

# **COUNCIL MEETING**

## **AGENDA**

**20th July 2021**

Littleport Leisure Centre,  
Camel Road,  
Littleport,  
Ely  
CB6 1EW

# Cambridgeshire County Council Notice of Meeting

The meeting of the County Council will be held at Littleport Leisure Centre, Camel Road, Littleport, Ely CB6 1EW on Tuesday 20th July 2021 at 10.30a.m.

## Agenda

Apologies for Absence

1. Minutes – 18th May 2021 (previously circulated)  
[available at [County Council meeting 18/05/2021](#)]

2. Chair's Announcements (oral)

3. Declarations of Interests (oral)  
[[Guidance for Councillors on declaring interests is available here](#)]

4. Public Question Time (oral)

To receive and respond to questions from members of the public in accordance with Council Procedure Rule 9.3.

5. Petitions (oral)

To receive petitions from the public in accordance with Council Procedure Rule 9.4.

6. Items for determination from Policy and Resources Committees (oral)

(a) Strategy and Resources Committee

Treasury Management Report – Quarter Four Update 2020-21

To consider the following recommendation arising from the Strategy and Resources Committee meeting on 6th July 2021 (minute no.9 refers)

To note the Treasury Management Quarter Four Report for 2020/21.

Note: a copy of the report discussed by the Strategy and Resources Committee and the minutes of the meeting are available via the following link: [Strategy and Resources meeting 06/07/2021](#)

(b) Environment and Green Investment Committee  
Cambridgeshire and Peterborough Minerals and Waste Local Plan document  
(Version for Adoption)

To consider the following recommendations arising from the  
Environment and Green Investment Committee meeting on 1st July 2021  
(minute no.5 refers)

- a) Notes the conclusions of the independent Inspector who was appointed to examine the submitted Cambridgeshire and Peterborough Minerals and Waste Local Plan.
- b) Recommends to Full Council the adoption of the Cambridgeshire and Peterborough Minerals and Waste Local Plan, incorporating modifications as recommended by the Inspector ('Main Modifications') and other minor editorial modifications ('Additional Modifications'), as attached at Appendix B, subject to recommendation (f).
- c) Notes that should Full Council adopt the Minerals and Waste Local Plan, the following council documents are revoked and must not be used for decision making:
  - Minerals and Waste Core Strategy (2011); and
  - Minerals and Waste Site Specific Proposals (2012).
- d) Subject to recommendation b), recommends that Full Council endorses that the Cambridgeshire 'Policies Map' be updated in accordance with the draft maps as published during the examination of the Minerals and Waste Local Plan, as included at Appendix D.
- e) Agrees to revoke the following two Supplementary Planning Documents (SPDs) for decision making purposes in the Cambridgeshire area, but only if Full Council does adopt the new Plan under Recommendation b), and with such revocation only taking effect from the same date that the new Plan is adopted:
  - Location and Design of Waste Management Facilities SPD (2011);  
and
  - Block Fen / Lingwood Fen Master Plan SPD (2011).
- f) Recommends to Full Council that recommendation b) only comes into effect if Peterborough City Council has already agreed to adopt the Plan; or, if that agreement is not yet achieved by Peterborough City Council, recommendation b) comes into effect from the date that Peterborough City Council does agree to adopt the Plan. If Peterborough City Council agree not to adopt the Plan, then recommendations b) to e) become null and void.

Note: a copy of the report discussed by the Environment and Green Investment Committee and the minutes of the meeting are available via the following link:  
[Environment and Green Investment Committee meeting 01/07/2021](#)

7. Members' Allowances (pages 11-52)
8. Appointment of the Vice-Chair of Audit and Accounts Committee (oral)
9. Appointments to Outside Organisations (oral)
10. Motions submitted under Council Procedure Rule 10 (oral)

a) Motion from Councillor Mark Goldsack

Under the previous Conservative administration Cambridgeshire County Council committed in May 2020 to support the delivery of net-zero carbon emissions for Cambridgeshire when it approved its Climate Change and Environment Strategy. Work started last year scoping 'Local Area Energy Planning' as a 'route map to net zero by 2050' for Cambridgeshire which was also highlighted in the recent report by the Cambridgeshire and Peterborough Independent Commission for Climate Change. A planned approach, such as 'Local Area Energy Planning' offers a more cost effective long term solution for decarbonisation and provides better local benefits for our communities.

The Council has already committed to investment into renewable energy generation and it is clear that Cambridgeshire must generate more renewable energy to help deliver its targets and its fair share of carbon emission reductions. Good examples of work underway are projects such as Solar Together, supporting residents to purchase solar PV for their roofs; Abraham Smart Energy grid, which uses already developed land to generate solar PV over car spaces; and solar farms, such as North Angle Solar Farm, which is at an acceptable human scale. These widely supported, Conservative administration schemes have resulted in huge praise for the County's efforts from groups and people including Friends of the Earth, putting Cambridgeshire County Council as one of, if not the leading, Green focussed local authority.

There are examples of renewable energy projects that are not best practice exemplars, or suitable at the size and scale being proposed in rural communities. It is important the council and its partners highlight both good and bad practice and find better local solutions. The proposed Sonica development, a 500MW solar farm that covers 2800 acres of farmland on the Eastern edges of Cambridgeshire, will impact the villages of Isle ham, Chippenham, Snail well, and Kennet, plus a number of villages in West Suffolk. For context it is over 2100 football pitches worth of land and will change the rural nature of the countryside in just one project! The electricity generated by this project will feed directly into the National Grid at Burwell providing no local benefit. There are so many better ways to get the same volume of renewable energy generated in Cambridgeshire than private solar PV farms of this scale using greenfield sites in the countryside.

In the village of Isleham, the consultation undertaken by Sonica falls well short of the statutory minimum required. It was a late addition to the site plan and after most of the consultation work in neighbouring villages was undertaken. The good people of Isleham are being unheard and mis-treated by this process, despite several representations to Sunnica direct.

The planning decision for the proposed Sunnica Project falls under the legislation for Nationally Significant Infrastructure Projects that will ultimately be determined by

the Secretary of State. As it stands the Sunnica Project is not supported by the relevant elected Members of West Suffolk District Council, East Cambridgeshire District Council, and Suffolk County Council, as the other relevant 'host' planning authorities. In addition, both local MP's; locally elected County Council members; and all local and neighbouring Parish/town councils stand against the development.

This Council is requested to agree:

- The Chief Executive writes to the Secretary of State to express concern at the size and scale of the proposed 500MW Sunnica solar farm on agricultural farmland. The letter is to propose that better solutions for generating this scale of renewable energy can be achieved through a combination of retrofitting solar PV on roofs of homes and businesses; on brownfield sites and with smaller scale solar PV farms that work in harmony with the local communities. Delivery can be achieved using 'Local Area Energy' planning which Local Authorities can lead in collaboration with their communities.
- The letter is to include that the consultation process for the proposed Sunnica development has major weaknesses and has failed local people, particularly in Isleham which was left out of early discussions.
- The letter is to also confirm that the planned size and spread of the proposed Sunnica development is wrong for the level of green field land required; has an unreasonable impact on the daily lives of rural communities; and that the Council does not support the Sunnica Proposal.
- The Council shares a copy of the letter sent to the Secretary of State with the other 'host' planning authorities, both local MP's, and the Cambridgeshire Parish Councils of Burwell, Chippenham, Fordham, Isleham, Kennett, Snailwell and Soham; to ensure its objections to the proposed Sunnica scheme are known.

[The Monitoring Officer advises that the motion relates to a matter for the Council to determine and that the motion is therefore in order as drafted]

b) Motion from Councillor Elisa Meschini

The covid pandemic has exposed the need for sustainable government funding to carry local authorities through this pandemic and beyond. It has also exposed the effects of this government's failure to update – despite intensive lobbying on the subject – the funding formula for Cambridgeshire.

Cambridgeshire, as a fast growing area of the UK, makes a positive contribution to the national Gross Value Added. A fairer assessment of the funding formula should be based on and account for the rising demand for social care and children's services, the growth in older population, and the rising deprivation as a result of incomes being affected by the pandemic. The recent census will 'reset' population statistics from 2021 and funding allocations must be updated to reflect the results of the census as and when available as the current 2011-based projections significantly understate population growth in Cambridgeshire.

This Council instructs the Chief Executive to work with leaders (political and officer) and MPs to present the case for a review of the funding formula for Cambridgeshire and Peterborough to Government by November 2021.

[The Monitoring Officer advises that the motion relates to a matter for the Council to determine and that the motion is therefore in order as drafted]

c) Motion from Councillor Lorna Dupré

This Council notes that

1. the European Union (Withdrawal Agreement) Act 2020 gives powers in UK law to implement provisions for protecting citizens' rights in the Withdrawal Agreement, and the similar separation agreements with Switzerland and with the EEA EFTA states (Iceland, Liechtenstein, and Norway);
2. the provisions in the Withdrawal Agreement set out a framework for the continued legal residence (and associated rights, including social security and healthcare rights) of EU citizens living in the UK, and UK nationals living in the EU, beyond 31 December 2020;
3. EU citizens may apply for the EU Settlement Scheme, with a deadline of 30 June 2021 which has now passed; and
4. the House of Commons briefing paper 8772 *Citizens' rights provisions in the European Union (Withdrawal Agreement) Bill 2019-20* highlights that some EU citizens may be unaware of the need to apply for settled status or may have difficulty in doing so.

This Council recognises

- a. its role in ensuring that EU citizens know they are welcome in Cambridgeshire, and in working together with partner authorities and agencies to ensure information about late application to the EU Settlement Scheme is available and accessible;
- b. its responsibilities towards Looked After children, and adults in receipt of Social Care, who are EU citizens, and in particular the importance of ensuring that all care leavers who have to apply to the EU Settlement Scheme have been supported to make a successful application for full settled status;
- c. The many factors which might satisfy as eligible reasons for a late application to be accepted, including
  - where a parent, guardian or Local Authority has failed to apply on behalf of a child
  - where a person has or had a serious medical condition, which meant they were unable to apply by the relevant deadline
  - where someone is a victim of modern slavery or is in an abusive relationship
  - where someone is isolated, vulnerable or did not have the digital skills to access the application process

- where a person was unable to apply by the relevant deadline for compelling practical or compassionate reasons – including in light of the COVID-19 pandemic.
- d. the difficulties faced by many applicants to the EU Settlement Scheme resulting from the insistence of the Government on digital-only proof of status; and
  - e. the need for advice, not just for applicants, but also for those required to check residents' digital proof of full settled status.

This Council therefore resolves

- A. to work with partner councils and agencies to deliver a proactive and readily accessible information campaign about late application, and support to make such applications, through public facilities including (but not limited to) libraries and community centres, to ensure no EU citizen is left unaware of the need to apply, and where to turn to get the help they need, whether from this Council or other agencies;
- B. to mobilise the County's Community Resilience Group to share the responsibility to promote late applications and provide the support some people may need to apply;
- C. to ensure all Looked After Children and adults in receipt of Social Care, who are EU citizens and for whom the Council is responsible, have been supported to complete applications to the EU Settlement Scheme, and that late application is pursued as a matter of urgency for all such residents who have not made an application to the EU Settlement Scheme before the 30 June deadline;
- D. to develop and implement a targeted programme, through the Council's Think Communities team and its relationships with district, city, town and parish councils, to engage with EU citizens most likely to fall into vulnerable categories including those in (c) above;
- E. to provide IT support in libraries and other venues to support applicants who are finding it difficult to complete the digital application process, or to view and prove their digital status;
- F. to provide training for council staff to signpost EU citizens if they come into contact with someone without full settled status;
- G. to request that colleges delivering English language courses ensure they include messages about late applications in their course materials, and liaise with the Mayor and Combined Authority as the funding body for Skills to support this initiative; and
- H. to work with partner councils and agencies to provide a programme of information for those such as landlords and employers whose roles require them to check digital proof of status.

[The Monitoring Officer advises that the motion relates to a matter for the Council to determine and that the motion is therefore in order as drafted]

d) Motion from Councillor Steve Tierney

This Council recognises that our County highways have been significantly underfunded for many years, through various administrations (including when Labour, the Liberal Democrats and Independents shared control.) While there may have been good reasons for hard decisions to be taken, the situation is unsustainable.

This Council notes that the highways budget has experienced a £6m reduction in central government grant compared to the previous year. The LibDem (led) Administration has failed to allocate £6.3 Million to the highways budget from the identified revenue underspend in 2020-21, despite suggestions during election campaigns that the paucity of highways condition would be remedied.

