

***Broxtowe Borough Council  
Constitution***

***Document No. 10***

***Members' Allowances***



*A Guide to:*  
**MEMBERS ALLOWANCES**

**2008/09 – Issue 1  
(1 April 2008)**



*Striving for  
Equal Opportunities*



INVESTOR IN PEOPLE

- 
- Chief Executive's Department •
  - Town Hall • Beeston • Nottingham • NG9 1AB •
  - Telephone 0115 917 7777 • Fax 0115 917 3030 •

1. **INTRODUCTION**

This guide provides Members with the information on the allowances they may be eligible to receive, and the conditions on making of claims. The rates within this guide are applicable from 1 April 2008. They are subject to a cost of living increase each April which will be incorporated following national agreement of employee provisions.

New regulations on Members Allowances came into force on 1 May 2003. Local Authorities (Members Allowances) Regulation 2003 replaced six existing sets of regulations. A further new regulation – Local Government Pension Scheme and Discretionary Compensation (Members) Regulations 2003, allows councils to decide whether their councillors should have access to the Local Government Pension Scheme (LGPS)

The Members' Allowance Scheme is published within the Council's area after making of any scheme. In addition, the payments made to each Member for basic, special responsibility and other allowances are published at the end of each financial year (Appendix 5).

Members' Allowances are the responsibility of the Chief Executive and, within this department, the Payroll Officer (Mr K J Commons - ext. 3219) processes all claims for payment. They will be pleased to answer any queries or provide advice as required.

2. **INDEPENDENT REMUNERATION PANEL**

The Council established an independent remuneration panel of 5 representatives with effect from 1 May 2003. The purpose of the panel was to make recommendations to the Council about the level of members allowances to be paid. This is in accordance with the requirements of the members allowances regulations 2003.

The Council is required to comply with the duty to have regard to the panel's recommendations. This has been carried out by the Cabinet and Council on each occasion. The Council's considerations and resolutions are shown at appendix 1.

The panel has completed reviews in July 2003, February 2004, March 2005 and January 2006. Details of the panel's recommendations are also included in appendix 1.

Cabinet considered a report on 31 January 2006 and resolved to re-establish the panel during 2006, following resignation of two members of the panel.

3. **MEMBERS ALLOWANCE SCHEME**

The following level of allowance has been agreed with effect from 1 April 2008.

### 3.1 Basic Allowance

A basic allowance of £3439 per annum is paid to each Member to reflect the commitment expected. This is intended to recognise the time element of meeting with constituents and officers, group activities, together with incidental expenses (use of home, postage costs, telephone calls, surgeries etc).

### 3.2 Special Responsibility Allowance

A payment for those Members who have significant additional responsibilities over and above the generally accepted duties of a Member. The following categories have been determined as meeting this criteria.

• <b>Cabinet consisting of 8 Members</b>	<b>£ p.a.</b>
Leader (including Cabinet responsibilities)	12462
Deputy Leader (including Portfolio)	5608
Cabinet Members with portfolio (2)	4362
Cabinet Members without portfolio (4)	2492
• <b>Scrutiny Committees</b>	
Chairs (4)	3670
Vice Chairs (4)	612
• <b>Quasi Judicial Committees Boards etc.</b>	
Chair (5)	
Development Control	3058
Licensing and Appeals/Alcohol & Entertainments	2447
Review Panel	1223
General Purposes and Audit	1223
Standards Committee	
Vice Chair (4)	
Development Control	612
Licensing & Appeals/Alcohol & Entertainments	612
Review Panel	612
Community Safety Forum	612
General Purposes and Audit	612
Standards Committee	
Members of Alcohol and Entertainments (9)	612
• <b>Political Groups (3) – Additional Allowance</b>	
Leaders of Labour/Liberal Democrat Partnership (2)	1223

- **Civic**

Mayor

4281

Deputy Mayor

1223

### 3.3 Allowance for the Care of Children and Dependants

A member may claim an allowance for the care of children and dependants who require supervision, to enable members to carry out their duties. This is an allowance of up to £5.45 per hour, whilst the member is undertaking approved duties. Notification is to be made in advance of the possibility of a claim.

### 3.4 Travelling Allowance

A Member (elected or co-opted to the Cabinet, any Committee, Sub-Committee or Working Group) shall be entitled to receive Travelling Allowance where expenditure on travelling is necessarily incurred for the purpose of enabling the duty to be performed. The allowance shall be paid from the Members' home to the place of the approved duty.

