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**REPORT AUTHOR: SECRETARY/MONITORING OFFICER****SUBJECT: MEMBERS' ALLOWANCES SCHEME 2018/19**

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For further information on this Report contact: Nicky Upton  
Democratic and Regulatory Services Supervisor  
Tel No: 01234 845149

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Background Papers: None

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## Implications

LEGAL		FINANCIAL	
HUMAN RESOURCES		EQUALITY IMPACT	
ENVIRONMENTAL		POLICY	
CORPORATE RISK	Known	OTHER (please specify)	
	New	CORE BRIEF	

*Any implications affecting this report are noted at the end of the report*

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**PURPOSE:**

To review the Members' Allowances Scheme for 2018/19.

**RECOMMENDATIONS:**

1. That the Members' Allowances Scheme be updated from 1 April 2018 in accordance with the proposals set out in the report and included as part of consideration of the Budget for 2018/19.

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**1. Introduction**

1.1 The Fire Authority's Members' Allowances Scheme (the Scheme) was introduced on 1 January 2004. The Fire Authority (FRA) reviews the Scheme annually.

1.2 The Scheme was fully reviewed by Members at their meeting on 9 February 2007, when it was agreed that in future Member allowances would be based on a daily rate of mean weekly earnings advised by the Local Government Association (LGA) multiplied by an assessment of days required to perform each Member's tasks.

- 1.3 At its meeting on 11 December 2013, the FRA agreed that in the absence of LGA Member rates information, the Local Annual Government Pay Settlement would be applied to Members' allowances effective from April 2013 and each year since then the allowances have been updated in the same way.
- 1.4 At its meeting on 15 December 2016, the Fire Authority reviewed and amended the Special Responsibility Allowances.

## 2. Current Scheme – Summary

- 2.1 The current Scheme is detailed in the Members' Handbook and included on the Authority's website.
- 2.2 The following assessment of days applies to each Member's tasks:

### 2.2.1 *All Members Allowance:*

In addition to the agendas, reports and attendance relating to scheduled meetings of the Fire Authority (FRA), Members are required to attend budget workshops, station visits, training and official functions.

All Members (12)	20 days
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### 2.2.2 *Special Responsibility Allowances (SRAs):*

In addition to the duties of a basic Member, Members in receipt of SRAs are required to Chair Policy and Challenge Group meetings and attend Regional meetings, LGA meetings, Audit meetings etc, together with ad-hoc Appointment Panels etc, and consult on decision making between meetings of the FRA.

The Chair of the Audit and Standards Committee is to act as a substitute Member with regard to ad hoc Appointment Panels, etc, and consultation on decision making between meetings of the FRA.

FRA Chair	100 days
FRA Vice Chair	50 days
FRA Executive Member (3)	11 days
Chair of Audit and Standards Committee	6 days

## Standards Provision

- 3.1 Since 1 July 2012, the Audit and Standards Committee has been responsible for ethical standards.
- 3.2 The FRA is required to appoint at least one independent person who must be consulted when the FRA investigates complaints made against its members.

3.3 In September 2016 the FRA appointed two independent persons jointly with Bedford Borough Council. Each Independent Person receives a nominal annual retainer of £300 and a flat payment of £50 for each case the independent person handles. The cost of the retainers are shared with Bedford, but the case fees are met by the relevant authority.

#### 4. Updating the Scheme for 2018/19

4.1 As outlined in paragraph 1.3, it has been the FRAs policy in recent years to increase allowances in line with the Local Government Pay Settlement.

4.2 At the time of writing this report, there have been no announcements about the Local Annual Government Pay Settlement for 2018. However, it is proposed that Members allowances will be updated in accordance with the Annual Local Government Pay Settlement once this has been announced.

4.3 The 2018/19 Members Allowance will be paid from 1 June 2018 to 31 May 2019 with Special Responsibility Allowances being paid from the date of the May 2018 Annual General Meeting.

4.4 Members are also requested to agree that subsistence and carers' allowances remain unchanged, and that the mileage rate payable to Members continues to be the same rate that is payable to employees covered by the National Joint Council for Local Government Services.

#### 5. Legal Implications

5.1 The payment of allowances to Members of the FRA is governed by The Local Authorities (Members Allowances) (England) Regulations 2003 and the FRA's Scheme of Allowances complies with those regulations.

**JOHN ATKINSON**  
**SECRETARY/MONITORING OFFICER**