Areas of deprivation, already subject to disparities of wealth and health are of particular concern when even their basic infrastructure is in poor condition.

Urgent action must be taken before our highways fall into any further disrepair. This action is needed across the County, but initial focus should be on those areas with the greatest deprivation.

Areas of Greatest Deprivation:

Fenland 003F	Staithe	1758
Fenland 002C	Waterlees	2010
Fenland 002D	Waterlees	2857
Fenland 007B	March East	3174
Fenland 003I	Medworth	3986
Fenland 003H	Medworth	4231
Cambridge 006F	Abbey	4183
Fenland 001D	Roman Bank	4872
Cambridge 006D	Abbey	5217
Fenland 004C	Elm & Christchurch	5380
Fenland 003C	Octavia Hill	5517
Fenland 006D	Lattersey	5753
Fenland 002A	Clarkson	5877
Cambridge 001C	Kings Hedges	6022
Hunts 008B	Huntingdon N.	6125
Hunts 008A	Huntingdon E.	6204
Fenland 003B	Octavia Hill	6816
Fenland 004A	Elm & Christchurch	6854
Fenland 005A	March Nth.	6920
Fenland 004E	Parson Drove & Wisbech St Mary	6927
Fenland 004F	Parson Drove & Wisbech St Mary	7346
Hunts 022D	Eaton Socon	7433

This motion does not seek to blame the current administration, as successive budgets have created the issue. It does, however, note that the current administration now has the power to take decisions to address an imbalance between the wealthiest and poorest parts of the County.

Therefore this Council agrees to:

- a) An immediate audit of roads and footpaths in these areas or greatest deprivation to be concluded before Winter 2021.
- b) Dedicated and significant spend on the highways and footpaths of the following divisions; Staithe, Waterlees, March East & Rural, Medworth, Abbey to bring all highways in these areas up to a quality standard that taxpayers and road users should be able to expect. This work to take place in 2021 and 2022.
- c) This action to be followed by extensive audits in other areas in 2022, once these areas of deprivation are completed and in good condition.

[The Monitoring Officer advises that the motion relates to a matter for the Council to determine and that the motion is therefore in order as drafted]

- e) Motion from Councillor Steve Count

#### Background

The first meeting where the new Liberal Democrat administration was then in charge, was the Cambridgeshire County Council AGM, May 18th 2021. At the meeting Council agreed to make changes to the constitution under "Matters of urgency" constitutional process, as agreed through its chair.

#### Significant concerns

Whilst the weight of evidence piles up across the board, demonstrating the chaotic way the Council is being led, these two more significant issues require attention of full council now.

May 18th 2021 – Meeting of full council. Changes to the constitution were allowed by the Chair Councillor Derek Giles, as matters of urgency. Whilst this is the Chair's decision, the decision has to be in line with legislation and the Council's constitution. If this decision failed a legal challenge, every subsequent committee decision would be open to serious challenge. The question of whether it was legal or not has now led to the council seeking legal advice from two separate external sources. With the ultimate outcome a lack of confidence in the decision, and the soundness of it. In the absence of a more confident determination the Conservative group, despite not agreeing with many of the decisions made by the new administration, seeks to secure them, as they were made according to the rules of democracy. We therefore ask that all decisions made that day and subsequently be ratified by full council today, rather than re-visit each and every single decision. This will effectively reduce the threat of a possible legal challenge.

#### Recommendations to Council

This Council ratifies all of the decisions made at the AGM of Cambridgeshire County Council on May 18th 2021 and all subsequent decisions made through the committee system, from that date till now.

[The Monitoring Officer advises that the motion relates to a matter for the Council to determine and that the motion is therefore in order as drafted]

11. Questions

- (a) Cambridgeshire and Peterborough Combined Authority (to follow)  
and Overview and Scrutiny Committee  
(Council Procedure Rule 9.1)
- (b) Written Questions (Council Procedure Rule 9.2) (oral)

To note responses to written questions from Councillors submitted under Council Procedure Rule 9.2.

Dated 12th July 2021

Fiona McMillan  
Monitoring Officer

The meeting will be streamed on the Council's website, given the current Covid restrictions if you wish to attend in person, please contact Michelle Rowe at the County Council's Democratic Services on Cambridge (01223) 699180 or by email at: [michelle.rowe@cambridgeshire.gov.uk](mailto:michelle.rowe@cambridgeshire.gov.uk)

## Members' Allowances

To: County Council

Date: 20th July 2021

From: The Monitoring Officer

Purpose: To consider the report prepared by the new Independent Remuneration Panel on Members' Allowances and to make a new scheme of allowances which will take effect from 10 May 2021.

Recommendation: Full Council is asked to:

- (a) consider the Panel's recommendations and determine whether to accept the recommendations as they stand or with amendments or alternatively to make a different scheme altogether.
- (b) confirm the date on which the new scheme will come into effect.
- (c) formally revoke the existing Members' Allowances Scheme with effect from that date.
- (d) authorise the Monitoring Officer to prepare a new scheme to reflect the outcome of the Council's deliberations and to take any consequential action arising therefrom.
- (e) agree that the Chair and Vice-Chair of Council, which are not part of the Members' Allowances Scheme, should receive an allowance of £10,462 and £3,170 respectively.
- (f) ask the Constitution and Ethics Committee to prepare a policy to support parental leave for councillors for Council approval.
- (g) ask the Independent Remuneration Panel to undertake a review of the allowances for the new Policy and Service Committee Chairs and Vice-Chairs in twelve to eighteen months' time.

Officer contact:

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Post: Democratic Services Manager

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## 1. Background

- 1.1 Local authorities are legally obliged to establish a scheme of allowances for their elected members. The regulations governing this set out a range of requirements in relation to the content of the scheme itself and to the process by which councils should follow when making their schemes of allowances.
- 1.2 One of the key requirements of the process is that the council must, before determining the content of its scheme of allowances, have considered the report of an Independent Remuneration Panel, established for this purpose.
- 1.3 In accordance with the Council's constitution, the current Independent Remuneration Panel was appointed by Constitution and Ethics Committee at its meeting on 18 May 2021.
- 1.4 The existing scheme took effect from 19 July 2017 with no indexation and is scheduled to last for a period of four years or until the next review whichever is soonest.
- 1.5 Cambridgeshire County Council's new Independent Remuneration Panel was therefore asked to prepare a report. In preparing this report, the Independent Remuneration Panel have considered all aspects of Cambridgeshire County Council's scheme of allowances, including the structure of the scheme, the level of allowances paid and the circumstances in which allowances may be claimed.
- 1.6 The attached report has been prepared by the Independent Remuneration Panel.
- 1.7 Full Council is now required to make a new scheme of allowances having considered the attached recommendations.
- 1.8 It is open to Full Council to accept the recommendations of the panel in full, in part or to amend them entirely to create a different scheme altogether. However, Full Council is legally obliged to make a scheme.

## 2. Budget implications of Independent Remuneration Panel Recommendations

2.1 The recommendations proposed by the IRP will cost as follows:

### Special Responsibility

#### Group Leaders and Deputy SRAs

Leader of the Council	£31,704
Deputy Leader of the Council	£20,607
Leader of the main opposition	£10,462
Leader of the minor opposition x 2	£3,825
Total	£70,423

[The Leaders of the Labour and Independent Groups will not receive this allowance as they can only receive one allowance as Deputy Leader of the Council and Chair of Communities, Social Mobility and Inclusion Committee respectively]

#### Policy and Service Committees

Policy and Service Committee Chairs x 5	£18,372
Policy and Service Committee Vice-Chairs x 5	£7,927
Total	£131,495

#### Other Committees

Audit and Accounts Committee Chair	£7,926
Pension Fund Committee Chair	£7,926
Planning Committee Chair	£7,926
Total	£23,778

#### Combined Authority Appointments

Combined Authority Board Member	£3,170
Combined Authority Overview & Scrutiny Committee x 2	£1,585
Combined Authority Audit and Governance Committee	£1,585
Total	£7,925

[The Leader will not receive the Combined Authority Board allowance as she can only receive one allowance. The Council's representative on the Audit and Governance Committee is also the Chair of Audit and Accounts Committee so the same rule applies]

Fostering Panel Member to receive £140 per day or £70 per half day

The allowances for the Chair and Vice-Chair of Council are not part of the Members' Allowances Scheme and are funded from a separate budget managed by the Chief Executive's office.

Special Responsibility Allowance Total £233,621

(This does not include the Fostering Panel or the Chair and Vice-Chair of Council)

### Basic Allowance

£10,568 x 61 £644,648

- 2.2 At the start of the financial year, the following budget figures were set for Basic and SRA budgets of £629,215 and £310,075 respectively totalling £939,290.
- 2.3 The changes proposed by the Independent Remuneration Panel total £878,269. (This does not include the allowance to the Chair and Vice-Chair of Council, which is not part of the Members' Allowances Scheme, the Fostering Panel, which is claimed for as and when the member sits on the panel, or the one member one SRA rule).
- 2.4 Once the national local government pay award is confirmed this will be applied and backdated to these allowances from 10th May 2021. The local government employers first offer was an increase of 1.5%, this has been rejected by the staff side and further consideration is pending. We would expect that the uplift will be not less than 1.5% equating to an additional £13,174 across the allowances set out in this report.

## 3. Source Documents

- 3.1 [Councillors' allowances - Cambridgeshire County Council](#)  
[Constitution and Ethics Committee - 18 May 2021](#)

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**The report of the Independent Remuneration Panel  
appointed to review the allowances paid to Councillors.  
of Cambridgeshire County Council**

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June 2021

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## 1. INTRODUCTION AND BACKGROUND

- 1.1.1 The Local Authorities (Members' Allowances) (England) Regulations 2003 ("the 2003 Regulations"), as amended, require all local authorities to appoint an independent remuneration panel (IRP) to advise on the terms and conditions of their scheme of councillors' allowances.
- 1.1.2 Cambridgeshire County Council formally appointed the following persons to undertake this process and make recommendations on its future scheme.

Nicky Blanning – Local resident  
Gerard Dempsey- Business Consultant and member of the Judiciary  
Jennifer Horn- Local Company Director  
Amanda Orchard- Marketing Consultant and Local Magistrate  
Mark Palmer – Development Director, South East Employers (Chair)

- 1.1.3 Our terms of reference were in accordance with the requirements of the 2003 Regulations, together with "Guidance on Consolidated Regulations for Local Authority Allowances" issued jointly by the former Office of the Deputy Prime Minister and the Inland Revenue (July 2003). Those requirements are to make recommendations to the Council as to:

- (a) the amount of basic allowance to be payable to all councillors.
- (b) the level of allowances and whether allowances should be payable for:
  - (i) special responsibility allowances, including those for Chairman and Vice Chairman of the Council.
  - (ii) travelling and subsistence allowance.
  - (iii) dependants' carers' allowance.
  - (iv) parental leave and.
  - (v) co-optees' allowance.

and the amount of such allowances.

- (c) whether payment of allowances may be backdated if the scheme is amended at any time to affect an allowance payable for the year in which the amendment is made.
- (d) whether adjustments to the level of allowances may be determined according to an index and if so which index and how long that index should apply, subject to a maximum of four years before its application is reviewed.

## 2. CURRENT SCHEME

- 2.1.1 The last review of councillors' allowances was undertaken by the IRP for the Council and became effective from 19<sup>th</sup> July 2017.
- 2.1.2 The Scheme currently provides that all councillors are each entitled to a total basic allowance of **£10,315** per annum, with effect from 2017, no indexation has been applied during the last four years. In addition, some councillors receive special responsibility allowances for undertaking additional duties.
- 2.1.3 Councillors may also claim the cost of travel and expenses and for expenditure on the care of children or dependants whilst on approved duties.

### 3. PRINCIPLES UNDERPINNING OUR REVIEW

#### 3.1 The Public Service Principle

- 3.1.1 This is the principle that an important part of being a councillor is the desire to serve the public and, therefore, not all of what a councillor does should be remunerated. Part of a councillor's time should be given voluntarily. The consolidated guidance notes the importance of this principle when arriving at the recommended basic allowance.<sup>1</sup> Moreover, we found that a public service concept or ethos was articulated and supported by most of the councillors we interviewed and in the responses to the questionnaire completed by councillors as part of our review.
- 3.1.2 The principle of public service had been recognised in previous IRP reviews and was quantified in 2017. To provide transparency and increase an understanding of the Panel's work, we will continue to recommend the application of an explicit Public Service Discount (or PSD). Such a PSD is applied to the time input necessary to fulfil the role of a councillor. Further explanation of the PSD to be applied is given below in section 4.

