

Appendix 1

A Review

Of

Members' Allowances

For

Darlington Borough Council

The Fourth Report by the

Independent Remuneration Panel

Alistair Arkley CBE
Declan Hall
Robert Shotton

February 2008

Foreword

This is the fourth report produced by the Independent Remuneration Panel (IRP) for Darlington Borough Council. The original panel was established in November 1999 to make recommendations to the Authority on the range and levels of remuneration for the Authority's members. It was done as preparation for the wider modernisation agenda introduced by the Local Government Act 2000. The first report was produced in January 2000 and made recommendations, which the Council accepted, that modernised the allowances scheme and set the current framework in place.

The second review, carried out in September 2003, was conducted in accordance with the *Local Authorities (Members' Allowance) (England) Regulations 2003*¹ and subsequent amendments. These regulations required the Council to reconvene its Panel (which by 2003 was a statutory advisory panel) to make recommendations in relation to pensions, travel and subsistence allowances, Co-optees' Allowances, and on certain associated allowances before 31 December 2003. The Panel was also tasked with a further review of Basic and Special Responsibility Allowances, which led to an up date of Darlington Borough Council Members' Allowances Scheme in light of experience of the new political structures although the structure was not substantially altered. The third review was carried out in the spring of 2006 and was relatively minor in that it considered the applicability of a SRA for the Chair and Vice Chair of the newly established Audit Committee by the Council.

This, the fourth, review arises out of the statutory requirement for the Council to seek fresh approval from the IRP on the applicability of an index and if so which index to be applicable to the various allowances paid within the authority. The Council has also asked the Panel to look at all the allowances as they have not been reviewed in over 4 years, with a view to consider whether the current scheme is still fit for purpose. The conclusion of the Panel is that the current scheme has stood the test of time and not in need of substantial restructuring at the present time.

Dr Declan Hall
Chair of the Independent Remuneration Panel
February 2008

¹ See Statutory Instruments 2003 Nos. 1021, 1022 and 1692 for further details.

Independent Remuneration Panel:

Review of Allowances

For

Darlington Borough Council

The Regulatory Context and Terms of Reference

1. This report is a synopsis of the proceedings and recommendations made by the Independent Remuneration Panel (IRP) reconvened by Darlington Borough Council to advise the Council on its current Members' allowances scheme.
2. The Panel was convened under *The Local Authorities (Members' Allowances) (England) Regulations 2003 (SI 1021)*. These regulations, which arise out of the relevant provisions in the *Local Government Act 2000*, require all local authorities to set up and maintain an advisory Independent [Members'] Remuneration Panel to review and provide advice on Members' allowances. All Councils are required to convene their Remuneration Panel and seek its advice before they make any changes or amendments to their allowances scheme and they must 'pay regard' to the Panel's recommendations before setting a new or amended Members' Allowances Scheme.
3. Specifically, the Panel was convened to make recommendations to the Council on the applicability of the indexation of allowances for the next four years. Regulation 10(5) states:

Where an authority has regard to an index for the purpose of annual adjustment of allowances it must not rely on that index for longer than a period of four years before seeking a further recommendation from the independent remuneration panel established in respect of that authority on the application of an index to its scheme.

4. The Council is fulfilling its statutory responsibility by undertaking this review under Regulation 10(5) of the 2003 Members' Allowances Regulations to seek fresh authority for the indexation of allowances.

Terms of Reference

5. With the statutory requirement to reconvene the Panel the Council took the opportunity to present the Panel with a general terms of reference, namely to make recommendations to Darlington Borough Council on the following:
 - I. The amount of basic allowance that should be payable to its elected Members.
 - II. The categories of Members who should receive a special responsibility allowance and as to the amount of such an allowance.
 - III. The duties for which a Travelling and Subsistence Allowance can be made and as to the amount of this allowance where applicable.
 - IV. The amount of Co-optees' Allowances where applicable.
 - V. The expenses of arranging for the care of children and dependents and the amount of these allowances and the means by which they are determined under the Dependants' Carers' Allowances scheme.
 - VI. Whether annual adjustments of allowances should continue being referred to employees annual pay awards, if so for how long.
 - VII. The pensionable allowances and whether any changes should be made to the current scheme.
 - VIII. Whether any other allowances should be payable to Members or Co-opted Members.
 - IX. The implementation date for the review of allowances.

