

## MEMBERS' ALLOWANCE SCHEME MONITORING 2018/2019

### Audit Committee - 17 September 2019

Report of                      Head of Legal and Democratic Services

Status                         For Consideration

Key Decision                No

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Portfolio Holder        Cllr Matthew Dickens

Contact Officer        Martin Goodman, Ext. 7245

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**Recommendation to Audit Committee:** that Members note the contents of this report.

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#### Introduction and Background

- 1        Within the terms of reference of the Audit Committee, the committee is required 'to monitor the implementation of the Members' Allowance Scheme'.
- 2        The Governance Committee is required 'to receive the recommendation of the Joint Independent Remuneration Panel and make recommendations for changing the Members' Allowance Scheme to the Council and, if required, to the Joint Independent Remuneration Panel'. This process took place during 2017/18 and an updated scheme came into force from May 2019.

#### Members' Allowance Scheme - 2018/19

- 3        Members' allowances for 2018/19 were published during the summer and can be viewed, alongside past years' information, here:  
[https://www.sevenoaks.gov.uk/downloads/download/32/councillor\\_allowance\\_and\\_expense\\_payments](https://www.sevenoaks.gov.uk/downloads/download/32/councillor_allowance_and_expense_payments)
- 4        Basic allowances were paid to all Members but one asked not to receive the full amount. It should be noted that allowances were paid to 55 Members as there was a by-election during the year.
- 5        Travel expenses were claimed by 23 out of 55 Members (42%).
- 6        The IT allowance was claimed by 42 out of 55 Members (76%). This has been consolidated with the basic allowance from May 2019.

- 7 Appendix G from the Constitution of Sevenoaks District Council containing the Members' Allowance Scheme (2018/19) is attached as this report's Appendix.
- 8 All Members' expenses claims are checked by Democratic Services. In the event of any question of interpretation, the Chief Executive or the Monitoring Officer will decide. No issues were found during the year and the next routine internal audit of the arrangements is due to take place in 2020/21.

## **Key Implications**

### Financial

The cost of the Members' Allowance Scheme is contained within the approved budget.

### Legal Implications and Risk Assessment Statement.

There are no legal or risk implications for this report.

### Equality Assessment

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

**Appendices** 2018/2019 Members' Allowances Scheme.

**Background Papers** None.

**Martin Goodman**

**Head of Legal and Democratic Services**