Where a Member travels by bus or train, actual expenditure can be reclaimed. Where a Member carrying out an approved duty (eg: conferences) travels by train, the Council has resolved that travel may be first class. For other than local travel, a railways warrant should be used and these are obtainable from the Payroll Officer.

The rates of travelling allowance by motorcar, motorcycle or cycle, are determined by the Council (see Appendix 3 for current rates). The distance claimed should be the shortest, most reasonable journey by road from the point of departure to the point at which the duty is performed and return. Payment will not exceed the appropriate rail fare. Taxi cab or hired vehicle will be on the basis of reimbursement of cost, based on the need to use this method of transport.

Members using their personal cars or motor cycles on Council business should ensure that they are covered for 'Business use' under their motor insurance policy. **The rates of travelling allowance are for a privately owned and expensed vehicle.**

### 3.5 Subsistence Allowance

A Member elected or co-opted on to the Cabinet, any Committee, Sub-Committee or Working Group, may claim a Subsistence Allowance where the approved duty exceeds 4 hours in duration.

The allowance is only payable where actual expenditure has necessarily been incurred and proof of expenditure should be provided. The rates of allowance are not linked to the amount of the expenditure but to the period of absence from the usual place of residence.

The current rates are shown in Appendix 4 and include details of supplements to cover additional expenses for overnight stays in London or at Annual Conferences of Local Authority Associations.

### 3.6 Approved Duties for Travelling and Subsistence Allowances

Approved duties for the payment of travelling and subsistence allowance include all the duties specified as eligible for the payment of special responsibility allowance and in addition the following:

- a) Chair and Vice-Chair's and Executive Member Briefing meeting by Officers prior to any Cabinet/Committee meeting.
- b) Briefing or discussion meeting of Chair, Vice-Chair, Executive Member or Opposition Spokesperson with Officers.
- c) Members' Surgeries and Advice Bureau.
- d) Visits in consultation with Officers on Council business.
- e) Group meetings to discuss Council matters (rather than the organisation of the Group).

### 3.7 Attendance at Conferences

Attendance at Conferences is approved by Cabinet and is an approved duty. Members may claim Travelling and Subsistence Allowances.

Travel will normally be by train unless special circumstances allow alternative arrangements. Warrants are obtainable from the Payroll Officer. Where a car is used the travel allowance will not exceed the appropriate first class rail fare.

Conference fees are normally paid directly by the Council. Where hotel expenses are paid by Members, the expenditure can be reclaimed up to the prescribed scale expense (see Appendix 4).

Attendance allowance is no longer payable for any approved conference or meeting, (Local Authority (Members Allowances) Regulations 2003).

### 3.8 Communication Allowance

The Council will provide and pay for installation of telephone and PC facilities in a Member's home, including re-connection charges on a change of address. The PC provision includes PC, printer, software, maintenance and broadband connection. Where alternatively a member personally provides a PC/printer and software, for Council business, then an allowance of £200 per annum will be paid. Members may purchase their personal PC/printer and software using the home computing initiative

The Council will reimburse the basic rental plus VAT as a monthly allowance, currently £12.27 for telephone and £17.99 for broadband. The cost of calls is accounted for within the basic allowance.

**The allowance is not payable where reimbursement is received from another source, eg employer, partner's employer, another local authority. Please inform the Payroll Officer if you are not eligible for the allowance.**

### 3.9 Accommodation

Council owned premises can be used, when available, free of charge for meetings on Council business (Group Meetings, surgeries etc). Reimbursement of charges incurred by Members for hired premises is not made by the Council, unless there are exceptional circumstances and subject to prior approval of the Cabinet.

### 3.10 Updating the Agreed Level of Allowance

All allowances are updated by the average national change in pay of employees.

### 3.11 Membership of Local Government Pension Scheme

Members can join the Local Government Pension Scheme for service from 1 April 2004. The contribution rate is 6% of basic and special responsibility allowance. A separate booklet explains the eligibility criteria and benefits available.

### 3.12 Co-optee Allowance

An attendance allowance of £33.10 per day, or part of a day, is payable for non-councillors who are appointed to a committee or working group of the Council. Travel and subsistence allowance is also payable.

