

Report of the Independent Remuneration Panel

Scheme of members' allowances for BCP Council

1. Introduction

This report has been prepared by the Independent Remuneration Panel (the **Panel**) for Bournemouth, Christchurch and Poole Council (BCP Council) comprising three individuals drawn from the community who have previously participated in panels across Dorset:-

1.1. Mr John Quinton (Chairman)

Former Head of Democratic Services at Wiltshire Council.

Member of Independent Remuneration Panels for West and North Dorset District Council and Weymouth and Portland and Christchurch Borough Councils.

1.2. Mr Keith Broughton

Member of the Independent Remuneration Panel for West and North Dorset District Councils and Weymouth and Portland Borough Council.

1.3. Mr Martin Varley

Partner at Humphries Kirk LLP (Solicitors) and Chartered Member of the Chartered Institute for Securities & Investment

Member of the Independent Remuneration Panels for Dorset County Council and Dorset and Wiltshire Fire & Rescue Authority

Previous relevant voluntary work includes Chairman of Wealdon District Council and Eastbourne Borough Council Independent Remuneration Panels and East Sussex Fire & Rescue Authority Independent Remuneration Advisory Group.

2. Legal Basis

2.1. The Local Authorities (Members' Allowances) (England) Regulations 2003 (the **Regulations**) apply to local authorities including district and county councils.

2.2. The Regulations require a relevant authority to make a scheme providing for the payment of a basic allowance (**BA**) to each member of that authority. The BA must be the same for each member of the authority.

2.3. A relevant authority's scheme of allowances may also provide for the payment of special responsibility allowances (**SRAs**) to such members of the authority as have special or additional responsibilities. The specified categories of

special or additional responsibilities which may be included in a scheme of allowances include:-

- i) acting as leader or deputy leader of a political group within the authority;
 - ii) acting as a member of an executive where the authority are operating executive arrangements within the meaning of part 2 of the Local Government Act 2000;
 - iii) presiding at meetings of a committee or sub-committee of the authority;
 - iv) representing the authority at meetings of or arranged by any other body;
 - v) acting as a member of a committee or sub-committee of the authority which meets with exceptional frequency or for exceptionally long periods;
 - vi) acting as the spokesman of a political group on a committee or sub-committee of the authority; and
 - vii) carrying out such other activities in relation to the discharge of the authority's functions as require of the member an amount of time and effort equal to or greater than would be required of him or her by any of the above mentioned activities.
- 2.4. SRAs need not be the same and may reflect the different expectations, time and effort involved in particular roles.
- 2.5. Member allowance schemes may also provide for the payment of a dependent carers' allowance and also for members' travelling and subsistence whilst acting in connection with their duties as a member of the authority.
- 2.6. Before a relevant authority may make or amend a scheme of allowances it must have regard to recommendations made in relation to the scheme by an independent remuneration panel.

3. Context

- 3.1. Following the parliamentary approval of the Bournemouth, Dorset and Poole (Structural Changes) Order 2018, the new BCP Council will come into effect on 1 April 2019 and the current Bournemouth, Christchurch and Poole Borough Councils will cease to exist.
- 3.2. Elections for the 76 seats on BCP Council will be held on 2 May 2019.
- 3.3. For the period 1 April – 6 May 2019 (the date on which the 76 newly elected councillors take office) (the **Interim Period**), the 120 current members of the three sovereign councils mentioned in paragraph 3.1 above will continue as members of BCP Council. As the current councils will no longer exist, their respective schemes of members' allowances will cease and allowances may no longer be payable, pursuant to the Regulations.
- 3.4. Therefore, in addition to making recommendations on a scheme of allowances for the new cohort of councillors to be elected in May, the Panel has also been

asked to consider what approach should be taken to the provision of allowances during the Interim Period.

