

**A Review
Of
Members' Allowances
For
Manchester City Council**

The Report

By the

Independent Remuneration Panel

**Dr Declan Hall (Chair)
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February 2022

Executive Summary: Recommendations

Manchester City Council Review 2022	Basic Allowance and SRAs:			
	Recommended Maximum Payable 2022/23			
POSITION	Nos. Paid	Basic Allowance	Total P/Member (BA+SRA)	Sub Total Per Category
BASIC ALLOWANCE	96	£17,798	£6,200	£1,708,608
Special Responsibility Allowances		SRAs 2022/23		
Leader of Council	1	£44,413	£62,211	£44,413
Deputy Leaders of Council	2	£18,680	£36,478	£37,360
Other Executive Members	5	£18,680	£36,478	£93,400
Assistant Executive Members	4	£7,475	£25,273	£29,900
City Centre Spokesperson	1	£7,475	£25,273	£7,475
Chair Planning & Highways Committee	1	£11,220	£29,018	£11,220
Deputy Chair Planning & Highways Committee	1	£3,742	£21,540	£3,742
Chair Licensing & Appeals Committee	1	£11,220	£29,018	£11,220
Deputy Chair Licensing & Appeals Committee	1	£3,742	£21,540	£3,742
Ordinary Members Licensing & Appeals Committee ¹ <small>(Only paid in arrears if have sat on 13 Licensing Hearings Panels)</small>	13	£563	£18,361	£7,319
Chairs Overview & Scrutiny Committees	6	£11,220	£29,018	£67,320
Elected Member on Fostering Panel <small>(SRA split pro rata if > 1 Member carries out role)</small>	1	£7,475	£25,273	£7,475
Elected Member on Adoption Panel <small>(SRA split pro rata if > 1 Member carries out role)</small>	1	£6,020	£23,818	£6,020
Main Opposition Group Leader	1	£11,220	£29,018	£11,220
Main Opposition Group Deputy Leader <small>If Group has >9 Members</small>	0	£4,488	£22,286	£0
Opposition Lead Member on Finance <small>If Group has >9 Members</small>	0	£1,122	£18,920	£0
Other Opposition Group Leaders	0	£4,488	£22,286	£0
Sub Total - Basic Allowance	96			£1,708,608
Sub Total - Maximum SRAs	39			£341,826
Total (BA + SRAs)				£2,050,434

¹ This is the maximum number of SRAs payable to Ordinary Members of the Licensing & Appeals Committee. The reality will be less SRAs paid, as in all likelihood, not all Members will reach 13 meetings qualifying criteria.

The IRP also recommends that:**Expenses deemed included within the Basic Allowance**

There should be no change to the current range of expenses that the Basic Allowance is deemed to include.

SRAs to be discontinued

The following SRAs are discontinued:

- SRA for Manchester Airport Group Board
- SRAs paid to Council appointees to GMCA Transport and Waste & Recycling Committees

SRAs specifically considered but not recommended

The Chair of the Audit Committee is not paid an SRA

Where there are two Main Opposition Groups

Where there are two Main Opposition Groups of the same size that the Leader of each is paid an SRA of £7,854. This is the aggregate of the SRA for the Leader of the Main Opposition Group and SRA for Leader of Other Opposition Group and divided equally.

Continuation of the 1-SRA only rule

The Council maintains its 1-SRA only rule in that regardless of the number of remunerated posts that a Member holds they are only able to receive one SRA.

The Co-optees' Allowance

There is no change to the scope and level of Co-optees' Allowances, subject to the application of the recommended indexation.

Members appointed to the Independent Education Appeals Panels

The remuneration for Members appointed to the Independent Education Appeals Panels is reset at £60 per day/£30 per half day, subject to the application of the recommended indexation. Furthermore, those Members appointed to the Independent Education Appeals Panels should be able to claim travel expenses at the same rates that are applicable to elected Members.

The Dependants' Carers' Allowance (DCA)

The DCA is maintained, maximum claimable at 14 hours per week but is differentiated and reset as follows:

- Childcare: maximum rate claimable at Real Living Wage hourly rate
- Other/Adult/Medical care maximum rate claimable at hourly rate charged by Manchester City Council Social Services Department for Domiciliary Home Care

Travel and Subsistence Allowances – within the City

The Basic Allowance continues to be deemed to cover all in-City travel and subsistence costs.