### 3.13 Suspension

Where a member is found guilty of unethical conduct and suspended/or partially suspended from being a member of the authority, then members allowances should not be paid for the period of suspension or in respect of duties to which any partial suspension refers.

## 4. THE CLAIMING AND PAYMENT OF ALLOWANCES

Payment of the Basic Allowance and Special Responsibility Allowance will be made automatically each month on a current month basis.

There is one claim form to cover claims for:

Travelling Allowance/Fares etc  
Subsistence Allowance

Claims can only be accepted for payment on the claim form, which must be completed in full by the Member and the statutory declaration contained on each form must be signed. Please note that claims cannot be accepted for duties performed more than one year prior to submission of the claim.

The Chief Executive has a duty not to pay claims which are evidently outside the law or in conflict with the rules of the Council. The Payroll Officer will check as far as possible the accuracy of the claim but it is the Member's responsibility to make sure that the claim is legal and that the facts in the claim are correct.

Claims should be submitted monthly, to be received by the 6<sup>th</sup> of each month for payment to be made on the 20<sup>th</sup> of the month following the period of claim, eg claims for Travelling Allowances for the month of May should be submitted by 6 June. Payment of the claim will then be made on 20 June at the same time as the Basic Allowance/Special Responsibility Allowance for the month of June.

All payments will be made directly into the Member's own bank or building society account on the 20<sup>th</sup> of each month. A payment advice will be sent giving details of the net amount and showing income tax and national insurance deductions for the month, together with accumulated payments and deductions for the year.

An example of a completed claim form is given in Appendix 2.

#### 4.1 Renunciation

A Member may, by notice in writing, elect to forego any part of entitlement to an allowance under this scheme.

#### 4.2 Part-Year Entitlements

Where in the course of a year the entitlements of a Member to basic and special responsibility allowance under this scheme is amended; or that Member becomes, or ceases to be, a Member; or accepts or relinquishes a special responsibility in respect of which a special responsibility allowance is payable, then the allowance will be paid pro-rata to the full allowance calculated on a daily basis.

### 5. DEDUCTIONS FROM ALLOWANCES AND AFFECT ON BENEFITS

#### 5.1 Income Tax

Income Tax will be deducted from payments of Basic Allowances, Special Responsibility Allowance and Telephone Allowance, but not travel and subsistence allowances and other allowances. This will be at the standard rate of tax unless a Member makes arrangements with the Tax Office for a tax code to be allocated.

A return of payments made and tax deducted is made to the Inland Revenue at the end of each financial year.

For all matters relating to Members income tax please contact:

HM Inspector of Taxes

Nottingham 1 District  
Howard House  
Castle Meadow Road  
Nottingham  
NG2 1AB

Telephone Nottingham 0115 9741000, Tax Reference 507/201022

### Income Tax Relief

Relief against income tax paid is available against expenses which are incurred by Members and covered within the basic allowance.

The Inland Revenue will accept a standard deduction of £130 per year where additional household expenses are incurred (light, fuel etc) relating to those parts of Members' homes that are used for duties as Members.

The Inland Revenue will also allow individual claims for expenses exclusively and necessarily incurred in the performance of their duties.

This usually includes the cost of postages; stationery, hire of rooms, telephone and PC line charges and telephone calls from Members' homes. In addition, travelling costs (to see constituents, for parish meetings, to attend surgeries, for site visits) can be claimed as an expense at 50% of the Members mileage rate.

Assistance on completing the annual tax return relating to these expenses is available from the Payroll Officer. Records of the expenses are required.

## 5.2 National Insurance

National Insurance contributions are payable on Basic, Special Responsibility and Telephone Allowances but as payment of the allowances is made on a monthly basis, contributions will only become due where the total allowances for any monthly period exceeds the lower earnings limit (£377 for 2007/08). Members over state retiring age should provide an age exemption card from the contributions agency, to avoid paying incorrect national insurance.

## 5.3 Social Security Benefits

Members should notify the Department of Social Security of any allowance payments they receive if they are claiming or receiving any benefit.

## 5.4 Housing/Council Tax Benefits

Members should notify the Housing Benefits Section of the Directorate of Finance of any allowance payments they receive if they are claiming or receiving these benefits.

