council on members' allowances. The Council needs to have regard to the recommendations of the panel but can substitute its own decisions. It is crucial to recognise this, as the existing members' allowances scheme (as set out in the Council's constitution) has been developed over the last 16 years or so, with not all the recommendations of previous panels having been adopted.
7. However, at its annual meeting on 17 June 2009 Council agreed that when receiving the recommendations of any future review, Council would adopt a members' allowance scheme in line with those recommendations. Council had consequently adopted, in full, the panel's recommendations until 15 June 2016 when Full Council voted against the IRP's recommendations in relation to SRA's.

Background

8. The last review undertaken by the panel commenced in the autumn of 2015 with our recommendations submitted (but not approved in their entirety) by the Council on 15 June 2016
9. On the 5 May 2017 local elections took place. Following this, on the 17 May 2017 the Council agreed the following changes to its committee/decision making arrangements:-
 - (a) A Scrutiny Committee
 - (b) A Policy and Scrutiny Committee for Children's Services
 - (c) A Policy and Scrutiny Committee for Adult Social Care and Health

- (d) A Policy and Scrutiny Committee for Regeneration, Housing, Planning and the Environment
- (e) Removal of Select Committees
- (f) Removal of the Employment Committee
- (g) Creation of an Appointments Committee
- (h) Reinstatement of Delegated Member Decisions

The creation of an Appointments Committee was to deal with arranging the appointment of the Head of Paid Service, s.151 Officer and Monitoring Officer subject to the approval of Full Council, for the appointment of Directors and for related dismissal, disciplinary, capability and other issues. This represents a much smaller role than that of the Employment Committee. For the purposes of members allowances, as the terms of reference of the Appointments Committee appoint the Leader as the Chairman, there is no requirement for us to set a SRA for this role.

The report to Full Council in May reflected that Council would need to agree to a temporary SRA for the additional Policy and Scrutiny Committees, and it proposed that those be the same as for the Children's Committee, and for this to subsequently be the subject of consideration by the IRP.

A temporary SRA for the vice chair of Scrutiny to be the same as other vice chairs was also agreed by Full Council, and this too is to be the subject of our consideration.

Reference was made to the fact that the review by the IRP may result in the SRA payment adjusting upwards or downwards.

At Full council on the 17 May 2017 the Leader announced his Cabinet which would comprise of himself and 9 members, the maximum number of Cabinet members permitted by the relevant legislation.

10. One Councillor, the Leader is currently the Chair of the Hampshire and Isle of Wight Police and Crime Panel. He is in receipt of a SRA for being Leader. The Police and Crime Panel sets out its own arrangements for Allowances, and in the case of the Chairman, an allowance is payable to the Chairman, provided the member is not already in receipt of a SRA from the Appointing Authority – in this case the Isle of Wight Council. The allowance payable has to be set by the Appointing Authority but the cost is met through the Central Government Grant that Hampshire receives for the Panel. Only if therefore the Councillor does not receive an allowance from this authority, can he receive an allowance in recognition of his work on the Hampshire and IOW Police and Crime Panel.

Methodology

11. The panel began its review of the members' allowances scheme in August 2017. The panel agreed at an early stage that, in the prevailing economic circumstances and with the continued public sector pay restraint, it was unlikely that it would feel it appropriate to agree any across the board increases in basic allowances. The panel does however recognise that there has been no increase in the basic allowance for some time and this will be

reviewed next year with consideration being given to both a specific increase and/or an inflationary increase and with a focus on further understanding the role of and commitments of members not undertaking other roles such as Committee Chairs.

12. Whilst in previous years we have emailed around to members several questions and the opportunity to add any other comments, our experience has been that less than 1/3 of members respond. This year we therefore decided to email all members not already scheduled to meet with us, to offer the opportunity to meet with us – and in any event to let us have any comments about the allowance scheme. 3 members met with us following this invitation – and we received two emails with comments.
13. The panel also held interviews with the following members and officers so as to fully understand the consequences of the proposed new arrangements and the relative levels of responsibility:

Cllr Dave Stewart – Leader
Cllr Stuart Hutchinson – Deputy Leader of the Council
Cllr Clare Mosdell – Cabinet Member for Adult Social Care
Cllr Vanessa Churchman – Chair of Policy and Scrutiny for Childrens
Cllr Barry Abraham – Cabinet Member for Planning and Housing
Paul Thistlewood – Scrutiny Officer

In response to our invitation initially a number of members asked to meet. Those members ultimately decided to be represented by two members, with whom we met. The main issue raised was in relation to the basic allowance which is the same for all members. It was suggested that the basic allowance should be linked to attendance. Unfortunately the regulations require all members to receive the same basic allowance and following our meeting with the members we ensured that an email explaining the legal position was sent. That position is also set out within this report for clarity. We were very pleased that a number of members wanted to meet with us at the outset.