#### 3.2 The Fair Remuneration Principle

- 3.2.1 Alongside the belief that the role of the elected Councillor should, in part, be viewed as unpaid voluntary service, we advocate a principle of fair remuneration. The Panel in 2021 continues to subscribe to the view promoted by the independent Councillors' Commission:

*Remuneration should not be an incentive for service as a councillor. Nor should lack of remuneration be a barrier. The basic allowance should encourage people from a wide range of backgrounds and with a wide range of skills to serve as local councillors. Those who participate in and contribute to the democratic process should not suffer unreasonable financial disadvantage as a result of doing so.<sup>2</sup>*

- 3.2.2 We are keen to ensure that our recommended scheme of allowances provides reasonable financial compensation for councillors. Equally, the scheme should be fair, transparent, logical, simple, and seen as such.
- 3.2.3 Hence, we continue to acknowledge that:
- (i) allowances should apply to roles within the Council, not individual councillors.
  - (ii) allowances should represent reasonable *compensation* to councillors for expenses they incur and time they commit in relation to their role, not *payment* for their work; and
  - (iii) special responsibility allowances are used to recognise the *significant* additional responsibilities which attach to some roles, not merely the extra time required.
- 3.2.4 In making our recommendations, we have therefore sought to maintain a balance between:

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<sup>1</sup> The former Office of Deputy Prime Minister – now the Department for Communities, Housing and Local Government, and Inland Revenue, *New Council Constitutions: Guidance on Consolidated Regulations for Local Authority Allowances*, London: TSO, July 2003, paragraph 68.

<sup>2</sup> Rodney Brooke and Declan Hall, *Members' Remuneration: Models, Issues, Incentives and Barriers*. London: Communities and Local Government, 2007, p.3.

- (i) the voluntary quality of a councillor's role.
- (ii) the need for appropriate financial recognition for the expenses incurred and time spent by councillors in fulfilling their roles; and
- (iii) the overall need to ensure that the scheme of allowances is neither an incentive nor a barrier to service as a councillor.

3.2.5 The Panel has ensured that the scheme of allowances is understandable in the way it is calculated. This includes ensuring the bandings and differentials of the allowances are as transparent as possible.

3.2.6 In making our recommendations, we wish to emphasise that any possible negative impact they may have is not intended and should not be interpreted as a reflection on any individual councillor's performance in the role.

## **4. CONSIDERATIONS AND RECOMMENDATIONS**

### **4.1 Basic Allowance**

4.1.1 A Council's scheme of allowances must include provision for a basic allowance, payable at an equal flat rate to all councillors. The guidance on arriving at the basic allowance states, "Having established what local councillors do, and the hours which are devoted to these tasks the local authorities will need to take a view on the rate at which, and the number of hours for which, councillors ought to be remunerated."<sup>3</sup>

4.1.2 In addition to the regular cycles of Council and committee meetings, a number of working groups involving councillors may operate. Many councillors are also appointed by the Council to a number of external organisations.

4.1.3 We recognise that councillors are responsible to their electorate as:

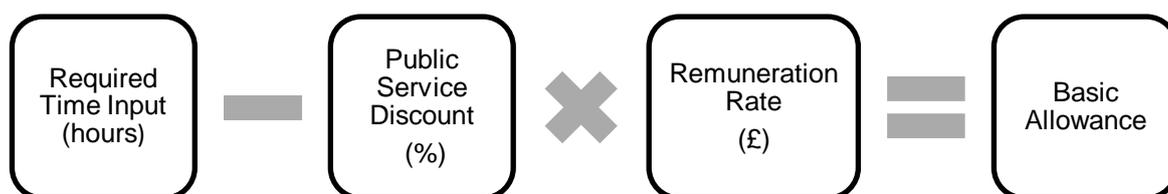
- Representatives of a particular division.
- Community leaders.
- Decision makers for the whole Council area.
- Policy makers for future activities of the Council.
- Scrutineers and auditors of the work of the Council; and
- Regulators of planning and other matters required by Government.

4.1.4 The guidance identifies the issues and factors an IRP should have regard to when making a scheme of allowances.<sup>4</sup> For the basic allowance we considered three variables in our calculation: the time required to execute the role effectively; the public service discount; and the rate for remuneration.

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<sup>3</sup> The former Office of Deputy Prime Minister – now the Department for Housing, Communities and Local Government, and Inland Revenue, *New Council Constitutions: Guidance on Consolidated Regulations for Local Authority Allowances*, London: TSO, July 2003, paragraph 67.

<sup>4</sup> The former Office of Deputy Prime Minister – now the Department for Communities and Local Government, and Inland Revenue, *New Council Constitutions: Guidance on Consolidated Regulations for Local Authority Allowances*, London: TSO, July 2003, paragraphs 66-81.



4.1.5 Each of the variables is explained below.

#### Required Time Input

4.1.6 We ascertained the average number of hours necessary per week to undertake the role of a councillor (with no special responsibilities) from questionnaires and interviews with councillors and through reference to the relevant Councillor Role Profiles. In addition, we considered information about the number, range, and frequency of committee meetings.<sup>5</sup>

4.1.7 Discounting attendance at political meetings (which we judged to be centred upon internal political management), we find that the average time commitment required to execute the role of a councillor with no special responsibilities is 17 hours per week.

#### Public Service Discount (PSD)

4.1.8 From the information analysed, we found councillors espoused a high sense of public duty. Given the weight of evidence presented to us concerning, among other factors, the levels of responsibility, the varied nature of the role, the need for learning and development, and the increasing accessibility and expectations of the public, we recommend a Public Service Discount of 25 per cent to the calculation of the basic allowance. This percentage sits within the mid- range of PSDs applied to basic allowances by councils.

#### Remuneration Rate

4.1.9 After establishing the expected time input to be remunerated, we considered a remuneration rate. We came to a judgement about the rate at which the councillors ought to be remunerated for the work they do.

4.1.10 To help identify an hourly rate for calculating allowances, we utilised relevant statistics about the local labour market published by the Office for National Statistics. We selected the average (median), full-time gross<sup>6</sup> wage per hour by place of residence for the Cambridgeshire County Council area £15.94<sup>7</sup>

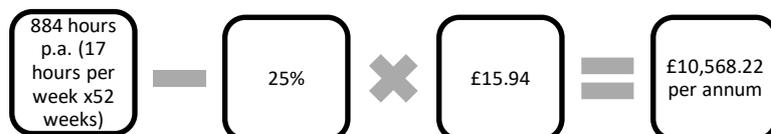
<sup>5</sup> The summary responses to the questionnaires are available on request.

<sup>6</sup> The basic allowance, special responsibility allowance, dependants' carers' allowance, and co-optees' allowance are taxable as employment income.

<sup>7</sup> The Nomi official labour market statistics: Hourly Pay – Gross median (£) For full-time employee jobs by place of residence: UK December 2020.

## Calculating the basic allowance

4.1.11 After determining the amount of time required each week to fulfil the role (17hours), the level of PSD to be applied (25%) and the hourly rate to be used (£15.94), we calculated the basic allowance as follows:



4.1.12 The gross Basic Allowance before the PSD is applied is **£14,091**. Following the application of the PSD this leads to a basic allowance of **£10,568** per annum.

4.1.13 This amount is intended to recognise the overall contribution made by councillors, including their work on council bodies, and division work and attendance on external bodies.

4.1.14 We did also note the levels of basic allowance currently allocated by other county councils (see table below and Appendix 3).

Council	Unitary Councils: Basic Allowances (£) 2020 <sup>8</sup>
East Sussex County Council	12,797
Hampshire County Council	12,489
Kent County Council	15,406
Oxfordshire County Council	11,014
Surrey County Council	12,443
West Sussex County Council	11,875
<b>Average</b>	<b>12,671</b>

4.1.15 The Panel wished to ensure the level of basic allowance does not constitute a barrier to candidates from all sections of the community standing, or re-standing, for election as councillors. The Panel was of the view that the 2017 review had begun to make recommendations to ensure that the current basic was in accordance with the principle of fair remuneration and the 2021 review has consolidated this approach.

**WE THEREFORE RECOMMEND that the Basic Allowance payable to all members of Cambridgeshire County Council be £10,568 per annum.**

<sup>8</sup> Figures drawn from the South East Employers, Members' Allowances Survey 2020 (October 2020).

## 4.2 Special Responsibility Allowances (SRAs)

- 4.2.1 Special Responsibility Allowances are awarded to councillors who perform significant additional responsibilities over and above the roles and expenses covered by the basic allowance. These special responsibilities must be related to the discharge of the council's functions.
- 4.2.2 The 2003 Regulations do not limit the number of SRAs which may be paid, nor do they prohibit the payment of more than one SRA to any one councillor. They do require that an SRA be paid to at least one councillor who is not a member of the controlling group of the Council. As the guidance suggests, if the majority of councillors receive an SRA, the local electorate may rightly question the justification for this.<sup>9</sup>
- 4.2.3 We conclude from the evidence we have considered that the following offices bear *significant* additional responsibilities:
- Leader of the Council
  - Deputy Leader of the Council
  - Leader of the Main Opposition
  - Leader of the Minor Opposition (Group to have at least 4 Councillors)
  - Policy and Service Committee Chairs x 6
  - Policy and Service Committee Vice Chairs x 6
  - Audit and Accounts Committee Chair
  - Pension Fund Committee Chair
  - Planning Committee Chair
  - Chair of the Council
  - Vice Chair of the Council
  - Co-Opted Members
  - Combined Authority Board Member
  - Combined Authority Overview and Scrutiny Committee Member
  - Combined Authority Audit and Governance Committee Member

### One SRA Only Rule

- 4.2.4 To improve the transparency of the scheme of allowances, we feel that no councillor should be entitled to receive at any time more than **one SRA**. If a councillor can receive more than one SRA, then the public are unable to ascertain the actual level of remuneration for an individual councillor from a reading of the Scheme of Allowances.
- 4.2.5 Moreover, the One SRA Only Rule avoids the possible anomaly of the Leader receiving a lower allowance than another councillor. If two or more allowances are applicable to a councillor, then the higher-valued allowance would be received. The One SRA Only Rule is common practice for many councils. Our calculations for the SRAs are based on this principle, which should be highlighted:

**WE THEREFORE RECOMMEND that that no councillor shall be entitled to receive at any time more than one Special Responsibility Allowance and that this One SRA Only Rule be adopted into the Scheme of Allowances.**

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<sup>9</sup> The former Office of Deputy Prime Minister – now the Department for Housing Communities and Local Government, and Inland Revenue, *New Council Constitutions: Guidance on Consolidated Regulations for Local Authority Allowances*, London: TSO, July 2003, paragraph 72.

### The Maximum Number of SRA's Payable

- 4.2.6 In accordance with the 2006 Statutory Guidance (paragraph 72) the Panel is of the view that the Council should adhere to the principal that no more than 50% of Council Members (30) should receive an SRA at any one time.

**WE THEREFORE RECOMMEND that the Council should adhere to a maximum number of SRA's payable at any one time that does not exceed 50% of Council Members (30 Members).**

### Calculating SRAs

- 4.2.7 The Panel has implemented the criteria and formula for calculating the Leader of the Council allowance. Based on a multiplier of the Basic Allowance, this role carries the most significant additional responsibilities and is the most time consuming.
- 4.2.8 We applied a multiplier of the basic allowance to establish the Leader's SRA. Other SRAs are then valued downwards as a percentage of the Leader's allowance. This approach has the advantage that, when future adjustments to the SRAs are required, changing the Leader's SRA will have a proportionate and easily calculable effect on the other SRAs within the scheme.

We grouped together in Tiers those roles that we judged to have a similar level of responsibility. The outline result of this approach is illustrated in a pyramid of responsibility:



The rationale for these eight tiers of responsibility is discussed below.

#### Leader (Tier One)

- 4.2.9 The Council elects for a four-year term of office the Chair of the Strategy and Resources Committee who fulfils the role of the Leader who is ultimately responsible for the discharge of the leadership functions of the Council. The Leader has personal authority and chairs the Strategy and Resources Committee and is a member of the Combined Authority Board.
- 4.2.10 The multiplier we applied to calculate the Leader's SRA is 300% (3 x times) the basic allowance. If the recommended option of a basic allowance with a PSD of 25% is adopted, this results in a Leader's Allowance of £31,704.