4. Role of the Panel

- 4.1. A scheme for the payment of a BA must be adopted by the Shadow Council for BCP Council. It may also adopt a scheme for the payment of SRAs and other allowances as set out in paragraph 2. Members must have “regard” to the recommendations of an Independent Remuneration Panel in relation to a scheme of allowances before adopting any scheme. Therefore, councillors themselves acting as a relevant authority make the final decision about what allowances are to be available.
- 4.2. Regulation 20(2) requires that an independent remuneration panel shall consist of at least three members none of whom:-
 - (a) is also a member of an authority in respect of which it makes recommendations or is a member of a committee or sub-committee of such an authority; or
 - (b) is disqualified from being or becoming a member of an authority.
- 4.3. The three members of the Panel are individuals, none of whom are disqualified from being or becoming a member of a relevant authority.
- 4.4. The Panel has been asked to formulate recommendations for a scheme of members’ allowances for BCP Council for the Interim Period.
- 4.5. The Panel met on 20 December 2018 and the 16 and 22 January 2019.

5. Evidence

- 5.1. To inform the development of its recommendations, the Panel was provided with the following evidence:-
 - (i) the Regulations;
 - (ii) council size submission to Local Government Boundary Commission for England;
 - (iii) final recommendations of Local Government Boundary Commission for England on the electoral review of BCP Council;
 - (iv) benchmarking data – unitary authorities and current BCP councils – levels of current allowances;
 - (v) current members’ allowances schemes for Bournemouth, Christchurch and Poole Borough Councils;
 - (vi) information relating to the composition of BCP Council;
 - (vii) emerging governance structure for BCP Council and anticipated roles of members; and

- (viii) emerging Constitution of BCP Council including the recommendations of the O&S Design Group on the proposed structure and role of scrutiny within the new council.
- 5.2. The Panel also had the opportunity to interview those individuals named at paragraphs 6.3 and 6.4.

6. Methodology for the review

- 6.1. A questionnaire was sent to all of the Shadow BCP Councillors seeking views on the average amount of time spent on council business, what level of BA may be appropriate for members of BCP Council and other aspects relating to members' allowances. 19 responses were received and the analysis of these is attached as Appendix '1' to this report. An additional questionnaire was returned after the closing date but this was too late to be included within the analysis at Appendix 1. The response gave detailed information in relation to the SRAs for Planning and Licensing and compared the SRAs payable to Portfolio Holders and Scrutiny chairs.
- 6.2. Overall the Panel felt the number of responses received was a disappointing response to the request for information but understood that this could be due to reluctance by councillors to engage with a media sensitive issue.
- 6.3. The Panel interviewed the following councillors:
 - (i) Councillor Janet Walton
Leader - Shadow BCP Council and Chairman of the Shadow Executive Committee
Leader – Poole Borough Council;
 - (ii) Councillor Mark Howell
Leader – Poole People
Member – Poole Borough Council;
 - (iii) Councillor Vikki Slade (Telephone interview)
Member – Poole Borough Council;
 - (iv) Councillor John Beesley
Leader – Bournemouth Borough Council;
 - (v) Councillor Nicola Greene
Chairman of the Shadow Council Governance Task and Finish Group
Deputy Leader – Bournemouth Borough Council;
 - (vi) Councillor Nigel Hedges
Member – Bournemouth Borough Council;

(vii) Councillor Trish Jamieson

Deputy Leader – Christchurch Borough Council; and

(viii) Councillor Fred Neale

Member – Christchurch Borough Council.

6.4. In addition, the panel interviewed Tanya Coulter – Shadow BCP Council Interim Monitoring Officer and Karen Tompkins – Head of Democratic Services for Bournemouth and Poole.

6.5. The Panel wish to record its thanks to those individuals who gave evidence.

7. Panel Deliberations

7.1. The Panel recognise and acknowledge that the evidence provided is based upon emerging work in relation to the development of the governance structure for BCP Council and the best predictions of workloads and roles.

7.2. The Panel sought to interview councillors of all political groups and officers with appropriate roles and responsibilities in an effort to gain the best possible interpretation of how the new council will operate and function.

