

**Recommended Item from Council held on 15<sup>th</sup> February 2013**

**878. THE MEMBERS' ALLOWANCE SCHEME 2012/2013**

The Solicitor to the Council advised Members that this report was submitted in accordance with the provisions of the Local Authorities (Members' Allowances)(England) Regulations 2003. Regulations 10(1) and 10(2) require authorities to make their Members' Allowance Scheme before the beginning of the year to which it relates, in this case for the year 1<sup>st</sup> April 2012 to 31<sup>st</sup> March 2013.

This report incorporates the resolution of Council on 20<sup>th</sup> July, 2011 following the review of the Members' Allowance Scheme by the Independent Remuneration Panel.

A table showing the proposed level of allowances for the year 1<sup>st</sup> April 2012 to 31<sup>st</sup> March 2013 was submitted.

It was also proposed that a further amendment be included requesting that Members submit their expenses on a monthly basis. This would help to reduce administration costs and also ensure that any documents that officers need to refer to when processing claims are readily available. It is proposed that the additional point be added as follows:- "Members expense claims submitted more than three months after the expenses were incurred will be paid only with the express approval of the Director of Corporate Resources".

Moved by Councillor E. Watts, seconded by Councillor A.F. Tomlinson

**RESOLVED** that (1) the Members' Allowance Scheme for the year 2012/13 be implemented with effect from 1<sup>st</sup> April, 2012 in accordance with the rates set out in the report,

(2) the level of Members' Allowances be updated to reflect any changes to the mileage allowance rates upon which Members' Allowances are based, subject to the effective date not being earlier than the beginning of the scheme year,

**(3) the following additional point be added to the Financial Regulations section of Members' Allowance:-**

***"Members expense claims submitted more than three months after the expenses were incurred will be paid only with the express approval of the Director of Corporate Resources",***

(4) the scheme be published in accordance with the Local

Authorities (Members' Allowances) (England) Regulations 2003,  
**(5) the Members' Allowance Scheme contained within the  
Council's Constitution be updated to reflect the changes  
approved in this report,**

(6) the details of the Members' Allowance Scheme are updated  
on the Council's Intranet and the relevant Council Web page.

(Constitution)

**RECOMMENDED** to Standards Committee

that the Chief Executive Officer be designated as the "proper officer" for the  
purpose of the Members' Allowance Scheme Regulations and this be included  
within the Chief Executive Officer's Delegation Scheme in the Constitution,

(Head of Democratic Services (Standards Committee))