



DEVON & SOMERSET FIRE & RESCUE AUTHORITY

REPORT REFERENCE NO.	DSFRA/10/5
MEETING	DEVON & SOMERSET FIRE & RESCUE AUTHORITY
DATE OF MEETING	19 FEBRUARY 2010
SUBJECT OF REPORT	CONFIRMATION OF RATES PAYABLE IN 2010/11 UNDER THE AUTHORITY APPROVED SCHEME OF MEMBERS' ALLOWANCES
LEAD OFFICER	Clerk to the Authority
RECOMMENDATIONS	<p>(a) <i>that, as required by the Local Authorities (Members' Allowances)(England) Regulations 2003, the basic and special responsibility allowances and expenditure reimbursement payable under the Authority's Approved Scheme during 2010/11 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 2010/11.</i></p>
EXECUTIVE SUMMARY	<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 allowances payable in 2010/11 will be those as agreed at its Annual Meeting in 2008 (subject to payment of the Special Responsibility to the alternate rather than main Authority appointed Director to South West Fire Control Ltd.). The Authority is also invited to consider what uprating to basic and special responsibility allowances should apply for the 2010/11 financial year.</p>
RESOURCE IMPLICATIONS	<p>The draft revenue budget 2010/11 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 2.0%.</p>

EQUALITY IMPACT ASSESSMENT	No potentially negative impact sufficient enough to warrant a full impact assessment has been identified in the content of this report.
APPENDICES	Nil.
LIST OF BACKGROUND PAPERS	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):

Type of Allowance	Amount per annum £
Basic	2,000
Special Responsibility	
- Chairman of Authority (5 x basic)	10,000
- Vice Chairman of Authority (3 x basic)	6,000
- 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 At its meeting on 28 September 2009 that Authority resolved that the Special Responsibility Allowance (SRA) normally payable to the Authority appointed Director to South West Fire Control Ltd. (the local authority controlled company established with overall governance responsibility for the South West Regional Control Centre) should instead be payable to the alternate director, this position to be reviewed at the 2010 Annual Meeting of the Authority (Minute DSFRA/25 refers). This was intended to facilitate succession planning and also in light of the fact that the main Authority appointed Director – as Vice-Chairman of the Authority – was already in receipt of one SRA and could not, under the terms of the current Scheme, receive a second.

- 2.3 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]).
- 2.4 At its meeting on 6 May 2009 the Authority considered a report on the level of allowances to be payable in 2009/10 and resolved not to apply any uprating for that financial year and to freeze the rates at the 2008/09 level, as shown in the table at paragraph 2.1 above (Minute DSFRA/97 refers).
- 2.5 Guidance is still awaited from the LGA as to the recommended increase for 2010/11 although provision has been made in the Authority's draft revenue budget for basic and special responsibility allowances to be uprated by up to 2.0%. 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 (once known) subject to this not exceeding 2.0%.

3. **TRAVEL AND SUBSISTENCE EXPENDITURE**

- 3.1 The Authority's Approved Scheme also provides for the reimbursement of travel and subsistence expenses as follows. Members may wish to note that, in relation to mileage, the rate per mile up to 10,000 miles is the maximum tax-free amount as set by HM Revenue and Customs. The subsistence rates are the current rates for National Joint Council non-uniformed employees.

Mileage	Rate per mile up to 10,000 miles	Rate per mile beyond 10,000 miles
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
General Subsistence		
- 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
Out of Pocket Expenses		
-	Per night	£4.31
-	Per week	£17.26

4. CONCLUSION

4.1 The Authority Scheme was subject to a major review in 2008. The Authority is invited to consider this report with a view to determining:

- (a). that, subject to any uprating and to continued payment of the SRA to the alternate rather than main Regional Control Centre Company Director, the basic and special responsibility allowances be as set out in Section 2 above;
- (b). what uprating it would wish to apply to basic and special responsibility allowances for the 2010/11 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 2.00% as provided for in the draft Revenue Budget for the year; and
- (c). that the rates for reimbursement of travel and subsistence expenditure to operate for 2010/11 be confirmed as those set out in Section 3 above.

MIKE PEARSON
Clerk to the Authority