7.3. The Panel had regard to the extent to which the initial 125 members of BCP Council may be engaged in the normal business of a relevant authority in the Interim Period and whether proposals for the scheme of allowances should differ in the Interim Period.

8. Recommendations for Interim Period – 1 April to 6 May 2019

8.1. Regulation 4 provides as follows:

“Basic allowance

(1) An authority shall-

- a. make a scheme in accordance with these Regulations which shall provide for the payment of an allowance in respect of each year to each member of an authority, and the amount of such an allowance shall be the same for each such member (“basic allowance”) ...”.

8.2. The Panel was advised that there were not any full council meetings scheduled for the Interim Period. A small number of committees may meet during the Interim Period in order to deal with any urgent matters, and the Shadow Executive Committee will continue until after the election. However, no meetings of BCP Council are being scheduled. It is also noted that the pre-election period (“purdah”) will have begun prior to 1 April, which may also have an impact upon and limit decision-making activity of the new authority in the Interim Period.

8.3. The Panel noted written and oral evidence to the effect that there will be an ongoing community representation role for all councillors during the Interim

Period. Whilst the focus of those who are seeking election to the new council will be campaigning, the Panel considers that there may well be a cross-over between these two areas of activity.

- 8.4. The Panel considers that there is a consensus among senior leaders from the three current sovereign councils that the continuing representation role would be key to a successful transition to the new BCP Council. Therefore, continuing to pay a BA in the Interim Period would be an incentive to all councillors to continue to perform their community representation role, whether or not they seek election.
- 8.5. The Panel was advised that:
 - (a) the Shadow Executive Committee is not expected to meet in the Interim Period;
 - (b) no individual portfolios have been created by the Leader of the Shadow Council, and therefore there will not be significant responsibilities for its individual members during the Interim Period;
 - (c) the Leaders of the former three sovereign councils would be consulted on significant issues and would have an ongoing role.
- 8.6. Taking account of the evidence and the advice on the anticipated business of the Shadow Executive Committee, the Panel considered carefully whether to recommend that SRAs might be properly payable during the Interim Period. An SRA payable to the Leader of the Shadow Executive Committee was considered in the light of the comments made by the Leader to the Panel. As the Shadow Executive Committee was not expected to meet and as no individual portfolios had been created there would not be significant responsibilities for its individual members during the interim period. On this basis the Panel agreed not to award any SRAs during the interim period.
- 8.7. The Panel was advised that there had been some suggestion that, for administrative ease, the current allowances schemes for each of the sovereign councils should simply be rolled forward into the Interim Period. In the view of the Panel this would not be lawful as it would lead to three different levels of BA being payable which would be discriminatory.
- 8.8. The Panel recommends to pay a BA to all members of the Shadow Council for the Interim Period. The sum proposed recognises the five week duration of the Interim Period, and is based on the representational role only and reflects that all 120 councillors would serve the residents rather than the reduced number of councillors post 6 May 2019.
- 8.9. The Panel also proposes that in the unlikely event of meetings being called in the Interim Period, then councillors should be reimbursed for their travelling expenses and a carer's allowance should be payable based on its recommendations for the post-Interim Period.

8.10. *The Panel recommends that during the Interim Period:*

- (a) *the rate of the basic allowance to be paid to members of the BCP Council shall be set at £360;***
- (b) *a travel allowance for members' use of own vehicles be paid to members in line with the HMRC Mileage Allowance Payments (MAP) for undertaking official business during the Interim Period;***
- (c) *a dependent carers' allowance be paid to members as set out in paragraph 14.2.***
- (d) *no SRAs be paid.***