**WE RECOMMEND that the Leader of the Council receive a Special Responsibility Allowance of 300% of the basic allowance, £31,704.**

#### Deputy Leader (Tier Two)

- 4.2.11 The Deputy Leader usually acts on the Leader's behalf in their absence. From the information we gathered, we continue to consider this additional responsibility should be reflected in the level of allowance. Therefore, we recommend the Deputy Leader's SRA be set at 65% of the Leader's SRA. If our recommendations concerning the basic allowance and the Leader's SRA are adopted, this results in an allowance of £20,608.

**WE RECOMMEND that the Deputy Leader receive a Special Responsibility Allowance of 65% of the Leader's Allowance, £20,608.**

#### Policy and Service Committee Chairs (Tier Three)

- 4.2.12 From the evidence gathered, including questionnaire responses, face to face interviews and the Council's Role Profiles, we consider the six Policy and Service Committee Chairs should continue to receive an allowance of £18,372.
- 4.2.13 The Panel was informed that there had been significant changes made to some of the policy and service committees following the election. The current six Policy and Service Committees are set out below:

Strategy and Resources,  
Adults and Health,  
Children and Young People,  
Environment and Green Investment,  
Communities, Social Mobility and Inclusion  
Highways and Transport

Therefore the Panel would like to evaluate the remuneration for the Chairs and Vice Chairs of the new committees in twelve to eighteen months' time when they have had time to be embedded. In the meantime, the Panel recommends the continuation of the current allowance for the Chairs and Vice Chairs of the Policy and Service Committees.

**WE RECOMMEND that the Policy and Service Committee Chairs continue to receive a Special Responsibility Allowance of £18,372. The Panel further recommends that a review of the allowances for the new Policy and Service Committee Chairs takes place in twelve to eighteen months' time.**

#### Leader of the Main Opposition Group and Chair of the Council (Tier Four)

- 4.2.14 The role of the Leader of the Main Opposition Group continues to be a demanding role and one of the few allowances that the 2003 Members' Allowances Regulations recommend should receive an allowance. The Panel therefore recommends that the Leader of the Main Opposition receive a Special Responsibility Allowance of 33% of the Leader's allowance, £10,462. We also recommend that the current qualification for this allowance of twelve seats or more be removed.
- 4.2.15 The Panel was also asked to consider the allowance of the Chair of the Council. This is a key role that both Chairs the Council meetings and has a ceremonial role representing the County Council in civic engagements. Currently the Chair of the Council receives a monthly allowance of £400 (£4,800 per annum). This allowance was last reviewed in 2008.
- 4.2.16 The Panel is of the view that the Chair of Council is a significant role that represents the Council and its public image in relation to civic engagements across the County and chairing the Council meetings. We therefore recommend that the Chair of the Council receive an allowance of 33% of the Leader's allowance, £10,462.

**WE RECOMMEND that the Leader of the Main Opposition should receive an allowance of 33% of the Leader's Allowance, £10,462 and the current qualification for this allowance of twelve seats or more should be removed.**

**WE ALSO RECOMMEND that the Chair of the Council receive an allowance of 33% of the Leader's Allowance, £10,462.**

#### Policy and Service Committee Vice Chairs (Tier Five)

- 4.2.17 The Panel was of same view as set out in 4.2.13 and as recommended for the Chairs of the Policy and Service Committees the allowances for the Vice Chairs of the Policy and Service Committees should remain unaltered. The Panel will review the allowances for the Chairs and Vice Chairs of the new Policy and Service Committees in twelve to eighteen months' to allow for them to be effectively embedded. In the meantime, the Vice Chairs of the Policy and Service Committees should continue to receive an allowance of £7,927.

**WE RECOMMEND that the Vice Chairs of the Policy and Service Committees continue to receive a Special Responsibility Allowance of £7,927. The Panel further recommends that the allowances for the roles of the Chairs and Vice Chairs of the Policy and Service Committees be reviewed in twelve to eighteen months' time allowing time for the new committees to be embedded.**

#### Audit and Accounts Committee Chair, Pension Fund Committee Chair and Planning Committee Chair (Tier Six).

- 4.2.18 The Panel is of the view that the roles of Audit and Accounts Committee Chair, Pension Fund Committee Chair and Planning Committee Chair continue to be significant roles of comparable size and importance and therefore the Panel recommends that the Chairs of the three committees should receive a Special Responsibility Allowance of 25% of the Leader's Allowance, £7,926.

**WE RECOMMEND that the Audit and Accounts Committee Chair, the Pension Fund Committee Chair and the Planning Committee Chair should each receive a Special Responsibility Allowance of 25% of the Leader's Allowance £7,926.**

Vice Chair of the Council, Leader of the Minor Opposition and Combined Authority Board Member (Tier Seven)

- 4.2.19 The Panel was also asked to consider the allowance for Vice Chair of the Council. Since 2008 the Vice Chair of the Council has received an allowance of £200 per month (£2,400 per annum). Like the Chair of the Council the Vice Chair role represents the County Council through external and civic engagements and therefore has a significant impact. The Panel therefore recommends that the Vice Chair of the Council receive a Special Responsibility Allowance of 10% of the Leader's Allowance, £3,170.
- 4.2.20 The Panel also recommends that the Leader of the Minor Opposition receive a Special Responsibility Allowance of 10% of the Leader's Allowance, £3,170 and that to qualify for this allowance the Leader of the Minor Opposition should lead a group of at least four Councillors.
- 4.2.21 The role of member of the Board of the Combined Authority is a significant role and one that is undertaken by the Leader of the Council. The Panel is of the view that the Combined Authority Board Member should receive a Special Responsibility Allowance of 10% of the Leader's Allowance, £3,170.

**WE RECOMMEND that the Vice Chair of the Council, The Leader of the Minor Opposition and the Combined Authority Board Member each receive a Special Responsibility Allowance of 10% of the Leader's Allowance, £3,170. WE ALSO RECOMMEND that the Leader of the Minor Opposition should lead a group of at least four Councillors to qualify for the allowance.**

Combined Authority Overview and Scrutiny Committee Member and Combined Authority Audit and Governance Committee Member (Tier Eight)

- 4.2.22 The Panel was of the view that as is recommended for the Combined Authority Board Member role the role of a member of the Combined Authority Overview and Scrutiny and Audit and Governance Committee are both significant roles that should receive Special Responsibility Allowance. The Panel recommends that both the members of the Combined Authority Overview and Scrutiny Committee and Audit and Governance Committee should receive a Special Responsibility Allowance of 5% of the Leader's Allowance, £1,585.

**WE RECOMMEND that the Combined Authority Overview and Scrutiny Committee Member and the Combined Authority Audit and Governance Committee Member each receive a Special Responsibility Allowance of 5% of the Leader's Allowance, £1,585.**

Fostering Panel Member

- 4.2.23 The Council's member on the Fostering Panel currently receives an allowance of £3,750 per annum. Other members of the Fostering Panel receive an allowance based on a daily and half daily rate of £140 and £70 respectively. Whilst recognising the importance and added value of the Council's representation on the Fostering Panel the Panel was of the view that the allowance should be in line with that of other Fostering Panel Members. The Panel therefore recommends that the Special Responsibility Allowance for the Council Member of the Fostering Panel should be £140 per day and £70 per half day meeting.

**WE RECOMMEND that the Council Member on the Fostering Panel should receive a Special Responsibility Allowance of £140 per day and £70 per half day meeting.**

Deputy Leader of the Main Opposition and Deputy Leader of the Minor Opposition

- 4.2.24 The Panel is of the view that the Special Responsibility Allowances for the roles of Deputy Leader of the Main Opposition and the Deputy Leader of the Minor Opposition should be withdrawn. The Panel was of the view that the roles were not of a significant enough basis to meet the criteria to be applicable for a Special Responsibility Allowance.

**WE RECOMMEND that the Special Responsibility Allowance for the Deputy Leader of the Main Opposition and Deputy Leader of the Minor Opposition be withdrawn.**

Co-opted Members- Financial Loss Allowance

- 4.2.25 An IRP may recommend the payment and level of an allowance for those who serve on the committees or sub-committees of a Council but are not members of the Council. We recognise that in so doing, an element of the contribution made by the co-optees should be voluntary. We therefore continue to recommend that co-optees of the Council are entitled to an allowance of £50.00 flat fee per half day attended plus travel and other expenses in accordance with the scheme applicable to councillors.

**WE RECOMMEND that the Co-opted Members should continue to receive an allowance of £50.00 flat fee per half day attended. The role should also receive travel and other expenses in accordance with the scheme applicable to councillors. The fee will be subject to any indexation that will apply.**

### **4.3 Travelling Allowance**

- 4.3.1 A scheme of allowances may provide for any councillor to be paid for travelling and subsistence undertaken in connection with any of the duties specified in Regulation 8 of the 2003 Regulations (see paragraph 5.10). Similarly, such an allowance may also be paid to co-opted members of a committee or sub-committee of the Council in connection with any of those duties, provided that their expenses are not also being met by a third party.

**WE RECOMMEND that a travelling allowance should be payable to councillors and co-opted members in connection with any approved duties. The amount of travel payable shall continue to be at the maximum levels payable to council officers in line with HM Revenue and Customs' rates. We propose no changes to the current travel and policy in respect of subsistence allowances.**

### **4.4 Child and Dependant Carers' Allowance**

- 4.4.1 The child and dependant carers' allowance should ensure that potential candidates are not deterred from standing for election and should enable current councillors to continue despite any change in their personal circumstances. The current scheme awards reimbursement of actual reasonable costs incurred in using registered childminders, babysitters or other sitters for dependants while carrying out Approved duties. The scheme also allows for specialist Dependent Relative Care to be reimbursed at the actual cost upon production of receipts. In the case of reimbursement for specialist care, medical evidence that this type of care is required should also be provided.

- 4.4.2 The Panel therefore is of the view that the Child and Dependant Carers' Allowance should continue to be reimbursed for the actual cost incurred by the councillor upon

production of receipts. In respect of specialist care provision medical evidence that this type of care provision is required should also be provided and approved by an appropriate officer of the Council.

**WE THEREFORE RECOMMEND that the Child and Dependant Carers' Allowance should continue as outlined in the current Scheme of Allowances and be based at cost upon production of receipts and in the case of specialist care a requirement of medical evidence that this type of care be required, the allowance should have no monthly maximum claim when undertaking Approved duties. Payments at cost should be awarded when using a registered or professional carer'. Where care was not provided by a registered or professional carer but was provided by an individual not normally resident at the Councillor's home a maximum hourly rate based on the Real Living Wage as recommended by the Living Wage Foundation, currently £9.50 should apply. The Council has recently committed to be a Real Living Wage employer.**

**WE ALSO RECOMMEND that the Council should also actively promote the allowance to prospective and new councillors both before and following an election. This may assist in supporting greater diversity of councillor representation.**

#### **4.5 Parental Leave**

- 4.5.1 There is no uniform national policy to support councillors who require parental leave for maternity, paternity, or adoption leave. According to the Fawcett Society (Does Local Government Work for Women, 2018) a *'lack of maternity, paternity provision or support'* is a real barrier for women aged 18-44 to fulfil their role as a councillor.
- 4.5.2 We are of the view that support should be provided for parental leave although we do not wish to stipulate an exact policy/procedure. The Panel is aware that the Local Government Association has developed a model policy that has been adopted by a growing number of councils.
- 4.5.3 There is no legal right to parental leave of any kind for people in elected public office. However, as a way of improving the diversity of Councillors, the Panel would recommend that the Members' Allowance Scheme should be amended to include provisions that clarify that:
- All Councillors shall continue to receive their Basic Allowance in full for a period up to six months in the case of absence from their Councillor duties due to leave related to maternity, paternity, adoption shared parental leave or sickness absence.
  - Councillors entitled to a Special Responsibility Allowance shall continue to receive their allowance in full for a period of six months, in the case of absence from their Councillor duties due to leave related to maternity, paternity, adoption, shared parental leave or sickness absence.
  - Where for reasons connected with sickness, maternity leave, adoption leave, paternity leave or shared parental leave a Councillor is unable to attend a meeting of the Council for a period of six months, a dispensation by Council can be sought in accordance with Section 85 of the Local Government Act 1972
  - If a replacement to cover the period of absence under these provisions is appointed by Council or the Leader (or in the case of a party group position

the party group) the replacement shall be entitled to claim a Special Responsibility Allowance pro rata for the period over which the cover is provided.

- If a Councillor stands down, or an election is held during the period when a Councillor is absent due to any of the above and the Councillor is not re-elected or decides not to stand down for re-election, their Basic Allowance any Special Responsibility Allowance will cease from the date they leave office.