## 5.6 Sickness and maternity

The Payroll Officer should be notified of any periods of sick leave or maternity leave as there may be implications for statutory sick pay (SSP) or statutory maternity pay (SMP). Earnings that attract national insurance contributions qualify for SSP and SMP. Copies of any doctor's notes or self certification forms should be forwarded to the payroll section for relevant action.

## 6. INSURANCE

### 6.1 Protection of No Claim Discount while using cars on Council Business

Arrangements have been made for a group insurance scheme to cover Members whose cars are damaged while in use on Council business (eg travelling to, or parked, when at meetings).

If a claim is made on the Member's normal motor insurance policy, causing a reduction in no claims discount in the following year, a payment equal to that loss up to a maximum of £250 may be made. Similarly, if a motor policy contains an excess clause where the policyholder pays the first, say, £50 of any claim, then the excess, if the actual amount of the damage is more, is payable up to a maximum of £150.

All reasonable steps should be taken to recover the cost of repairs where the person causing the damage is known.

Further details and claim forms can be obtained from the Assistant Chief Executive.

### 6.2 Personal Accident

Under this policy, benefits are payable in the event of death, bodily injury or disablement, sustained by violent accidental external and visible means, whilst engaged on the business of the Council.

Council business extends to direct travel in connection with such business and service on behalf of the Council on committees of other Authorities or Bodies. Loss of, or damage to, clothing and personal effects arising as a result of injury being sustained is also provided for if such loss is not recoverable from another source.

### 6.3 Libel and Slander

The Council is indemnified against claims in respect of libels appearing in any publications normal in the Insured's business and slanders in oral utterances made by any Member in the course of and in pursuance of official procedure.

Limit of Indemnity - £500,000

### 6.4 Other Insurance

The policies mentioned below are all subject to the following proviso:

“The Member, at the time if the incident giving rise to the claim, was acting within the scope of his authority and is not entitled to indemnity under any other policy.”

#### Public Liability

This policy indemnifies all elected Members of the Council and Co-opted Members of any Committee or Sub Committee against Third Party claims.

Limit of Indemnity - £15,000,000

#### Employer's Liability

In the rare event of a claim being lodged against a specific Member or Members and not against the Authority the indemnity is extended to cover such Member(s).

Limit of Indemnity - £25,000,000

#### Public Health Regulations Liability

Under the Public Health (Infectious Diseases) Regulations 1988, the Authority may, if this is felt necessary, issue to any person(s) a 'Notice to Discontinue Work'. Any resultant claim against a Member(s) for

either :            loss of earnings by the recipient of the Notice

or            :            loss by the employer of a recipient of a Notice, due to his compliance with the Notice

is covered under this policy.

Limit of Indemnity        -    maximum compensation payable to any one person - £5,000

-                            maximum compensation payable in any one period of insurance - £50,000

**INDEPENDENT REMUNERATION PANEL**

1. The Council considered the report of the Independent Remuneration Panel at its meeting of 22 October 2003 and complied with the duty to have regard to the above recommendations. The Council resolved that the recommendations of the report be adopted with effect from 1 May 2003, with the exception of four specific special responsibility allowances ie:
  - Increase the Deputy Leader and Chair of Licensing and Appeals Committee Allowances by £538 each to £4,305 and £2,153 respectively.
  - Reinstate the allowances for the Vice Chair of the Review Board and Crime and Disorder Reduction Partnership at £538 each.
2. The Council considered a further report of the Independent Remuneration Panel at its meeting of 28 April 2004 following a review of the implementation of the scheme. The Council supported the Independent Remunerations Panel in that:
  - no further changes be made to the level or arrangements on members allowances
  - members be eligible to join the Local Government Pension scheme based on basic and special responsibility allowances from 1 April 2004
  - where a member is found guilty of unethical conduct and suspended/or partially suspended from being a member of the authority, then members allowances should not be paid for the period of suspension or in respect of duties to which any partial suspension refers
  - no change be made to the co-optee allowance
3. The panel was reconvened on 16 March 2005 to consider the implications of the work of the Alcohol and Entertainments licensing regime and payment of allowances for the mayor and deputy mayor. The panel also carried out the general review of the members' allowance scheme.

