



**COUNCILLORS ALLOWANCES**  
**Supplementary Report of the**  
**Independent Remuneration Panel**  
**2014-2015**

**OCTOBER 2015**

**ANNUAL REPORT OF THE INDEPENDENT REMUNERATION PANEL –  
SUPPLEMENTARY REPORT**

**2014-2015**

**BIRMINGHAM CITY COUNCIL**

**FOREWORD**

On 14<sup>th</sup> April 2015, the Independent Remuneration Panel presented its Annual Report to City Council. This report made recommendations on the Basic Allowance, co-optee allowances, the independent carers' allowance and some Special Responsibility Allowances (SRA). The recommendations were accepted by City Council.

It had been the Panel's intention to present a full report to City Council in April 2015, so that councillors could see the remuneration due to the different roles at the start of the municipal year. However, it was clear to the Panel that the City Council was facing major changes and that these changes could result in significant variations to some roles in receipt of an SRA.

The Panel therefore undertook to return to those SRAs after changes to the Constitution were agreed in May, and report back to City Council.

In September 2015 the Panel met again; fresh evidence was taken on the Executive Members for Local Services and Overview & Scrutiny Chairs, and the SRAs re-assessed. This report sets out the findings.

The Panel would like to thank those councillors and officers who gave evidence for their valuable contributions; and to Ingrid Whyte, Senior Finance & Purchasing Officer (Democratic Services) and Emma Williamson, Head of Scrutiny Services, for their support to the Panel.

Sandra Cooper,  
Chairman  
October 2015

## SPECIAL RESPONSIBILITY ALLOWANCES

In April 2015, the Panel recommended a new approach for calculating Special Responsibility Allowances and this was agreed by City Council. The Panel recognised that the Leader's role takes the most responsibility assessed at 100% and all the other roles are then taken as a relative percentage of the Leader's role.

Table 1

Bands	Level Of Responsibility	Title/Description
1	75% to 100%	Strategic Leadership with overall responsibility for decision making for the direction and running of Council Services
2	50% to 74%	Strategic responsibility within Cabinet and also individual responsibility as delegated by the Constitution
3	15% to 49%	Responsibility for Chairing key Regulatory and Overview and Scrutiny Committees in order to meet regulatory requirements and where required hold the Executive to account
4	5% to 14%	Other roles with Special Responsibilities

### Chairs of Overview & Scrutiny Committees

In September 2014, the Panel recommended a Special Responsibility Allowance at 22% of the Leader's Special Responsibility Allowance for the Chair of the Governance, Resources and Customer Services O&S Committee, and a Special Responsibility Allowance at 20% of the Leader's Special Responsibility Allowance for the other Overview & Scrutiny Chairs. These rates were approved by the City Council to take effect from 19th May 2015 pending further review by the Panel.

Since then, the number of Overview & Scrutiny Committees has been reduced from nine to five, and the oversight role of the former Governance, Resources and Customer Services O&S Committee chair has been awarded collectively to all five O&S Chairs. The panel heard evidence that the wider remits of the committees had resulted in increased responsibilities (including at regional scrutiny level), as had the requirement to oversee the scrutiny function collectively. The Panel therefore agreed that the SRA should increase to 25% of the Leader's Special Responsibility Allowance.

Evidence was also taken on the new role Overview & Scrutiny Committee Chairs would have in relation to working with District Committees, particularly through the Neighbourhood Challenge. This has yet to be fully understood, and the Panel will review its operation in future reports.

As stated in the April 2015 Annual Report, the Panel expects that any changes to Special Responsibility Allowances will be applicable from the date of the Constitution change.

### **Executive Member for Local Services**

In September 2014, the Panel recommended a Special Responsibility Allowance for Executive Members for Local Services at 12% of the Leader's Special Responsibility Allowance, within band 4 of the new structure. This rate was approved by the City Council to take effect from 19th May 2015 pending further review by the Panel.

The Panel took fresh evidence on the significant changes to the role, including the emphasis on providing leadership across the district area, responsibility for driving forward partnership working in districts, and responsibility for the public challenge in the form of Neighbourhood Challenge.

The Panel therefore agreed that the level of responsibility was commensurate with that of a band 3, and that the SRA should increase to 15% of the Leader's Special Responsibility Allowance. However, there are still unknowns in relation to how the role will develop in practice, and therefore the Panel will review further evidence regarding this role as it develops.

Again, the Panel expects that any changes to Special Responsibility Allowances will be applicable from the date of the Constitution change.

### **RECOMMENDATIONS**

1. The Special Responsibility Allowance for Overview & Scrutiny Committee Chairs should increase to 25% of the Leader's Special Responsibility Allowance;
2. The Special Responsibility Allowance for Executive Members for Local Services move to band 3 and increase to 15% of the Leader's Special Responsibility Allowance;
3. The allowances rates to be applied with effect from 19<sup>th</sup> May 2015.