4.5.4 The Panel is conscious that these provisions do not replicate the LGA policy, but that policy introduces elements that are more akin to employees which in terms of employment legislation does not include Councillors. We feel that our recommendations more simply and adequately reflect the situation relating to Councillors and clarify for them what they can expect. County Councillors however may wish to further develop the above recommendations so that they reflect the LGA policy.

**WE RECOMMEND that the approach outlined is adopted as a basis of a policy to support parental leave for councillors. Should a policy on Parental Leave for Councillors be approved it should be actively promoted to prospective and current Councillors alongside the Dependants' Carers Allowance. This should form part of a wider 'Be A Councillor' (LGA led initiative) programme led by the Council and supported by political groups; to enhance and increase the diversity of councillor representation.**

#### **4.6 Indexing of Allowances**

4.6.1 A scheme of allowances may make provision for an annual adjustment of allowances in line with a specified index. The present scheme makes provision for the basic allowance, the special responsibility allowances and Co-Optees allowance to be adjusted annually in line with staff salaries.

**WE RECOMMEND that the basic allowance, each of the SRAs and the Co-Optees' Allowance be increased annually in line with the percentage increase in staff salaries (non-management band) from 10th May 2021 for a period of up to four years. After this period, the Scheme shall be reviewed again by an Independent Remuneration Panel.**

#### **4.7 Revocation of current Scheme of Allowances / Implementation of new Scheme**

4.7.1 The 2003 Regulations provide that a scheme of allowances may only be revoked with effect from the beginning of a financial year, and that this may only take effect on the basis that the authority makes a further scheme of allowances for the period beginning with the date of revocation.

**WE THEREFORE RECOMMEND that the new scheme of allowances to be agreed by the Council be implemented with effect from the 10th May 2021 at which time the current scheme of allowances will be revoked.**

## **5. OUR INVESTIGATION**

### **5.1 Background**

- 5.1.1 As part of this review, a questionnaire was issued to all councillors to support and inform the review. Responses were received from 30 of the 61 current councillors (50% response). The information obtained was helpful in informing our deliberations.
- 5.1.2 We interviewed seven current councillors using a structured questioning process. We also held a workshop that had a high level of councillor participation. We are grateful to all our interviewees for their assistance.

### **5.2 Councillors' views on the level of allowances**

- 5.2.1 A summary of the councillors' responses to the questionnaire are attached as Appendix 2.

## **6. APPROVED COUNCILLOR DUTIES**

- 6.1.1 The Panel reviewed the recommended duties for which allowances should be payable and recommend that no changes be made.

**WE THEREFORE RECOMMEND: That no changes are made to the Approved Duties as outlined in the Members' Allowance Scheme.**

**Mark Palmer  
(Chair of the Independent Remuneration Panel)  
Development Director, South East Employers  
June 2021**

### Appendix 1: Summary of Panel's Recommendations

Allowance	Current Amount for 2020-21	Number	Recommended Allowance (25% PSD)	Recommended Allowance Calculation
<b>Basic (BA)</b>				
<b>Total Basic:</b>	<b>£10,315</b>	<b>61</b>	<b>£10,568</b>	

<b>Special Responsibility:</b>				
Leader of the Council	£31,745	1	£31,704	300% of BA
Deputy Leader of the Council	£20,627	1	£20,607	65% of Leader's Allowance
Policy and Service Committee Chairs	£18,372	6	£18,372	
Leader of the Main Opposition	£10,234	1	£10,462	33% of Leader's Allowance
Chair of the Council	£400 per month	1	£10,462	33% of Leader's Allowance
Policy and Service Committee Vice Chairs	£7,927	6	£7,927	
Audit and Accounts Committee Chair	£7,345	1	£7,926	25% of Leader's Allowance
Pension Fund Committee Chair	£7,345	1	£7,926	25% of Leader's Allowance
Planning Committee Chair	£7,345	1	£7,926	25% of Leader's Allowance
Leader of Minor Opposition	£3,825	1	£3,170	10% of the Leader's Allowance
Vice Chair of the Council	£200 per month	1	£3,170	10% of Leader's Allowance
Combined Authority Board Member	£0	1	£3,170 <sup>1</sup>	10% of Leader's Allowance
Deputy Leader of Main Opposition	£1,790	1	£0	SRA to be withdrawn
Deputy Leader of Minor Opposition	£662	1	£0	SRA to be withdrawn
Combined Authority Overview and Scrutiny Committee	£0	1	£1,585	5% of the Leader's Allowance
Combine Authority Audit and Governance Committee	£0	1	£1,585	5% of the Leader's Allowance
Fostering Panel Member	£3,750	1	£140 per day or £70 per half day	
Co-opted Members	£50 per half day		£50 per half day	

1. Role undertaken by Council Leader and therefore due to 'One SRA Only Rule' will not receive the SRA.

**Q1 In a typical week how many hours do you spend on Council  
business?**

Answered: 30 Skipped: 1

#	RESPONSES	DATE
1	15	6/2/2021 8:33 AM
2	35+ on average (ie throughout the year) note alot of time spent on activities out of committees and occurs on weekends and evenings, casework, parish council duties, meeting local residents and voluntary groups	5/31/2021 11:38 AM
3	20+	5/28/2021 6:57 PM
4	10	5/28/2021 1:45 PM
5	20	5/28/2021 1:13 PM
6	New but currently 20hrs	5/28/2021 12:16 PM
7	20-30	5/27/2021 11:24 PM
8	20	5/27/2021 9:41 PM
9	12	5/27/2021 9:18 PM
10	10 before becoming chair of Audit and Accounts	5/27/2021 5:40 PM
11	35	5/27/2021 5:12 PM
12	Approximately 25 hours	5/27/2021 4:36 PM
13	50+	5/27/2021 2:14 PM
14	15	5/27/2021 9:29 AM
15	33 hours	5/24/2021 6:09 PM
16	12-15	5/24/2021 6:00 PM
17	I have no idea only just started	5/24/2021 5:37 PM
18	15	5/22/2021 9:23 AM
19	40 to 50. However that was as leader and has now changed	5/21/2021 3:42 PM
20	15 hours	5/21/2021 12:50 PM
21	30- 40+	5/21/2021 11:42 AM
22	23	5/20/2021 2:01 PM
23	10	5/20/2021 9:51 AM
24	6	5/19/2021 10:47 PM
25	20 -35	5/19/2021 6:58 PM
26	20	5/19/2021 6:16 PM
27	30	5/19/2021 5:24 PM
28	20	5/19/2021 5:23 PM
29	20	5/19/2021 5:22 PM
30	25	5/19/2021 5:19 PM

Independent Remuneration Panel Members' Allowances Questionnaire 2021 - Cambridgeshire  
County Council

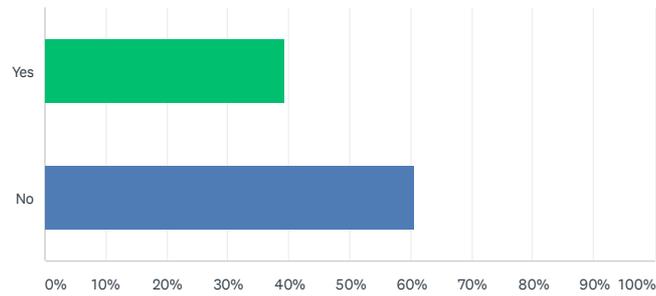
Q2 If you hold a role(s) within the Council i.e. Group Leader, Chair/Vice Chair etc., how many hours do you spend in a typical week on Council business relevant to the role(s). [Please provide details separately for each role if more than one additional role is held.] Please specify specific roles below and hours spent on each role:

Answered: 22 Skipped: 9

#	RESPONSES	DATE
1	Group Chair - 10 hours per week	5/31/2021 11:38 AM
2	Committee Vice Chair - 4	5/28/2021 1:45 PM
3	Shadow Spoke 10	5/28/2021 1:13 PM
4	Not currently known	5/28/2021 12:16 PM
5	Chair Highways	5/27/2021 9:41 PM
6	Audit and Accounts chair - too early to say but likely to be at least further 8 per week	5/27/2021 5:40 PM
7	Council Leader - 35 (including representation on outside bodies like Combined Authority.) Opposition group leader 25 Ordinary member - 5	5/27/2021 5:12 PM
8	Foster Panel approximately 250 hours per year Pension Board Chair approximately 136 hours per year	5/27/2021 4:36 PM
9	Group deputy leader and Group Whip: 15 Committee chair: unknown (only in post nine days)	5/27/2021 2:14 PM
10	Audit & Accounts lead opposition member (spokes) 4 hours per week Adults & Health lead opposition member (Spokes) 8 hours per week	5/27/2021 9:29 AM
11	I am leader of the independent group and have recently become Chair of the Communities Committee. I spent around five hours a week working on the former role it's too early for me to say how many hours the chairmanship role will take as I was appointed six days ago.	5/24/2021 6:09 PM
12	no idea only just started	5/24/2021 5:37 PM
13	Council leader. 35 to 45. Plus additional general role as councillor 5 to 10, however this was unusual as I had extra support as I was leader and I was in a two councillor division and we divided the work between, strategic and leadership (Me) local, the other councillor. I'm sorry it is seven years as leader so cannot give a better response.	5/21/2021 3:42 PM
14	Chair probably 6 hours per week but unknown at the moment	5/21/2021 12:50 PM
15	30	5/21/2021 11:42 AM
16	New situation, hours required unknown at moment	5/20/2021 9:51 AM
17	None	5/19/2021 10:47 PM
18	Deputy leader of the Conservative group - 15-20 hours Division responsibilities - 10 - 15	5/19/2021 6:58 PM
19	I've only just taken on the Chair of Planning Committee, so can't comment on how many hours this takes.	5/19/2021 6:16 PM
20	Chair C&I 15 hours	5/19/2021 5:24 PM
21	Group leader - a few minutes a day (less than an hour) emailing and coordinating with my group members. Two hours every two weeks for group meetings. Deputy leader of the council - a good 20 h a week now and who knows if it's going to go up or down! I'm going to bet up.	5/19/2021 5:23 PM
22	Chair: 15	5/19/2021 5:19 PM

Q3 Do you incur any significant costs which you believe are not covered by your present allowance?

Answered: 28 Skipped: 3



ANSWER CHOICES	RESPONSES
Yes	39.29% 11
No	60.71% 17
<b>TOTAL</b>	<b>28</b>

#	IF YES, PLEASE PROVIDE DETAILS:	DATE
1	Cost of professional zoom account (will need this even after restrictions as it saves time and encourages attendance)	5/31/2021 11:38 AM
2	Its hard to tell but printing of necessary documents is costly.	5/27/2021 11:24 PM
3	Opportunity costs of time not spent on the day job	5/27/2021 9:41 PM
4	It is difficult to get the cost of printing, paper, phone conversations, IT and office requirements covered at present.	5/27/2021 5:12 PM
5	It is my choice not claim expenses, however every visit to Cambridge costs three hours in travelling time as I live in Wisbech which is in the north of the County	5/27/2021 4:36 PM
6	Some travel costs	5/27/2021 2:14 PM
7	Mileage but that is claimed separately.	5/24/2021 6:09 PM
8	no idea only just started	5/24/2021 5:37 PM
9	clothes, paper, ink, envelopes, postage	5/21/2021 12:50 PM
10	Yes heating electric from the time spent working at home this year	5/21/2021 11:42 AM
11	I work a number of hours which prevent me from securing external work	5/19/2021 6:58 PM
12	Ability to earn through loss of time	5/19/2021 5:24 PM
13	Printing! Telephone that will connect to hearing aids.	5/19/2021 5:19 PM

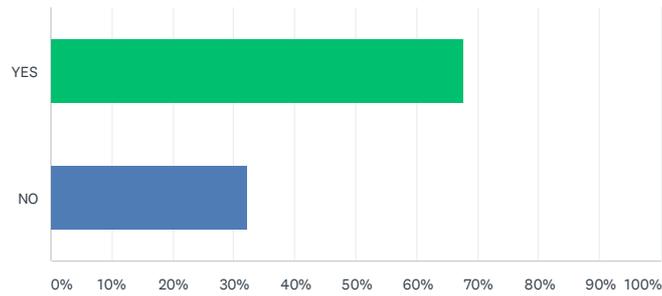
Q4 Government guidance states that "it is important that some element of the work of Councillors continues to be voluntary". As part of their deliberations, Independent Remuneration Panels will assess what Public Service Discount should apply to the basic allowance - that is the percentage of their time Councillors expect to give without any financial remuneration. Accordingly, what do you feel is an acceptable amount of time to be given, unremunerated, if any, expressed as a percentage?

