

# Council – 20 January 2021

## Supplementary Papers

### Amendments to Motions / Recommendations

	<b>Document / Agenda Item</b>	<b>Pages</b>
1.	Item 4. Referral from Cabinet (15 December 2020) Strategy for 2050	Councillor Walker 2-9
2.	Item 7. Scheme of Councillors Allowances for 2021-22 Report and Revised Annex A	Councillor Marland 10-22

#### **Enquiries**

Please contact Peter Brown on 01908 253671 or [peter.brown@milton-keynes.gov.uk](mailto:peter.brown@milton-keynes.gov.uk)

This agenda is available at <https://milton-keynes.cmis.uk.com/milton-keynes/Committees.aspx>



## 1. Referral from Cabinet (15 December 2020) - Strategy for 2050

Councillor Walker moved the following amendment:

“That additional clauses 1.2 (iii) – (xxvii) be added after clause 1.2 (ii):

- (iii) That the words ‘Milton Keynes Council has expressed its concern with the detail of recent proposals for development just beyond the borough boundary at Shenley Park and Salden Chase, including the potential impact on the city’s infrastructure and the need for proper integration with existing communities.’ Be added as a footnote to page 11.
- (iv) That a new sentence ‘The requirement to improve sustainability must be balanced against the urgent need to provide homes that are affordable to buy or rent and to live in’ is added at the end of the third paragraph on page 22.
- (v) That the words ‘as well as ensuring residents in our existing communities have excellent access to high quality open spaces near to their homes’ are inserted at the end of the third paragraph in the second column on page 26, such that the paragraph reads: ‘We will also improve connections in the existing networks, such as linking the Blue Lagoon to Waterhall Park, and fixing missing public rights of way to improve footpaths and bridleways to neighbouring settlements and new developments, as well as ensuring residents in our existing communities have excellent access to high quality open spaces near to their homes.’
- (vi) That the sentence ‘We will continue with this approach and make improvements where new development within the city puts pressure on the existing water management networks’ at the end of the fourth paragraph on page 27 be deleted and replaced with the sentence ‘We will continue to plan for water management at a city-wide level for existing areas as well as for future development areas, using our green and blue infrastructure network. The frequency of high rainfall events is changing so we need to prioritise work to identify our flooding and drainage requirements as well as explore potential solutions, which may include new balancing lakes, local wet/dry ponds, and strategic river maintenance and management. We also appreciate that in some of the older parts of Milton Keynes, the drainage networks can lack the capacity needed to be resilient against the climate changing and future growth, so we also need to assess requirements and solutions for those systems as a priority.’
- (vii) That the words ‘...social and affordable rent, private’ be inserted into the final sentence of the second paragraph after the word ‘for’ on page 31 such that it reads ‘This means we don’t have enough decent homes for social and affordable rent, private rent or purchase at prices that many of our residents can afford.’

- (viii) That the words ‘...or on a shared-ownership basis’ be added at the end of the second sentence of the third paragraph on page 31 such that it reads ‘Affordable homes are often built by housing developers, transferred to housing associations and then rented to households on waiting lists or sold with a discount through schemes like ‘Help to Buy’ or on a shared-ownership basis.’ and that the words ‘...as well as opportunities for households to build equity in their homes’ be added to the end of the last sentence such that it reads ‘We will also encourage other housing providers, which could include community land trust or co-housing co-operatives, to increase their delivery of homes at affordable prices, as well as opportunities for households to build equity in their homes.’
- (ix) That the sentence ‘We will also encourage pupils to consider applying to university and the Council will show leadership by providing apprenticeships and other opportunities for young people to train and gain work experience’ be added to the end of the second paragraph on page 37.
- (x) That the words ‘promoting inward investment and the growth of existing businesses’ which make up the third bullet point in the list on page 38 be deleted and replaced with ‘promote the growth of existing businesses together with national and international inward investment, building the reputation of Milton Keynes as a leading European business city’.
- (xi) That the words ‘...and the increasing use of electric cars will mean a reduced impact on the environment’ be inserted to the second sentence of the second paragraph after the word ‘future’ on page 41 such that it reads ‘For many people, cars will be the ‘go-to’ option for the foreseeable future and the increasing use of electric cars will mean a reduced impact on the environment, but our approach is to change the balance and make ‘active travel’ through walking and cycling more attractive....’
- (xii) That the sentence ‘Demand Responsive Transport (DRT) is one of a mixed economy of innovative mobility services that is emerging in Milton Keynes’ be added at the beginning of the third paragraph on page 47.
- (xiii) That the first sentence of the third paragraph on page 48 be deleted and replaced with ‘We must address our road safety challenges as there was an average of 68 people killed or seriously injured each year on our roads between 2013 and 2019’ and that the words ‘Underpasses have been an important asset for our grid network. We will give critical consideration to grade separation and road crossings as our road network expands and as we design new neighbourhoods.’ are added to the end of the paragraph.