14. The panel also considered the benchmarking data for member's allowances across the region.

THE PANEL'S DELIBERATIONS AND ANALYSIS

15. Our invitation to all members to put any comments to us resulted in a limited response (2) – the key points being:-
 - a) I consider Members allowances to be in an acceptable ball park, and would consider that making adjustments for inflation since the last review would be the most appropriate course of action. The Council could not afford linking the payments to the pay levels of individuals working with that level of responsibility in the public or private sector.
 - b) It's a full time job for me as it is for many others.
 - c) I still have to pay a mortgage and work in another part time business role to pay the bills.

- d) If we as a council are to attract good quality candidates from all walks of life, to stand for candidates, we need to enable them to do so financially.
 - e) We are restricting the potential of candidates standing for election, to those who can afford or those who are retired.
 - f) We should link expenses not only to physical items but time engagement and set at least minimum wage levels.
16. In 2016 we reflected on comments such as:-
- a) In terms of how councillor's time is spent the responses indicated a range of hours worked each week – from 13 to over 50. Some members felt that the amount of time spent on council business had increased over the past year, with more resident enquiries going direct to members, which some felt was due to the reduction in officers and also as a result of the devolving of services to the Towns and Parishes.
 - b) Comment was made that the allowances should be in line with the National Living Wage. That those who do up to 60 hours a week get the same as those who only attend monthly. That allowances should reflect the workload and adequately compensate members for the hours worked. If they are members who have a job – then they need to be compensated for paying someone to cover their job.
17. It is probably helpful if we explain here the restrictions under which we operate in relation to the basic allowance – which is relevant to both the comments received this year and last.
18. Set out below is regulation 4 of The Local Authorities (Members' Allowances)(England) Regulations 2003 which govern members allowances. It can be seen that under this regulation the scheme has to provide for payment of an allowance in respect of each year, to each member, and the amount of the allowance has to be the same for each member – the basic allowance.
19. The IRP recognise that this does not have regard to how active or not a member is as a ward member or how many committees/panels they may be appointed to. It does not afford the IRP panel with the ability to determine a different basic rate for different members dependent upon the amount of time they have to give as a member. Unfortunately as can be seen the regulations provide for the basic allowance to be the same for all members and so the panel must comply with the regulations.

The Local Authorities (Members' Allowances) (England) Regulations 2003
Basic allowance

4.—(1) An authority shall —

(a) make a scheme in accordance with these Regulations which shall provide for the payment of an allowance in respect of each year to each

member of an authority, and the amount of such an allowance shall be the same for each such member (“basic allowance”); and

(b) pay basic allowance and any other allowance permitted by these Regulations only in accordance with such a scheme.

(2) In relation to basic allowance, the scheme shall —

(a) specify the amount of entitlement by way of basic allowance in respect of any year to which it relates; and

(b) provide that where the term of office of a member begins or ends otherwise than at the beginning or end of a year, his entitlement shall be to payment of such part of the basic allowance as bears to the whole the same proportion as the number of days during which his term of office as member subsists bears to the number of days in that year.

20. In terms of the interviews the following particular points made were:
- a) That Cabinet members were considered equal as they may have different sized portfolio's but they worked as a team.
 - b) That whilst understanding that the maximum number of Cabinet members comes at a cost, the number is needed to run the organisation effectively.
 - c) Cabinet Members work long hours
 - d) New structure has allowed for key role in policy development and review under the new Policy and Scrutiny Committees to allow recommendations to Cabinet member
 - e) Adult Social Care and Health Committee has a statutory role, it is able to refer to the Secretary of State, call the NHS and CCG to account.
 - f) The Vice Chairman of Scrutiny is there to assist the Chairman and take part in producing the action plan, also if the chairman is unable to attend the meeting then the Vice Chairman steps in.
 - g) The allowances didn't seem to put people off standing for election in May, understand that some have given up money but some are balancing work and Cllr work.
 - h) Allowances should be the same as officers pay increases to ensure they are fair and comparable.
 - i) Don't believe it is acceptable to increase pay when officers have stayed the same and the budget needs to be kept to it that is the message given to staff regarding their own service budgets
 - j) Should be paid properly but some control is needed to ensure experience to the role
 - k) The budget should be increased as councillors with responsibility should be rewarded for the work they do
 - l) The basic allowance probably needs to be increased by 50%
 - m) There are a few councillors who sit on lots of meetings and then others who only attend full council and they all receive the same allowance
 - n) Want more fairness in pay
21. The Panel has considered the benchmarking data produced by the South East Employers, and whilst comparisons need to be treated with caution it is

