

## **PART 6 - MEMBERS' ALLOWANCES SCHEME**

The Stockport Metropolitan Borough Council ("the Council"), in exercise of the powers conferred by the Local Authorities (Members' Allowances) Regulations 2003 ("the regulations") as amended hereby makes the following scheme.

1. This scheme may be cited as the Stockport Metropolitan Borough Council Members' Allowances Scheme 2013, and shall have effect from 21 May 2013.

2. In this scheme,

"member" means a member of the Council who is a Councillor or a Co-optee;

"Councillor" means a member of the Council who is a Councillor;

"Co-optee" means a member who is a member of a Committee or Sub-Committee of the Council but is not a Councillor

"year" means the 12 months ending with 31 March.

### **Basic Allowance**

3. For each year a basic allowance shall be paid to each Councillor at a level specified in Schedule 1 of the scheme. The Basic Allowance includes a payment of £750.00 to cover expenses incurred in local travel in the Borough on Council business, telephone call charges relating to Council business and stationery and other office consumables required in the Councillor's home for Council work.

### **Special Responsibility Allowance**

4. (1) For each year a Special Responsibility Allowance shall be paid to those Councillors who hold the special responsibilities in relation to the Council that are specified in Schedule 1 to this scheme.  
(2) Subject to paragraph 11, the amount of each such allowance shall be the amount specified against that special responsibility in that schedule.  
(3) Subject to sub-paragraph (4) the number of Special Responsibility Allowances paid to any one Councillor shall be one only.  
(4) A Councillor who is a member of the Greater Manchester Waste Disposal Authority or the Transport for Greater Manchester Committee may receive two Special Responsibility Allowances under this scheme.

### **Dependant Carer's Allowance**

5. Dependant Carer's Allowance shall be payable at a rate equivalent to the current value of the Living Wage paid by the Council (net of tax) for the care of dependants who are children. For the care of other dependants an allowance will be paid equivalent to the rates payable for the time being by the Council's Adult Services. Dependant Carer's Allowance will only be payable while a member is performing an approved duty listed at paragraph 1 to 17 of Schedule 2 and will not be payable in respect of care provided by a member of the claimant's immediate family comprising members of the same household, grandparents, uncles and aunts.

### **Co-optee's Allowance**

6. For each year a Co-optee's allowance will be payable to a Co-optee who is appointed Chair of the Standards Committee; a Co-optee member of the Standards Committee; and other Co-optees at a level specified in Schedule 1 of the scheme

### **Travel Allowance**

7. (1) Expenses necessarily incurred on subsistence in connection with "approved" duties will be reimbursed in accordance with the equivalent scheme applicable to employees of the council save that in exceptional circumstances claims over and above these amounts may be approved at the discretion of the Chief Executive
- (2) Subject to sub-paragraph 3, travel in connection with "approved" duties (Schedule 2) will be reimbursed at the current HMRC rates.
- (3) Payment for expenses incurred by Councillors on travel within the Borough is included in the Basic Allowance (see paragraph 3 above) and is not reimbursable as travel allowance under this paragraph.

### **ICT Allowance**

8. For each year an ICT Allowance at a level specified in Schedule 1 of the scheme shall be payable to all members to cover the cost of their own ICT provision and broadband in lieu of council provided equipment, save that a member may elect to forgo this allowance in favour of the Council's Standard ICT package provided on a four year loan at the commencement of their term of office.

### **Annual Adjustments of Allowance Levels**

9. For the four years commencing 21 May 2013 the amount of an allowance payable under this scheme shall be increased by reference to such percentage increase as is specified by the Corporate Director for Corporate and Support Services of the Council as the percentage increase in the pay of local government employees as determined by the National Joint Council for Local Government Services.

### **Renunciation**

10. A member may by notice in writing given to the Corporate Director for Corporate and Support Services elect to forego any part of his or her entitlement to an allowance under this scheme.

### **Part-year Entitlements**

11. (1) The provisions of this paragraph shall have effect to regulate the entitlement of a member to allowances where, in the course of a year, this scheme is amended or that member becomes, or ceases to be, a member, or accepts or relinquishes a special responsibility in respect of which a Special Responsibility Allowance is payable.
- (2) If an amendment to this scheme changes the amount of an allowance to which a member is entitled, then in relation to each of the periods
  - (a) beginning with the year and ending with the day before that on which the first amendment in that year takes effect, or

- (b) beginning with the day on which an amendment takes effect and ending with the day before that on which the next amendment takes effect, or (if none) with the year

the entitlement to such an allowance shall be to the payment of such part of the amount of the allowance under this scheme as it has effect during the relevant period as bears to the whole the same proportion as the number of the days in the period bears to the number of days in the year.