- (xiv) That the words 'The impacts of COVID-19 will take many years to be fully revealed. The detailed actions and policies that will deliver this Strategy for 2050 will be set through future Local Plans and other council strategies. As these are developed it will be important that they pay due regard to the impacts of Covid-19 as these are understood at the time' be inserted at the beginning of the fifth paragraph on page 73.
- (xv) That the word 'invented' be deleted from the penultimate sentence in the final paragraph of page 6 and replaced with the word 'pioneered' such that it reads 'Back then we didn't know that the way we lived would contribute to climate change or how computers (pioneered at Bletchley Park) would change the way we earn a living, communicate, shop and travel.'
- (xvi) That Figure Three be replaced with a clearer map with better colour definition and a legend that includes all symbols used (i.e. the greyed-out development symbol used in Figure Eight).
- (xvii) That the words '... especially some of the early areas built by Milton Keynes Development Corporation...' in the first paragraph of page 32, be deleted and replaced with '...including some of the earliest areas built as part of the New Town...' such that it reads 'Many of our existing homes and estates, including some of the earliest areas built as part of the New Town, need major investment to bring them up to a decent standard for our residents.'
- (xviii) That the words 'that reflect changes in the diversity, age, composition and lifestyle preferences of our communities...' be added to the third paragraph of page 32 after the word 'designs' such that it reads 'We wish to see a wider variety of designs that reflect changes in the diversity, age, composition and lifestyle preferences of our communities than the relatively standard homes built in recent years...'
- (xix) That the words 'early childhood intervention and' are added to the last sentence on page 36 after the word 'through' such that it reads 'Our council regeneration policy will help people in our most deprived neighbourhoods to improve their life chances through early childhood intervention and skills development.'
- (xx) That the words 'and to encourage investment in our Local Centres by their landlords' are added to the end of the last sentence of the fourth paragraph on page 54 such that it reads 'We want to maintain this community spirit and to encourage investment in our Local Centres by their landlords.'
- (xxi) That the word 'underpasses' is added to the fourth paragraph on page 58 after the word 'crossings' such that it reads 'We will make sure that paths, road crossings, underpasses and places where people gather are overlooked, well-lit and well-maintained.'

- (xxii) That the word 'reducing' is deleted and replaced with the words 'working with Thames Valley Police to reduce' in the first paragraph on page 59 such that it reads 'This will be supported by working with Thames Valley Police to reduce road speeds within developments and having excellent paths and Redways that link to our wider mobility network.'
- (xxiii) That the word 'Eid', be deleted and replaced with the words 'cultural and religious' in the second paragraph of page 61 such that it reads 'This ranges from attending events at our theatre, gallery and music venues through to big community celebrations at our World Picnic, Pride and cultural and religious festivals and our thriving independent dance scene.'
- (xxiv) That the word 'controlled' be replaced with the word 'led' in the second paragraph of page 69, such that it reads 'One option being considered is to establish a new locally led development corporation financed by government.'
- (xxv) That a new sentence 'We will work closely with Town and Parish Councils across Milton Keynes in delivering our Strategy for 2050, to ensure there is local involvement at all stages.' be added at the end of the fourth paragraph on page 73.
- (xxvi) That the word 'greater' be capitalised in the final sentence on page 73 such that it reads 'Working across Greater Milton Keynes with our partners, stakeholders, investors and local communities, we can deliver the promise of our Seven Big Ambitions and make our Great City Greater.'
- (xxvii) That the words 'For more information about the role and the work of The Parks Trust go to [www.theparkstrust.com](http://www.theparkstrust.com)' be added as a reference to the work of the Parks Trust on page 78 under Other Links relating to Chapter Three – A Sustainable and Green City.

Note: Additional recommendations xv – xvii were resolutions of the Strategic Placemaking Scrutiny Committee meeting on 13 January 2021.

**The recommendations, if amended would read:**

- 1.1 That Council agree that the Strategy becomes an Annex to the Council Plan, making it a Policy Framework document.
- 1.2 That Council approves the Strategy for 2050 with the following amendments:
  - (i) That the words 'and cultural' be added to the second of the Seven Big ambitions after the word 'green' on page 8, such that it reads; 'make Milton Keynes a leading green and cultural city - by global standards'.