noted that the Isle of Wight Council's allowances are in the "middle of the field". The basic allowance (£7,700) is still above the overall regional average **(of £6,416)** but is below the average for unitary authorities **(£9,038)**. SRAs are always trickier to compare like for like. The Leader's SRA of £15,400 is below the regional average for unitary authorities of **£23,728**. Similarly, the Deputy Leaders SRA of £9,625 is below the regional average for unitary authorities of **£13,215** as is the Cabinet members SRA of £7,700 compared to the regional average for unitary authorities £11,864.

General

22. Both last year and this year members have commented upon the fact that the basic allowance paid is the same for all members, regardless of whether there is a disparity in the amount of time/work they commit to the role.
23. We thought therefore that it would be helpful if we explain in this report the position in relation to the basic allowance.
24. We understand that whilst there is a councillor acting in the role of Cabinet Secretary, there is no proposal for this to be a funded post and indeed this cannot be funded whilst there are 9 Cabinet members plus the Leader and so we have not included this. As indicated in our last report, when this role was vacant, its funding was used to fund some of the increases that we proposed, and that were agreed at that time. Subject to there being space on the Cabinet, should this role be sought to be reinstated, as a funded role, it would need to be reviewed at that time to assess the level of SRA.

CONCLUSIONS AND RECOMMENDATIONS

25. We have previously expressed the view that we believe a scheme whereby the SRAs are based on relevant multiplier's of the basic is most appropriate and we remain of this view. This means that it is clearer what the relative responsibility of each post is when compared to the basic. It also means that **if** there is any general change to the level of the basic allowance, then the SRA's are automatically adjusted by the same proportion – thus bringing greater fairness to any such changes.
26. Whilst, in our independent role, we are not required to operate within the budget, as reflected in last years' report, in view of the current financial position of the council we have looked to remain within the budget. If all the allowances were claimed there would be a small overspend based on the allowances that we have proposed, but, in view of the changes this year we do not feel that we can avoid this. However if as has historically been the case, not all the allowances are claimed there may be a very small underspend on the available budget. However this can change from year to year and cannot therefore be relied upon as a saving.
27. The panel have considered the SRA's paid to members and in particular those relating to the new Policy and Scrutiny Committees. We considered that the role of the Chairman for these committees is greater than the previous select committees and have therefore adjusted this allowance to reflect that.

28. The panel have noted the temporary SRA put in place for the Vice Chair of Scrutiny. This is a new SRA not previously paid. In view of the relatively few meetings and time upon which we have been able to consider this role since the election of the Vice chair, and the fact that the temporary allowance is the same as other vice chairs, the panel have concluded that the temporary SRA should be confirmed and we will review this again in our next report when there is more information to consider.
29. The panel looked at the other SRA's to see if there were any changes necessary, arising from any changes to those roles. With regard to the Licencing Chair we were provided with data showing a reduction in the number of meetings and when comparing this to other SRA's it was apparent that this needed to be reviewed.
30. The Panel last year recommended a small increase in the SRA for the Leader and Deputy Leader as we did not feel that the allowances fully reflected the roles. No representations have been made to us in relation to these SRA's this year, and whilst our view still remains that these SRA's should be increased, in view of the decision of Full Council last year and in view of the financial climate and the requirement for savings across the council we have determined to leave these as they are. We will once again review this next year and give consideration to whether an inflationary increase – whether that be similar to staff or other could be implemented for all members.
31. We estimate that if the recommendations are implemented the maximum claimable (under the proposals) amounts to £453,865.00.
32. **As a result of this review the Panel recommends:**
33. The basic allowance remains the same as last year.
34. That the Special Responsibility Allowances (SRAs) for 2017/18 be as set out below:

