

APPENDIX A

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

Fifteenth Report of the Independent Remuneration Panel 2018

September 2018

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FOREWORD

This is the fifteenth report from of the Isle of Wight Independent Remuneration Panel (IRP) on the members' allowances scheme for 2018/19. This report makes recommendations on the members' allowances scheme taking into account the operation of the revised governance structure made at Annual Council in May 2017.

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

Our recommendations are that the basic allowance should be increased by 2% to £7,854 which will mean that the Special Responsibility Allowances (SRA's) are automatically adjusted by the same proportion, that there should be an annual percentage increase applied in the event that there are no changes that we need to consider and therefore no other reason for a review of members remuneration.

We recommend a small increase in the SRA for the Chair of the Adult Social Care and Health Policy and Scrutiny committee, to reflect the statutory role of this committee and the extent of its work. We recommend an increase in the Pension Fund Chair role to reflect the increased work in that area, and have further reviewed the Chair of Licencing and have slightly reduced that having further considered the role and compared it with others. We recommend introducing a SRA for the Group Leader of a group of 5 or more members.

We have also reviewed the terms of the scheme whereby currently if a SRA is adjusted as a result of a council decision (after consideration of our report) if the role is considered to justify a higher SRA then a backdated payment is made to the date of appointment, and equally if the adjustment is a reduction in the SRA then monies are clawed back from the member. We recommend that the scheme be amended so that any adjusted SRA, whether an increase or decrease, applies from the date of the council decision.

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. We remain of the view that this should remain unchanged.

The 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 Officers in undertaking this work.

Mike Anderson
Chairman, Isle of Wight Independent Remuneration Panel
September 2018

EXECUTIVE SUMMARY

1. That the Special Responsibility Allowances (SRAs) for 2018/19 be as set out below:

Position	Multiplier of the basic	Special Responsibility Allowance
Leader	2.00	£15,708.00
Deputy Leader	1.25	£9,817.50
Cabinet Member	1	£7,854.00
Scrutiny Chair	1	£7,854.00
Scrutiny Vice Chair	0.2	£1,570.80
Adult Social Care and Health Policy and Scrutiny Committee Chair	0.6	£4,712.40
Children's Policy and Scrutiny Committee Chair	0.5	£3,927.00
Regeneration and Environment Policy and Scrutiny Committee Chair	0.5	£3,927.00
Audit Chair	0.4	£3,141.60
Planning Chair	0.8	£6,283.20
Planning Vice Chair	0.2	£1,570.80
Licensing Chair	0.3	£2,356.20
Pension Fund Chair	0.4	£3,141.60
Appeals Chair	0.2	£1,570.80
Chairman of Council	0.7	£5,497.80
Vice Chairman of Council	0.2	£1,570.80
Leaders of Groups of 5 or more	0.1	£785.40
Leaders of Groups of 10 or more	0.2	£1,570.80
Hampshire Police and Crime Panel Chair*	0.6	£4,712.40

*Not from the Isle of Wight Council budget (see paragraph 12)

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 fifteenth report of the Independent Remuneration Panel that makes recommendations on the suggested allowances scheme for the members having reviewed the progress of the revised governance structure, made at Annual Council in May 2017.

5. Since our January 2018 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.
8. We have been mindful of the need to create a diverse and balanced council and sought member's views as part of our deliberations. We also are aware that the IRP itself is not a diverse panel and would hope that in the future this could be adjusted. One of the panel will be stepping down at the conclusion of this review and so the opportunity to recruit to the panel will arise.

Background

9. The last review undertaken by the panel commenced in August 2017 with our recommendations submitted to the Council on 15 January 2018.

On the 5 May 2017 local elections took place. Our January 2018 report reflected the changes to the governance structure made at the Annual council meeting on the 17 May. At that time our report reflected that in putting in place SRA's for the chairs of the new Policy and Scrutiny Committees, and for the Vice Chair of Scrutiny, these would need to be the subject of further consideration by the IRP.

10. It has previously been raised with us that we should consider whether there should be some sort of inflationary increase introduced, perhaps linked to the percentage staff increase that applies to the majority of staff.
11. Reference was made to the fact that the review by the IRP may result in the SRA payment adjusting upwards or downwards.
12. 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

13. The panel began its review of the members' allowances scheme in April 2018. The panel reflected on the fact that there has been no increase in the basic allowance for a number of years, and that in April 2015 the panel recommended a 2.57% reduction which was implemented by the Council. This took the basic allowance from £7,903 to £7,700.

Our previous report indicated that we would review the basic allowance 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.