- (ii) That the sentence 'The network could also accommodate smaller, connected and autonomous vehicles as such solutions emerge' be added to the end of second paragraph of the section on A Mass Rapid Transit network, on page 43.
- (iii) That the words 'Milton Keynes Council has expressed its concern with the detail of recent proposals for development just beyond the borough boundary at Shenley Park and Salden Chase, including the potential impact on the city's infrastructure and the need for proper integration with existing communities.' Be added as a footnote to page 11.
- (iv) That a new sentence 'The requirement to improve sustainability must be balanced against the urgent need to provide homes that are affordable to buy or rent and to live in' is added at the end of the third paragraph on page 22.
- (v) That the words 'as well as ensuring residents in our existing communities have excellent access to high quality open spaces near to their homes' are inserted at the end of the third paragraph in the second column on page 26, such that the paragraph reads: 'We will also improve connections in the existing networks, such as linking the Blue Lagoon to Waterhall Park, and fixing missing public rights of way to improve footpaths and bridleways to neighbouring settlements and new developments, as well as ensuring residents in our existing communities have excellent access to high quality open spaces near to their homes.'
- (vi) That the sentence 'We will continue with this approach and make improvements where new development within the city puts pressure on the existing water management networks' at the end of the fourth paragraph on page 27 be deleted and replaced with the sentence 'We will continue to plan for water management at a city-wide level for existing areas as well as for future development areas, using our green and blue infrastructure network. The frequency of high rainfall events is changing so we need to prioritise work to identify our flooding and drainage requirements as well as explore potential solutions, which may include new balancing lakes, local wet/dry ponds, and strategic river maintenance and management. We also appreciate that in some of the older parts of Milton Keynes, the drainage networks can lack the capacity needed to be resilient against the climate changing and future growth, so we also need to assess requirements and solutions for those systems as a priority.'
- (vii) That the words '...social and affordable rent, private' be inserted into the final sentence of the second paragraph after the word 'for' on page 31 such that it reads 'This means we don't have enough decent homes for social and affordable rent, private rent or purchase at prices that many of our residents can afford.'

- (viii) That the words ‘...or on a shared-ownership basis’ be added at the end of the second sentence of the third paragraph on page 31 such that it reads ‘Affordable homes are often built by housing developers, transferred to housing associations and then rented to households on waiting lists or sold with a discount through schemes like ‘Help to Buy’ or on a shared-ownership basis.’ and that the words ‘...as well as opportunities for households to build equity in their homes’ be added to the end of the last sentence such that it reads ‘We will also encourage other housing providers, which could include community land trust or co-housing co-operatives, to increase their delivery of homes at affordable prices, as well as opportunities for households to build equity in their homes.’
- (ix) That the sentence ‘We will also encourage pupils to consider applying to university and the Council will show leadership by providing apprenticeships and other opportunities for young people to train and gain work experience’ be added to the end of the second paragraph on page 37.
- (x) That the words ‘promoting inward investment and the growth of existing businesses’ which make up the third bullet point in the list on page 38 be deleted and replaced with ‘promote the growth of existing businesses together with national and international inward investment, building the reputation of Milton Keynes as a leading European business city’.
- (xi) That the words ‘...and the increasing use of electric cars will mean a reduced impact on the environment’ be inserted to the second sentence of the second paragraph after the word ‘future’ on page 41 such that it reads ‘For many people, cars will be the ‘go-to’ option for the foreseeable future and the increasing use of electric cars will mean a reduced impact on the environment, but our approach is to change the balance and make ‘active travel’ through walking and cycling more attractive....’
- (xii) That the sentence ‘Demand Responsive Transport (DRT) is one of a mixed economy of innovative mobility services that is emerging in Milton Keynes’ be added at the beginning of the third paragraph on page 47.
- (xiii) That the first sentence of the third paragraph on page 48 be deleted and replaced with ‘We must address our road safety challenges as there was an average of 68 people killed or seriously injured each year on our roads between 2013 and 2019’ and that the words ‘Underpasses have been an important asset for our grid network. We will give critical consideration to grade separation and road crossings as our road network expands and as we design new neighbourhoods.’ are added to the end of the paragraph.