Position	Multiplier of the basic	Special Responsibility Allowance
Leader	2.00	£15,400
Deputy Leader	1.25	£9,625.00
Cabinet Member	1	£7,700.00
Scrutiny Chair	1	£7,700.00
Adult Social Care and Health Policy and Scrutiny Committee Chair	0.5	£3,850.00
Children's Policy and Scrutiny Committee Chair	0.5	£3,850.00
Regeneration and Environment Policy and Scrutiny Committee Chair	0.5	£3,850.00

Audit Chair	0.4	£3,080.00
Planning Chair	0.8	£6,160.00
Planning Vice Chair	0.2	£1,540.00
Licensing Chair	0.4	£3,080.00
Pension Fund Chair	0.2	£1,540.00
Appeals Chair	0.2	£1,540.00
Chairman of Council	0.7	£5,390.00
Vice Chairman of Council	0.2	£1,540.00
Leaders of Groups of 10 or more	0.2	£1,540.00
Scrutiny Vice Chair	0.2	£1,540.00
Hampshire Police and Crime Panel Chair*	0.6	£4,620.00

35. That the process for the distribution of the on island travel lump sum be left unchanged. This is currently based on the distribution of a lump sum divided between the members on the basis of a formula reflecting distance of county hall from their homes and office they hold. The Panel will continue to keep this under review in further reports.
36. That if the Councillor who is the Chair of the Hampshire and Isle of Wight Police and Crime Panel elects to receive an SRA from them, he shall not receive a SRA from the Isle of Wight Council.
37. That all other allowances (for example those for co-opted members and child allowance) remain unchanged

(A full copy of the proposed new Members Allowances Scheme is set out at Appendix 1).

LIST OF APPENDICES

- Appendix 1: Proposed new Members Allowances Scheme for 2017/18 (using the terminology as if the new proposed governance arrangements have been introduced).
- Appendix 2: Summary of the responses from the interview process.

APPENDIX 1

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.

3. **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 2017/18 the allowance is £7,700.

4. **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 2017/18 shall be the amount specified against that special responsibility in that schedule. The allowances will be reviewed in accordance with paragraph (8).

5. **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.

6. **Part-year Entitlements**

(a) The provisions of this paragraph shall have effect to regulate the entitlements of a councillor or co-opted member to allowances where, in the course of a year, this scheme is amended or that councillor or co-opted member becomes, or ceases to be, a councillor or co-optee, or accepts or relinquishes a special responsibility in respect of which a special responsibility allowance is payable.

- (b) If an amendment to this scheme changes the amount to which a councillor or co-opted member is entitled by way of any allowance, then in relation to each of the periods
- i. beginning with the year and ending with the day before that on which the first amendment in that year takes effect, and
 - ii. beginning with the day on which an amendment takes effect and ending with the day before that on which the next amendment takes effect, or (if none) with the year,

the entitlement to such an allowance shall be to payment of such part of the amount of the allowance under this scheme as it has effect during the relevant period as bears to the whole the same proportion as the number of days in the period bears to the number of days in the year.

- (c) Where the term of office of a councillor or co-opted member begins or ends otherwise than at the beginning or end of a year, the entitlement of that councillor or co-opted member to any allowance shall be to the payment to such part of the allowance as bears to the whole the same proportion as the number of days during which his term of office subsists bears to the number of days in that year.
- (d) Where this scheme is amended as mentioned in sub-paragraph (b), and the term of office of a councillor or co-opted member does not subsist throughout the period mentioned in sub-paragraph (b)(i), the entitlement of any such councillor or co-opted member to any allowance shall be to the payment of such part of the allowance referable to each such period (ascertained in accordance with that subparagraph) as bears to the whole the same proportion as the number of days during which his term of office as a councillor or co-opted member subsists bears to the number of days in that period.
- (e) Where a councillor or co-opted member has during part of, but not throughout, a year such special responsibilities as entitle him or her to a special responsibility allowance, that councillor's entitlement shall be to payment of such part of that allowance as bears to the whole the same proportion as the number of days during which he has such special responsibilities bears to the number of days in that year.
- (f) Where this scheme is amended as mentioned in sub-paragraph (b), and a councillor or co-opted member has during part, but does not have throughout the whole, of any period mentioned in sub-paragraph (b)(i) of that paragraph any such special responsibilities as entitle him or her to a special responsibility allowance, that councillor's or co-opted member's entitlement shall be to payment of such part of the allowance referable to each such period (ascertained in accordance with that sub-paragraph) as bears to the whole the same proportion as the number of days in that period during which he or she has such special responsibilities bears to the number of days in that period.