Answered: 28 Skipped: 3

#	RESPONSES	DATE
1	25%	6/2/2021 8:33 AM
2	50%	5/31/2021 11:38 AM
3	10%	5/28/2021 6:57 PM
4	20%	5/28/2021 1:45 PM
5	25%	5/28/2021 1:13 PM
6	10%	5/28/2021 12:16 PM
7	20%	5/27/2021 9:41 PM
8	33%	5/27/2021 9:18 PM
9	10% - as many cllrs have to fit in their CCC work with full time employment	5/27/2021 5:40 PM
10	10%	5/27/2021 5:12 PM
11	20%	5/27/2021 4:36 PM
12	Maybe 50 per cent for a backbench councillor. With significant time-consuming responsibilities such as Group Leader or Chair of a major committee, this may be more difficult.	5/27/2021 2:14 PM
13	25%	5/27/2021 9:29 AM
14	I think a part of the constituent/local councillor should be voluntary. 30% would be a reasonable figure.	5/24/2021 6:09 PM
15	25%	5/24/2021 6:00 PM
16	- I'm not sure that's particularly valid although of course it would be helpful. Councillors unlike staff members engage in a completely different way, answering questions at weekends and evenings, making an effort to turn up somewhere or cycle home by a specific route.	5/24/2021 5:37 PM
17	50%	5/22/2021 9:23 AM
18	30%	5/21/2021 3:42 PM
19	25% to include travel time	5/21/2021 12:50 PM
20	10-15hrs per week	5/21/2021 11:42 AM
21	5% impossible question to answer	5/20/2021 2:01 PM
22	20%	5/20/2021 9:51 AM
23	10	5/19/2021 10:47 PM
24	10 hours	5/19/2021 6:58 PM
25	25%	5/19/2021 6:16 PM
26	10%	5/19/2021 5:24 PM
27	Probably a couple of hours a week (which would make that 10%) for casework.	5/19/2021 5:23 PM
28	10%	5/19/2021 5:19 PM

Q5 The present level of Basic Allowance payable to all Councillors is £10,315. Do you think this is appropriate?

Answered: 28 Skipped: 3



ANSWER CHOICES	RESPONSES
YES	67.86% 19
NO	32.14% 9
TOTAL	28

#	IF NO, SHOULD IT BE LOWER OR HIGHER? PLEASE GIVE A REASON FOR YOUR ANSWER:	DATE
1	No view	5/31/2021 11:39 AM
2	I find this very difficult to answer. There is clearly enough casework and other work that I could turn this into a full time job. Some councillors seem able to do this due to being retired, independently wealthy etc which puts those of us who have to earn a living at a disadvantage. Saying that, if you wanted to replace my normal income and make this full time it would need to be 5-10x what it currently is which is obviously ridiculous.	5/28/2021 12:30 PM
3	As the average national salary for a middle manager is £47,5k for a 37.5 hr week and Councillor time is c10 hrs/week so arguably it should be matched to this.	5/27/2021 9:47 PM
4	Higher as there has been no increase for four years	5/27/2021 4:39 PM
5	Higher, but only by the amount of inflation since last decision.	5/21/2021 3:43 PM
6	higher	5/21/2021 11:42 AM
7	Higher	5/20/2021 9:54 AM
8	Higher - we will prevent a diverse membership if we continue to fail in remunerating members correctly	5/19/2021 6:59 PM
9	Higher - divided into hourly rate for work done is a poor return	5/19/2021 5:25 PM
10	Minimum wage equivalent	5/19/2021 5:20 PM

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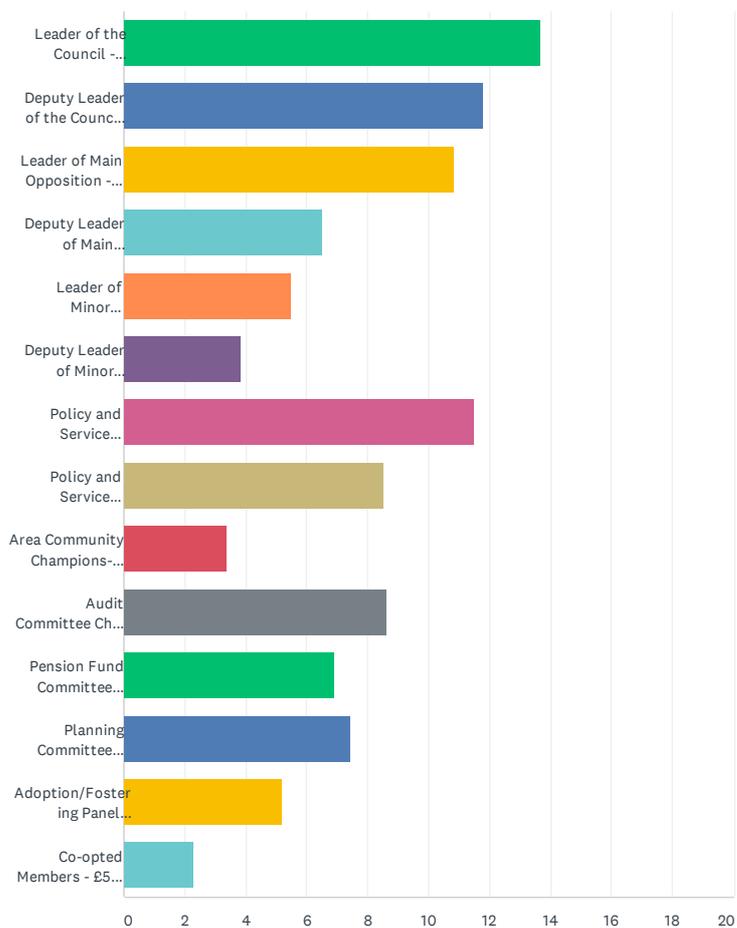
Q6 If you are able to, please indicate an appropriate level £:

Answered: 12 Skipped: 19

#	RESPONSES	DATE
1	No view	5/31/2021 11:39 AM
2	I require unpaid leave at a rate of £270pd. about 2 days on council business and 1/2 day of chair per week equates to a significant	5/28/2021 7:04 PM
3	1/3 of the \$47,5k or c £15k	5/27/2021 9:47 PM
4	I think the current level is at an appropriate level. As someone in full time work, it enables me to reduce my working hours to cover committee responsibilities and serve my residents via casework etc. The combination of a reasonable allowance plus meetings during the day also makes it much more possible to be a working parent and a councillor - I would not have found this possible on our district council, for comparison.	5/27/2021 9:21 PM
5	I would prefer a small increase, but under the current circumstances, with a severe public sector pay squeeze I think it would not be acceptable to have an increase.	5/27/2021 5:13 PM
6	Approximately £1000.00	5/27/2021 4:39 PM
7	Might be inflation proofed	5/21/2021 12:51 PM
8	12k	5/21/2021 11:42 AM
9	Should be based on a country wide average, say 50% of mean average. Many councillors pay significantly more to reflect loss of salary etc, as employee's and no longer community minded as they were years ago.	5/20/2021 9:54 AM
10	15,000	5/19/2021 6:59 PM
11	12000-15000 dependent on ward size	5/19/2021 5:25 PM
12	15000	5/19/2021 5:20 PM

Q7 Special Responsibility Allowances (SRAs) are currently paid as follows: [To assist the Panel to produce a more consistent group of allowances, please can you score each role / position in respect of importance and impact, with 1 being the most important.

Answered: 27 Skipped: 4

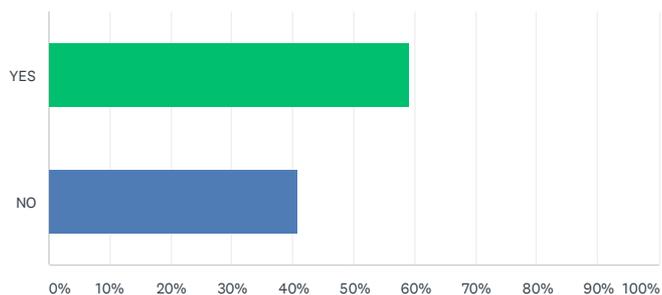


## Independent Remuneration Panel Members' Allowances Questionnaire 2021 - Cambridgeshire County Council

	1	2	3	4	5	6	7	8	9	10	11	12	13
Leader of the Council - £31,745	96.00% 24	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	4.00% 1	0.00% 0	0.00% 0	0.00% 0	0.00% 0
Deputy Leader of the Council - £20,627	0.00% 0	69.23% 18	3.85% 1	11.54% 3	0.00% 0	3.85% 1	3.85% 1	3.85% 1	0.00% 0	0.00% 0	3.85% 1	0.00% 0	0.00% 0
Leader of Main Opposition - £10,234	4.17% 1	12.50% 3	25.00% 6	29.17% 7	8.33% 2	8.33% 2	0.00% 0	8.33% 2	4.17% 1	0.00% 0	0.00% 0	0.00% 0	0.00% 0
Deputy Leader of Main Opposition - £1,790	0.00% 0	4.17% 1	0.00% 0	12.50% 3	8.33% 2	0.00% 0	12.50% 3	0.00% 0	20.83% 5	12.50% 3	8.33% 2	16.67% 4	4.17% 1
Leader of Minor Opposition - £3,825	0.00% 0	0.00% 0	13.04% 3	0.00% 0	4.35% 1	4.35% 1	0.00% 0	0.00% 0	17.39% 4	8.70% 2	21.74% 5	17.39% 4	8.70% 2
Deputy Leader of Minor Opposition- £662	0.00% 0	0.00% 0	0.00% 0	0.00% 0	4.17% 1	4.17% 1	12.50% 3	0.00% 0	0.00% 0	4.17% 1	16.67% 4	16.67% 4	25.00% 6
Policy and Service Committee Chair- £18,372	0.00% 0	16.67% 4	50.00% 12	12.50% 3	16.67% 4	0.00% 0	0.00% 0	4.17% 1	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0
Policy and Service Committee Vice Chair - £7,927	0.00% 0	0.00% 0	4.00% 1	16.00% 4	16.00% 4	20.00% 5	8.00% 2	20.00% 5	4.00% 1	12.00% 3	0.00% 0	0.00% 0	0.00% 0
Area Community Champions- £5,000	0.00% 0	0.00% 0	0.00% 0	4.00% 1	0.00% 0	0.00% 0	0.00% 0	4.00% 1	16.00% 4	20.00% 5	0.00% 0	0.00% 0	16.00% 4
Audit Committee Chair - £7,345	0.00% 0	0.00% 0	3.85% 1	7.69% 2	26.92% 7	26.92% 7	7.69% 2	15.38% 4	0.00% 0	7.69% 2	0.00% 0	3.85% 1	0.00% 0
Pension Fund Committee Chair- £7,345	0.00% 0	0.00% 0	0.00% 0	3.85% 1	0.00% 0	19.23% 5	19.23% 5	23.08% 6	11.54% 3	3.85% 1	15.38% 4	3.85% 1	0.00% 0
Planning Committee Chair- £7,345	0.00% 0	0.00% 0	4.00% 1	4.00% 1	12.00% 3	12.00% 3	32.00% 8	12.00% 3	0.00% 0	8.00% 2	0.00% 0	12.00% 3	4.00% 1
Adoption/Fostering Panel Member- £3,750	4.17% 1	0.00% 0	0.00% 0	4.17% 1	4.17% 1	0.00% 0	0.00% 0	8.33% 2	12.50% 3	12.50% 3	25.00% 6	16.67% 4	12.50% 3
Co-opted Members - £50 per half day meeting.	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	4.17% 1	0.00% 0	4.17% 1	4.17% 1	4.17% 1	12.50% 3	25.00% 6

Q8 Would you like to see any of these changes made to these allowances?

