



# DEVON & SOMERSET FIRE & RESCUE AUTHORITY

<b>REPORT REFERENCE NO.</b>	<b>DSFRA/09/10</b>
<b>MEETING</b>	<b>DEVON &amp; SOMERSET FIRE &amp; RESCUE AUTHORITY</b>
<b>DATE OF MEETING</b>	<b>6 MAY 2009</b>
<b>SUBJECT OF REPORT</b>	<b>CONFIRMATION OF RATES PAYABLE IN 2009/10 UNDER THE AUTHORITY APPROVED SCHEME OF MEMBERS ALLOWANCES</b>
<b>LEAD OFFICER</b>	<b>Clerk to the Authority</b>
<b>RECOMMENDATIONS</b>	<p>(a) <i>that, as required by the Local Authorities (Members' Allowances)(England) Regulations 2003, the rates of basic and special responsibility allowances and expenditure reimbursement payable under the Authority's Approved Scheme during 2009/10 be confirmed as those set out in Sections 2 and 3 of this report, subject to (b) below;</i></p> <p>(b) <i>that the Authority consider what uprating should apply to Basic and Special Responsibility Allowances for 2009/10</i></p>
<b>EXECUTIVE SUMMARY</b>	<p>Regulations require the Authority to have in place its own Scheme for the payment of a basic allowance to each of its Members. The Authority may also provide for the payment of Special Responsibility Allowances and reimbursement of travel and subsistence expenditure. The Regulations also require the details of any such Schemes to be confirmed by the Authority for each financial year in question.</p> <p>The Authority approved its current Scheme of Allowances in May 2008 following consideration of an in-depth report prepared by an independent consultant. The Scheme provides for an annual uprating of allowances. Given this, the Authority is invited to confirm that the rates payable in 2009/10 will be those as agreed at its Annual Meeting in 2008. The Authority is also invited to consider what uprating to basic and special responsibility allowances should apply for the 2009/10 financial year.</p>
<b>RESOURCE IMPLICATIONS</b>	The approved revenue budget 2009/10 makes provision for the payment of allowances at the rates as set out in this report. Provision has also been made for the basic and special responsibility allowances to be uprated by a maximum of 2.30%.
<b>EQUALITY IMPACT ASSESSMENT</b>	No potentially negative impact sufficient enough to warrant a full impact assessment has been identified in the content of this report.

<b>APPENDICES</b>	Nil.
<b>LIST OF BACKGROUND PAPERS</b>	Report DSFRA/08/11 (“Devon & Somerset Fire & Rescue Authority Approved Scheme of Members’ Allowances), together with report of Independent Consultant, as submitted to Annual Meeting of the Authority on 28 May 2008.

## 1. **BACKGROUND**

1.1 The Local Authority (Members' Allowances)(England) Regulations 2003 require the Authority to make a Scheme of Members Allowances that:

- MUST provide for payment of a basic allowance to every Member of the Authority (to recognise the time commitment of all Members and cover incidental costs such as postage, telephone calls etc in connection with Authority duties); and
- MAY provide:
  - for payment of a Special Responsibility Allowance for those Members undertaking additional roles (e.g. Authority and Committee Chairs); AND
  - payment of travel and subsistence expenses in relation to Authority duties.

1.2 The Regulations also require the Authority to confirm its Scheme of Allowances for each financial year in question.

## 2. **AUTHORITY APPROVED SCHEME – CURRENT RATES FOR BASIC AND SPECIAL RESPONSIBILITY ALLOWANCE**

2.1 At its Annual Meeting on 28 May 2008 the Authority considered a review of its Allowances Scheme as conducted by an independent consultant and resolved to adopt the following rates (Minute DSFRA/8 refers):

<b>Type of Allowance</b>	<b>Amount per annum £</b>
Basic	2,000
Special Responsibility	
- Chairman of Authority (5 x basic)	10,000
- Vice Chairman of Authority (3 x basic)	3,000
- Committee Chairs (2 x basic)	4,000
- Authority-appointed director to Regional Control Centre Local Authority Controlled Company (LACC) (1 x basic)	2,000
Independent Member of Standards Committee	500

2.2 The Approved Scheme also provides for the automatic annual uprating of the above allowances (by reference to annual guidance issued by Local Government Association [LGA]). Guidance is still awaited from the LGA as to the recommended increase for 2009/10 although provision has been made in the Authority's approved revenue budget for basic and special responsibility allowances to be uprated by up to 2.30%. The Authority is invited to consider what percentage uprating it would wish to apply for the current financial year and whether it would wish this to be in line with the LGA recommendation subject to this not exceeding 2.3%.

### 3. TRAVEL AND SUBSISTENCE EXPENDITURE

3.1 The Authority's Approved Scheme also provides for the reimbursement of travel and subsistence expenses as follows:-

<b>Mileage</b>	<b>Rate per mile up to 10,000 miles</b>	<b>Rate per mile beyond 10,000 miles</b>
By car for official duties within the geographical areas of the County areas of Cornwall, Devon, Dorset, Gloucestershire, Hampshire, Somerset, Wiltshire and the area of the former Avon County Council	£0.40p	£0.124p
By motorbike for official duties within the geographical areas of the County areas of Cornwall, Devon, Dorset, Gloucestershire, Hampshire, Somerset, Wiltshire and the area of the former Avon County Council		
- up to 49cc	£0.07p	£0.07p
- 50cc – 149cc	£0.11p	£0.11p
- 150cc – 250cc	£0.14p	£0.124p
- over 250cc	£0.183p	£0.124p
<b>General Subsistence</b>		
- Breakfast (payable if leaving home prior to 07.30hours)		£5.57
- Lunch (payable if leaving home prior to 11.30am and returning after 2.30pm)		£7.70
- Tea (payable if travelling/working AFTER 7.00pm)		£3.04
- Dinner (payable if travelling/working AFTER 8.30pm)		£9.54
<b>Out of Pocket Expenses</b>		
- Per night		£4.31
- Per week		£17.26

### 4. CONCLUSION

4. Given that the Scheme was subject to a major review last year, it is recommended that:

- (a). subject to (b) below, the rates for basic and special responsibility allowances be as set out in Section 2 above;
- (b). that the Authority consider what uprating it would wish to apply to basic and special responsibility allowances for the 2009/10 financial year and whether this should be in line with guidance from the Local Government Association, subject to this not exceeding a potential increase of 2.30% as provided for in the approved budget; and

- (c). that the rates for reimbursement of travel and subsistence expenditure to operate for 2009/10 be confirmed as those set out in Section 3 above.

**MIKE PEARSON**  
**Clerk to the Authority**