7. **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 resources business hub. The maximum amounts reimbursable are prescribed by the Secretary of State for the Environment; the rates for 2017/18 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.

8. **Annual Review**

The Independent Remuneration Panel will review the Scheme in 2018.

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

9. **Pensions**

That all councillors who are eligible to join the Local Government Pension Scheme, be able to do so and that it should apply to both Basic Allowance and Special Responsibility Allowance.

10. **Dependant Carer's Allowance**

Where a councillor or co-opted member has either:

- a dependent 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 £10.90 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.

11. **Travel and Subsistence Allowances – on the Island**

Councillors can elect to have 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; Licencing 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 2017 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.

12. **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)

(a) Motorcycles

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

(b) Motorcars

All vehicles	45p per mile
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13. **Co-optees Allowances**

That the following allowances be paid to co-optees on the following:

Designated Independent Persons	£301.00
Education Co-optees	£818.00

14. **Members of the Independent Education Appeals Panels**

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

15. **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.

16. Each member is provided with an Isle of Wight Council encrypted ipad. Members have access through the group room to telephones. Mobile phone costs are not met by the council.

SCHEDULE I

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 2017/18. Only one special responsibility allowance will be paid to any member. These allowances are payable in addition to the basic allowance of £7,700.

38.

Position	Multiplier of the basic	Special Responsibility Allowance
Leader	2.00	£15,400
Deputy Leader	1.25	£9,625.00
Cabinet Member	1	£7,700.00
Scrutiny Chair	1	£7,700.00
Adult Social Care and Health Policy and Scrutiny Committee Chair	0.5	£3,850.00
Childrens Policy and Scrutiny Committee Chair	0.5	£3,850.00
Regeneration and Environment Policy and Scrutiny Committee Chair	0.5	£3,850.00
Audit Chair	0.4	£3,080.00
Planning Chair	0.8	£6,160.00
Planning Vice Chair	0.2	£1,540.00
Licensing Chair	0.4	£3,080.00
Pension Fund Chair	0.2	£1,540.00
Appeals Chair	0.2	£1,540.00
Chairman of Council	0.7	£5,390.00
Vice Chairman of Council	0.2	£1,540.00
Leaders of Groups of 10 or more	0.2	£1,540.00
Scrutiny Vice Chair	0.2	£1,540.00
Hampshire Police and Crime Panel Chair*	0.6	£4,620.00

APPENDIX 2

IRP interviews carried out on .

The Independent Remuneration was advised of the following:

Cabinet Members

- That Cabinet members were considered equal as they may have different size portfolio's but they worked as a team.
- There was some concern about valuing each Cabinet Member role differently.
- The position of Cabinet Secretary was being investigated
- Cabinet members were consulted on all decisions made, with significant issues being discussed at Cabinet.
- Understand the costs of the maximum number of Cabinet members but feel that, that number is needed to run the organisation effectively.
- Ward role is very significant and had to be built into role as Cabinet Member/Leader/Deputy Leader etc.
- Some Cabinet Members work 60 – 70 hours a week
- There is a difference in the number of emails received by Cabinet members and ward members.
- There are a few Cabinet members with smaller portfolio's although they all work as a team and stand in for each other.
- There are additional internal meetings to attend as a Cabinet Member
- There are the right number of Cabinet Members, if there were fewer then people will be swamped with work
- Officers liaise with Cabinet members over decisions that need to be taken
- Cant provide a professional service with fewer Cabinet Members
- All Cabinet Members have influence over the service delivery across the Council
- Some Cabinet portfolios are bigger and more involved than others which makes some more time constrained
- As a Cabinet Member there are various meetings with lead officers and head of service, keeping town and parish councils up to date on some issues is also necessary
- The Cabinet Member role is to look at Policy, also involvement with the delivery of the development Plan and sign off of town and Parish Council local plans ensuring the correct process has been followed
- Meetings are held with senior officers in various departments and head of service
- Ensure statutory duty is delivered in each section
- As the Cabinet Member I receive enquiries from ward councillors and mediate between them and officers, I ensure the process is being followed effectively
- Due to the reduction in staff Cabinet members have to drive decisions through
- Some Cabinet Members are not even earning the minimum wage when you look at the number of hours they put in
- Cabinet Members are doing a lot of work