- (xiv) That the words 'The impacts of COVID-19 will take many years to be fully revealed. The detailed actions and policies that will deliver this Strategy for 2050 will be set through future Local Plans and other council strategies. As these are developed it will be important that they pay due regard to the impacts of Covid-19 as these are understood at the time' be inserted at the beginning of the fifth paragraph on page 73.
- (xv) That the word 'invented' be deleted from the penultimate sentence in the final paragraph of page 6 and replaced with the word 'pioneered' such that it reads 'Back then we didn't know that the way we lived would contribute to climate change or how computers (pioneered at Bletchley Park) would change the way we earn a living, communicate, shop and travel.'
- (xvi) That Figure Three be replaced with a clearer map with better colour definition and a legend that includes all symbols used (i.e. the greyed-out development symbol used in Figure Eight).
- (xvii) That the words '... especially some of the early areas built by Milton Keynes Development Corporation...' in the first paragraph of page 32, be deleted and replaced with '...including some of the earliest areas built as part of the New Town...' such that it reads 'Many of our existing homes and estates, including some of the earliest areas built as part of the New Town, need major investment to bring them up to a decent standard for our residents.'
- (xviii) That the words 'that reflect changes in the diversity, age, composition and lifestyle preferences of our communities...' be added to the third paragraph of page 32 after the word 'designs' such that it reads 'We wish to see a wider variety of designs that reflect changes in the diversity, age, composition and lifestyle preferences of our communities than the relatively standard homes built in recent years...'
- (xix) That the words 'early childhood intervention and' are added to the last sentence on page 36 after the word 'through' such that it reads 'Our council regeneration policy will help people in our most deprived neighbourhoods to improve their life chances through early childhood intervention and skills development.'
- (xx) That the words 'and to encourage investment in our Local Centres by their landlords' are added to the end of the last sentence of the fourth paragraph on page 54 such that it reads 'We want to maintain this community spirit and to encourage investment in our Local Centres by their landlords.'
- (xxi) That the word 'underpasses' is added to the fourth paragraph on page 58 after the word 'crossings' such that it reads 'We will make sure that paths, road crossings, underpasses and places where people gather are overlooked, well-lit and well-maintained.'

- (xxii) That the word 'reducing' is deleted and replaced with the words 'working with Thames Valley Police to reduce' in the first paragraph on page 59 such that it reads 'This will be supported by working with Thames Valley Police to reduce road speeds within developments and having excellent paths and Redways that link to our wider mobility network.'
  - (xxiii) That the word 'Eid' in the second paragraph of page 61, be deleted and replaced with the words 'cultural and religious' such that it reads 'This ranges from attending events at our theatre, gallery and music venues through to big community celebrations at our World Picnic, Pride and cultural and religious festivals and our thriving independent dance scene.'
  - (xxiv) That the word 'controlled' be replaced with the word 'led' in the second paragraph of page 69, such that it reads 'One option being considered is to establish a new locally led development corporation financed by government.'
  - (xxv) That a new sentence 'We will work closely with Town and Parish Councils across Milton Keynes in delivering our Strategy for 2050, to ensure there is local involvement at all stages.' be added at the end of the fourth paragraph on page 73.
  - (xxvi) That the word 'greater' be capitalised in the final sentence on page 73 such that it reads 'Working across Greater Milton Keynes with our partners, stakeholders, investors and local communities, we can deliver the promise of our Seven Big Ambitions and make our Great City Greater.'
  - (xxvii) That the words 'For more information about the role and the work of The Parks Trust go to [www.theparkstrust.com](http://www.theparkstrust.com)' be added as a reference to the work of the Parks Trust on page 78 under Other Links relating to Chapter Three – A Sustainable and Green City.
- 1.3 That Council notes the Cabinet's decisions of 15 December 2020 to:
- (i) receive a revised MK Futures 2050 programme by the end of June 2021;
  - (ii) pursue a partnership approach to implementing the strategy with government and its agencies, including Homes England, and
  - (iii) review the Strategy for 2050 after it has been adopted for three years, with a review commencing in April 2024.
-

## 2. Scheme of Councillors Allowances for 2021-22

Councillor Marland moved the following amendment:

“That clause 1.1 be deleted and replaced with new clauses (1.1 - 1.3) and that clause 1.2 be renumbered 1.4 accordingly:

1.1 That Council notes that:

- (i) the Independent Remuneration Panel report is in its final year having met in 2017, and recommended the indexation of allowances for each year; and
- (ii) the exceptional current external circumstances; inflation is 0.3%, a public sector pay freeze has been imposed on MK Council staff and the impact of the on-going Covid-19 crisis.

1.2 That therefore Council, due to the exceptional and one-off current circumstances, agrees that:

- (i) the Scheme of Councillors' Allowances in Annex A (Revision 1) to this report be adopted to take effect from 1 April 2021, but that no indexation be applied to Basic Allowance, Special Responsibility Allowances and Civic Allowances; and
- (iii) this action is due to the one-off exceptional nature of current circumstances and that it sets no precedent for future consideration of Independent Remuneration Panel Reports.