9. Recommendations for BCP Council BA to come into effect on 6 May 2019

- 9.1. The Panel carefully considered the responses given by members of the existing sovereign authorities to the questionnaire referred to in paragraph 6.1. Views of respondents to the questionnaire differed considerably concerning the proper level of the BA, ranging from £5,000 to £15,000 per annum.
- 9.2. The Panel received the views of some councillors to the effect that a higher level of BA would attract people from a broader spectrum and demographic to stand for election. In some areas it was difficult to recruit new candidates and there was a need to make the role more attractive. Many councillors referred to allowances synonymously as remuneration. Some thought the BA should be akin to the level of the living wage and some thought that it should enable the possibility of councillors to work part time.
- 9.3. The Panel considered the representations that the BA ought to reflect a living wage but are cognisant that the BA is an allowance and not a salary. BA is offered in recognition of members' time and some expenses incurred whilst on council business. With this in mind the Panel wished to emphasise the purpose of the payment of the BA. It is intended to recognise:-
 - (a)** the community representative role that all Members undertake that includes:
 - I. representing constituents' views at meetings of the Council and, as appropriate, on other organisations;
 - II. ensuring that individual problems which have not been dealt with by the normal procedure are dealt with satisfactorily;
 - III. holding community meetings and consultations;
 - IV. dealing with correspondence and obtaining information;
 - V. meeting with officers to make them aware of local concerns;
 - VI. acting as the representative on another body, requiring briefing and reporting back to Council;

- (b) attendance at and preparation for committee meetings;
 - (c) travel time and time spent representing the Council on outside bodies;
 - (d) the use of the home as an office including internet, telephone and postage costs and the purchase of stationary and related items; and
 - (e) some subsistence costs.
- 9.4. Associated with councillors' views on the level of the BA there was also a huge divergence in the estimates of time spent on council business currently. These ranged from 20 to 200 hours plus a month. This could be explained in part by the wide range of roles performed by those councillors who returned the questionnaire. Almost without exception, councillors said that they expected there to be an increase in the number of hours spent on council business in the new council. The reasons cited included increased workloads arising from the overall reduction in the number of councillors and the increase in the geographic areas of the wards, the increasing complexity of providing services across a larger and more diverse council area, together with increased travel time.
- 9.5. The Panel received the views of members of the current sovereign authorities that the role of a member of the new unitary authority may provide a significant challenge. In particular, this is likely to be evident to those Christchurch Borough Council councillors who have never previously served on the county council. Evidence suggests the breadth and complexity of unitary council services (Adult and Children's Services in particular) will add significantly to the workload of those councillors not used to dealing with strategic cross borough-wide services.
- 9.6. Benchmarking data was provided to the Panel by officers. This indicated the range of current BAs payable within a sample of urban unitary councils (£11,000 - £12,000). The current BAs payable by Dorset County Council and Bournemouth and Poole Borough Unitary Councils are in the range of £9,000 to £10,600 and that by Christchurch Borough Council is approximately £4000.
- 9.7. The Panel received written and oral evidence that it is the perception that the role of all councillors would be more demanding. The delivery of services across the new council area would be more complex leading to more issues being raised with councillors. The Panel was advised that BAs and other allowances paid by Bournemouth and Poole Borough Unitary Councils and Christchurch Borough have not been increased for a number of years. The Panel was further advised that BAs in the existing sovereign authorities could be viewed as now out of kilter with comparable councils.
- 9.8. The Panel was advised that the electoral ratio figures for the new council state that the average electorate per councillor will be 1:3960 whereas currently it is 1:2590, 1:1592 and 1:2648 for Bournemouth, Christchurch and Poole respectively. This represents an approximate increase of 50% in the ward

constituents for Bournemouth and Poole councillors, and of 150% for Christchurch councillors. The Panel also took notice of the potentially significant challenge to councillors of the increased complexity of working across a combination of large urban towns, which together form the size of a city.

