

Draft Terms of Reference for Review of Members' Allowances

The Council ask that the Independent Panel make recommendations on:

- i. The amount of Basic Allowance that should be payable to elected Members and the expenses it should include
- ii. The responsibilities or duties that should lead to the payment of a Special Responsibility Allowance (SRA) and the amount of such an allowance
- iii. The scope and level of travel and subsistence allowances and the terms and conditions by which this may be paid
- iv. The scope and level of the Dependents' Carer's Allowance
- v. Arrangements for addressing other Council related costs including telecommunications and provision of other items necessary to support Members in carrying out their roles
- vi. The application of indices to allowances payable and if so what the relevant indices should be
- vii. Any other issues that are brought to the Panel's attention

In making their recommendations, the Panel is asked to take into account a number of general principles that the scheme should adhere to:

- i. Provide reasonable recompense for the significant time commitment and duties involved in being a Councillor, after allowing for an element of public service
- ii. Reflect the considerable time which the average Councillor spends on casework, local parish/community work and other Council work
- iii. Recognise the additional duties and responsibilities of key office holders
- iv. Be perceived as fair, in terms of relevant comparisons with other unitary authorities and public bodies
- v. Be simple and easy to understand and cost effective to operate
- vi. That the level of allowance should not be a deterrent to potential candidates from diverse and under represented groups who may wish to stand to become elected Members.

In undertaking the review the Panel is asked to take into account:

- i. Allowances schemes from authorities that are comparable to Rutland County Council
- ii. The views of Members, both written and oral