The Panel

6. Darlington Borough Council reconvened its Independent Remuneration Panel and the following Panel Members carried out its independent review; namely:
 - Alistair Arkley² CBE, currently chairman of New Century Enterprises, Chameleon Pub Company and Passionate Pub Company, all based in the Tees Valley. Alistair is also Non Executive Chairman of Steelite International PLC, and currently Chairmen of their Remuneration Committee. Alistair also lives in Darlington and was awarded a CBE in the 2007 New Year's Honours list for services to regeneration of the North East.

² Alistair Arkley is a new appointee, replacing Pam Eccles who stood down from the IRP

- Dr. Declan Hall, Chair of the Panel, Institute of Local Government, The University of Birmingham, an academic specialising in the field of Members' Allowances.
 - Rob Shotton, ex- Chair of Business-Link, Tees Valley.
7. The Panel had the support of Linda Todd, Head of Democracy and Customer Services, Corporate Services Department, who acted as the 'Panellist's Friend', and whose role was to take the organisational lead in facilitating the work of the Panel. The Panel was also assisted by Shirley Burton, Senior Democratic Support Officer, who provided the Panel with relevant information.
8. The Panel would like to record its gratitude to the Members and Officers of Darlington Borough Council for making themselves available to talk to the Panel and supporting the work of the Panel.

Process and Methodology

9. The Panel met at the Town Hall Darlington on the following dates
- 15th January 2008
 - 16th January 2008
10. The Panel meetings were in closed session to enable the Panel to meet with Members and Officers in confidence and hold its deliberations in private.
11. All Members were given the opportunity to meet with the Panel, submit written views to the Panel or make their views known to their respective Group Leaders. The Leaders (or their nominees) of the three groups on Council met with the Panel to put forth their groups views. The Panel also met with Officers to obtain an overview on the changes and challenges facing the Council.
12. The elected Members of the Council, including any written submissions, and Officers who met with the Panel are listed in Appendix one.
13. The Panel's activity fell into four areas:
- **One:** Review of the background and contextual information on Darlington Borough Council relating to the issues of concern, i.e., recent changes in political structures, allowances schemes from comparator authorities and previous allowances reports for the Council.
 - **Two:** Interviews with Members and Officers of the Council (see Appendix One)

- **Three:** Review of oral and written submissions and analysis of allowances schemes from Near Neighbour and other Tees Valley Unitary Authorities and the summary of all allowances schemes from unitary authorities as produced by the LGAR 2006 Survey of Allowances in England (see Appendix Two for full list of information and evidence received and reviewed by the Panel).
 - **Four:** Arriving at recommendations; and the drafting and redrafting of report to the agreement of the Panel.
14. The Panel took a tiered approach in considering the evidence. It is required to operate within the broad statutory framework laid down by the statutory guidance and regulations. The 2003 Members' Allowances (England) Regulations establishes the boundaries for the IRP, i.e., attendance allowances cannot be paid, all Members must receive a Basic Allowance that is equal in value and express authority is granted to vary the terms and conditions for claiming the travel and subsistence allowances, or whether to retain them at all. Within the legislative context the IRP has an obligation to pay regard to the statutory guidance which for instance mandates certain considerations for IRPs in reaching the recommended Basic Allowance but in contrast provides suggestions in reaching an appropriate level for the Leader's SRA.
15. The next level of evidence considered by the Panel were the representations made by the Group Leaders (or nominees) and other Members who met with the Panel. The interviews obtained the views of the groups on council and as well as raised a number of specific concerns. The interviews were also utilised to challenge statements and to act as a 'sounding board' to suggestions and ideas from members of the IRP.
16. Finally, all the evidence and representations have been reviewed and evaluated within the comparative context. The principal approach adopted by the Panel in its review and assessment of the evidence has been to benchmark the scope and levels of allowances paid in Darlington Borough Council against that paid in other unitary authorities both nationally and regionally. The Panel has not been driven by the levels of allowances paid in other unitary authorities but it was at the very least concerned with ensuring that DBC has not fallen behind its peers in the scope and levels of allowances currently paid.