**Appendix 1: Special Responsibility Allowances 2015-16**

<b>Bands</b>	<b>Role</b>	<b>% Level of responsibility</b>	<b>SRA £</b>	<b>Basic Allowance £</b>	<b>Total £</b>
1	Leader of the Council	100%	50,000.00	16,267.00	66,267.00
1	Deputy Leader of the Council	80%	40,000.00	16,267.00	56,267.00
2	Cabinet Member	50%	25,000.00	16,267.00	41,267.00
3	Chair of the Planning Committee	30%	15,000.00	16,267.00	31,267.00
3	Chair of the Licensing & Public Protection Committee	30%	15,000.00	16,267.00	31,267.00
3	Leader of the Largest Qualifying Opposition Group	25%	12,500.00	16,267.00	28,767.00
<b>3</b>	<b>Chair of Overview &amp; Scrutiny Committees</b>	<b>25%</b>	<b>12,500.00</b>	<b>16,267.00</b>	<b>28,767.00</b>
<b>3</b>	<b>Executive Member for Local Services</b>	<b>15%</b>	<b>7,500.00</b>	<b>16,267.00</b>	<b>23,767.00</b>
4	Deputy Leader of the Largest Qualifying Opposition Group	14%	7,000.00	16,267.00	23,267.00
4	Chair of the Audit Committee	10%	5,000.00	16,267.00	21,267.00
4	Chair of the Trust & Charities Committee	10%	5,000.00	16,267.00	21,267.00
4	Leader of Other Qualifying Opposition Groups	10%	5,000.00	16,267.00	21,267.00
4	Deputy Leader of Other Qualifying Opposition Groups	5%	2,500.00	16,267.00	18,767.00
4	Lead Opposition Spokesperson (Shadow Cabinet Member)	5%	2,500.00	16,267.00	18,767.00
4	Political Group Secretaries	5%	2,500.00	16,267.00	18,767.00

## Appendix 1: Proposed Members' Allowance Rates (from 19 May 2015)

<b><u>BASIC ALLOWANCE</u></b> (per annum unless otherwise stated)	£
Baseline per Day Rate	132.93
Basic Allowance (with effect from 01 October 2013)	16,267.00
Time Element	15,552.00
Additional Expenses Element	715.00

*Figures in brackets represent rates prior to May 2015*

<b><u>SPECIAL RESPONSIBILITY ALLOWANCE</u></b> (per annum unless otherwise stated)	
Baseline per week (£1,125.30 discounted by 15%)	956.51 (968.32)

<b>STRATEGIC LEADERSHIP</b>	
Leader of the Council (rounded up)	50,000.00 (50,352.00)
Deputy Leader of the Council	40,000.00 (37,764.00)

<b>STRATEGIC SHARED RESPONSIBILITY</b>	
Cabinet Member	25,000.00 (28,197.00)

<b>RESPONSIBILITY FOR CHAIRING KEY REGULATORY, OVERVIEW &amp; SCRUTINY COMMITTEES</b>	
Chair of the Planning Committee	15,000.00 (14,803.00)
Chair of Licensing & Public Protection Committee	15,000.00 (14,803.00)
Leader of the Largest Qualifying Opposition Group	12,500.00 (12,689.00)
Chair of an Overview & Scrutiny Committee	12,500.00 (12,689.00)
Executive Member for Local Services	7,500.00 (10,574.00)

<b>OTHER ROLES WITH SPECIAL RESPONSIBILITY</b>	
Deputy Leader of the Largest Qualifying Opposition Group	7,000.00 (6,545.00)
Chair of the Audit Committee	5,000.00 (5,659.00)
Chair of the Trust and Charities Committee	5,000.00 (5,659.00)
Leader of Other Qualifying Opposition Groups	5,000.00 (5,287.00)
Deputy Leader of Other Qualifying Opposition Groups	2,500.00 (2,115.00)
Lead Opposition Spokesperson (Shadow Cabinet)	2,500.00 (2,618.00)
Political Group Secretaries	2,500.00 (2,179.00)

(A Qualifying Opposition Group is one with a minimum of 6 Members)

<b><u>CO-OPTEE ALLOWANCES</u></b> (per annum)	£
Chair of the Standards Committee	1000.00
Member of an Overview & Scrutiny Committee	831.00
Member of the Standards Committee	557.00

## **CARERS' ALLOWANCES**

£

Independent care - hourly rate with effect from October 2015	8.25
Professional care with supporting documentation - hourly rate of	8.73

## **TRAVEL EXPENSES AND SUBSISTENCE ALLOWANCES**

Car, Motorcycle and Bicycle Allowance Rates are set in line with those paid to officers of the authority.

Day and Overnight Subsistence Allowances are set in line with those paid to officers of the authority or the inflation factor in the council's budget.

### ***Car Mileage Rates***

First 10,000 business miles in tax year	45p per mile
Each business mile over 10,000 in tax year	25p per mile
Supplement for official passenger	5p per mile

If car mileage is claimed for travel outside the West Midlands area, the payment will be the lesser of the value of the actual mileage claimed or the peak time standard rail fare.

***Motorcycle Mileage Rates*** 24p per mile

***Bicycle Mileage Rates*** 20p per mile

### ***Other Travel Expenses***

Rail Travel (supporting receipt required)	Standard Class Fare
Taxi, Tube and Bus Fares, Car Parking, Toll Charges (Supporting receipts if possible)	Actual Cost

If a travel pass is provided by the Council the recipient must make a contribution of 40% towards the total cost met by the Council. The recipient also forgoes the right to claim for travel allowances or expenses for duties undertaken in the area covered by the pass or to make use of transport services provided directly by the Council, unless the relevant travel service is not available, or there are health and safety reasons.

<b>Benchmark Day Subsistence (excluding VAT)</b>	<b>£</b>
Breakfast	4.48
Lunch	6.17
Tea	2.43
Evening Meal	7.64

**Benchmark Overnight Subsistence (excluding VAT)**

In London	97.09
Other locations outside London	85.13

The reasonable cost of meals taken, overnight accommodation and minor associated out-of-pocket expenses will be reimbursed, **subject to the provision of supporting receipts**. The validity of claims made will be judged against where the meal was taken or where the stay occurred, the total time spent on the duty and the relevant benchmark subsistence value.