- 9.9. The Panel is of the view that the reorganisation of the three councils into one unitary authority provides a unique opportunity to update the allowances for the new BCP Council. Whilst the various schemes currently operated by those councils are noted by the Panel it is the view of the Panel that each of those schemes have been so affected by historic circumstances that they have no significant relevance to a new scheme of allowances for a new authority.
- 9.10. The Panel is advised that councillors do not have access to the Local Government Pension Scheme, and, therefore, ***the Panel recommends that no members be entitled to a pension.***
- 9.11. ***The Panel recommends that the rate of the basic allowance paid to members:***
- (a) ***be set at £12,500 per annum; and***
 - (b) ***that this basic allowance be adjusted by an amount equivalent to any officers' pay award for the 2020-21 period during which time the Panel anticipate carrying out a further review as recommended in paragraph 17.3 below.***

10. ICT Provision

- 10.1. The Panel was advised that the decision has been made to provide all BCP councillors with a hybrid style laptop computer following the May elections. The BA does not therefore incorporate a specific element to recognise the cost of buying and maintaining devices. However, it is designed to include a contribution towards provision of broadband and purchase of IT consumables, such as toner cartridges and printer paper.

11. Special Responsibility Allowances (SRAs)

- 11.1. In the interviews with the current Leaders of Bournemouth and Poole Councils the Panel received evidence of the extent of the challenge facing the Leader of the new Council. The Leader would establish the agenda for the forthcoming four years and set the priorities, behaviours and values for the new BCP Council. There are currently three distinct councils with different cultures and bringing them together into a new organisation will be a huge job. Both Leaders emphasised the importance of having Cabinet Members that they could share the workloads with in order to achieve the objectives of the new council. The

Cabinet Members would likely work as many hours as the Leader and would be responsible for individual decision making within their portfolio area.

- 11.2. The Panel took evidence, both oral and written, that the roles of the Leader and Cabinet Members in the current sovereign authorities at Poole and Bournemouth were essentially full time. These were complex roles with huge responsibilities. It is anticipated that the demands of the roles of the Leader and Cabinet Members in the BCP Council will not diminish, but are likely to increase in the foreseeable period.
- 11.3. It was also clear from the councillors that were interviewed that the workload and responsibilities of the Cabinet Member were significantly more than committee chairs. The Panel heard evidence from existing Cabinet Members of the types of responsibilities and decisions and workloads for which they were held accountable.
- 11.4. The Panel received no overwhelming evidence that the SRA paid to the Deputy Leader should be any different to that paid to other Cabinet Members. The Panel noted that the intention was for the Deputy to hold a portfolio as did other Cabinet Members and that the emerging Constitution makes no distinction from an ordinary Cabinet Member, other than deputising for the Leader. On this basis the Panel is of the view that the SRA payable to the Deputy Leader should be the same as the other Cabinet Members.
- 11.5. The Panel received evidence that the civic role of the Chairman of the BCP Council would be significant and will have important links to other partner organisations. The Panel was advised that chartered mayoralities are to be established to represent some continuity with the former sovereign councils. It is intended that these Mayors would work with the Chairman to co-ordinate civic functions and to represent the BCP Council. In addition to the civic role, the Chair is to have an important role in managing and presiding over regular Council meetings to ensure that Councillors who are not in the Cabinet or who do not hold the chair of a main Committee are able to hold those office holders to account. Whilst the Panel are not in favour of paying SRAs to vice chairs in general, the Vice Chair of the Council is an exception, as, in addition to deputising for the Chair at meetings of the Council, he/she will also fulfil a civic role.
- 11.6. The Panel used the emerging governance structure and Constitution to inform its considerations of other SRAs and understands that there are elements still evolving. In particular the Panel considered in great detail the work of the O&S Design Working Group. The Panel did not receive significant evidence from councillors to corroborate the aspirations coming out of the review and was cognisant of the resource implications of such a scrutiny model. However, it is important that scrutiny should be seen as a valuable resource to the new BCP Council that requires investment and an SRA to each of the Chairs of the scrutiny committees should be similar to other important committees.