Observations and Comments

17. The evidence reviewed by the Panel indicates that the current scheme of allowances has stood the test of time. There was a great deal of positive acceptance of the current scheme that transcends

party groups. The Darlington scheme has proved to be robust and is seen as supportive of the roles and responsibilities that Members are expected to fulfil within the broader context of ensuring the scheme represents value for money.

18. The scope and level of allowances, including the differentials, paid in Darlington are perceived to be comparatively fair and relatively equitable by all the party groups, with some minor exceptions. The main message the Panel picked up during the review process is that there is no demand for wholesale changes in the current scheme. The main function of this review therefore is to address particular anomalies that have risen since the last review of allowances. A major question is what has changed since 2004 that requires a corresponding change in the allowances scheme?
19. Consequently, the Panel decided to be guided by the main principle adopted in previous reviews, namely making recommendations that seek to minimize barriers to public service while not creating an allowances scheme that leads to people standing for and remaining on Council primarily for financial reasons. It is a case of building on previous work of the Panel rather than breaking with the past.
20. Furthermore, this led the Panel to take the view that for changes to be recommended a strong case has to be presented to alter previous approaches.

The Evidence Reviewed and Recommendations

A Recalibrated Basic Allowance

21. There was a wide range of evidence to indicate that the current Basic Allowance (£7,812) is still appropriate. If the Panel was to replicate the formula it used in 2003 to arrive at the Basic Allowance but with a current rate for the job it produces a figure of £7,936.
22. Expected Inputs: 104 days per year, although it is noted that training requirements for Members might have marginally increased the notional time commitment associated with the Basic Allowance.
23. Voluntary or public service discount: of 45%, or 47 public service days, leaving a notional 57 remunerated days per year
24. Rate for the job: the 2007 LGA daily session rate is now £138.75 per day (it was £104 in 2003)
25. = 104 days expected annual inputs for the roles associated with the BA minus 45%, or 47 days per year, as public service
26. = 57 remunerated days X £138.75 (2007 LGA daily session rate)
27. = £7,908.75

28. This exercise indicates to the Panel that indexation has maintained the relative value of the Basic Allowance as set in 2003, the difference between the indexed BA and recalibrated BA is less than £100, which is so marginal as not to make a difference.
29. The LGAR 2006 Members Allowances Survey, which was published by the LGA and IDeA in March 2007 but conducted in the 2nd half of 2006, shows that the average Basic Allowance for English unitary councils of £7,406. Once the application of 2 rounds of indexation has been applied to that average it again shows the current Basic Allowance in Darlington is in line with the average in comparable authorities. Furthermore, the Darlington BA actually represents far greater value for money than the headline figures indicate as the Darlington Basic Allowance also includes all provision for travel and subsistence within the Borough, use of Members own telephones and line rental. In most authorities these costs are reimbursed *in addition to* the Basic Allowance payable.
30. **The Panel recommends no change to the Basic Allowance, apart from the continuation of the indexation (see below).**

The Leader and the Cabinet Members

31. The Panel received evidence that the Leader, and to a lesser extent the Deputy Leader and Cabinet roles and responsibilities have evolved since 2002. The executive system has settled down and is now a recognised and identifiable feature of local government. In particular, there was a view that the Leader and Executive are the Members most affected by the government drive to promote the community leadership and engagement roles of local government. The Panel notes this perception but felt this view is not sufficient grounds in itself to alter the SRAs currently paid to the Leadership and Executive.
32. The comparative picture (see table 1 below) also does not provide a strong rationale to enhance Leader/Executive SRAs. The Leader and Cabinet in Darlington is paid on a par with peers nationally, although it could be suggested that once indexation and further individual local authority reviews have been factored into the LGAR Members' Allowances Survey figures (since it was conducted in the autumn of 2006) that the Deputy Leader and other Cabinet Members are paid marginally less than their English peers although the Panel would need to see some further evidence to be convinced of the need to enhance the Darlington SRAs for these posts.

