

# WEST YORKSHIRE INTEGRATED TRANSPORT AUTHORITY

DATE: 19 MARCH 2010

AGENDA ITEM NO: **11**

**SUBJECT: MEMBERS ALLOWANCES AND EXPENSES**

## Report of the Clerk and Chief Financial Officer

### 1. **MATTER FOR CONSIDERATION**

1.1. To report on the Members Allowances Scheme proposed for 2010/11.

### 2. **INFORMATION**

2.1. Under the 2003 Local Authority Members Allowances Regulations a revised scheme is required to be approved, each year, before the start of the financial year. The basis of the current members allowances scheme was approved by Members at their annual meeting in June 2003, after having received a report from an independent assessment panel, under the Chairmanship of Dr Declan Hall of Birmingham University.

#### **Basic and Special Responsibility Allowances**

2.1.1. Clause 11(1) of the existing scheme requires that all allowances (basic and responsibility) be increased from 1 April by the amount of any percentage increases which have been approved for staff in the previous year. The nationally agreed percentage increase granted to Executive staff on 1 April 2009 was 1.5% thus all the basic and special responsibility allowances, including those for all independent representatives, have been increased accordingly (rounded to evenly divide by 12 months) and are set out in the attached scheme.

#### **Travelling and Subsistence Expenses**

2.1.2. There have been no changes yet announced for staff travelling and subsistence rates although they are expected shortly. It is therefore recommended that the scheme be approved subject to Schedule 3 being automatically amended when the new rates for Executive staff are announced. All such changes will be sent to Members and will operate from 1 April 2010.

#### **Child Care and Dependent Carers Allowances**

2.1.3. These are not included in the attached scheme as they are stated to be the District Council's responsibilities under the national regulations.

### **Approved Duties**

2.3.4. There are no changes to the definition of approved duties as set out in Schedule 2.

### **Wording Changes**

2.3.5. There are no other wording changes to the document approved by the Authority last year (27 March 2009).

### **Review of Members Allowances Scheme**

2.3.6. In order to reflect changes being made to the Authority's committee structure, it will be necessary to undertake a comprehensive review of the Members Allowances Scheme. The Executive Board agreed that a preliminary review of the allowances scheme should be undertaken by officers and independently scrutinised and reviewed by Dr Declan Hall.

The intention is to recommend a revised scheme to the ITA's Annual Meeting in June 2010.

## **3. FINANCIAL AND EC PROCUREMENT IMPLICATIONS**

3.1. Assuming no change to the Committee Structure, the increase will cost about £3,500 per annum. This excludes any cost associated with changes to rates of Travelling Allowances or other expenses.

## **4. STAFFING IMPLICATIONS**

4.1. None specifically arising from this report.

## **5. EQUAL OPPORTUNITY IMPLICATIONS**

5.1. None specifically arising from this report.

## **6. RECOMMENDATIONS**

6.1. That the attached Members Allowances Scheme be approved from 1 April 2010.

6.2. That the scheme be amended from 1 April 2010 for any revised travelling and expenses rates subsequently issued by the Executive for their staff.