Answered: 27 Skipped: 4

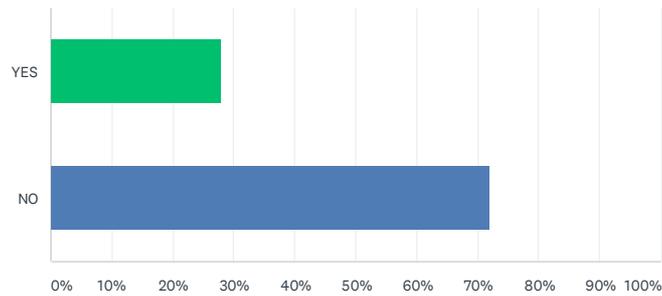


ANSWER CHOICES	RESPONSES
YES	59.26% 16
NO	40.74% 11
TOTAL	27

#	IF YES, PLEASE PROVIDE DETAILS:	DATE
1	No view - inappropriate to ask - we want an external view please	5/31/2021 11:42 AM
2	I think Area Champions are unnecessary so this allowance and role should be scrapped.	5/27/2021 11:27 PM
3	Vice Chairs should probably be higher	5/27/2021 9:48 PM
4	Leader of the opposition groups looks a little light.	5/27/2021 9:24 PM
5	stop Area Champion role	5/27/2021 5:47 PM
6	The role of Area Champion should be abolished, and the way Foster Panel members are paid should change	5/27/2021 5:21 PM
7	Abolish the Area Community Champions. Otherwise would like to wait a year to see how workloads shake down in the new Joint Administration.	5/27/2021 2:23 PM
8	no need for minor opposition leader/depurt leader allowance now.	5/27/2021 9:35 AM
9	The SRA for a policy and service committee chair is far too generous.	5/24/2021 6:02 PM
10	don't know	5/24/2021 5:37 PM
11	Much Lower for committee chairs	5/22/2021 9:28 AM
12	I understand community champions are removed. All others increase by inflation since last revision. Deputy leader of main opposition, more influential and work than leader of minor oppositions.of	5/21/2021 3:55 PM
13	as these will have to be effective for at least 4 years, as 5% rise would be appropriate	5/20/2021 9:58 AM
14	Now that there is only one opposition the lead members, including leader and deputy leader should be remunerated correctly	5/19/2021 7:02 PM
15	Remove area champions. Reward opposition spokes	5/19/2021 5:27 PM
16	Well Community Champions we're getting rid of.	5/19/2021 5:26 PM
17	Foster panel to be same as other members of the panel.	5/19/2021 5:22 PM

Q9 Would you like to see any new SRAs introduced?

Answered: 25 Skipped: 6

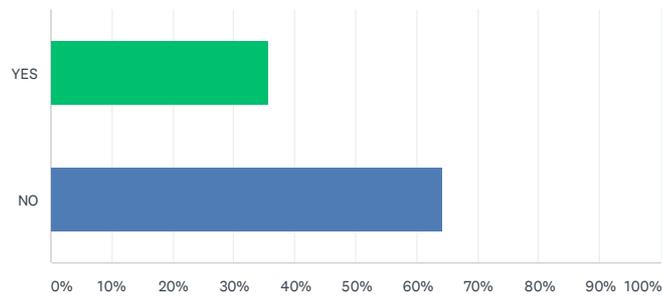


ANSWER CHOICES	RESPONSES
YES	28.00% 7
NO	72.00% 18
TOTAL	25

#	IF YES, PLEASE PROVIDE DETAILS:	DATE
1	No view - inappropriate to ask - we want an external view please	5/31/2021 11:42 AM
2	Opposition Spokes	5/28/2021 1:16 PM
3	I would reduce the basic allowance and have SRAs for committee membership.	5/27/2021 9:24 PM
4	small SRA for lead opposition members on service and regulatory committees	5/27/2021 5:47 PM
5	I think it would be appropriate to pay Lead Members a small SRA, members representing the Council on the GCP and CA should also receive a small SRA	5/27/2021 5:21 PM
6	with the new structure, opposition spokes on service committees have a more important and more time-consuming role, and this should be recognised.	5/27/2021 9:35 AM
7	don't know	5/24/2021 5:37 PM
8	Spokes	5/22/2021 9:28 AM
9	Spokes/leads members of the opposition	5/19/2021 7:02 PM
10	Opposition Spokes	5/19/2021 5:27 PM
11	I don't know what's reasonable in terms of national average and keeping in mind the costs of living in the area in question but I suspect we're very well paid in Cambs	5/19/2021 5:26 PM

Q10 Dependent Relative Care - Reimbursed at cost for registered/professional carer's and National Living Wage to £9.45 per hour for non registered/professional carer's. Do you think these rates should be increased?

Answered: 28 Skipped: 3

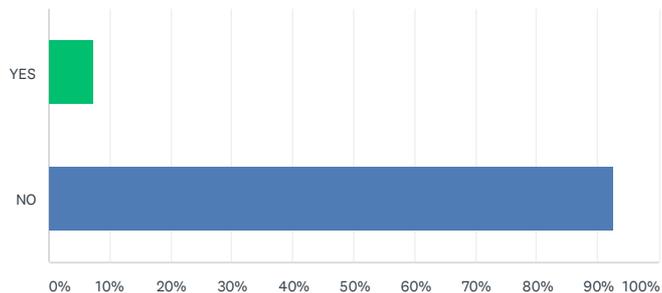


ANSWER CHOICES	RESPONSES	
YES	35.71%	10
NO	64.29%	18
<b>TOTAL</b>		<b>28</b>

#	IF YES, PLEASE INDICATE RATE AND SEASON:	DATE
1	No view	5/31/2021 11:42 AM
2	£15 or the amount the care agency charges to hire the Carer	5/28/2021 1:17 PM
3	Should be pegged to Real Living Wage.	5/27/2021 2:24 PM
4	£10	5/24/2021 6:13 PM
5	it may well not be possible to find care at short notice, there may be a training period - I'm not an expert on this but this seems like quite a stingy approach.	5/24/2021 5:38 PM
6	Should be linked by definition to National Living Wage	5/21/2021 3:56 PM
7	Real Living Wage should be paid	5/19/2021 5:27 PM
8	Real living wage. Plus availability for those who live with the person requiring care but not carer. Eg adult siblings of person needing care.	5/19/2021 5:23 PM

Q11 The current scheme of travel allowances are linked to those recommended by HMRC and based on the rate for officers . Do you have any comments on the current scheme for Councillors?

Answered: 27 Skipped: 4

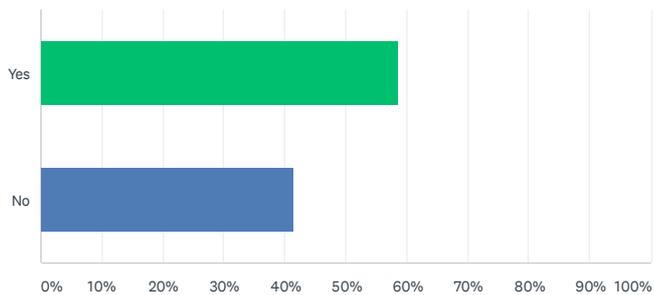


ANSWER CHOICES	RESPONSES	
YES	7.41%	2
NO	92.59%	25
TOTAL		27

#	IF YES, PLEASE PROVIDE DETAILS:	DATE
1	We should try to replace physical travel by car with less environmentally damaging methods and allowances should reflect this - yes support cycling but also support meetings by zoom and teams	5/31/2021 11:46 AM
2	Keep link to that available to officers	5/21/2021 3:57 PM
3	It works well	5/19/2021 6:18 PM

Q12 Parental Leave Policy for Councillors. Would you be supportive of a Parental Leave Policy for Councillors?

Answered: 29 Skipped: 2



ANSWER CHOICES	RESPONSES	
Yes	58.62%	17
No	41.38%	12
TOTAL		29

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Q13 If you have any other comments on Members' Allowances, please  
detail below:

Answered: 14 Skipped: 17

#	RESPONSES	DATE
1	No	6/2/2021 8:36 AM
2	I would prefer to get expert advice on levels of allowances. I don't understand what the community champion role is however. I am also a new councillor and have very little experience to draw on in terms of input to this review.	5/31/2021 11:46 AM
3	I am very new to the work for the Council, so a lot of answers are based on guesswork at this point	5/28/2021 2:08 PM
4	I really struggle with this. There is no doubt that the current system advantages those who are retired or otherwise wealthy and as such are able to put more time into council business. To me I actually feel like it might be more beneficial to have a certain number of hours a week we all give for free (say 8hrs) and then the rest recompensed based on lost earnings. That would allow a wider range of society to take part.	5/28/2021 12:39 PM
5	A lot of the Council's work is now with partner organisations, and this is not well represented in the SRA structure at present.	5/27/2021 5:22 PM
6	I believe that the decision made four years ago to bring Cambridgeshire in line with other Shire councils was the right one and this should be the main consideration of this current review	5/27/2021 4:47 PM
7	With a new Joint Administration appointed just nine days ago, and no committee meetings until the next stage of the lockdown' roadmap' takes place on 21 June, it is impossible at the moment to judge how workloads will change.	5/27/2021 2:26 PM
8	I think the allowances should reflect inflation increases.	5/24/2021 6:14 PM
9	They were directly linked as much as possible last time to the County Council average. It may be worth checking that comparator again.	5/21/2021 3:57 PM
10	Inflation proof	5/21/2021 12:54 PM
11	Having been a chair on CYP for the past 4 years if it is carried out properly it is akin to a full time job, something my predecessor stated to me when I took over the realms	5/21/2021 11:47 AM
12	My hours stated are around those served in March 2021 going forward I have little idea as to how many hours my council work will be because of the political and structure changes to the Council. moving back to physical meetings will add 24 hrs traveling time if the workload continued at my March work load	5/20/2021 2:04 PM
13	If a percentage should be voluntary the rest should be pensionable	5/19/2021 5:28 PM
14	I would like to see national averages and a relationship with the cost of living in this area	5/19/2021 5:28 PM

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Q14 Name:

Answered: 20 Skipped: 11

#	RESPONSES	DATE
1	Alan Sharp	6/2/2021 8:36 AM
2	Edna Murphy	5/31/2021 11:46 AM
3	Maria King	5/28/2021 2:08 PM
4	Alex Beckett	5/28/2021 12:39 PM
5	Peter McDonald	5/27/2021 9:49 PM
6	Graham Wilson	5/27/2021 5:48 PM
7	Lucy Nethsingha	5/27/2021 5:22 PM
8	Simon King	5/27/2021 4:47 PM
9	Lorna Dupre	5/27/2021 2:26 PM
10	Chris Boden	5/27/2021 9:36 AM
11	Tom Sanderson	5/24/2021 6:14 PM
12	ros hathorn	5/24/2021 5:38 PM
13	Steve Count	5/21/2021 3:57 PM
14	Derek Giles	5/21/2021 12:54 PM
15	Simon Bywater	5/21/2021 11:47 AM
16	David Ambrose Smith	5/20/2021 2:04 PM
17	Henry Batchelor	5/19/2021 6:18 PM
18	Mark Goldsack	5/19/2021 5:28 PM
19	Elisa Meschini	5/19/2021 5:28 PM
20	Bryony goodliffe	5/19/2021 5:23 PM

### Members Allowances Appendix 3

#### Comparative Data (2) - Basic Allowances

		MINIMUM		£11,013.77	£34,440.34		£2,051.28		
		MAXIMUM		£15,406.25	£2,000,000.00		£24,691.36		
		AVERAGE		£12,670.64	£1,130,850.00		£16,086.44		
Council name	Type of council	County area	Population	Basic Allowance for 2020/2021	Overall budget for Member Allowances	Total number of councillors	Budget per councillor	Percentage of Public Service Discount*, if applicable (%)	Comments on Basic Allowance
East Sussex County Council	County	East Sussex	555,000	£12,797.00	£862,000.00	50	£17,240.00	N/a	None
Hampshire County Council	County	Hampshire	1400000	£12,489.00	£160,000.00	78	£2,051.28	n/a	Based on a four year Members' Allowances Scheme. Will rise in line with any LG pay award for 2020/21
Kent County Council	County	Kent	1,581,600	£15,406.25	£2,000,000.00	81	£24,691.36	n/a	Amended on 10 September 2020 following Full Council approval for a reduction in allowances by 5%.
Oxfordshire County Council	County	Oxfordshire	682,400	£11,013.77	£1,063,100.00	63	£16,874.60	40%	
Surrey County Council	County	Surrey	1,100,000	£12,442.80	£1,500,000.00	81	£18,518.52	0%	
West Sussex County Council	County	West Sussex	858,852	£11,875.00	£1,200,000.00	70	£17,142.86	25-30%	None