Travel and Subsistence – outwith the City

The subsistence rates for attending approved duties outwith the City are reset as follows:

- Lunch £7.38
- Dinner £10.40

The expectation that where overnight accommodation is required that a Member will pre-book it through Members' Services is maintained. The provision that in exceptional circumstances, Members will be reimbursed where this is not possible due to the urgency of the situation, also maintained.

The mileage rates for Members attending approved duties outwith the City are reset at HMRC rates as follows:

Type of vehicle	First 10,000 miles	Above 10,000 miles
Cars and vans	45p	25p
Motorcycles	24p	24p
Cycles	20p	20p

Passenger payments – Cars and vans

5p per passenger per business mile for carrying fellow Councillors/Council employees in a car or van on journeys, which are also work journeys for them

The allowances scheme is amended to include provision for when a Member is claiming out of City mileage rates by driving a hybrid or electric vehicle then HMRA mileage rates are applicable.

The current provision for Members appointed to the GMTC and GMW&RC to be able to claim travel and subsistence is discontinued.

Indexation of Allowances

The following allowances are indexed for four years from 1st April 2021 to the end of March 2025, the maximum period permitted before the Council is required to seek advice from the IRP, as follows:

- **Basic Allowance, SRAs, Co-optees' Allowances and payments to Members of Independent Education Panels:**
 - Updated annually in line with the annual percentage pay increase given to Manchester City Council employees (and rounded to the nearest £) as agreed for each year by the National Joint Council for Local Government Staff.
- **Out of Council Area Mileage Allowance:**
 - Indexed to the Her Majesty's Revenue and Customs (HMRC) Approved Mileage Allowance Payments (AMAP) mileage rates.
- **Out of Council Area Subsistence Allowance:**
 - Indexed to the same periodic percentage increase that may be applied to Officer Subsistence Allowances.
- **Dependants' Carers' Allowance (DCA):**

- Childcare rates: maximum hourly rates to be indexed to the Real Living Wage
- Other/adult/medical rates: maximum hourly rates to be indexed to the rate charged by Manchester City Council Social Services Department for Domiciliary Home Care

Implementation of Recommendations

The new Members' Allowances scheme as recommended in this report is implemented from 1st April 2022 or from any date before then as agreed by the Council. The exception to this recommendation is the implementation of indexation in that it is implemented from 1st April 2021.

A Review of Members' Allowances

For

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Introduction: The Regulatory Context

1. This report is a synopsis of the deliberations and recommendations made by the Independent Remuneration Panel (the IRP) for Manchester City Council to advise the Council on its Members' Allowances scheme. The IRP was convened under *The Local Authorities' (Members' Allowances) (England) Regulations 2003 (SI 1021)* ("the 2003 Regulations"). These regulations, which arise out of the relevant provisions contained in the Local Government Act 2000, require all local authorities to establish and maintain an advisory Independent [Members] Remuneration Panel to review and provide advice on Members' allowances on a periodic basis. All Councils are required to convene their IRP and seek its advice before they make any changes or amendments to their members' allowances scheme. They must 'pay regard' to their IRPs recommendations before setting a new or amended Members' Allowances Scheme (2003 Regulations paragraph 19)
2. On this particular occasion, as the Council was primarily seeking to refresh authority for continuing the indexation of allowances the IRP was reconvened under the 2003 Regulations (paragraph 19). It also provides an opportunity for IRPs to publicly scrutinise their councils' allowances schemes and enhance public accountability for Members' Allowances in a context whereby Councils retain final decision-making responsibility for determining their own allowances.

The IRP

3. Manchester City Council reconvened its Independent Remuneration Panel, constituted of the following members:
 - Dr Declan Hall (Chair): a former lecturer at the Institute of Local Government, the University of Birmingham, currently an independent consultant who

specialises in Members Allowances and support

- Clive Memmot (OBE): Chief Executive of Greater Manchester Chamber of Commerce
- Kevin Lucas: Regional Manager UNISON North West

4. The IRP was supported by:

- Fiona Leddon: City Solicitor
- Peter Hassett: Senior Lawyer, who took the organisational Lead in facilitating the work of the IRP