The panel recommended, that with effect from 1 April 2005:

- a special responsibility payment of £569 be made for 2005/06 to each of the fifteen members of the Alcohol and Entertainment Licensing committee (which would incorporate the licensing panels) particularly to account for the anticipated substantial initial workload for licenses. This would be subject to review in November 2005
- special responsibility allowances be made to the mayor and deputy mayor, of £3,985 per annum and £1,139 per annum respectively. This would replace the ad-hoc allowances made to these civic dignitaries

- the communication allowance be increased to £200
- no additional changes be made to the members' allowances scheme

These recommendations were supported by the Cabinet on 17 May 2005 and by Council on 29 June 2005.

4. The panel was reconvened on 26 January 2006 to review the work of the Alcohol and Entertainments licensing regime and implementation of the communication allowance. The panel also carried out the general review of the members allowance scheme.

The panel recommended that with effect from 1 April 2006:

- Alcohol and Entertainment Licensing Committee . The panel noted that the initial transitional period had been successfully completed. The panel considered that the allowance of £569 should be discontinued, except for the Chair and Vice Chair in respect of continuing responsibility for licensing reviews and new Gaming Act provisions.
- Communication Allowance, The panel noted the satisfaction in this respect and considered that the allowance should continue unchanged.
- Annual Review of the Scheme. The panel considered that certain special responsibility allowances should be increased. The Leader's allowance should increase by £1,707 and other cabinet members, scrutiny committee chairs and development control committee chair by £569.

The Cabinet considered these recommendations at its meeting of 14 February 2006. The Cabinet supported the recommendations of the panel but proposed that the allowance of £569 should continue for members of the Alcohol and Entertainment Licensing Committee. It also recommended that the re-established panel be asked to carry out a fundamental review of the level of allowances.

The Council considered the report of the panel and the proposals of the Cabinet at its meeting of 1 March 2006 and complied with the duty to have regard to the above recommendations. The Council resolved that the recommendations of the Cabinet be adopted with effect from 1 April 2006.

5. On 27 September 2006 the Council appointed a new independent panel for the purposes of Part 4 of The Local Authorities (Members' Allowances) (England) Regulations 2003 to carry out the statutory function of advising the Council on its scheme of members' allowances. The panel has met on a number of occasions since then to familiarise itself with its responsibilities and gain information to assist in fulfilling its task. It has, amongst other things, had an opportunity to meet with a cross-section of members to discuss the nature and extent of the duties performed by them.

Careful consideration was given to an appropriate level of members' allowances for 2007/08. Particular attention was paid to comparisons with other districts in Nottinghamshire, and the functions performed by Nottinghamshire districts, with particular regard to housing and leisure

provision and highways agency. It was noted that Broxtowe had retained a greater level of responsibility for those functions than most other Nottinghamshire authorities. At the same time, its overall budget for members' allowances was currently lower than all those districts.

It was further noted that work by the Panel and the Council itself in previous years had established an appropriate relationship between the allowances to reflect the special responsibilities of particular postholders. Further consideration to that relationship would however be necessary following the borough elections in May 2007. An additional responsibility which merited recompense however was the recent establishment of a General Purposes and Audit Committee recommended by the Council's auditors.

Recognition was also given to the rapidly changing world of local government and the need for members to develop an enhanced representative role and address changes arising from the recent White Paper: 'Strong and Prosperous Communities', the Lyons report and other government initiatives.

Bearing in mind those factors, the panel recommended that the current Members' Allowance Scheme be continued for 2007/08 save that:

1. An increase be made in the current basic and special allowances of 10% to include the annual update by reference to the national pay award of employees.
2. Responsibility allowances be awarded to the Chair and Vice Chair of the General Purposes and Audit Committee at the same level as those in respect of the Review Panel.

The Cabinet considered the recommendations at its meeting of 13 February 2007. The Cabinet supported the recommendations of the panel.

The Council considered the report of the panel and recommendation of the Cabinet at its meeting of 28 February 2007 and complied with the duty to have regard to the above recommendations but agreed that the 10% increase should be phased in over a period of 4 years from 1 April 2007.

The full reports of the Independent Remuneration Panel are available from the Chief Executive at the Town Hall, Beeston, Nottingham, NG9 1AB. Telephone:- 0115 9177777 or e.mail [chiefexecutive@broxtowe.gov.uk](mailto:chiefexecutive@broxtowe.gov.uk). Copies will be made available on request.