Appendix A

- 11.7. The Panel received evidence that there were likely to be gradations of responsibility for committees with some meeting more often and being more important to the overall governance of the new BCP Council. The Panel received evidence that Audit and Governance, Planning, Council and the Overview and Scrutiny Committees should be included within the higher-level category, with Planning, in particular, dealing with significant, high-profile and long-lasting issues. Having one Planning Committee to cover the whole council would mean that this committee, and by association, its Chair, would have a significant workload. The Panel recognises that the workloads of the committees in the BCP Council may differ from current workloads of the committees in the existing councils, and recommends that the proposed gradations are reviewed as recommended in paragraph 17.3.
- 11.8. Most respondents to the questionnaire and interviewees advocated that members should only be entitled to claim one SRA regardless of how many SRAs they are entitled to claim.
- 11.9. The Panel heard evidence that the role of minority group leaders would be important for the management of the new council. For the purposes of the Regulations a group is more than one member, but there is no requirement for an SRA to be paid to any Group Leader. The Panel considered what number of members ought to constitute a group for the purposes of the awarding of an SRA. The Panel considers that a group for this purpose should have a membership of five or more.
- 11.10. ***The Panel recommends that the following special responsibility allowances be paid in recognition of the additional workload and levels of responsibility and accountability placed upon members appointed to these roles:***

Leader - £30,000;

Cabinet Members (including Deputy Leader) - £20,000;

Chairman of the Council - £10,000;

Vice-Chairman of the Council - £5,000;

Chairman of Audit and Governance Committee - £10,000;

Chairman of Planning Committee - £10,000;

Chairmen of the Overview and Scrutiny Committees - £10,000;

Chairman of Licensing Committee - £5,000;

Chairman of Appeals Committee - £3,000;

Chairman of Standards Committee - £3,000;

Minority Group Leaders - £3,000 ;

(Note: minority parties must have a membership of no fewer than 5 for their Leader to receive an SRA)

11.11. *The Panel further recommends that:*

- (a) no SRAs be paid to vice-chairmen of committees (with the exception of the vice-chairman of Council)***
- (b) members may not receive more than one SRA (and may elect which SRA to receive); and***
- (c) that the SRAs be adjusted by an amount equivalent to any officers' pay award for the 2020-21 period during which time the panel anticipate carrying out a further review as described in paragraph 17.3 below.***

12. Travel allowances

12.1. The Panel received various representations in response to the questionnaire and interviews. The Panel was led to understand that many members of the existing sovereign councils fail to claim their travelling allowances, the Panel recognised that this was a media sensitive issue which may contribute to members reluctance to claim.

12.2. The Panel notes that each of the relevant councils currently pays approved amounts under MAPs. Anything payable above MAP approved amounts result in a taxable benefit to the claimant. The Panel further notes that to introduce taxable benefits into the travel allowances scheme would be a disproportionate bureaucratic burden on the authority.

12.3. The MAP approved amounts are currently:

- (a) car – 45p per mile up to 10,000 and 25p per mile thereafter;**
- (b) passenger payments – up to 5p per mile per passenger (up to a maximum of four) to be claimed only for passengers who would otherwise be eligible for travelling allowance;**
- (c) motorcycle – 24p per mile;**
- (d) bicycle – 20p per mile;**
- (e) in relation to public transport (including rail and bus) – standard fare; and**
- (f) parking fees – actual cost.**

12.4. There was the suggestion that more travelling would be required to attend meetings of the new BCP Council. The Panel accepts that for some members

additional travel time would be required but across the board there would be fewer meetings and the BA was intended to include the costs of travel time.

12.5. ***The Panel recommends the travel allowances be paid to members:***

- (a) ***in line with MAP for undertaking official business; and***
- (b) ***travelling to the BCP Councils offices for meetings and official business.***

13. Subsistence allowances

13.1. Subsistence allowances include the costs of:

- (a) accommodation (if a member needs to stay overnight); and
- (b) meals and other 'subsistence' while travelling.