Terms of Reference

5. The IRP was reconvened under delegated powers and in consultation with Leaders of political groups by Fiona Leddon (City Solicitor). In accordance with the 2003 Regulations (21.1) and 2006 Statutory Guidance on Regulation for Local Authority Allowances (61) the IRP was asked to produce a report to make recommendations on the following:

- I. The amount of Basic Allowance that should be payable to elected members and the expenses that it is deemed to include
- II. The responsibilities or duties which should lead to the payment of a Special Responsibility Allowance (SRA) and as to the amount of such an allowance
- III. The Co-optees who should receive a Co-optees' Allowance and the amount of such an allowance
- IV. The duties for which a travelling and subsistence allowance can be paid and as to the amount of this allowance
- V. Whether the authority's allowances scheme should include an allowance in respect of the expenses of arranging for the care of children and dependants and as to the amount of such an allowance
- VI. As to whether annual adjustments of allowance levels may be made by reference to an index, and, if so, which index should apply, subject to a maximum of four years, before its application is reviewed
- VII. The implementation date for the new Scheme of Members' Allowances and as to whether, in the event that the scheme is amended, any such amendments should be backdated to the beginning of the financial year

In addition, the IRP is asked to make recommendations on

- VIII. Any matters that are brought to the attention of the IRP in their consultation with Members and briefings from Officers:
- a. SRAs paid to MCC Members appointed to the GMCA Waste Committee (formerly the GM Waste Disposal Authority) and the GM Transport Committee (formerly the Transport for GM Committee – TfGMC) and any other joint committees. To consider whether the provision limiting each Member to only receiving one SRA should apply in relation to their membership of such outside bodies
 - b. The number of SRAs and financial amount for minority groups, ensuring proportionality of responsibility compared with the number of Members in the group.
 - c. Payments to members of MCC Education Appeals Panel

In arriving at their recommendations, the IRP would be expected to

- A. To take into account allowances paid in comparable councils, namely the other Greater Manchester Metropolitan Councils and other English Core Cities
- B. To take into account the views of Members both written and oral
- C. Any other consideration that the Council obliges the IRP to take into account
- D. The economic climate

Process and Methodology

6. The IRP met in person at Manchester Town Hall Extension on 29th and 30th November 2021. These meetings were in private session to enable the IRP to meet with Members and Officers and conduct deliberations in confidence. In accordance with the terms of reference, in arriving at its recommendations, the IRP took into account a wide range of evidence, both oral and written. In particular the IRP met with the following Members

- Cllr B. Craig Deputy Leader of Council and Labour Group/Lead on Finance, Internal ICT, Digital Strategy, Procurement & Social Value, Legal & Corporate Property (Executive Leader designate)
- Cllr P. Karney Labour Group Secretary & City Centre Spokesperson
- Cllr Sir R. Leese Leader of Council and Labour Group (outgoing Executive Leader)

7. The IRP also invited the Green Party and Liberal Democrat Members to be interviewed. Both representatives were not able to meet the IRP but one

- Opposition Member did make a written representation, which the IRP took into account.
8. In addition, the IRP received factual briefings on the Council, governance structures and challenges facing the Council from the following Officers;
 - Fiona Leddon City Solicitor
 - Peter Hassett Senior Lawyer
 - Michael Williamson Governance & Scrutiny Support Manager
 9. The IRP also reviewed a wide range of written data and evidence, which included but was not limited to Council and committee meetings schedules and terms of reference, relevant reports and information on the Council's governance arrangements, the 2006 Statutory Guidance on Members' Allowances, etc.
 10. For full details of the written evidence received and reviewed by the IRP see:
 - Appendix 1: for a list of the full range of evidence considered by the IRP
 - Appendix 2: Benchmarking data, namely the Basic and Special Responsibility Allowances (2020/21) paid in the 9 other Greater Manchester Metropolitan Councils and 7 other English Core Cities

Introductory Observations – Now is not time to fundamentally revise scheme

11. One of the key aspects of the Manchester City Council Members' Allowances Scheme is that the main allowances (Basic and Special Responsibility Allowances) have not been fundamentally reviewed since 2008. Since that time, there are now greater demands on Members, particularly at the senior level. Moreover, since April 2014 Members have lost the right to join the Local Government Pension Scheme (LGPS), which in effect is a pay cut.
12. However, the representation received even where it can be shown where some allowances were now on the low side emphasised that now was not the time to recommend increases. The clear message was that the Council should continue to exercise restraint even where there was case to change allowances and the IRP should bear that in mind in making its recommendations. The only exception to this key message was that it was still appropriate to maintain the indexation of allowances.
13. The IRP has largely accepted this key message. It recognises that it continues to be an economically tough climate for both the Council and the residents of Manchester. The current economic context cannot be ignored. There is little point in the IRP making recommendations that bear no relationship to economic constraints within which the Council has to operate; otherwise, the review would simply make aspirational recommendations for a