Table 1: Average SRAs paid in English Unitary Authorities (LGAR 2006 Members' Allowances Survey) and SRAs payable in Darlington 2007/08

Post	Unitary Average	Darlington
Leader	£20,338	£22,319
Deputy Leader	£14,335	£13,391
Cabinet Members	£11,748	£11,160
Scrutiny Chair	£7,853	£8,928
Scrutiny V/Chair	£4,305	£3,571
Planning Chair	£6,962	£7,812
Planning Vice Chair	£3,761	£3,124
Licensing Chair	£5,818	£7,812
Licensing Vice Chair	£3,587	£3,124
Audit Chair	NA	£543
Opposition Leader	£8,410	£7,812
Opposition Deputy Leader	£4,780	£1,116
Leader Minority Opposition	NA	£1,116

33. **The Panel recommends no change to the SRAs payable to the Leader and Cabinet Members (Executive) at this time, but note that is an issue for the future.**

Other SRAs

34. The Panel observes that the SRA model in Darlington has two distinguishing features: it relatively restricted in terms of numbers of SRAs payable and flat in that there are not a plethora of different levels of SRAs payable. This is a feature the Panels seeks to maintain in interests of value for money and simplicity insofar it is appropriate for Darlington Borough Council.
35. There was no strong desire from the Members to overhaul the current scope and levels of SRAs payable in Darlington Borough Council. Moreover, the comparative evidence indicates that SRAs in Darlington are broadly in line with that paid in English Unitary Councils as indicated by the LGAR 2006 Members' Allowances Survey – except in those cases discussed below.
36. **Consequently, the Panel recommends no change in the scope and level of SRAs payable bar those specifically mentioned below.**

Chair of the Monitoring and Co-ordination Group

37. The Monitoring and Co-ordination Group has been established (2004) since the previous fundamental review (2003). It was not within the terms of reference for the virtual review in 2006. Its role is to co-ordinate the work programme of the scrutiny committees and

manage their budget. As such, its work is largely administrative and organisational. Such a co-ordinating group or committee has been a relatively common development in overview and scrutiny across local government in the past few years.

38. The Panel was informed that the Chair of the Overview and Monitoring Group is always one of the Chairs of the Scrutiny Committees. The Panel does not want to set a precedent by remunerating Chair of non-committee but it also notes that this post holder undertakes work and some responsibility above and beyond the other chairs of scrutiny. It ensures the efficient working and co-ordination of scrutiny.
39. The Panel felt that this extra role merited recognition at a relatively marginal level. It feels that the Chair of the Monitoring and Co-ordination Group (who is always a chair of a Scrutiny Committee and currently in receipt of relevant SRA) should receive an extra 2.5 percentage points uplift in their SRA in recognition of the dual role. This equates to 2.5% of the Leader's current SRA (£22,319), which is an up lift of £558.
40. **The recommended SRA for the Chair of Overview and Monitoring Group (including their role as a Chair of a Scrutiny Committee) is £9,486. If this post is de-coupled from holding a Chair of Scrutiny then the SRA should be discontinued until further advice is sought from the Panel.**

