

## **BOROUGH OF POOLE**

### **MEMBERS' ALLOWANCES SCHEME (AMENDED) 2008/2012**

The Borough of Poole, in exercise of the powers conferred on it hereby makes the following Scheme:

1. This Scheme may be cited as the Borough of Poole Members' Allowances (Amended) Scheme, and shall have effect from 14<sup>th</sup> May 2008 (as amended 22 July 2008) until 31<sup>st</sup> March 2012.

2. In this Scheme,

"Councillor" means a member of the Borough of Poole who is a Councillor;

"Independent Member" means a non-Councillor appointed by the Council onto a Committee;

"Voting Co-optee" means a person co-opted onto a Committee or Overview Group with power to vote.

"year" means the 12 months ending with 31 March.

#### Basic Allowance

3. Subject to paragraph 6, for each year a basic allowance of £8,980 shall be paid to each Councillor.

#### Special Responsibility Allowances

4. (1) For each year a special responsibility allowance shall be paid to those Councillors, Independent Members and Voting Co-optees who hold the Special Responsibilities in relation to the authority that are specified in Appendix A to this Scheme.

(2) Subject to paragraph 6, the amount of each such allowance shall be the amount specified against that Special Responsibility in that Appendix.

(3) When the Special Responsibility Allowances in Appendix A to this Scheme apply, an individual Councillor is restricted from claiming more than one Special Responsibility Allowance.

#### Renunciation

5. A Councillor, Independent Member or Voting Co-Optee may by notice in writing given to the Head of Legal and Democratic Services elect to forego all or any part of their entitlement to an allowance under this Scheme.

### Part-year Entitlements

6. Where this Scheme is amended as mentioned in sub-paragraph (2) above and a Councillor, Independent Member or Voting Co-optee has during part, but does not have throughout the whole, of any period mentioned in sub-paragraph (2)(a) of that paragraph any such Special Responsibilities as entitle him or her to a Special Responsibility Allowance, that Councillor's Independent Member's or Voting Co-optee'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 proportions 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.

### Travelling and Subsistence Allowances

7. Councillors may claim travelling and subsistence allowances for undertaking approved duties as set out in Appendix B to this Scheme. The mileage rate is 40p per mile for all cars (based on the Inland Revenue rate). Subsistence is reimbursed on submission of receipted expenditure and the maximum limits as set out in the "officers scheme". The list of approved duties is to be reviewed and amended, where appropriate, from time to time by the Head of Legal and Democratic Services.

### Carers Allowance

8. Members may claim a Carers Allowance which relates to the actual expenditure incurred up to a maximum of £8 per hour, to be paid for care of dependants, whether children, elderly people or people with disabilities whilst the member is on Council business. The Carer's expenses are also claimable. A receipt for payment is required from the Carer. No member of a Councillor's, Independent Member's or Voting Co-optee's family is eligible for a carers payment.

### Claims and Payments

9. A claim for travelling and subsistence allowances together with the Carers Allowance under this scheme shall be made in writing within two months of the date of the meeting in respect of which the entitlement to the allowance arises.

### Payments

10. Payments shall be made in respect of Basic and Special Responsibility Allowances, in instalments of one-twelfth of the amount specified in this scheme on the 28th day of each month or as close thereto as is practicable.

11. Suspension

All allowances will be withheld from any Councillor, Independent Member or Voting Co-optee who has been suspended and any allowance paid must be

reimbursed with the exception of any payment in arrear in respect of entitlement prior to the time of suspension. In accordance with Government advice the carers allowance will not be withheld in any circumstances.

12. Updating

This scheme is to be updated each year on 1<sup>st</sup> April in line with the medium white collar wage as notified by the Local Government Association in February.