- future date rather than supporting Members in the present. As the recommendations stand, they will result in some marginal savings going forward, indexation excepted.
14. This is not to say the role of the review is to pre-empt decisions properly reserved to the Council and seek to make savings on the current spend on Members' Allowances for the sake of it. If that were the case, the review would simply be making recommendations that would lead to 'a race to the bottom'. Ideally, the purpose of this review is to make recommendations based on knowledge of the current governance structures, an analysis of the evidence and representations and the levels and scope of allowances paid in comparator councils - thus arriving at an evidenced-based judgement on the monetary worth of the roles under consideration.
 15. Yet, the IRPs recommendations need to have support of the Council as its Members make the final decision on the scope and levels of remuneration. If the IRPs recommendations do not have a large degree of acceptance amongst the Council then the IRP would be failing in its advisory duties. Furthermore, for Members it is important that, for the recommendations to be accepted, they have to stand up to public scrutiny. The IRP believes that the recommendations arising from this review meet that condition.
 16. Despite the case to revise the Basic Allowance and some of the SRAs the IRP has taken the advice of the feedback received which emphasised the view that any increases in allowances would not at this juncture stand up to public scrutiny. The function of this review has been primarily to address some of the anomalies arising rather than undertake a fundamental review of the current scope and levels of allowances payable. Nonetheless, the IRP has set out its deliberations regarding some of the main allowances payable to flag up where there may be a case for change and identify the IRPs potential direction of travel in the future. The IRP does feel that some of the main allowances payable are not sustainable in the long term. To encourage a wide range of candidates to run for and remain on Council the allowances will need addressing at some stage.

The IRPs Recommendations – the Basic Allowance

17. To test the robustness of the current (2021/22) Basic Allowance (£17,798) the IRP has recalibrated the Basic Allowance by replicating the original methodology that forms the basis of the current Basic Allowance but with updated variables. This methodology is laid out in the 2006 Statutory Guidance (paragraph 67) which states:

Having established what local councillors do, and the hours which are devoted to these tasks the local authorities will need to take a view on the rate at which, and the number of hours for which, councillors ought to be remunerated.
18. The Statutory Guidance (paragraphs 68-69) expands on the above statement by breaking it down to three variables for IRPs to consider in arriving at a recommended Basic Allowance. Firstly, a time assessment for the roles

associated with the Basic Allowance; secondly, an element of public service to be recognised in the Basic Allowance; and thirdly a rate of remuneration upon which to base the Basic Allowance. The IRP has recalibrated the Basic Allowance by bringing the three operative variables up to date as set out below.

Time required in carrying out duties associated with the Basic Allowance

19. The Basic Allowance is primarily a time-based payment (see 2006 Statutory Guidance paragraph 10). Obviously, Members work in different ways and have varying commitments and the time spent on council duties varies. Yet, the Basic Allowance is a flat rate allowance that must be paid equally to all Members so the time assessment is typically taken to be that which is deemed necessary at a minimum to carry out all those duties for which the Basic Allowance is paid. These duties include but are not limited to preparing for and attending meetings of the Council and its committees/panels (formal and informal), addressing constituents' concerns, representing and engaging with local communities, external appointments and other associated work including telephone calls, emails and meetings with Officers.
20. The current Basic Allowance is based on an original time estimate of 156 days per year or three days per week (2003). The IRP notes that the 2018 LGA Census of Councillors shows that Members of Metropolitan Councils who hold "no positions" of responsibility reported that on average they put in 24 hours per week.² For recalibration purposes, the IRP has converted LGC Councillor Census of an average of 24 hours per week into 3.2 days per week or 166 days per year based on a 7.5-hour working day.
21. Thus, for the purposes of recalibrating the Basic Allowance the IRP has reassessed the time commitment to be 24 hours as the required minimum average input per week for a Member to fulfil all duties associated with the Basic Allowance. This equates to 166 days per year.