Chairs of Licensing and Planning Applications Committees

41. The Chairs of the principal regulatory committees (Licensing and Planning Applications or PAC) are not underpaid compared to peers in other unitary councils, and in the case of Licensing the Chair in Darlington receives a higher than average SRA. However, the Panel notes the headline comparisons may be misleading.
42. The Chair of Licensing in Darlington is not only responsible for taxi and other miscellaneous licensing functions but also takes a lead in the chairing the Liquor Licensing Appeals Panels, or if unavailable the Vice Chair of Licensing does so. This remit ensures the Chair of Licensing in Darlington is very much involved in licensing issues on all levels.
43. The Chair of PAC also has a wider brief than the title of chair indicates, namely taking a lead in chairing the new PAC sub committee. This is in addition to being one of the higher profile posts in the Council.
44. The Panel feels the enhanced role of the Chairs of the Licensing and PA Committees in Darlington merits recognition and they should

be seen as being on a par with the Chairs of the Scrutiny Committees. **The Panel recommends that SRAs for the Chairs of the Licensing and DC Committees are up lifted to £8,928.**

Vice Chairs

45. The Panel notes that presently the Vice Chairs of the following committees receive a SRA:
- Scrutiny Committees (£3,571)
 - Licensing and Planning Chairs (£3,124)
46. The Panel did not consider there is a strong case to add to the list of Vice Chairs receiving a SRA, bar the Vice Chair of the Overview and Monitoring Group, which does not have a Vice Chair in any case. Conversely the Panel considers that there is still a case to remunerate the Vice Chairs of the principal committees but feels that a SRA set at 40% of their respective Chair's SRA is somewhat high considering that they do not have specified duties or project leads beyond being the designated stand for the their Chair when the latter is absent.
47. As the Panel has recommended that the Chairs of the principal committees are paid the same SRA (£8,928) the same logic should also be applied to the Vice Chairs of the Principal Committees. In determining the appropriate level the Panel has chosen a ratio of 35% relative to their Chairs SRA. **Thus, the Panel recommends that the Vice Chairs of the Principal Committees (Scrutiny, Licensing and Planning) receive a SRA of £3,125.**

The Independent/Co-opted Members on the Standards Committee

48. The role of the Standards Committee in England is changing. The Panel flags up the issue of new powers and responsibility for the Standards Committee from April 2008 (provisional date) and will review the recommended Co-optees' Allowance further in light of the impact on the roles and responsibilities of the statutory Co-Optees on Standards.
49. However, it is clear that there will be an enhanced role and responsibility for the Co-optees on the Standards Committee, as the Committee is going to have enhanced powers. Presently, all complaints against local councillors are sent to the national Standards Board of England to be dealt with in the first instance and only if a complaint is deemed to have subsistence but only if deemed to be minor in nature is sent back to local standards committees to deal with. From April 2008 all complaints against local councillors will be dealt with in the first instance by local authority Standards Committees for local determination on whether to deal

with locally or if serious enough to send up the National Standards Board of England. Thus, at the very least, the Darlington Standards Committee will have a filter role vis-à-vis any complaints against Members, even if they are unfounded there is still a process role for the Standards Committee.

50. Presently the independent Chair of the Standards Committee receives a Co-optees Allowance of £543 and ordinary appointed Members (bar the statutory parish council representatives) receive £272 per annum. While the Panel is unable to accurately gauge what the new Standards regime means for the workload and responsibility of the Co-optees on Standards there is a *prima facie* case to increase their allowances beyond the nominal sums currently received if simply to recognise their enhanced statutory responsibilities.
51. **The Panel recommends that the ordinary Co-optees on the Standards Committee should have their Co-optees' Allowance increased and set at 10 per cent of the Basic Allowance, which is £781 per annum. This provision should also be extended to the statutory Parish Council representatives on Standards.**
52. The 2003 Statutory Guidance requires that where a Co-optee is a chair they should receive "an amount no less than the equivalent special responsibility allowances being made available to chairs of equivalent committees of the council." (Paragraph 22) The Panel takes the view at this stage that the Standards Committee has more work and responsibility than the Audit Committee but not as much as the principal committees. **At this stage the Panel is taking a cautious view and recommends that the independent Chair of the Standards Committee is paid a SRA set at 15 per of the Basic Allowance, which is £1,172 per annum.**

Eligibility to join the Local Government Pension Scheme

53. The Panel continues to support the right of Members to join the Local Government Pension Scheme and provides fresh authority for another four years.