**RATES OF TRAVELLING ALLOWANCES FOR TRAVEL BY MOTOR VEHICLE**

The current rates of travelling allowance (1 April 2008) are:

1. The rate for travel by a solo motorcycle shall be as follows:
 

less than 500 cc	20.0p per mile
500 cc and over	29.0p per mile

2. The rate for travel by private motor vehicle shall be as follows:
 

not exceeding 999 cc	42.9p per mile
exceeding 999 cc but not exceeding 1199 cc	46.9p per mile
exceeding 1199 cc	58.7p per mile

For the purpose of the above paragraphs, the cylinder capacity shall be that entered in the Vehicle Registration book.

3. The rate for travel by Taxicab shall not exceed:
  - i) In the case of urgency where no public transport is reasonably available;
 

The amount of the actual fare and any reasonable gratuity paid.
  - ii) In any other case:
 

The amount of the fare for travel by appropriate Public Transport.

Receipts should be obtained where fares claimed exceed £5.

4. The rate for travel by a hired vehicle other than a Taxicab shall not exceed the rate which would have been applicable had the vehicle belonged to the Member who hired it.

Provided that where the Council so approves the rate may be increased to an amount not exceeding the actual cost of hiring.

5. The rate for travel by cycle shall be 20p per mile.

## APPENDIX 4

### SCHEDULE OF SUBSISTENCE ALLOWANCE

1. The current rates of subsistence allowance (1 April 2007) are:
  - i) In the case of an absence, involving an absence of more than 4 hours away from the usual place of residence the allowance shall not exceed:

a)	Breakfast (before 11 am)	£5.65
b)	Lunch (including the period 12 noon to 2 pm)	£7.75
c)	Tea (including the period 3 pm to 6 pm)	£3.10
d)	Evening Meal (ending after 7 pm)	£9.55

#### **(Proof of expenditure should be provided)**

- ii) In the case of an absence overnight from the usual place of residence where payment is not directly paid by the Council £84.44 For such an absence overnight in London, or for the purpose of attendance at an Annual Conference (including or not including an annual meeting) of the Association of District Councils, £96.30. Please note that this is a payment for the 24 hour period and is the maximum total allowance that can be paid.

For the purpose of this paragraph, London means the City of London and the London Boroughs of Camden, Greenwich, Hackney, Hammersmith, Islington, Kensington and Chelsea, Lambeth, Lewisham, Southwark, Tower Hamlets, Wandsworth and Westminster.

2. Any rate determined shall be deemed to cover a continuous period of absence of 24 hours.
3. The rates specified in paragraph 1 above, shall be reduced by an appropriate amount in respect of any meal provided free of charge by an authority or body during the period to which the allowance relates.
4. Meals on Trains – Where main meals (ie a full breakfast, lunch or dinner) are taken on trains during a period for which there is an entitlement for a day subsistence allowance, the reasonable cost of the meals (including VAT), may be reimbursed in full. In such circumstances, reimbursement for the reasonable cost of a meal would replace the entitlement to the day subsistence allowance for the appropriate meal period.

**Members Allowances**  
**Payments made 1 April 2007 – 31 March 2008**

Name	Basic £	Special Responsibility £	Other* £	Total £
Ball L	3375.02		83.70	3458.72
Heptinstall S	3375.02	5351.72	344.50	9071.24
Robinson R	3375.02	3283.60	238.68	6897.30
Childs W	3375.02	77.32	159.54	3611.88
Radulovic M	3375.02	7120.88	2327.57	12823.47
Pettengell T	3375.02		242.08	3617.10
Williams J	3375.02	4280.98	390.43	8046.43
Prince F	3375.02	3360.79	284.87	7020.68
Brown M	3375.02	2137.86	345.96	5858.84
Ford A	3375.02	612.00	275.32	4262.34
Kenny J	3375.02	1305.05	792.74	5472.81
Rich M	3375.02	13445.30	932.31	17752.63
Rigby K	3375.02	5170.13	550.19	9095.34
Tyler I	3375.02	3206.28		6581.30
Watts D	3375.02	3592.63		6967.65
Wilcockson D	3375.42	1075.55	218.03	4669.00
Wombwell B	3375.02	4892.99	485.87	8753.88
Handley M	3375.02		93.75	3468.77
Briggs J	3375.02	77.32	21.50	3473.84
Wright M	3375.02	612.00	223.20	4210.22
Owen J	3375.02	2143.85	404.58	5923.45
Jackson R	3375.02	4048.78		7423.80
Kerry E	3375.02			3375.02
Brooks- Stephenson P	3375.02			3375.02
Longdon W	3375.02	612.00		3987.02
Brunton A	3375.02	536.19		3911.21
Carr S	3375.02	1757.63		5132.65
Wildey S	3375.02	1145.78		4520.80
Hesketh B	3375.02			3375.02
Bell J	3375.02	3740.12		7115.14
Barber S	3039.31	1035.09		4074.40
Hopcroft G	3039.31			3039.31
Taylor B	3039.31			3039.31
Atherton E	3039.31			3039.31
Harvey G	3039.31			3039.31
Burnett D	3039.31	534.67	273.30	3847.28
Charlesworth R	3039.31		472.07	3511.38
Graham S	3039.31			3039.31
McGrath J	3039.31		47.06	3086.37
Crow M	3039.31		241.06	3280.37
Lally L	2718.75	2328.27		5047.02
Lally P	2718.75			2718.75
Rutherford A	3039.31		58.32	3097.63
<b>Total</b>	<b>140120.91</b>	<b>77484.78</b>	<b>9506.63</b>	<b>227112.32</b>

