

DISTRICT COUNCIL MEMBERS' ALLOWANCES

GENERAL INFORMATION

Since 1974 Councillors have been entitled to receive or to claim a range of allowances for undertaking their Council duties.

The Council sets the allowances itself, having regard to Government guidance, but only having first considered recommendations from an Independent Panel set up for the purpose. The Independent Panel for West Oxfordshire was originally established early in 2002 and its most recent reports are available as file downloads from the "Allowances for District Councillors" page: <http://www.westoxon.gov.uk/about-the-council/councillors-meetings/allowances-for-district-councillors/>

Allowances paid to Councillors are made up of the following:

- **A Basic Allowance.** This amount was set for £4,500 in 2016/17. The same rate of Basic Allowance must be paid to all Councillors.
- **A Special Responsibility Allowance.** Where a Councillor has a role with significant additional responsibility to the standard role of a Councillor they can be paid a Special Responsibility Allowance. The rate for the Allowance is dependent on the level of responsibility for which it is paid. Examples of current positions which qualify for SRA are members of the Council's Cabinet, and those who Chair meetings of Committees.
- **Travel and Subsistence allowances** can be claimed where a councillor incurs expenditure in order to perform an approved Council duty. They can also claim subsistence when they are acting as the authorised representative of the Council at a meeting, conference or seminar. Actual costs of standard rail fares, taxi & bus fares and other direct costs can also be claimed. Claims have to be supported by receipts.
- Councillors can claim a **Dependant Carers' Allowance** where expenditure is necessarily and exclusively incurred in arranging care of children or dependants when undertaking approved duties. The maximum rate depends on the nature of the care involved.

The rules for all this are set out in the Local Authorities (Members' Allowances) (England) Regulations 2003 (Statutory Instrument 2003 – 1021). The Regulations are available from the HMSO website at: <http://www.opsi.gov.uk/legislation/uk.htm>

When the Regulations were made, the Government issued associated guidance to local authorities, which is available from the website of the Department for Communities and Local Government: <http://www.communities.gov.uk/corporate/>.

The allowances scheme approved for the current financial year is available as a download from the "Allowances for District Councillors" page.

The Council is also required to publish details of allowances paid to Councillors following the end of each financial year. These are added to the website as soon as possible after the end of each financial year.