#### Comparative Data (2) - SRAs

		MINIMUM		£30,138.00	£18,082.00	£15,676.00	£0.00	£6,028.00	£0.00	£0.00	£0.00	£6,531.00	£0.00	£0.00	£6,531.00	£0.00
		MAXIMUM		£50,663.13	£32,931.03	£32,931.03	£18,082.00	£10,019.97	£0.00	£0.00	£0.00	£12,055.00	£3,020.00	£0.00	£12,055.00	£3,020.00
		AVERAGE		£37,433.81	£23,828.76	£21,323.27	£5,616.40	£7,891.65	£0.00	£0.00	£0.00	£9,610.13	£904.60	£0.00	£9,230.16	£904.60
Council name	Type of council	County area	Population	Leader	Deputy Leader	Cabinet Member / Portfolio Holder	Cabinet Member / Non-Portfolio Holder	Chair Audit Committee	Licensing Committee Chair	Deputy Chair Licensing Committee	Members of Licensing Committee	Planning Committee Chair	Deputy Chair Planning Committee	Members of Planning Committee	Overview and Scrutiny Committee Chair	Deputy Chair Overview and Scrutiny Committee
East Sussex County Council	County	East Sussex	555,000	£35,832.00	£18,289.00	£15,676.00	N/a	£6,531.00	N/a	N/a	N/a	£6,531.00	None	None	£6,531.00	None
Hampshire County Council	County	Hampshire	1400000	£30,138.00	£18,082.00	£18,082.00	£18,082.00	£6,028.00	n/a	n/a	n/a	£12,055.00	£3,020.00	n/a	£12,055.00	£3,020.00
Kent County Council	County	Kent	1,581,600	£50,663.13	£32,931.03	£32,931.03	£0.00	£8,866.05	£0.00	£0.00	£0.00	£11,145.89	£0.00	£0.00	£8,866.05	£0.00

Oxfordshire County Council	County	Oxfordshire	682,400	£31,940.87	£22,027.55	£17,622.65	£0.00	£6,608.88	£0.00	£0.00	£0.00	£6,608.88	£0.00	£0.00	£6,608.88	£0.00
Surrey County Council	County	Surrey	1,100,000	£43,085.87	£27,924.00	£22,544.93	£10,000.00	£10,019.97	£0.00	£0.00	£0.00	£12,024.00	£1,503.00	£0.00	£12,024.00	£1,503.00
West Sussex County Council	County	West Sussex	858,852	£32,943.00	£23,719.00	£21,083.00	£0.00	£9,296.00	N/A	N/A	N/A	£9,296.00	£0.00	£0.00	£9,296.00	£0.00

		MINIMUM		£0.00	£0.00	£9,361.55	£2,340.65	£6,012.00	£0.00	£0.00	£0.00	£6,531.00	£0.00		
		MAXIMUM		£703.00	£0.00	£21,083.00	£9,796.00	£13,061.00	£3,394.00	£5,230.00	£5,612.00	£10,019.97	£1,500.00		
		AVERAGE		£240.60	£0.00	£16,231.22	£6,855.11	£10,197.71	£1,229.54	£1,350.09	£1,692.47	£8,264.38	£456.33		
Council name	Type of council	County area	Population	Overview and Scrutiny Co-optee	Working/Joint Committee	Chair/Civic Mayor	Deputy Chair/Civic Mayor	Opposition Group Leader	Deputy Opposition Leader	Group Leader	Opposition Spokesperson	Committee Chair	Independent Person Allowance	Do you operate the '1 SRA per councillor' rule?	Do you operate the 50% rule?
East Sussex County Council	County	East Sussex	555,000	None	None	£13,061.00	£5,230.00	£13,061.00	£3,394.00	£5,230.00	None	£6,531.00	£35.00	Yes	Yes
Hampshire County Council	County	Hampshire	1400000	£703.00	n/a	£19,127.00	£9,796.00	£12,708.00	n/a	n/a	£5,612.00	n/a	£703.00	Yes	No
Kent County Council	County	Kent	1,581,600	£500.00	£0.00	£16,718.83	£8,866.05	£7,599.44	£0.00	£0.00	£0.00	£8,866.05	£500.00	Yes	No
Oxfordshire County Council	County	Oxfordshire	682,400	£0.00	£0.00	£9,361.55	£2,340.65	£8,810.81	£2,753.70	£0.00	£2,680.00	£6,608.88	£1,500.00	No	No
Surrey County Council	County	Surrey	1,100,000	£0.00	£0.00	£18,035.95	£6,512.98	£6,012.00	£0.00	£170.34	£170.34	£10,019.97	£0.00	No	No
West Sussex County Council	County	West Sussex	858,852	£0.00	£0.00	£21,083.00	£8,385.00	£12,995.00	£0.00	£32,297	£0.00	£9,296.00	£0.00	Yes	Yes

## Comparative Data (2) - Other Allowances

Council name	Type of council	County area	Population	Travelling/mileage (pence per mile)	Bicycle mileage (pence per mile)	Subsistence allowance	Carers' allowance	IT allowance	Any other allowances	Maternity/parental leave
East Sussex County Council	County	East Sussex	555,000	45	20	Up to £82 B and B	£10 per hour	Included as part of basic allowance	None	None

Hampshire County Council	County	Hampshire	1,400,000	HMRC rate (currently 45p for the first 10,000 miles and 25p per mile thereafter)	HMRC rate (currently 20p per mile).	Not financially defined. Only applicable in respect of approved duties	Dependents' Carers Allowance (including dependent care for children with special needs) is payable at the County Council's Care at Home rate (currently £20.00 per hour). Childcare Allowance is payable at the National Living Wage hourly amount for age 25 and over.	IT equipment is provided. No allowance.	n/a	n/a
Kent County Council	County	Kent	1,581,600	45p per mile for the first 10,000 miles and 25p a mile thereafter.	0	These are not normally reimbursed. Hotel accommodation should be booked through Officers. Any other reasonably unavoidable costs related to overnight stays, excluding normal subsistence, will be reimbursed on production of a receipt.	Members who incur expenses themselves in respect of care responsibilities for dependent children under 16 or dependent adults certified by a doctor or social worker as needing attendance will be reimbursed, on production of valid receipts, for actual payments to a carer while the Member is on Council duties, up to a maximum of £12.66 per hour for each dependent child or adult. Money paid to a member of the Members' household will not be reimbursed. In the case of an allowance for the care of a dependent relative, the relative must reside with the Councillor, be dependent on the Councillor and require constant care. Subject to the Childcare Voucher Scheme's standard terms and conditions*, any Member may, if they wish, sacrifice a portion of their Basic Allowance for Childcare Vouchers which are not subject to tax and national insurance deductions. (a) * For reference these terms and conditions include (but are not limited to): i. The childcare provider must be OFSTED registered. ii. The children must be aged between 0 and 16. iii. A sacrifice agreement would need to be signed. iv. The amount that can be sacrificed varies depending on whether the applicant is a basic, higher or additional rate taxpayer.	0	0	Managed by Political Groups
Oxfordshire County Council	County	Oxfordshire	682,400	45 per mile	20p	£6.88 - breakfast £9.50 - lunch £11.76 - evening meal	£6.00 per hour - childcare £17.00 per hour - dependent relative carers allowance	N/A we provide IT direct	N/A	0
Surrey County Council	County	Surrey	1,100,00	45p (25p per mile for mileage over 10,000)	20p	Breakfast £5.30 Lunch £7.25 Tea £2.90 Evening Meal £9	The maximum hourly rate for childcare is £8.02 per child. Care of Dependants £14.52p/h	IT provided	Members are authorised to purchase one item, up to the value of £20, in one financial year without prior authorisation from Democratic Services. An example item could be a protective case for their IT equipment.	Nil
West Sussex County Council	County	West Sussex	858,852	45	20	Breakfast = £6.65, Lunch = £9.15, Dinner = £11.34, Hotel = £107.91	Childcare support - up to £3,621 per annum at up to £9.30 an hour. Dependant Carer's Support - up to £7,654 per annum at up to £20.53 an hour.	No allowance, but all members receive a standard laptop.	Member of the Fostering Panel - £3,543. Senior Adviser to a Cabinet Member - £5,508 and Adviser to a Cabinet Member - £3,543.	No scheme in place, but a member taking this leave would still receive the basic allowance.

## Comparative Data (2) - Additional Information

Council name	Type of council	County area	Population	How are current levels of SRA calculated? Please provide a brief summary (eg as a percentage of the Leader's SRA)	Date current allowances were approved?	Date of your next review	Have your allowances been updated since last year, or frozen?	Have you established a formula for updating the allowances annually?	If 'yes' please detail	How did you recruit your Independent Remuneration Panellists? If you advertised, please state where.	What rate of pay do Independent Remuneration Panellists receive?	Please detail any recent changes to the structure within your authority (including number and/or political persuasion of members involved)	Is the Leader full-time? If not, how many hours per week	Please detail the number of hours your Cabinet members work on average per week	Please detail any significant changes made to SRAs	Please detail the size and composition of your authority's Overview and Scrutiny committee(s) and panels.
East Sussex County Council	County	East Sussex	555,000	Percentage of Leader's as starting point but other factors considered	01/04/2019	23/03/2021	Index linked to managers pay which has not yet been determined	Yes	Index linked to managers pay	ESCC website	£35 per hour	N/a	30	20	N/a	2 committees of 11 councillors and 1 committee of 7 councillors
Hampshire County Council	County	Hampshire	1.4 million	Varies for different SRAs. A number are following recommendation from the IRP. Minority Group Leader (min 4 in Group) £343 x number in Group (incl Leader) + £6191 Minority spokesperson (min 8 in Group) 20% of Executive Member SRA + £105 x number in Group	22/02/2018	17/02/2022	Allowances are subject to increase in line with the LG pay award, which is still tbc. Once a pay award has been agreed, allowances will be updated and back-dated.	Yes	To rise in accordance with the LG pay award	Local advert (through the Council's recruitment tools)	703	n/a	Yes	Varies according to the portfolio	n/a	Policy and Resources - 14 Members Economy Transport and Environment - 14 Members Health and Adult Social Care - 16 Members and 2 co-opted Members Children and Young People - 16 Members and 5 co-opted Members Culture and Communities

Kent County Council	County	Kent	1,581,600	a percentage of Leader's SRA	10/09/2020	27/05/2021	Updated	Yes	"from 2018/19 onwards, an annual increase be applied to the Basic Allowance, Special Responsibility Allowances and Carer's Allowance that is index-linked to the total staff pay progression pot agreed for the previous financial year and expressed as a percentage"	currently advertising for new intake - KCC website and local recruitment media outlets	£100 per day (pro rata for part of day) and travel expenses when required to do any duties	0	Yes	full time	0	Members: 13 Members: Conservative: 9, Liberal Democrat: 2, Labour: 2; plus, Church representatives: 3; Parent Governors: 2. (Church representatives and Parent Governors have voting rights for relevant education items only).
Oxfordshire County Council	County	Oxfordshire	682,400	There is no formula. It is based on the specifics of the role	09/12/2014	03/02/2020	Updated	Yes	Updated in line with the annual cost of living increases awarded to staff	OCC website, Oxfordshire district councils,	£1,500 pa max	No changes in terms of political structure, although we currently have one seat (an Independent seat) vacant	Yes	30hrs per week	Additional Allowance for Horton HOSC Chair and increase of PCP Chairman and re-instated the index	Performance Scrutiny Committee - 11 members (6 Con/Ind; 2 Lab; 3 Lib Dem) HOSC - 15 members (4 Con/Ind; 2 Lab; 1 Lib Dem; 5 districts & 3 co-opted) Horton HOSC - 10 member (No political breakdown) Education Scrutiny Committee - 9 members (4 Con/Ind; 2 Lab; 1 Lib Dem & 3 co-opted)
Surrey County Council	County	Surrey	1,100,000	No specific formula	01/05/2018	01/03/2020	Frozen	No	0	Surrey website, Jobs Go Public, Reed, Indeed, LG Jobs, LinkedIn and the Guardian	Chairman £1500, other Panel Members £1000 (per review)	0	Yes	36	0	4 Scrutiny Committees, 12 on each

West Sussex County Council	County	West Sussex	858,852	Evaluation of levels of responsibility (based on know-how, level of problem-solving and degree of accountability), plus time commitment. Hay know-how points methodology was used and a public sector discount was then applied. A comparison was done with similar roles in other local authorities as a sense-check.	03/04/2020	12/07/2020	Updated	Yes	Basic, SRA and carer's allowance linked to staff pay award and subsistence allowances linked to CPI each year. Mileage based on HMRC rate.	In a local paper and on the county council website.	Travel expenses only	Two conservatives are now independent conservatives, one liberal democrat is now an independent. There remain 54 conservatives, eight liberal democrats and five labour.	Yes	Varies, but mostly 50 hours a week (including local member role)	None since last change in 2017, reported last year.	All scrutiny committees are politically proportionate. Children & Young People's Services Scrutiny Committee (12 councillors, 4 co-optees from school governors and religions for education matters) Environment & Communities Scrutiny Committee (12 councillors) Fire & Rescue Services Committee (7 councillors) Health & Adult Social Care Scrutiny Committee (12 councillors, 7 district/borough councillors, 1 healthwatch representative) Performance & Finance Scrutiny Committee (15 councillors).
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