Policy and Scrutiny/Scrutiny

- New structure has allowed for key role in policy development and review under the new Policy and Scrutiny Committees to allow recommendations to Cabinet Member
- Main Scrutiny Committee has more power than the smaller Policy and Scrutiny, they consider the budget and have the right to call-in decisions made by the Cabinet
- Health Scrutiny has a statutory role, it is able to refer to the Secretary of State, Call the NHS and CCG to account
- Scrutiny set up task and finish groups to research and evidence gather on certain topics
- Main Scrutiny Committee has reversed political proportionality although the three Policy and Scrutiny Committees use the normal political proportionality
- Scrutiny is not political it is evidence based
- There is a membership of 8 on the main Scrutiny Committee and 7 on each of the Policy and Scrutiny Committees
- The Vice Chairman of Scrutiny is there to assist the Chairman and take part in producing the action plan, also if the Chairman is unable to attend the meeting then the Vice Chairman steps in, there is an opportunity to elect a chairman for the day if no Vice Chairman is appointed
- The Leader has experience in Scrutiny which is good
- Understand that the Cabinet Member and Policy and Scrutiny Committee chairman have regular meetings to keep up to date on what is happening
- The Scrutiny Committee meets 8 times a year the Tuesday prior to the Cabinet meeting
- The Policy and Scrutiny Committees meet 4 times a year establishing at least one task and finish groups to investigate issues between meetings
- As Policy and Scrutiny Chairman I am accountable and the Committee can influence policy and feedback through the Cabinet Member
- Policy and Scrutiny Chairman works closely with the Cabinet Member for the specific portfolio
- Task and finish groups meet a few times, inviting people in and making recommendations to Cabinet Member from their findings
- Seven members on the Policy and Scrutiny Committee only a few on the Task and finish group
- Chairman of the Policy and Scrutiny Committee for Health and Adult Social Care attends pre and post meetings, and meetings held by the hospital

Allowances

- The allowances didn't seem to put people off standing for election in May, understand some have given up money but some are balancing work and Cllr work.
- Most councillors are retired and it was understood that unless the remuneration was right then there would always be a struggle to bridge the gender/age split
- Allowance should be same as officers pay increases to ensure they are fair and comparable
- The allowance does not encourage people to sign up
- Didn't become a councillor for the money, I don't believe my role is a full time job, I consider it a temporary post as it can be changed at any time
- Think it is wrong to take on a councillor role as a career
- Don't believe it is acceptable to increase pay when officers have stayed the same and the budget needs to be kept to if that is the message given to staff regarding their own service budgets.
- I am a councillor because that is what I want to do, not for the money
- Exceeding the budget on members allowances is like businesses investing to accumulate to generate income and provide services
- Money is not my motivator for being a councillor I feel I volunteered
- Probably need more allowance but very difficult with the budget
- If Councillor runs a business then they would have to take time away from the business or pay someone to step in if necessary, the allowance isn't anywhere near the time lost
- It is important to attract people who have businesses and work as they bring experience and expertise
- If the allowance was higher then it may attract people who don't work
- Should be paid properly but some control is needed to ensure experience to the role
- The budget should be increased as councillors with responsibility should be rewarded for the work they do
- Don't think the SRA are enough for the leader and deputy leader for the work they do.
- At Town and Parish Council level you volunteer, but a ward councillor has a lot more responsibility
- Should be paid in line with officers
- There needs to be some performance measure for allowances
- The basic allowance probably needs to be increased by about 50%
- Feel the allowances are unfair
- There are a few councillors who sit on lots of meetings and then others who only attend full council and they all receive the same allowance
- There needs to be a base line of allowance which is lower than the current basic allowance
- The allowance is crucial and makes it difficult to engage younger people
- The current system is disproportionate to the time spent
- Want more fairness in pay
- If you commit to being on a Committee then ensure time is available to attend
- Main concern the disparity of the work undertaken by members who only receive the basic allowance
- Don't do this for the money but do believe it needs to be fair

Miscellaneous

- The number of Full Council meetings had been reduced and Cabinet delegated decisions had been introduced.
- Member training sessions are run and a number of Cllrs have attended LGA training based on their needs.
- The Chairman for Planning and Cabinet Member hold different types of responsibility
- The new structure is a positive step, it has helped engage members
- The Chairman of Planning Committee is involved when a Planning application is made and the application is either signed off as an officer delegated decision or it is before the Planning Committee
- There is training offered to members although it can be expensive, it may be more economical to invite someone to the Island to provide training to more members at one time without cost of travel
- I get more involved with ward issues to take some pressure from staff and help get the issue resolved
- There may be too many Councillors on the Island