The Dependents' Carers Allowance (DCA)

54. A number of issues were raised with the Panel regarding the Dependents' Carers Allowance (DCA). They include:
 - The fact that the DCA provides reimbursement for child care up a maximum of £4.80 per hour: a sum that has remained unaltered since 2004. The Panel takes the view that it is inequitable for the Council to be seen to be endorsing rates of

pay that could be less than minimum wage, which is £5.52 for carers over 21 and £4.60 for those aged 18 to 21 years of age.

- It only reimburses child care by Ofsted registered providers which is inflexible and not tailored to the needs of Members with dependant children, who invariably need care out of normal hours and in an ad hoc fashion.
- The scheme as currently in place does not necessarily reimburse the cost of caring for dependants by Members when on approved duties.
- The definition of approved duties for claiming the DCA is too restrictive.

55. The Panel notes that the 2003 Local Authorities (Members' Allowances) (England) Regulations (7) specify the approved duties for which the DCA may be claimed. If an authority has a DCA scheme in place it can only be claimed for the approved duties specified in the Regulations. However, the Panel feels that it can make recommendations vis-à-vis the DCA that more flexible, more tailored to Members' requirements and bear a greater relationship to actual costs than is presently the case.

56. **The Panel recommends that a Dependents' Carers Allowance is available to any Councillor with dependents who have to be cared for when that Member is on Council business, subject to different rates and capping levels.** The recommendations set out below are designed to assist the Council develop an appropriate DCA scheme, rather than a definitive set of recommendations.

The Childcare Element

57. That the childcare element reimburses reasonable expenses incurred for the care of dependent children while a Member carries out approved duties as specified in the 2003 Members' Allowances Regulations.

58. It should be for actual expenditure incurred up to a maximum of 35 hours in any one week. Thus, a Member can claim for care for multiple children but the total number of hours claimed for can be no more than 35 hours in total in any one week. The maximum hours claimable should also allow for cancellation of meetings and for childcare that has to be booked in pre-defined blocks of time.

Qualifying Criteria

59. It is also recommended the childcare element of the allowance be paid out on the basis of self-monitoring. For instance,

- a. A Member must self-register with the monitoring officer (and/or Standards Committee) that they have a dependant child or children under the age of 16 living with them.
 - b. Claim the allowance on production of a receipt or signed statement, which declares that the childcare has been actually been provided by a childminder and not by a member of the immediate family normally resident at the Member's home address.
60. The Panel recognises that the proposed self-monitoring arrangement may not provide a perfect audit control over DCA claims. However, given the fact that currently the number of potential claimants is so low it does not represent a major issue. Moreover, the onus is on claimants rather than the Council so it becomes a matter for the individual to take responsibility for any omissions or errors.
61. On the other hand, the Panel does recognise that the operation of the DCA may need reviewing after a year or so of operation to ensure that it is working as intended and stands up to public scrutiny.

Care for Dependents on Social/Medical Grounds

62. The DCA is not simply a child care scheme, it can provide for care of dependants on social/medical grounds, such as dependants who are elderly and/or disabled. Consequently, the Panel recommends that that the social/medical dependant care element of the allowance is paid at a similar rate chargeable by Darlington Borough Council Social Services Department for provision of a Home Care Assistant.
63. The Panel also recommends that this allowance should be paid only on the production of a receipt for actual expenditure incurred while a Member is on approved duties. As care for dependants with social/medical needs will be provided by professional carers they will be in a position to provide formal receipts in a way that many child carers will not be able to do.
64. The Panel also suggests that the social/medical element of the Dependents' Carers Allowance is available to Members who have an express need for such an allowance. This express need should take the form of a written declaration by a Member, which is lodged with the Standards Committee (and the monitoring officer as a means of providing further audit).