The Voluntary Element or Public Service Discount (PSD)

22. The 2006 Statutory Guidance advises that to recognise there is a public service element to being an elected Member that not all the time expected from Members should be remunerated. To recognise the public service principle an element should be unpaid, known as the Public Service Discount (PSD). The normal range for this public service discount is between 25% - 35%, largely on the basis this is broadly in line with the proportion of time backbenchers spend dealing with constituents and ward issues.
23. For recalibration purposes the IRP has opted for a PSD of 25% on the basis that the 2018 Councillors Census shows that for all Members regardless of type of Council they spend on average 6.2 hours per week on "engaging with

² Information is not actually published in LGA Councillors Census 2018; it comes in email supplied to IRP Chair from Stephen Richards at the LGA that gives further breakdown of Councillors mean inputs broken down by Council type/positions held, 21 October 2019, which in turn is derived from 2018 Councillors Census.

constituents surgeries, enquiries” out of a mean input of 22 hours per week.³ This is actually 28% of the mean input for all Members, which the IRP has simply rounded down to 25%.

24. Thus, of the expected time input of 166 days per year one quarter of that time, or 41.5 days per year, are deemed as public service and not paid, leaving 124.5 remunerated days per year.

The rate for remuneration

25. This variable refers to the worth of a Councillor’s time. The original rate of remuneration utilised by the IRP in setting the current basis of the Basic Allowance was based on the advisory day rate (£122 per day 2002) that used to be issued to IRPs by the LGA. This advisory day rate was discontinued in 2014. This was in part because it was based on male white earnings and it had reached such a high level it was hard to justify and partly because of the Office of National Statistics through its Annual Survey of Hours and Earnings (ASHE) started to publish average earnings on a council-by-council area about 10 years ago.
26. It was this latter development in particular, that hastened the decline of the LGA daily advisory rate of remuneration. IRPs started to switch to a locally based average, based on the average earnings of their constituents, which is a more robust and justifiable rate of remuneration. In 2021 the mean daily earnings (gross) of all full time employee jobs within Manchester City is £145.90.⁴
27. Following the methodology as set out in the 2006 Statutory Guidance with the updated variables produces the following recalibrated Basic Allowance:
- $$\begin{aligned} & 166 \text{ days per year minus one-quarter PSD (41.5 days)} \\ & = 124.5 \text{ remunerated days multiplied by } \pounds 145.90 \text{ per day} \\ & = \pounds 18,165 \end{aligned}$$
28. Recalibrating the Basic Allowance with up to date variables clearly shows that there is a case to be made to increase the current Basic Allowance.

Benchmarking the Basic Allowance

29. As a further test of the current Basic Allowance, the IRP has benchmarked it against the Manchester City specific benchmarking group, namely the other Greater Manchester Metropolitan Councils plus the other English Core Cities. Benchmarking produced the following figures:

³ See LGA, National census of local authority councillors 2018, Table 7, page 15. The LGC Councillor Census does not break down type of work Councillors do by type of Council thus the all-average has been used for estimating the PSD.

⁴ This is based on mean gross weekly earnings of £729.50, which equates to £145.90 per day when divided by a five-day working week. See Annual Survey of Hours and Earnings (ASHE), Table 7.1a, Weekly pay – gross – for full time employee jobs (work geography), Office of National Statistics, provisional results 2021.

- Benchmarking group mean Basic Allowance £12,267
 - Benchmarking group median Basic Allowance £11,644
30. Benchmarking does not provide a case to increase the current Basic Allowance, as the Manchester City Council is significantly higher than that paid in peer councils. However, the IRP notes that Manchester is one of the largest Councils in England and its current Basic Allowance (£17,798) is in between that paid in the two most comparable Councils, namely Birmingham (£18,681) and Leeds (£16,280). The recalibrated Basic Allowance (£18,168) would still be in a similar position regarding the Basic Allowance paid in Leeds and Birmingham.
31. There is a case to revise the Basic Allowance; it has lost value in regards to the recalibrated Basic Allowance, although it is less so regarding the benchmarking data. The IRP has gone through this process to flag up its potential direction of travel in the future. Despite the indicative evidence, the IRP has in line with the representation received **is not recommending any change to the current Basic Allowance (£17,798) except the application of the recommended index (see below).**