1.3 That paragraph 2.5 of the report item by be amended as follows:

‘That the words ‘...and uprates the Basic Allowance, Special Responsibility Allowances and Civic Allowances by 2% from 1 April 2021, accordingly.’ be deleted and replaced with ‘however due to exceptional and one off circumstances the Basic Allowance, Special Responsibility Allowances and Civic Allowances will be subject to a 0% uplift from 1 April 2021’ “

**The recommendations, if amended would read:**

1.1 That Council notes that:

- (i) the Independent Remuneration Panel report is in its final year having met in 2017, and recommended the indexation of allowances for each year; and
- (ii) the exceptional current external circumstances; inflation is 0.3%, a public sector pay freeze has been imposed on MK Council staff and the impact of the on-going Covid-19 crisis.

1.2 That Council therefore, due to the exceptional and one-off current circumstances, agrees that:

- (i) the Scheme of Councillors' Allowances in Annex A (revision 1) to this report be adopted to take effect from 1 April 2021, but that no indexation be applied to Basic Allowance, Special Responsibility Allowances and Civic Allowances; and

(iii) this action is due to the one-off exceptional nature of current circumstances and that it sets no precedent for future consideration of Independent Remuneration Panel Reports.

1.3 That paragraph 2.5 of the report be amended as follows:

‘That the words ‘...and uprates the Basic Allowance, Special Responsibility Allowances and Civic Allowances by 2% from 1 April 2021, accordingly.’ be deleted and replaced with ‘however due to exceptional and one off circumstances the Basic Allowance, Special Responsibility Allowances and Civic Allowances will be subject to a 0% uplift from 1 April 2021’

1.4 That the decision of the Independent Remuneration Panel to adopt the provisions of the 2014 report on allowances for members of Parish and Town Councils, be noted.

---



milton keynes council

**DRAFT SCHEME OF COUNCILLORS'  
ALLOWANCES  
2021-2022**

**1. General**

- 1.1 This Scheme is made under the terms of the Local Authorities (Members' Allowances) (England) Regulations 2003.
- 1.2 At the meeting of the Council on 20 January 2021 it was agreed that the Council would adopt this Scheme after taking into account the recommendations made by the Independent Remuneration Panel in 2017/18.
- 1.3 Milton Keynes Council currently has 57 councillors, who serve a 4 year term of office and all of whom are entitled to receive the allowances under this scheme.

**2. Basic Allowance**

- 2.1 All councillors to receive a Basic Allowance of £10,924 per annum. This is paid in 12 equal, monthly instalments and is subject to both tax and National Insurance contributions where applicable.
- 2.2 If a councillor ceases to be a councillor before the end of his or her term of office, payment of the allowance ceases and a pro rata calculation is made to ensure that the councillor receives the right amount of allowance. If necessary, an adjustment for under or overpayment may have to be made to ensure that the correct final payment is made, and the Council reserves the right to recover any overpayments of Basic Allowance.
- 2.3 The Basic Allowance is intended to recognise the time commitment of all councillors, including such inevitable calls on their time as meetings with officers and constituents and attendance at political group meetings. It is also intended to cover incidental costs, such as the use of their homes for council business, telephone rental and broadband charges.
- 2.4 The Basic Allowance is subject to indexation at a rate of 2% per year from 1 April 2019 until the end of the financial year beginning 1 April 2021 (but further to the agreement of Council is not subject to indexation from 1 April 2021).

### 3. Special Responsibility Allowance

- 3.1 The Council also pays Special Responsibility Allowances to those councillors it considers to have significant, additional responsibilities over and above the generally accepted duties of a councillor. These special responsibilities are related to the discharge of the Council's functions.
- 3.2 Milton Keynes Council currently pays Special Responsibility Allowances for the following roles at the rates stated:

Leader of the Council	£31,836
Deputy Leader of the Council	£15,918
Main Opposition Group Leader - per Group Member	£658
Smaller Opposition Group Leader(s) - per Group Member	£658
Cabinet Member* <sup>1</sup>	£11,444
Chair of Scrutiny Management Committee	£7,959
Chair of Scrutiny Committee* <sup>2</sup>	£4,776
Chairs of Task and Finish Groups (pro rata depending on the length of time the Group is in place)	£4,776
Chair of Development Control Committee	£8,489
Chair of Licensing & Regulatory Committees (1 person)	£8,489
Chair of Audit Committee	£5,836
Chair of Standards Committee	£3,183

#### Notes:

\*<sup>1</sup> Pool capped at £68,666 shared between a maximum of 8 Cabinet Members (in addition to the Leader and Deputy Leader) and increased by 2% for each year 2019 to 2021 (but further to the agreement of Council is not subject to indexation from 1 April 2021). The figure of £11,444 is based on six Cabinet members in addition to the Leader and Deputy Leader.