13.2. The Panel understands that the current sovereign councils' allowance schemes provided for subsistence allowances at approximately the same rates. For the avoidance of doubt, as this a new members' allowances scheme, the Panel wishes to emphasise that subsistence should be only claimable for undertaking official business outside of the new unitary council area.

13.3. ***The Panel recommends the subsistence allowances be paid to members;***

- (a) **In the case of an absence not involving an absence overnight from the usual place of residence:-**
 - (i) Breakfast (more than 4 hours away before 11am) £7.14
 - (ii) Lunch (more than 4 hours including 12 noon to 2pm) £10.72
 - (iii) Tea (more than 4 hours including 3pm to 6pm) £5.35
 - (iv) Evening Meal (more than 4 hours away ending after 7pm) £14.29

14. Carers' allowance

14.1. The Panel was advised that the current sovereign councils' allowances schemes provide for the payment of carers' allowance. All current councils included within their schemes a carers' allowance at approximately the same rates and with similar qualifications.

14.2. ***The Panel recommends that a dependent carers' allowance be paid to recompense the actual cost expended (and is not payable to a member of the claimant's own household):***

- (a) ***for care of dependants, whether children, elderly people or people with disabilities;***
- (b) ***for such time as a member is on BCP Council business where travelling allowances are payable;***

- (c) *at an hourly rate equivalent to 110% of the minimum wage, rounded up to the nearest whole pound, i.e. actual expenditure incurred subject to a maximum of £9* per hour.*
*(*As at April 2019)*

15. Co-opted and Independent Members' allowance

15.1. *The Panel recommends that an allowance £1000 per annum be paid to:*

- (a) *the co-opted members of the scrutiny committee with oversight of education matters;*
- (b) *the independent persons appointed to contribute to the arrangements of promoting and maintaining high standards of conduct; and*
- (c) *the independent persons appointed to serve on School Admission Appeals Panels (in addition to travel and subsistence allowances).*

16. Foregoing and suspension of allowances

16.1. *The Panel recommends that members may, if they wish, forego all or any part of their entitlement to BA or any SRA by giving notice in writing to the Monitoring Office of the BCP Council.*

16.2. *The Panel recommends that where a member is suspended or partially suspended from his/her duties as a councillor in accordance with Part III of the Local Government Act 2000, or regulations made under that Part:*

- (a) *the part of the basic allowance payable to him/her in respect of the period for which he/she is suspended or partially suspended shall be withheld;*
- (b) *the part of the SRA payable to him/her in respect of the period for which he/she is suspended or partially suspended shall be withheld; and*
- (c) *the part of the travelling and subsistence allowance payable to him/her in respect of the period for which he/she is suspended or partially suspended shall be withheld.*

16.3. *The Panel recommends that where payment of any allowance has already been made in respect of any period during which the member is concerned is:*

- (a) *Suspended or partially suspended from his responsibilities or duties as a councillor in accordance with Part III of the Local Government Act 2000 or regulations made under that Part;*
- (b) *ceases to be a member of BCP Council; or*

(c) *is any other way not entitled to receive the allowance in respect of a relevant period,*

the authority may require that such part of the allowance as relates to any such period be repaid to the authority.

17. Emerging Governance Structure

- 17.1. The Panel received evidence that the governance structure would continue to evolve over time and that these would be matters for the new BCP Council and not the shadow council. Specifically, this would include how the culture of the new council would evolve and how the design principles referred to in paragraph 5.1(viii) above, would work in practice in holding the Leadership and Cabinet to account and in the establishment of a Listening Committee.
- 17.2. In addition, there was the suggestion that some of the workload of the Cabinet might be shared wider than the membership of the Cabinet. This would not involve actual decision making but fulfilling an important role in communications with all Council members and supporting cabinet members to ensure that the Council functioned effectively.
- 17.3. ***The Panel recommends that the scheme of members' allowances for the BCP Council be reviewed by an Independent Remuneration Panel after 12/18 months of operation, unless any emerging issues arise upon which the Council wants to seek the Panel's views before that time.***