14. A questionnaire was sent to all members, asking questions which included the level of the basic allowance, indexation, SRA's, any other comments and would they like to meet with us. The responses to the questionnaires can be seen at appendix 2.

15. The panel held interviews with the following officer and members so as to fully understand the operation of the revised governance structure and the relative levels of responsibility:

Paul Thistlewood – Scrutiny Officer
Cllr Stuart Hutchinson – Deputy Leader of the Council
Cllr Julia Baker-Smith
Cllr Ian Stephens
Cllr Debbie Andre
Cllr Andrew Garratt
Cllr Steve Hastings

(Two other councillors were scheduled to meet with us but one cancelled and one did not attend)

Reference was made to the need to review the basic allowance, that members whether cabinet members or others spend considerable time on council work, and that the allowance for group leaders of smaller groups should be considered because being a group leader introduces more work.

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

THE PANEL'S DELIBERATIONS AND ANALYSIS

17. The questionnaires received from members gave rise to the following key points:-
- a) Half of the responses indicated that they thought the basic allowance was too low, others thought it was about right with a comment that not all members put in the same time.
 - b) The majority of responses agreed that there should be some form of indexation and several suggested linking this to the staff pay award.
 - c) With regard to the Dependant Carer's Allowance the general view was to keep it the same.
 - d) Mixed views were expressed about the level of SRA's paid, a number saying they were about right, but others indicating that for the role it is too low, that it should reflect the gravity of the role and that perhaps payments could be linked to the number of meetings attended.
 - e) That the move to delegated decisions has increased the workload, that with reduced numbers of officers members take on more.
 - f) That the majority of the responses did not see the level of allowances as a factor for members when considering whether to seek re-election, although some reflected that the allowance doesn't fully compensate for work time lost.
 - g) That the majority of the responses were not aware of anyone who had stood down or planned to stand down as a result of allowances.
 - h) That the council should endeavour to be as diverse and inclusive as possible, that the IRP should not be influenced by budgetary restriction (if any), that Group leaders of smaller groups have increased work, that any increase or decrease in allowances should not be retrospective.

- i) Details of how members spend their time on council work was included.
18. The panel have considered the comments made through the questionnaires. In particular the comments around the level of the basic allowance and the need to index link this in some way and have agreed with those comments. With regard to the Dependant Carer's allowance we have noted that members generally felt this should stay the same although from the comments it was clear some members were not aware this was available. We noted the comments around a reduced number of officers and therefore greater impact on councillors. We are aware of the senior management restructure which should create more officer capacity which we consider, coupled with the increase in the basic allowance, goes to address this point. We also note that there is reference to more work as a result of delegated member decisions. We understand that 12 formal delegated decisions were taken in 2017, and 6 so far in 2018 and consider that whilst this is an additional task – the Cabinet member would still have been involved in the report if it had gone to Cabinet, and the increase we propose to the basic allowance will result in a proportionate increase in Cabinet Member SRA's.
19. The Panel have also had the benefit of additional information in terms of members roles produced through the Boundary Commission review.
20. For clarity, the IRP cannot apply a different basic allowance to take into account the amount of meetings or time spent by members. The basic allowance has to be the same for each member. Only through the use of SRA's can different payments be made. In the previous report we set out the details of the Regulations that govern members allowances, and to which the IRP must therefore apply. The relevant regulation is set out below:-

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.

21. In terms of the interviews the following particular points made were:
- a) That the basic allowance is low, should be to offset against not being at work to compensate, that it should be equivalent to the minimum wage for approximately 15/16 hours a week/or approx. 3 days a week.
 - b) That even if not on many committees there is still a lot of ward work
 - c) That there is no member support unless you are a Cabinet member
 - d) Work of the pension fund has increased
 - e) Should be an SRA for attending a number of committee's
 - f) IRP should not be constrained by budget
 - g) Give the leader a sum to distribute to the cabinet members
 - h) That there are two levels of councillor, one who only attends full council and one that attends lots of committees

22. The panel have considered the comments made at the interviews. We are recommending an increase in the basic allowance. The current basic allowance is greater than minimum wage for 16 hours per week. We have recognised that the work of the pension fund has increased. Our view is that attending committees is in general part of the role of councillors and that a SRA specifically for attending a number of committees would not only be hard to assess in real terms ie: attendance as opposed to taking an active part, and administratively it is difficult to see how it could work. The member allowances regulations require the council to determine the level of SRA payments. There is no provision where the Leader can be provided with a sum to distribute to the cabinet members. We recognise that some members are perhaps more active than others – however that is personal choice, does not mean that those that attend less committees are not effective councillors and as explained in this report – the basic allowance has to be the same for all members.

23. 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 current 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.