\*<sup>2</sup> Budget and Resources Scrutiny Committee, Children and Young People Scrutiny Committee, Community and Housing Scrutiny Committee, Health and Adult Social Care Scrutiny Committee, Regeneration Scrutiny Committee and Strategic Placemaking Scrutiny Committee.

- 3.3 Special Responsibility Allowance is paid in 12 equal, monthly instalments. Special Responsibility Allowances are liable for tax and National Insurance.
- 3.4 Special Responsibility Allowances (and Civic Allowances) are subject to indexation at a rate of 2% per year from 1 April 2019 until the end of the financial year beginning 1 April 2021 (but further to the agreement of Council is not subject to indexation from 1 April 2021).

- 3.5 In the event of a councillor ceasing to hold an office which entitled him or her to receive a Special Responsibility Allowance before the term of office is completed, payment of the Allowance ceases, and a calculation based on the number of days in the Council year concerned will be made to determine the entitlement. If necessary, an adjustment for under or overpayment may have to be made to ensure that the correct final payment is made, and the Council reserves the right to recover any overpayments of Special Responsibility Allowance.
- 3.6 In the case of a councillor who is in receipt of a Special Responsibility Allowance being unable to carry out the duty for which the Allowance is payable for a period of three months or more, requiring the duty to be carried out by a specific councillor as deputy, the Council will consider the circumstances, with the option of ceasing the Special Responsibility Allowance payment to the councillor concerned, and making a retrospective payment to the deputising councillor for the whole of the three month period, and continuing until the original councillor is able to resume the duty concerned.
- 3.7 Under the terms of Milton Keynes Council's Scheme of Allowances no councillor is allowed to receive more than one Special Responsibility Allowance, even if they fulfil more than one role.
- 3.8 In the event of a councillor already in receipt of a Special Responsibility Allowance being appointed to an office with a different level of Special Responsibility Allowance, a calculation based on the number of days in the Council year concerned will be made to determine the entitlement. If necessary, an adjustment for under or overpayment may have to be made to ensure that the correct final payment is made, and the Council reserves the right to recover any overpayments of the Special Responsibility Allowance.

#### **4. Co-opted Members of Committees**

- 4.1 Persons co-opted to serve on Committees, Sub-Committees or Panels, and who have voting rights, shall receive an allowance of £640 calculated pro-rata to the term of co-option. This is to be paid in 12 equal, monthly instalments and will be liable for tax and National Insurance.
- 4.2 All co-optees are eligible for travel and subsistence allowances at the Councillors' rate when carrying out the duties for which they are co-opted.
- 4.3 If the co-opted person ceases to serve as a co-opted member before the end of his or her term of co-option, payment of the Allowance ceases, and a calculation based on the number of days in the Council year concerned will be made to determine the entitlement. If necessary, an adjustment for under or overpayment may have to be made to ensure that the correct final payment is made, and the Council reserves the right to recover any overpayments of this allowance.

## **5. Civic Allowances**

- 5.1 The Mayor of Milton Keynes receives a civic allowance of £11,672 per annum, in line with that paid to Cabinet Members, paid in two equal instalments of £5,836 in June and November.
- 5.2 The Deputy Mayor of Milton Keynes receives a civic allowance of 50% of the Mayor's allowance, i.e. £5,836 per annum, payable in two equal instalments of £2,918 in June and November.
- 5.3 In the event of a Mayor or Deputy Mayor ceasing to hold office before the term of office is completed, payment of the Allowance ceases, and a calculation based on the number of days in the Council year concerned will be made to determine the entitlement. If necessary, an adjustment for under or overpayment may have to be made to ensure that the correct final payment is made, and the Council reserves the right to recover any overpayments of the Civic Allowance.

## **6. Child Care and Dependent Carers' Allowance**

- 6.1 All councillors and co-opted members of Council committees can claim, on production of appropriate receipts, the Child Care and Dependent Carers' Allowance at the following rates:

### Child Care:

The National Living Wage of £8.91 per hour applies for those aged 23 or over. The current minimum wage rate which applies is dependent on the age of the carer, the rates at 1 April 2021 are:

- £8.36 per hour (21 – 22 year olds)
- £6.56 per hour (18 – 20 year olds)
- £4.62 per hour (for workers under 18 who are above compulsory school leaving age)

### Other Dependants:

£10 per hour, or the applicable rate for the hourly cost of Milton Keynes Council Home Help carer, whichever is the least.