- (3) Where the term of office of a member begins or ends otherwise than at the beginning or end of a year, the entitlement of that member to an allowance shall be to the payment of such part of the allowance as bears to the whole the same proportion as the number of days during which his or her term of office subsists bears to the number of days in that year.
- (4) Where this scheme is amended as mentioned in sub-paragraph (2), and the term of office of a member does not subsist throughout the period mentioned in sub-paragraph (2)(a), the entitlement of any such member an allowance shall be to the payment of such part of the allowance referable to each such period (ascertained in accordance with that sub-paragraph) as bears to the whole the same proportion as the number of days during which his or her term of office as a member subsists bears to the number of days in that period.
- (5) Where a Councillor has during part of, but not throughout, a year such special responsibilities as entitle him or her to a Special Responsibility Allowance, that Councillor's entitlement shall be to the payment of such part of that allowance as bears to the whole the same proportion as the number of days during which he or she has such special responsibilities bears to the number of days in that year.
- (6) Where this scheme is amended as mentioned in sub-paragraph (2), and a Councillor has during part, but does not have throughout the whole, of any period mentioned in sub-paragraph (2)(a) of that paragraph any such special responsibilities as entitle him or her to a special responsibility allowance, that Councillor's entitlement shall be to payment of such part of the allowance referable to each such period (ascertained in accordance with that sub-paragraph) as bears to the whole the same proportion as the number of days in that period during which he or she has such special responsibilities bears to the number of days in that period.

## **Pensions**

- 12. All Councillors who are under the age of 70 are entitled to a pension in accordance with a scheme made under Section 7 of the Superannuation Act 1972 and both basic allowance and special responsibility allowance may be treated as amounts in respect of which such pensions are payable.

## **Claims and Payments**

- 13. (1) Payments shall be made in respect of basic and special responsibility allowances in installments of one-twelfth of the amount specified in this scheme on the 15th day of each month;

- (2) Where a payment of one-twelfth of the amount specified in this scheme in respect of a basic allowance or a special responsibility allowance would result in the Councillor receiving more than the amount to which, by virtue of paragraph 11, he or she is entitled, the payment shall be restricted to such amount as will ensure that no more is paid than the amount to which he or she is entitled.
- (3) Co-optee's allowance shall be payable on 15 July in each year or on the fifteenth day of the month following the member becoming a member of the Council.

#### **Withdrawal of Allowances**

- 14. (1) Where a member is fully or partially suspended from his or her duties, basic allowance or, as the case may be, co-optee's allowance, payable to him or her in respect of the period for which he or she is suspended or partially suspended, may be withheld by the Council.
- (2) Where a member is fully or partially suspended from his or her duties, special responsibility allowance or travel and subsistence allowance, payable to him or her in respect of the responsibility or duties from which he or she is suspended or partially suspended, may be withheld by the Council

#### **Schedule 1**

#### **Schedule of Allowances**

A copy of the Schedule, adjusted annually, can be found on the Council's website at [www.stockport.gov.uk/membersallowances](http://www.stockport.gov.uk/membersallowances)

**Schedule 2**

**APPROVED DUTIES**

1. A meeting of the Executive.
2. A meeting of a Committee of the Executive.
3. A Council Meeting.
4. A meeting of a Committee or Sub-Committee of the Council.
5. A meeting of any other body to which the Council makes appointments or nominations.
6. A meeting of a Committee or Sub-Committee of any other body to which the Council makes appointments or nominations.
7. A meeting which has both been authorised by the Council, the Executive, a Committee or Sub-Committee of the Council or a Joint Committee of the Council and one or more other Councils, or a Sub-Committee of a Joint Committee and to which representatives of more than one political group have been invited (if the Council is divided into several political groups) or to which two or more Councillors have been invited (if the Council is not divided into political groups).
8. A meeting of a Local Authority Association of which the Council is a member.
9. Duties undertaken on behalf of the Council in pursuance of any standing order made under Section 135 of the Local Government Act 1972 requiring a member or members to be present while tender documents are opened.
10. Duties undertaken on behalf of the Council in connection with the discharge of any function of the Council conferred by or under any enactment and empowering or requiring the Council to inspect or authorise the inspection of premises.
11. Duties undertaken on behalf of the Council in connection with arrangements made by the Council for the attendance of pupils at a school approved for the purposes of Section 342 of the Education Act 1996.
12. Panels and Working Parties.
13. Joint Briefings.
14. Visiting teams/Committee visits.
15. Any other duty approved by the Council for the purposes of, or in connection with, the discharge of the functions of the Council, or of any of its Committees or Sub-Committees.
16. Any duty for the purpose of, or in connection with, the discharge of the functions of the Executive.
17. Attendance at any conference/training event approved by the Chief Executive