CONCLUSIONS AND RECOMMENDATIONS

24. We have previously expressed the view that we believe a scheme whereby the SRAs are based on relevant multiplier's of the basic allowance 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.
25. As indicated in this report, the basic allowance has not been increased for a number of years and was reduced in 2015. Having regard to the benchmarking data and the fact that over time the basic allowance is depreciating, we have concluded that we should recommend an increase. We are recommending a modest increase of 2% taking the basic allowance to £7,854.
26. Over the past few years, the panel have reported on a regular basis as a result of various changes to the council's governance structure in order to ensure that the allowances reflect the changes. However, in the event that there are no changes there may be no need for a report every year. With that in mind, and reflecting upon comments received from members previously and our commitment to consider this in this review the panel are of the view that a form of indexation that allows an inflationary increase annually in the event that there is no separate report from the IRP is appropriate. It is recommended that the scheme be amended to include provision for an annual increase. The increase (if any) to be the same as the annual percentage increase agreed for the majority of Isle of Wight Council employees to whom the NJC terms and conditions apply. We have selected this so that the increase will be no more than the majority of staff (excluding chief officers) as that seems a fair outcome. It will be applied once the Local Government pay settlement pay rate is known and will apply from April in each year.
27. The panel have considered the SRA's paid to members generally and in particular have reviewed those relating to the Policy and Scrutiny Committees. We are of the view that the SRA for the Adult social Care and Health Policy and Scrutiny committee chair should be adjusted due to the statutory nature of this committee, the involvement of the NHS Trust and CCG, and the volume of work both necessary and undertaken by the Chairman. We have therefore recommended that the SRA be increased from 0.5 to 0.6 of the basic allowance. We are satisfied that the other Policy and Scrutiny committees SRA's are appropriate.
28. The panel have reviewed again the SRA put in place for the Vice Chair of Scrutiny. This was a new SRA put in place at the 2017 Annual Council. In our last review there had been insufficient meetings and time upon which to consider this role. Having further considered this, we are of the view that the allowance is set at an appropriate level.

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 further data showing a reduction in the number of meetings and when comparing this to other SRA's and the work involved in other roles, it was apparent that this needed to be reviewed again. We are aware that we recommended reducing this allowance in our previous report but having further considered this and other committee chairs and their respective roles we consider the further reduction to be appropriate. With regard to the Pension Fund chair the Panel considered this role and are satisfied that there is increased work in this area and that the SRA needs to be increased to reflect this.
30. The panel have considered whether a payment to the leader of a group smaller than 10 was appropriate. We accept that a Leader has some additional responsibilities and with more members in a group, this will increase. We have therefore decided that the leader of a group of 5 or more should receive a small SRA to reflect this additional role.
31. The panel have reviewed the part of the scheme that results in any change in SRA's leading either to a backdated payment or a clawback from members. This is because the scheme currently provides that any revised SRA applies from the time the member is appointed or the last review, rather than the date of the council meeting that agrees an SRA. This results in our view in an unsatisfactory situation where a member can, through no fault of their own, be asked to payback a not insubstantial sum if for example our report is some 10 months after the member is appointed. We consider that a fairer and more transparent way forward is to amend the scheme so that any revised SRA becomes payable from the date of the council decision with no backdating or clawback being applied.
32. The Panel did not receive any particular representations about the level of the SRA for the Leader and the Deputy Leader. We have not recommended an increase this year but the increase in the basic will give rise to an increase proportionately for the leader and deputy leader.
- 33. As a result of this review the Panel recommends:**
34. The basic allowance be increased by 2% to £7,854.00.
35. That the Special Responsibility Allowances (SRAs) for 2018/19 be as set out below:

36.

Position	Multiplier of the basic	Special Responsibility Allowance
Leader	2.00	£15,708.00
Deputy Leader	1.25	£9,817.50
Cabinet Member	1	£7,854.00
Scrutiny Chair	1	£7,854.00
Scrutiny Vice Chair	0.2	£1,570.80
Adult Social Care and Health Policy and Scrutiny Committee Chair	0.6	£4,712.40
Children's Policy and Scrutiny Committee Chair	0.5	£3,927.00
Regeneration and Environment Policy and Scrutiny Committee Chair	0.5	£3,927.00
Audit Chair	0.4	£3,141.60
Planning Chair	0.8	£6,283.20
Planning Vice Chair	0.2	£1,570.80
Licensing Chair	0.3	£2,356.20
Pension Fund Chair	0.4	£3,141.60
Appeals Chair	0.2	£1,570.80
Chairman of Council	0.7	£5,497.80
Vice Chairman of Council	0.2	£1,570.80
Leaders of Groups of 5 or more	0.1	£785.40
Leaders of Groups of 10 or more	0.2	£1,570.80
Hampshire Police and Crime Panel Chair*	0.6	£4,712.40

37. 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.
38. 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.
39. That all other allowances (for example those for co-opted members and child allowance) remain unchanged

40. That the scheme be amended to provide that any changes to SRA's are not retrospective, but take effect on the date of the council meeting when SRA's are approved.