This is paid for up to a maximum of 5 hours in any 24 hour period and covers care provided for a councillor's/co-opted member's dependent(s) whilst the councillor/co-opted member is carrying out any 'Approved Duties' specified in the Appendix.

This includes travel time associated with the Approved Duties.

- 6.2 Full details of the Dependent Carers' Allowance Scheme are listed in the Appendix of this Scheme



## **7. Travel and Subsistence**

- 7.1 Re-imbusement to councillors for travel and subsistence will be paid at the current rates agreed by the National Joint Council (NJC) for the re-imbusement of Council officers.
- 7.2 From 1 April, 2016 mileage claims are no longer liable for tax and National Insurance contributions.
- 7.3 Councillors will be reimbursed the full cost of travelling by the most appropriate means of transport at standard class rates whilst carrying out Approved Duties, provided a valid receipt (bus ticket etc), is produced to substantiate the claim.
- 7.4 All reasonable claims for subsistence expenses whilst carrying out Approved Duties will be paid provided they are supported by valid receipts. As there is no profit element in the payment of subsistence claims, this allowance is not subject to tax or National Insurance contributions.

## **8. Claimable Allowances**

- 8.1 There is a 3 month time limit for submitting claims for the claimable allowances above i.e. Child Care and Dependent Carers' Allowance and Travel and Subsistence Allowances. Any claims made outside of this time limit will only be paid in exceptional circumstances with the approval of the Director Law and Governance and the Chief Internal Auditor.

## **9. Pensions**

- 9.1 Councillors are no longer eligible to join the Local Government Pension Scheme.

## **10. Dual Authority Roles**

- 10.1 Councillors cannot receive an allowance from more than one authority (e.g. Fire Authority) for the same duties.

## **11. Forgoing Allowances**

- 11.1 A councillor may forgo all or part of any allowances to which he or she is entitled, provided he or she has given notice in writing to the Director Law and Governance.

## **12. Approved Duties**

- 12.1 The list of "Approved Duties" under the regulations for which the Travel and Subsistence Allowance is payable is as follows:
- a meeting of the Council;
  - a meeting of the Cabinet;
  - a meeting of a committee of the Cabinet;

- a meeting of a committee or sub-committee of a committee of the Council where that councillor is a member of that committee, is substituting for a member of that committee or otherwise receives a specific invitation from the chair of that committee;
- a meeting of Cabinet members with the Corporate Leadership Team;
- a meeting with officer colleagues in relation to portfolio / corporate issues (to include Group Leaders, Cabinet members, Chairs, Vice-Chairs and opposition spokespersons) and Ward issues;
- a meeting of some other body to which the Council makes appointments or nominations (i.e. Outside Bodies);
- a meeting of a committee or sub-committee of a body to which the Council makes appointments or nominations;
- a meeting of a local authority association of which the Council is a member (e.g. Local Government Association);
- a meeting in the Councillor's Ward called by a Council Officer or Parish Council;
- duties undertaken on behalf of the Council in connection with the discharge of any function of the Council conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises;
- duties undertaken on behalf of the Council in pursuance of any Procedure Rule requiring a councillor or councillors to be present while tender documents are opened;
- duties undertaken on behalf of the Council in connection with arrangements made by the Council for the attendance of pupils at a school approved for the purposes of Section 342 of the Education Act 1996;
- a meeting which has been:
  - both authorised by the Council, a committee, or a sub-committee of the Council and one or more other authorities, or a sub-committee of a joint committee, and
  - to which representatives of more than one political group have been invited or to which two or more Councillors have been invited;
- a meeting of the Cabinet, committee of the Cabinet, committee of the Council, or sub-committee, at which a councillor, who is not appointed to that body:
  - attends to present an item which he/she has requested be included on the Agenda in his/her name;
  - is required to attend to answer questions/give evidence; or
  - attends to present a report on behalf of another body of the Council;

- attendance at conferences, seminars and other Councillor Development and training events as approved by the Council or the Service Director (Legal and Democratic Services);
- attendance at casework surgeries organised at advertised times and venues within the Councillor's own ward;
- any other duty approved by the Council in connection with discharging the duties of the authority or its committees or sub-committees.