Further Restrictions on Claiming the DCA

65. Members should not be able to claim for multiple carers for multiple dependants within the same category of care. Best efforts should be made to provide value for money.

Travel and Subsistence Allowances

66. The Panel confirms the current terms and conditions of which Members can claim travel and subsistence allowances. Moreover, it also confirms the current rates applicable, namely at the same rate as employees of Darlington Borough Council who are covered by the National Joint Council for Local Government Services (Green Book) when Members incur travelling and subsistence expenditure outside the Borough boundary on approved Council duties.

Travel and Subsistence Allowances for Co-optees on Standards

67. The Panel notes that the restriction on Darlington Borough Council inability to claim travel and subsistence for attending in-authority approved duties is also applicable to Co-optees on Council. This restriction has proved to be restrictive in recruiting Co-optees, particularly as Darlington has to recruit beyond the Borough boundaries due to the relatively small size of the Borough's population.
68. It was never the intent of the Panel for the restrictions on claiming travel and subsistence to be a barrier to recruiting Co-optees on the Standards Committees, which are statutory appointees. **The Panel recommends that the statutory Co-optees on the Standards Committee who reside outside the Borough are able to claim travel and subsistence allowances for attending Standards Committee meetings and associated approved duties at the same rates and subject to the same qualifying criteria as applied to Members who are able to claim same allowances for attending approved duties outwith the Borough.**

Confirmation of Indexation

69. **The Panel approves the current indices in place for another 4 years.**
- **Basic, Special Responsibility and Co-optees' Allowances: indexed to the annual local government pay percentage increase as agreed each April (linked to spinal column point 49 of the National Joint Councils scheme)**
 - **Travel and Subsistence Allowances: indexed to same rates applicable to employees**

Appendix One

Members and Officers who met with the Panel

Members

Councillor Kate Davies (Con):	Back bench Member
Councillor Peter Freitag (LD):	Deputy Leader of Minority Opposition
Councillor Heather Scott (Con):	Leader of the Opposition
Councillor John Williams (Lab):	Leader of the Council

Co-Optees

Mike Airey :	Independent Chair of the Standards Committee
--------------	--

Officers

Ada Burns:	Chief Executive
Linda Todd:	Head of Democracy and Customer Services, Corporate Services
Paul Wildsmith:	Director of Corporate Services

Written Submission

Councillor Jenny Chapman (Lab):	Cabinet Member, Community Engagement
---------------------------------	--------------------------------------

Apologies

Councillor Cindi Hughes (Labour Member)

Appendix Two

Information and Evidence Received and Reviewed by the Panel

- I. Terms of Reference
- II. Darlington Borough Council Members' Allowances Scheme 2007/08
- III. Schedule of Meetings for Council, Executive and Main Committees
- IV. IRP Allowances Report September 2003 with covering report by relevant Cabinet Member
- V. Factsheet on Darlington Borough Council
- VI. Statutory Guidance on Consolidated Regulations for Local Authority Allowances 2003
- VII. D
Statutory Instruments – 2003 No. 1021 – The Local Authorities (Members' Allowances) (England) Regulations 2003
 - 2003 No. 1022 – Pensions, England
 - 2003 No. 1692 – The Local Authorities (England) (Amendment) Regulations 2003
- VIII. Summary of Local Government Analysis and Research (LGAR) 2006 Survey of Members Allowances (England) March 2007
- IX. Allowances schemes from Darlington Near Neighbours and other comparator authorities in the North East including:
 - (a) Middlesbrough
 - (b) North Lincolnshire
 - (c) Stockton-on-Tees
 - (d) NE Lincolnshire
 - (e) Redcar & Cleveland
 - (f) Southend-on-Sea
 - (g) Derby
 - (h) Telford & Wrekin
 - (i) Thurrock
 - (j) Stoke-on-Trent
 - (k) Warrington
 - (l) Hartlepool
 - (m) Swindon
 - (n) Peterborough
 - (o) County Durham
- X. Report of the Councillor Commission December 2007