(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 2018/19
- Appendix 2: Summary of the responses from the questionnaires
- Appendix 3: 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 2018/19 the allowance is £7,854.00.

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 2018/19 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. **Member Allowance Uplift**

The Basic Allowance will be uplifted each year in line with the annual percentage increase agreed for the majority of Isle of Wight Council employees to whom the NJC terms and conditions apply and this will be applied once the pay settlement rate is known and will apply from April in each year unless a further review by the IRP determines otherwise

7. **Part-year Entitlements**

- (a) In the case of Basic Allowances, SRA's, or Dependent Carers' Allowances, payment will only be made for the period during which a person performs the duties for which these allowances are payable. This provision applies where a Member becomes, or ceases to be a Member, or becomes or ceases to hold a role to which a SRA is applicable.
- (b) Where, in the course of a year, this scheme is amended any change in an allowance will be effective from the date the scheme is approved by Full Council.

8. **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 corporate leadership support team. The maximum amounts reimbursable 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.

9. **Review**

The Independent Remuneration Panel will review the Scheme in 2020 unless there are changes to the governance structure that require review at an earlier date and following on from Local Authority elections.

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

10. **Dependant Carer's Allowance**

Where a councillor or co-opted member has either:

- a dependant 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 £12.50 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 are provided with 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 entitled to 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 2018/19. Only one special responsibility allowance will be paid to any member. These allowances are payable in addition to the basic allowance of £7,854.00.

41.

Position	Multiplier of the basic	Special Responsibility Allowance
Leader	2.00	£15,708.00
Deputy Leader	1.25	£9,817.50
Cabinet Member	1	£7,854.00
Scrutiny Chair	1	£7,854.00
Scrutiny Vice Chair	0.2	£1,570.80
Adult Social Care and Health Policy and Scrutiny Committee Chair	0.6	£4,712.40
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Appeals Chair	0.2	£1,570.80
Chairman of Council	0.7	£5,497.80
Vice Chairman of Council	0.2	£1,570.80
Leaders of Groups of 5 or more	0.1	£785.40
Leaders of Groups of 10 or more	0.2	£1,570.80
Hampshire Police and Crime Panel Chair*	0.6	£4,712.40

Appendix 2

INDEPENDENT REMUNERATION PANEL REVIEW OF MEMBER ALLOWANCES 2018-19 QUESTIONNAIRE FOR RECEIPIENTS OF AN ALLOWANCE

As part of its review of the Members Allowances Scheme for the 2018-19 year the Independent Remuneration Panel is keen to hear the views of all those who currently receive a member's allowance from the Council.

Whilst the Panel's report will include data from this consultation it will be anonymised and no comments will be attributed to an individual.

Current year's allowances

These were agreed by the Council on 17 January 2018 and are as set out in Appendix A.

Question 1

The IRP is looking at the current basic allowance (£7,700) to consider whether it is set at the appropriate level and you your views are sought on this as to :-

1. Do you think the basic allowance is too high, too low, or just right?

- Too low. More diversity and inclusion could be encouraged for better representation if the allowance was slightly higher and more reflective of the work and hours committed.
- Okay
- About right, see below.
- Too Low
- About right. Perhaps the figure could be compared to ONS figures for median earnings on the Island and put in terms of a notional expected hours per week?
- Too low
- *I feel that the basic allowance is just about right*
- Bit low
- Members obviously do not become Members for the Money, so in a way any reasonable level of allowances is hard to argue against. However, allowances are intended to make it possible for those who are not of independent means to be enabled to become Councillors, The current level is well below the living wage for anyone spending a significant amount of time on their Councillor duties, and for committed and hard working Councillors

does not replace even a living wage income. However, not all Councillors put in the same effort and the allowance is money for old rope for those who merely turn up to Full Council Meetings. A fairer allocation might be say £3000 basic allowance plus £1500 for each Committee or Board that the Member sits on and attends regularly.