### **13. Indexing**

- 13.1 The Basic Allowance, Special Responsibility Allowances and Civic Allowances are subject to indexation at a rate of 2% per year from 1 April 2019 until the end of the financial year beginning 1 April 2021 (but further to the agreement of Council is not subject to indexation from 1 April 2021).
- 13.2 The Dependent Carer's Allowance: indexed to the maximum hourly rates for minimum wage for age of carer/average hourly cost of Milton Keynes Council home help.
- 13.3 Travel and Subsistence allowances: at the same rates and conditions applicable to Officer and HMRC rates where applicable.

### **14. Duration**

- 14.1 The above Scheme of Allowances is operative from 1 April 2021 until 31 March 2022 or such other time as agreed by the Council.

## Dependant Carer Allowance Scheme

1. The Scheme is open to all elected councillors of Milton Keynes Council and co-opted members of Council committees.
2. The Scheme covers the care of dependants whether children, elderly people or people with disabilities for whom those listed in 1 above have responsibility.
3. The rate payable is the current hourly rate for the National Minimum Wage, up to a maximum of 5 hours in any 24 hour period.
4. The Scheme covers care provided for a councillor's/co-opted member's dependant(s) whilst they are carrying out any 'approved duties', including travel time, as listed below.
5. Carers must be over the age of 16 and not be a member of the claimant's own household.
6. Where the provision is for childcare, it is recommended that a registered child-minder / nursery or an approved child carer is used. However, it is ultimately the parents' responsibility to make adequate provision for their childcare needs.
7. Claims should be made on the Councillor' Business Expense claim forms, supported by valid receipts. Co-opted members of committees should submit their receipts with a covering letter to the Head of Democratic Services, Milton Keynes Council, 1 Saxon Gate East, Milton Keynes, MK9 3EJ.
8. Receipts should contain the date the care was provided, length of time the care was provided, the 'approved duty' covered, the cost per hour and should be countersigned by both the carer and claimant. Claimants may wish to use the attached sample receipt as a standard format.
9. In accordance with paragraph 9 of the Council's Scheme of Councillors' Allowances claims for Dependent Carer Allowance payments should be submitted within 3 months of the event.

## **LIST OF APPROVED DUTIES FOR DEPENDENT CARER'S ALLOWANCE**

A scheme may provide for the payment to councillor of an authority of an allowance ("dependants' carers' allowance") in respect of such expenses of arranging for the care of their children or dependants as are necessarily incurred.

The list of "Approved Duties" for which the dependants carers' allowance is payable is follows:

- a meeting of the Council;
- a meeting of the Cabinet;
- a meeting of a committee of the Cabinet;
- a meeting of a committee or sub-committee of a committee of the Council where that councillor is a member of that committee, is substituting for a member of that committee or otherwise receives a specific invitation from the chair of that committee;
- a meeting of Cabinet members with the Corporate Leadership Team;
- a meeting with officer colleagues in relation to portfolio / corporate issues (to include Group Leaders, Cabinet members, Chairs, Vice-Chairs and opposition spokespersons) and Ward issues;
- a meeting of some other body to which the Council makes appointments or nominations (i.e. Outside Bodies);
- a meeting of a committee or sub-committee of a body to which the Council makes appointments or nominations;
- a meeting of a local authority association of which the Council is a member (e.g. Local Government Association);
- a meeting in the Councillor's Ward called by a Council Officer or Parish Council;
- duties undertaken on behalf of the Council in connection with the discharge of any function of the Council conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises;
- duties undertaken on behalf of the Council in pursuance of any Procedure Rule requiring a councillor or councillors to be present while tender documents are opened;
- duties undertaken on behalf of the Council in connection with arrangements made by the Council for the attendance of pupils at a school approved for the purposes of Section 342 of the Education Act 1996;

- a meeting which has been:
  - both authorised by the Council, a committee, or a sub-committee of the Council and one or more other authorities, or a sub-committee of a joint committee, and
  - to which representatives of more than one political group have been invited or to which two or more Councillors have been invited;
- a meeting of the Cabinet, committee of the Cabinet, committee of the Council, or sub-committee, at which a councillor, who is not appointed to that body:
  - attends to present an item which he/she has requested be included on the Agenda in his/her name;
  - is required to attend to answer questions/give evidence; or
  - attends to present a report on behalf of another body of the Council;
- attendance at conferences, seminars and other Councillor Development and training events as approved by the Council or the Service Director (Legal and Democratic Services);
- attendance at casework surgeries organised at advertised times and venues within the Councillor's own ward;
- any other duty approved by the Council in connection with discharging the duties of the authority or its committees or sub-committees.

## Dependant Carers' Allowance

Data care provided	
Duty covered	
Time from	
Time to	
Total hours	
Cost per hour	
Total	
Name of Carer	
Signature of Carer	
Name of Claimant	
Signature of Claimant	