Expenses deemed included within the Basic Allowance

32. Currently, the Basic Allowance has been deemed to be sufficient to cover broadband provision, in-City travel and parking, in-City subsistence, all telephone expenses (including mobile phone) office and all other incidental expenses not otherwise expressly specified in the allowances scheme.
33. There was some very limited representation arguing that the Basic Allowance should not be deemed to cover broadband, telephone and printing costs on the basis that the Basic Allowance was no longer sufficient.
34. The IRP notes that it is common for the Basic Allowance in the more compact Councils includes in-City travel and subsistence expenses. It is now common for the same to apply to broadband and telephone costs as broadband and telephones are now so omnipresent to be perceived as a utility. As such, the IRP has not changed the current range of expenses that the Basic Allowance is deemed to cover.
35. **The IRP recommends that there should be no change to the current range of expenses that the Basic Allowance is deemed to include.**

Special Responsibility Allowances

36. With a few notable exceptions there is a more limited case (than with the Basic Allowance) to revise the current SRAs payable. Benchmarking shows that most Manchester City SRAs are more in line with (or on occasion above) those paid in comparator councils in terms of both level and methodology. Moreover, the IRP was once more cognisant of the general thrust of representation received that even where a case could be made to enhance an SRA now was not the time to do so.

37. The IRP has briefly set out below some of its deliberations regarding some of the SRAs that it dealt with in some depth.

The Leader's SRA

38. In many respects, there is a case to revise the Leader's current SRA (£44,413). The demands upon the Leader have increased since the last time the Leader's SRA was fundamentally reviewed in 2003. In particular, Local Government and Public Involvement in Health Act 2007, made the strong Leader model of governance the only model available. The Leader now has all executive powers vested in their role and for instance determines the numbers and scope of powers of other Cabinet Members (although it is acknowledged that some of those powers are in operation mediated through the political group process). The Leader also has a constitutionally mandated role at the Greater Manchester Combined Authority, which increasingly requires a greater commitment from the Leader; a role that is remunerated separately at a number of other Greater Manchester Councils.

39. The original basis of the Leader's SRA was arrived at linking the total remuneration (Basic Allowance plus SRA) to the salary of an MP circa 2003, although that link has long been broken. The most common method of arriving at a Leader's SRA is called the 'factor' approach. This approach is one of the methodologies set out in the 2006 Statutory Guidance (paragraph 76) which states:

One way of calculating special responsibility allowances may be to take the agreed level of basic allowance and recommend a multiple of this allowance as an appropriate special responsibility allowance for either the elected mayor or the leader.

40. Currently the Leader's SRA is a multiple of 2.5 over the current Basic Allowance. Benchmarking shows that the mean Leader's SRA is multiple of 3.38 times the mean Basic Allowance. The typical multiple and common one across the country is three times the Basic Allowance. It is slightly higher in the benchmarking group due to the number of elected Mayors, which typically have a higher remuneration than is paid to Council Leaders. Thus, methodologically speaking the Leader's SRA is below how it has been set in peer Councils. If the current Basic Allowance (£17,798) was multiplied by a factor of three, it produces a tentative Leader's SRA of £53,394.

41. Benchmarking also shows that in monetary terms the Leader's SRA is slightly above that paid to peers:

- | | |
|--|---------|
| • Benchmarking group mean Leaders' SRA | £41,487 |
| • Benchmarking group median Leader's SRA | £38,907 |

42. Once again the IRP notes that Manchester is one of the largest Councils in England and the current Leader's SRA (£44,413) is in between that paid in the two most comparable Councils, namely the Birmingham Leader (£56,579) and Leeds Leader (£42,139). Moreover, a number of other Leaders/elected

Mayors in the benchmarking group have a higher SRA (Salford, Wigan, Bristol and Liverpool).