- About right.
 - Too Low
 - Too Low
2. Do you think the basic allowance should be linked to some form of indexation to provide for an annual increase where there is no other change in the structure of the committees/panels?
- No. Councils budgets are being reduced annually. Perhaps government funding should be restructured?
 - Indexed – eg RPI or CPI
 - It could be viewed as disproportionate, i.e. a number of front line members sit on numerous committees and outside bodies, whilst a small number have none or very little committee responsibility.
 - Yes absolutely
 - Yes but with sensitivity to the local government pay award.
 - Yes
 - *I think indexation would be sensible and should be inline with the increase in overall staff salaries. Any changes should be made in relation to changes of role/responsibility either up or down.*
 - Yes
 - Yes
 - Yes perhaps to the % change in officer salaries.
 - Yes

Question 2

The Members Scheme provides for a councillor or co-opted member to claim for Dependant Carer's Allowance, either in respect of a dependent child living with them aged under 14, or where the councillor cares for a dependent elderly or disabled person. What is your view of the allowance available to carers?

- Whilst this allowance being available may encourage those who would not otherwise be able to afford to stand, one could argue that, in some circumstances, if they are a sole carer, they might not have the necessary time available to devote to their role as a county councillor. Certainly in my case, the role has become a full time one and it's only because I am fortunate to work from home on a part time basis that I can balance my workload.
- I don't know the detail, but it seems a fair principle.
- This would currently seem appropriate and proportionate.
- Keep the same
- No view as it is not something that affects me and I have no other evidence to work from.

- My understanding of carers allowance is that as a Councillor your earnings on our current basic allowance would be too high to claim but I think carers allowance in general is a good thing to be available should you qualify.
- *Yes in cases of genuine need*
- No view
- Carers allowance is already paid by Government Schemes for carers for disabled relatives, and there is a Nursery Care funding scheme for those with young children. Benefits should not be paid twice. I am not an expert in benefits, but if these do not apply to Councillors the issue should be investigated. Normal families make arrangements with other Mums or family to share childcare when work conflicts with children not being in school.
- It's fine.
- It could happen to anyone, keep it
- A member who takes up the role of Councillor should take this into account when going for election. It should only go to them who are eligible – already in receipt of a Carers Allowance.

Question 3

The Special Responsibility Allowances were reviewed in January, but in view of the changes to the Committee Structure following the election last year, in some cases there had only been a couple of meetings and so the Panel will be reviewing the SRA's again. Do you have any thoughts about the level of SRA's paid to the current posts? Are they too high, too low – or just right?

- I think that each position attracting an SRA should be reviewed to assess the expectation of the level of additional responsibility and extra input required by the member. Rather than a percentage of the member's allowance, there could be a fixed sum per meeting attended to incorporate preparation and research required. This would also encourage better attendance. There could be a different figure for each role.
- About right
- My SRA is too low for the time required to do my Cabinet Role effectively
- Generally, SRAs seem about right. It would be helpful to see how these are established against 'job size' criteria. When taking averages of comparator authorities it would be useful to see both the arithmetic mean and the median.
- Just right
- SRAs should reflect the gravity of the role undertaken and the amount of extra time given to the role therefore I don't think that they are too high. Many accepting special responsibility are performing pretty much a full time job for the council and this is not reflected in the current SRA (Although one has to accept that most who take on these roles are not doing it for the money!)
- They are not equal, particularly to chairs of scrutiny – why should one chair get more than others?
- I think generally the current levels are probably about right but should be paid in addition to any basic committee allowance. Frequency of meeting is not the only factor, e.g. Audit Committee has few meetings but requires hours of preparation. On the other hand Planning Committee requires two meetings

each month with the bus visits as well as the full committee meeting, and major applications can each take many hours to review.

- About right.
 - Probably too low.
3. Do you think that there have been any changes in the responsibility of any roles that we should take into account when considering our decision.
- Where there is the maximum quota of Cabinet members as we have currently, the individual portfolios represent a lesser workload than when they were combined under the previous Independent administration. This should be reflected in the SRA allocated to the portfolio holder.
 - I chair the Audit committee and the Pension Fund Committee, and as only one SRA is payable, it wouldn't affect me. But I think that the responsibilities of the Pension Fund Committee Chairman have increased, with the advent of the Pooled Funds system. This involves more interaction with the other ten County Pension funds, and almost monthly visits to London meetings. In addition, the Pensions Board has become much more active and there is regular liaison between the two chairmen (of Board and Committee).
 - No.
 - Change to Delegated Decisions has increased the workload of a Cabinet Member and this has not been recognised at all
 - No
 - I don't know, not been a member long enough to know.
 - *As this is my first year as a member of a Cabinet I take my responsibility very seriously but have no true picture of what the level was in the past so hard for me to judge whether it has grown. I can only assume that it has as there are fewer councillors and fewer officers to support their cabinet member. Cabinet members are aware that their officers are hard pressed and so do not ask for extra support unless essential therefore taking more responsibility on their own shoulders.*
 - Scrutiny has really taken off in IW Council. As Chair of Health Scrutiny, I find it places great demand on my time and responsibility and the influence that this position can wield is maybe more than almost any other position in the Council.
 - Not been around long enough to know how roles have evolved.
 - No
 - There has been many changes that put more responsibility on Cabinet Members
 - as cuts to department staffing during the last administration has impacted on Cabinet members time and commitment to their portfolios as they pick up the work from officers.
 - I personally attend many meetings with developers etc assessing their needs and worth to the job market/economy and then moving to further meetings with officers if i find true value to the Island and need for assistance.