\* incorporating travel, subsistence and conference expenses

<b>Name</b>	<b>Basic £</b>	<b>Special Responsibility £</b>	<b>Other* £</b>	<b>Total £</b>
Hamilton P		165.50	115.71	281.21
Hales W		99.30	5.57	104.87
Morris J		99.30	1.68	100.98
Lockwood G			5.58	5.58
<b>Grand Total</b>	<b>140120.91</b>	<b>77848.88</b>	<b>9635.17</b>	<b>227604.96</b>

**ARRANGEMENTS FOR THE DISCHARGE OF FUNCTIONS**  
**APPOINTMENTS TO CABINET, COMMITTEES,**  
**SELECT COMMITTEES AND PANELS ETC.**

**CABINET**

Liberal Democrat

M G Rich (Chair)  
 S Heptinstall MBE (Vice Chair)  
 K E Rigby

Labour

M Radulovic  
 F Prince

Conservative

R I Jackson  
 J M Owen  
 M Brown

**DEVELOPMENT CONTROL**

Liberal Democrat

D K Watts (Chair)  
 W J Longdon (Vice Chair)  
 CE Robb

Substitutes 1. A J Brunton  
 2. M J Crow  
 3. B Taylor

Labour

S Barber  
 D A Wilcockson

Substitutes 1. M Radulovic  
 2. J W Bell  
 3. R S Robinson

Conservative

L A Ball  
 P E P A Brooks-Stephenson  
 M Handley  
 Vacancy

Substitutes 1. J S Briggs  
 2. A FM Ford  
 3. TAJ Pettengell  
 4. M Brown

Independent

**ALCOHOL AND ENTERTAINMENTS LICENSING COMMITTEE**

Liberal Democrat

K E Rigby (Vice Chair)  
J E Longdon  
B Wombwell

Labour

L A Lally (Chair)  
J Bell  
M Radulovic

Conservative

D A Burnett  
A F M Ford  
Vacancy

**LICENSING AND APPEALS COMMITTEE**

Liberal Democrat

K E Rigby (Vice Chair)  
W J Longdon  
R A Charlesworth

Substitutes 1. J E Longdon  
2. J Williams  
3. B Wombwell

Labour

L A Lally (Chair)  
F Prince  
J Bell

Substitutes 1. J B Kenny  
2. J W McGrath  
3. M Radulovic

Conservative

J S Briggs  
D A Burnett  
Vacancy

Substitute A F M Ford

**OVERVIEW & SCRUTINY**

Liberal Democrat

B Wombwell (Chair)  
R A Charlesworth  
I L Tyler  
J Williams

Labour

S Barber  
J W Bell (Vice Chair)  
R S Robinson

Conservative

L A Ball  
M Handley  
E Kerry  
T A J Pettengell (Vice Chair)

