

CRAWLEY BOROUGH COUNCIL **Members' Allowances Scheme**

In accordance with Regulation 16 of the Local Authorities (Members' Allowances) (England) Regulations 2003, this notice is required to be published because there has been an amendment to the Council's Members' Allowances Scheme and also because twelve months has expired after the previous publication of notice of the Scheme (required irrespective whether the scheme has been amended during that twelve month period).

At its meeting on 7 April, 2010, the Council agreed the recommendations of the Independent Panel established to review the Members' Allowances Scheme and adopted a scheme for allowances for the period 1 April 2010 to 31 March 2012, the main features of which are set out in the Schedule attached to this notice.

It was agreed that, for 2010/11 and 2011/12, the adjustments to the level of allowances be determined according to an index with the Chief Officers pay awards to be used for this purpose. Therefore, unless there were changes of Membership of the Panel or the Panel received a request from its own Members or from elected Members to meet earlier due to changes of circumstances, this scheme will also cover the period 2011/12 subject to appropriate changes required as a result of:

- (a) The Chief Officers pay awards (for basic and special responsibility allowances);
- (b) Inland Revenue Rates (for mileage allowances);
- (c) Officer rates (for other travelling (i.e. reimbursement of reasonable expenditure incurred) and subsistence allowances (updated annually with effect from 1 April)).

At its meeting on 20 July 2011, the Council approved amendments to the Scheme to incorporate a change to the Inland Revenue (now H.M. Revenue and Customs) Rates for mileage allowances with effect from the 2011/2012 tax year and to update it to confirm the Chief Officers' pay awards for 2010/11 and 2011/12 (both 0%).

Copies of the Scheme are available for inspection by members of the public in the Legal and Democratic Services Division, Town Hall, The Boulevard, Crawley, West Sussex during normal office hours and in the Council's [Constitution](#) on its website, www.crawley.gov.uk.

ANN MARIA BROWN
Head of Legal and Democratic Services
22 July 2011

Town Hall,
The Boulevard,
Crawley,
West Sussex
RH10 1UZ

SCHEDULE

All Members to receive a basic allowance of £5,949 per year.

In addition to this basic allowance, a number of members receive a special responsibility allowance as set out below:-

Office Holder	Special Responsibility Allowance (£)
Leader of the Council	14281
Cabinet Portfolio Holders	7138
Overview and Scrutiny Commission Chair	6389
Vice Chair of Scrutiny Commission	1166
Vice Chair of Scrutiny Commission	1166
Chair of Performance Monitoring Scrutiny Panel	1133
Payment to Chair of any other Scrutiny Panel	1133
(note: Members would be entitled to only one Scrutiny Panel £1133 allowance per year, including that relating to the Performance Monitoring Scrutiny Panel even if they chose to undertake a second review)	
Chair of Development Control Committee	5949
Vice Chair of Development Control Committee	2380
Chair of Licensing Committee	5949
Vice Chair of Licensing Committee	1166
Chair of Standards Committee	2380
Chair of General Purposes Committee	2380
Chair of Audit and Governance Committee	2380
Chair of Budget Advisory Group (payable provided the post holder is not a Cabinet Member)	2380
Leader(s) of minority group(s) (<i>differential rates depending on number of members in that Group</i>);	
• basic allowance	2200
• additional payment per group member	274

No member is entitled to more than two special responsibility allowances. If they fulfil three or more of the above roles, they are paid only the highest two allowances.

The basic and special responsibility allowances for 2010/11 and 2011/12 set out above are subject to any adjustments to the level of allowances being determined by using the Chief Officers' pay awards as the index. At the time of producing this scheme, the Chief Officers' pay award for 2010/11 was expected to be 0%. If there is an increase, the figures above will be increased accordingly. However, since agreeing this scheme, the Chief Officers' pay awards for 2010/11 and 2011/12 have both been 0%.

Other allowances recommended payable are as follows:

Subsistence Allowance (these figures to be the same as Council's staff's subsistence allowances, which whilst not being subject to increases for 2010/11 may still be subject to increases for 2011/12).	£
Breakfast	£6.45
Lunch	£8.91
Tea	£3.53
Evening Meal	£11.03
Out of Pocket Allowances (Residential Training Courses) Per Night Per Week	£4.97 £19.86
Dependant Carers' Allowance Per Hour (actual cost up to) (Payable provided that the carer is not a member of the Councillor's own household).	£8.82

Travelling allowances payable to members shall be in line with those approved by the Inland Revenue (now H.M. Revenue and Customs). Since agreeing this scheme, there has been one change to increase the mileage rate for cars and vans from 40p to 45p per mile for the first 10,000 miles (with effect from the 2011/2012 tax year).

The scheme provides that any allowance payable to a Member during a period of suspension imposed due to a breach of the Code of Conduct shall be withheld or, where payment has been made, this shall be repaid.