- It should be linked to the amount of additional time this task take.

Question 4

Would the level of the basic allowance, SRA's or Dependant Carer's Allowances be a factor in considering whether to seek re-election?

- For some people this will be a consideration, especially where financial circumstances have changed since the previous election.
- No
- No.
- No
- The basic allowance is particularly helpful to me as a self-employed person by removing the 'opportunity cost' that council time would otherwise have.
- No but a member might have to consider taking another job which will mean that they don't have as much time to dedicate to Council work especially if the Council is their only source of income, perhaps retired or trying to survive just on the allowance.
- *I wouldn't be happy if it were any less, although I am not in it for the money I feel that a reasonable remuneration should be received for time given (use of my car for example and often having to rearrange other aspects of my life in order to be available at all hours 7 days a week. If there was a reduction in allowances that caused me to be 'out of pocket' I would possibly not want to stand for re-election. In a time of economic and political uncertainty it is harder to be a philanthropist.*
- It could be. I believe people should be paid properly and fairly for the work that they do, including Councillors.
- No
- No
- Yes
- No

Are you aware of any other member who has stood down or plans to stand down, or of persons who have declined to seek election, or declined to accept an office within the Council because of the level of the allowances?

- Whilst I agree that allowances should not be an inducement to stand for office, they should be at a sufficient level that a member feels adequately compensated for the input and workload.
- I believe that a member gave this as part of a reason for stepping down recently.
- I am retired myself, but I can understand that it is a sacrifice of earnings for anyone who has a job. Having many meetings during the daytime suits me fine, but is a problem for those who are employed. So we end up with the bulk of the councillors being pensioners, or independently wealthy, or self-employed.
- No.
- No
- No

- Not aware of any who have stood down. Aware of a potential female candidate who was initially accepted as a candidate but could not afford to give up their job based on current allowances.
- No
- No

Question 5

Please let us know if there is anything else you wish to add in relation to members allowances or anything you would wish us to take into account as part of the review.

- As already highlighted, the council should endeavour to be as diverse and inclusive as possible. The level of allowances has a direct effect on the membership of the council.
- Just to say that the advent of email has led to a huge increase in the amount of correspondence received, at all hours of the day and night. It is so easy for people to send a quick email, compared to sending a letter. Forwarding items for information, and copying people in to correspondence, can be done with a stroke of the keyboard, but adds immensely to how much we have to read.
- It is important that the IRP remain focussed on rewarding those members with additional /and /or special responsibilities, and not influenced by budgetary restriction (if any).
- Allowances have not changed for a while, yet costs, ie petrol have increased. This combined with delegated decisions I feel needs addressing.
- Also members should not have to pay for our car Park permits, we should get these free.
- I would reiterate my point about comparison to median incomes and to clarity around 'job size' for SRAs.
- While I understand the '>10' rule for SRAs for leaders of groups, there is a workload on leaders of smaller groups that comes with being a leader regardless of group size.
- I don't think it is considered just how much work can be involved in a ward with case work writing reports and attendance at Parish meetings and community meetings and functions as well as Council meetings.
- *I think if we are to encourage younger people to seek election and take responsibility we must keep the allowances at attractive level, and index linked to staff salaries. Bearing in mind younger members may also have families/mortgages/jobs which may suffer if they are going to give enough time to take on the role at the level required. People shouldn't be penalised for taking on the role of a councillor. The role can be challenging, both in the time it takes and the personal involvement required if you are going to achieve what you set out to.*
- There should be some sort of appraisal system
- I think it would be appropriate for Members to have a modest notional "training allowance" to fund attendance at independent off-Island specialist training or conferences linked to their Cabinet or Committee responsibilities.
- There should be an indexation of allowances (for example to the increase in overall staff salaries), with a review then only necessary if there have been substantial changes to structures and/or responsibilities.
- The Panel should be genuinely independent and not be restricted by the Council's existing budget provision.