## APPENDIX A

1. *The following are specified as the Special Responsibilities in respect of which Special Responsibility Allowances are payable and the annual amounts of those allowances:*

Council Leader	£21,495
Deputy Council Leader	£12,849
*Cabinet Portfolio Holders	£8,566
**Chairs of Overview & Scrutiny Committees	£2,570
***Chair of Planning Committee	£4,283
Chair of Licensing Committee	£4,283
Chair of Transportation Advisory Group	£2,570
Chair of Standards Committee (Independent Member)	£1,285
Standards Committee Independent Members	£468
Voting Co-optees	£821

Political Group Leader:

<del>*Conservative</del>	<del>£5,533</del>
*Deleted with effect from 1 September 2008	£5,533

\*\*Liberal Democrat (£2,142 + £50 per Group Member) £5,133

\*With effect from 1 September 2008

* With effect from 1 April 2009	£10,707
** With effect from 1 September 2008	£ 4,283
***With effect from 1 September 2008	£ 8,566

**APPROVED DUTIES**

1. There is specified as an approved duty for the purpose of payment of travelling and subsistence allowances at any meeting on the calendar of meetings approved by the Council for each Municipal Year.
2. There is (also) specified as an approved duty for the purpose of the payment of travelling and subsistence allowances at meetings of:

Alder Hills Nature Reserve

Avon and Dorset Local Flood Defence Committee

Bournemouth and Poole College Board

Bournemouth International Airport Consultative Committee

Bournemouth Dorset and Poole Economic Partnership Board

Bournemouth, Poole, and Christchurch RELATE

Bournemouth Orchestras Council

Canford Park Sports Park Joint Committee

Cheshire Foundation Housing Association

Connexions Local Management Board

Combined Fire Authority

Countryside Recreation Strategy for S.E. Dorset – Steering Group (Greenlink)

Court of University of Southampton

Creekmoor Community Association

Dolphin Centre Traders' Association

Dorset Archaeological Committee

Dorset Buildings Preservation Trust Co Ltd

Dorset Music Service

Dorset Community Action

Dorset Association of Local Authorities – Forum

Dorset Bournemouth and Poole Local Access Forum

Dorset Magistrates Courts Committee – Joint Liaison Forum

Dorset Minerals and Waste Local Plan ad hoc Joint Committee

Dorset Regional Planning Liaison Committee

Dorset County Council Pension Fund Advisory Panel

Dorset Police Authority

Dorset Probation Committee

Dorset New Forest Tourism Partnership Steering Group

Duke of Edinburgh's Award SW Industrial Project (Controlling Panel)

Eastern Wessex Reserve Forces Committee

Friends of Poole Park

General Council of Broadstone Community and Arts Centre

Hamworthy Outdoor Activities Centre Management Committee

Home Safety Council for the South West

Joint Archives Advisory Board

Joint Member Transport Policy Group

Joint Council and Lighthouse Working Group

Joint Committee to appoint Local Authority Members to the Police Authority

Local Government Association

Local Government Association Urban Commission

Local Government Association Coastal Issues Group

Local Government Association SW Branch

Municipal and Owen Carter Almshouse Charity Trustees

Old Town Community Association Management Committee

Poole-Cherbourg Twinning Association (Management Committee)

Poole CAB Management Committee

Poole Detached Youth Work Project

Poole Heritage Forum

Poole Shopmobility

Poole Tourism Forum

Poole Tourism Panel

Poole Town Centre Partnership

Raglan Housing Association (South Area MC)

Schools Organisation Committee

South Coast Metropole

Southern Sea Fisheries District Committee

South West Regional Assembly

Structure Plan Focus Groups

South Western Provincial Council

Standing Conference on Oil and Gas Development

Standing Conference on Problems associated with the Coastline

Strategic Arts Review Group

Structure Plan Joint Committee

Strategic Planning Liaison Committee

Upton Park Liaison Forum

Waste Management Liaison Panel

Western Challenge Housing Association

Wessex Water (Southern) Customer Liaison Panel

Wessex Regional Flood Defence Committee

Wytch Farm Oil Field Consultative Committee

Beacon Centre (CH) Youth Management Committee

Bearwood Youth Management Committee

Bourne Valley Youth Management Committee

Broadstone Youth Management Committee

Creekmoor Youth Management Committee

Hamworthy/Turlin Moor Youth Management Committee

Hillbourne/Waterloo Youth Management Committee

Limelights (CH) Youth Management Committee

Merley Youth Management Committee

Quay Advice Centre Youth Management Committee

Trinidad Youth Centre/Parkstone Youth Management Committee