Independent

B Hesketh

**EXAMINATION & INQUIRY GROUP-COMMUNITIES**

Liberal Democrat

J Williams (Chair)  
S J Carr  
M Crow

Labour

R S Robinson (Vice Chair)  
D A Wilcockson

Conservative

J S Briggs  
E Kerry,  
TAJ Pettengell

**Independent**

B Hesketh

**EXAMINATION & INQUIRY GROUP - ENVIRONMENT**

Liberal Democrat

R A Charlesworth (Vice Chair)  
G M Hopcroft  
C E Robb

Labour

J W McGrath (Chair)  
L A Lally

Conservative

E H Atherton  
AFM Ford  
T Rutherford

Independent

S B Graham

**EXAMINATION & INQUIRY GROUP – SERVICES**

Liberal Democrat

I L Tyler (Chair)  
A J Brunton  
B Taylor

Labour

J B Kenny (Vice Chair)  
P Lally

Conservative

L A Ball  
M Handley  
G Harvey

**STANDARDS COMMITTEE**

Liberal Democrat

A J Brunton (Vice Chair)  
M J Crow

Substitutes 1. W J Longdon  
2. D K Watts

Labour

J B Kenny

Substitutes 1. D A Wilcockson  
2. R S Robinson

Conservative

E H Atherton  
W Childs

Substitutes 1. J S Briggs  
2. PEPA Brooks-Stephenson

Independent

S B Graham

External Independent Members

P Hamilton Chair

Substitute Parish Council Members  
B Maloney  
E Bradley

Parish/Town Councillors:

B Deller  
J K Forrest  
G Lockwood  
C M Wombwell  
W Hales  
S M Eden  
J A Morris  
R Harrison

**REVIEW PANEL**

Liberal Democrat

R A Charlesworth  
B Wombwell

Substitutes 1. J Williams  
2. B Taylor

Labour

S Barber (Chair)

Substitutes 1. R S Robinson  
2. J B Kenny

Conservative

W Childs  
G Harvey

Substitutes 1. Vacancy  
2. AFM Ford

Independent

S B Graham

## **GENERAL PURPOSES & AUDIT COMMITTEE**

### Liberal Democrat

S J Carr (Chair) I L Tyler	Substitutes	1. M J Crow 2. B Wombwell
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### Labour

J B Kenny (Vice Chair)	Substitutes	1.P Lally 2.J W McGrath 3. R S Robinson
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### Conservative

E Kerry TAJ Pettengell	Substitutes	1. Vacancy 2. R I Jackson
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### Independent

S E Wildey	Substitute	1. B Hesketh
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**REPRESENTATION ON OUTSIDE BODIES****14 MAY 2008**

<b><u>NO.</u></b>	<b><u>BODY/ORGANISATION</u></b>	<b><u>REPRESENTATIVE</u></b>
1	Age Concern, Chilwell	F Prince
2	Age Concern, Eastwood	Cllr J B Kenny & Cllr R Charlesworth
3	Broxtowe Citizens Advice Bureau	Cllr L A Lally
4	Eastwood Volunteer Bureau Management Committee	Cllr J B Kenny
5	Beeston Volunteer Centre Management Committee	Cllr L A Lally
6	Relate	Cllr R S Robinson
7	Nottingham Playhouse Trust	Cllr S Heptinstall MBE
8	East Midlands Museum Service	Cllr F Prince
9	Campaign to Protect Rural England (Notts) Branch Executive Committee	Cllr M G Rich
10	Eastwood Peoples Initiative – Management Committee	Cllr M Radulovic MBE
11	Beeston Rylands Community Centre	Cllr S Barber
12	Nottinghamshire Local Government Association	Cllr M G Rich
13	Local Government Association	Cllr M G Rich or nominated substitute (Cllr M Radulovic MBE)
14	Local Government Information Unit	Cllr M G Rich
15	Greater Nottingham Groundwork Trust	C M Wombwell
16	Greater Nottingham Partnership Forum	Cllr S J Carr

Executive

17	East Midlands Regional Assembly	Cllr M G Rich or nominated substitute (Cllr S Heptinstall MBE)
18	Francis Dixon & Catherine Gregory Charity – Bramcote to 2009	Cllr S Heptinstall MBE Cllr I L Tyler
19	Nottingham Express Transit Development Board	Cllr B Taylor
20	Nottingham East Midlands Airport Consultative Committee	Cllr B Wombwell Substitute: Cllr S Barber
21	Greenwood Partnership Board	Cllr TAJ Pettengell
22	Beeston Consolidated Charities	Cllr L A Lally J Thorley
23	United Charities of Abel Collins	Cllr N Wombwell
24	Local Government East Midlands	Cllr M G Rich or nominated substitute (Cllr S Heptinstall MBE)