- In future any increase (or decrease) in the level of allowance should only apply to future payments and not be retrospective.
- I am a local business man and have to pay my staff to cover my position at work while I attend Council Cabinet
I also have to attend meetings planning Conferences, go to Westminster, go to training, go to conferences, attend Council meetings, Visit IW board meetings, Chamber meetings, business reference Group meetings, economic Development Board Meetings, Tech Group Meetings, Innovate Uk Meetings, SHLAA Meetings, Cabinet Meetings, CLT Meetings, Regen Workshop Meetings, Dino Isle Meetings, Bay Masterplan Meetings, Pre Cabinet Meetings, Pre Council Meetings, Regen Action Tracker Briefings, Ryde Town Council Meetings, Scrutiny Meetings, PSP Meetings, Regen Board Meetings, Digital Group Meetings, Newport Harbour Meetings and there are many more, you are welcome to look at my diary.
For every Hour i'm away on Council business it costs me far more than the Council is paying me, the remuneration I currently receive is around 40 pounds per day take home if divided by a 5 day week and i spend most of my weekend reading Council papers and answering email whilst i'm at work in my own business. to be frank the money we get for the responsibility and flack we take is a joke is a fraction of what it costs me to pay my staff in my absence.
- No

Question 6

The IRP members would like to hear from you with details as to how your time is spent. It would be helpful if you could give approximate figures of hours per week spent on the following:-

- Constituency work 7 hours
- IWC Committee Meetings 6 hours
- Other IWC meetings 2 hours
- *Indicate any other type of work Stakeholder briefings, background research, reading papers, related committee meetings and briefings: 10 hours*
- Constituency work 8-10 hrs p/w
- IWC Committee Meetings 4.5 hrs p/w
- Other IWC meetings 3-4 hrs p/w
- *Indicate any other type of work Member of steering group for the Southern Water Bathing Improvement Programme. Member of 'Keep Island Line in Franchise' steering group.*
- Constituency work – 2 hours
- IWC Committee Meetings – 15 hours

- Other IWC meetings - 4 hours
- *Indicate any other type of work*
- School Visits – 4 hours

- There being no typical week the following is particularly approximate.
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- Constituency work – in a range of 5-25 hours per week depending on the issues arising (this excludes a significant amount of time spent each year in aggregate delivering newsletters)
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- IWC committee meetings – an arithmetic mean of time in meetings and time preparing suggests 1.5-2 hours a week. But this comes and goes with the meeting cycle.
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- Other IWC meetings – in the same way this seems to be about 1-2 hours per week.
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- Other work – 1 hour per week as an arithmetic mean? This includes such things as briefings from officers on proposals in/near my ward, from planning officers on particular applications, meetings with the senior officers related to my role as group leader (monthly with the CEO, several in the run-up to budget time and the like).

- Constituency work *15 hrs per week*
- IWC Committee Meetings *average 32 hours per month*
- Other IWC meetings *average 20 hours per month*
- *Indicate any other type of work: External committee requiring mainland travel as well as local. Parish Council. Plus many hours reading in preparation for meetings. Answering numerous emails. Possibly another 25 hours plus per week.*

- Constituency work 9hrs
- IWC Committee Meetings 3hrs
- Other IWC meetings 3hrs
- *Indicate any other type of work 12hrs various business to do with Health, but also other issues like public safety, business and community*

All are averages, tends not to spread as shown!

- * Constituency work 10 hours/week

- * IWC Committee Meetings- Formal Meetings (Planning/Audit/Policy) – 3 hours/week
- Voluntary attendance (Cabinet/Scrutiny etc) 3 hours/week

- * Other IWC meetings - Planning sign-off meetings – 4 hours/week

	Informal internal meetings-	3hours/week
	Agents Forum/Area dev meetings-etc	2 hours/week
	Group/Member briefing meetings-	1 hour/week
* Indicate any other type of work	Town Council-	2 hours/week
	Reading documents –	5 hours/week
	Responding to e-mails –	3 hours/week

NB a very detailed analysis of time allocations and committee memberships across the Council was recently undertaken by Claire Shand as part of the Boundary Review process. The Panel should draw upon that work.

Constituency work A) 5

IWC Committee Meetings A) 12

Other IWC meetings A) 20 to 25 depending on the week Indicate any other type of work A) the above includes portfolio interviews and meetings

- Constituency work 5-20 hours
- IWC Committee Meetings 5-20 hours
- Other IWC meetings 5 ish
- *Indicate any other type of work*

It would also be helpful if you could set out below whether and if so how the workload has changed over the last 12 months, and how it is likely to change over the next 12 months.

- As I was newly elected in May, my workload has increased as I have become more experienced and involved in my role. I have also been invited to join in with additional steering groups as my public profile has grown.
- Newly elected, so can't compare.
- No change envisaged at this time with current responsibilities.
- Delegated decisions have increased workloads and responsibilities, alongside our plans to run the Council on a more "commercial thinking" basis
- This is my first year on IWC so have no comparison with a previous year. I anticipate much the same workload in the coming 12 months.
- I think as the Council has had to cut back in Budgets on services and resources more residents are looking to their Councillor for help and assistance and of course complaints which take up a lot of time with meetings telephone calls and emails. Of course the Health service, Police and Fire Service are also under pressure so these matters come to the local Councillor also and I don't think this will get better any time soon.
- Committee Meetings are what they are and they take a certain amount of time however it has been my experience that local ward matters some times cross over into extra meetings being set up with officers and stakeholders which are outside of the normal meetings.

- For me this has also meant setting up extra meetings with the Parish Council as well and in my case I have four Parish Councils in my ward so a lot of meetings to attend and I am also a Parish Councillor as well so five Parish sets of meetings.
- *Can't answer this as first year in cabinet role. Constituency work load has changed very little.*
- I believe that it has increased both in terms of local engagement with electors in the town with issues and with the workload associated with my input to driving a regeneration agenda. If we get on top of regeneration that workload will increase rather than decrease.
-
- It will get busier as the Regenerations projects start to be physically delivered
- As I plan to retire from full time work after September I can only see my Ward and IOW commitment increasing!!

Question 7

Would you like to speak to the Independent Remuneration Panel?

- Yes please!
- No
- No.
- Not especially, but happy to do so if required
- Yes
- I wouldn't mind having a conversation.
- No
- Not necessary
- Only if they want to speak to me.
- If they would find it helpful to do so as I am uniquely a member who does not claim any expenses and who gives his Basic Allowance to charities.
- only if you meet me at the weekend
- No

APPENDIX 3

IRP interviews carried out 7 June 2018.

The Independent Remuneration Panel was advised of the following:

Full Council had recently elected a new Chairman and Vice Chairman for the Scrutiny Committee

The Policy and Scrutiny Committee for Health and Adult Social Care was engaged with both the NHS Trust and CCG

The three Policy and Scrutiny Committees met four times a year

Scrutiny Committee had the power to call in decisions made by the Cabinet and scrutinise these.

All the Scrutiny Committees are driven by the Chairman as there is limited resource available

The corporate plan sets out the key priorities and Scrutiny uses that to base its work plan

The Policy and Scrutiny Committee for Health and Adult Social Care can direct issues to the Secretary of State if it feels necessary

Compared with authorities on the mainland the basic allowance is low

The allowance should be to offset against not being at work to compensate

The basic allowance should be equivalent to the minimum wage for approximately 15/16 hours a week

The SRA for a group leader of 9 or more needed looking at as the time taken as a group leader is similar no matter how many in the group

The basic allowance is not a fair representation of the work undertaken

In order to attract a more diverse cultural and social economic background the basic allowance needed to be increased

The basic allowance needed to be based on the minimum wage for approximately 3 days a week

Even if some members do not sit on many committees there is still a lot of work to be done as a ward member

Members are expected to do a lot more, there is no members support for members unless appointed to the Cabinet

Work of the Pension Fund has increased

As a member only receiving a basic allowance I do a lot of committee work

Expectation to attend every full council meeting

How the SRA' s are allocated needs reviewing

There should be an SRA for members attending a certain number of committees

Some members have full time employment as well as being a councillor

The basic allowance feels about right

SRA' s should be higher

Peg to officers pay scale

Give pool of money for Cabinet members to be divided by the Leader

It is a members choice to take on an additional responsibility

Important the Chair and Vice Chair of Scrutiny get an SRA

There is not enough officer support for Scrutiny

The IRP decision should not be restrained by budget

The basic allowance should be linked to officer pay increases

Cabinet member is full time job

Cabinet members now have delegated decisions

Understand some Cabinet member portfolios are more than others

Recruitment of new members is done differently by each party

It is difficult to get younger people involved as they are not interested in politics

Recruiting diversity is a national problem

Good idea to give the leader a sum of money to distribute to Cabinet members

The SRA' s are set about right

Mainland authorities basic allowance is more that the Island

The basic allowance is a little low

Austerity had impacted on services and members get involved in more case work for residents

There are two levels of Councillor, one who only attends full council and one that attends lots of committees.

Councillors also attend town and parish councils

As a Chairman there are lots of meetings to attend with partners

I was aware of the basic allowance before I stood for election

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