43. The IRP accepts that the Leader's powers have increased since the role was last fundamentally reviewed and it has always seen the role as full time. While a Leader's SRA following the factor approach would suggest an increase benchmarking does not strongly support a revision of the Leader's SRA. Regardless, the IRP has been cognisant of the representation received that now was not the appropriate time to increase the Leader's SRA.
44. **The IRP recommends no change to the current SRA (£44,413) to the Leader's SRA, subject to the application of the recommended indexation.**

The SRA for the Deputy Leaders

45. The IRP considered whether there was a case to pay a slightly higher SRA to the Council Deputy Leaders. Currently they receive an SRA on a par with that paid to other Executive Members (£18,680). The IRP notes that in all of the other benchmarked councils except Sheffield the Deputy Leader is paid a slightly higher SRA than the other Executive Members. Benchmarking shows Deputy Leaders in peer councils have a mean SRA of £22,182 and median SRA of £20,950.
46. However, Manchester is unusual in that it has two Deputy Leaders to share the role. As such, and based on the representation received, the IRP has decided that the additional responsibility for two Deputy Leaders is not significant enough to merit a differential SRA to that paid to other Executive Members.
47. **The IRP recommends that the current SRA (£18,680) paid to the two Deputy Leaders is maintained, subject to the application of the recommended indexation.**

Chair of the Audit Committee

48. Since the last full review of allowances, the Council has established an Audit Committee, as is the case in most other English Councils. The IRP considered whether the Chair of the Audit Committee merited an SRA on the grounds that it fulfils a statutory function and is typically remunerated elsewhere (out of the benchmarking group only Bolton, Liverpool and Sheffield do not remunerate a Chair of Audit Committee). Benchmarking shows the following SRAs payable:

- Benchmarking group mean Audit Chairs' SRA £7,039
- Benchmarking group median Audit Chairs' SRA £6,949

49. However, based on the representation received **the IRP is not recommending that an SRA is paid to the Chair of the Audit Committee**

now. It will specifically revisit this recommendation at the time of its next review.

SRA for Member appointed to Airport Group Board

50. Currently, there is a very Manchester City Council specific SRA payable (£10,920) to the Council's appointment to the Manchester Airport Group Board. This SRA reflects a time when the appointments to the Manchester Airport Group Board were different from what they are now. Currently, the private sector dominates the Board and the reality is that the single Manchester City Council appointee to the Manchester Airport Group Board will always be the Leader, Deputy Leader or Finance Cabinet Portfolio Holder. As such, this SRA is redundant and provision for it is no longer required.
51. **The IRP recommends that the current SRA (£10,920) for the Council appointment to the Manchester Airport Group Board is discontinued.**

Ordinary Members of the Licensing and Appeals/Licensing Committees

52. Currently the ordinary Members of the Licensing and Appeals/Licensing Committees each receive an SRA of £548, not including the Chair and Vice Chair. This SRA was introduced to recognise the additional work of Members on Licensing Sub-Committee Hearing Panels that fulfils the functions of the Licensing Authority in relation to the licensing of premises (liquor licensing). This function was transferred from local magistrates to local authorities in 2005 under the provisions of the Licensing Act 2003. Benchmarking provides little guidance as only four other Councils in benchmarking group make similar provision for their ordinary Licensing Members, broadly payable at similar levels to the current Manchester SRA.
53. Nonetheless, the IRP is satisfied that this SRA is still appropriate due to the importance of the night-time economy in Manchester – as indicated by the number of Licensing Sub Committee Hearing Panels held each year (see below).
54. Constitutionally, the Council has two licensing committees, Licensing and Appeals and the Licensing (liquor) Committees. The Licensing and Appeals Committee deals with all other licensing and registration functions such as Hackney Carriage and Private Hire vehicles, sex establishments, tattooing premises, boats and other vessels, market and street trading. The membership of each committee is the same and their meetings are contiguous in that when meeting of one committee finishes the Members simply carry on as the other Committee meetings. While these full committees each have nine scheduled meetings for this year so far out of a possible six meetings this municipal year Licensing Appeals has only met three times and Licensing (liquor) has only met twice.
55. The bulk of the work is done via the Licensing and Appeals Sub Committee Hearings Panels (dealing with Hackney Carriage and Private Hire vehicles, etc.) and based on information provided to the IRP there have been on

average 24 of the Licensing and Appeals Sub Committee Hearings Panels each year since 2017. Similarly, the bulk of the work of the Licensing Committee is carried out by the Licensing Sub Committee Hearings Panels that hear liquor licensing appeals. Based on information provided to the IRP there have been on average 44 of the Licensing Sub Committee Hearings Panels meetings each year since 2017.

56. The Licensing and Appeals/Licensing Committees consist of 15 members including Chair and Vice Chair and the respective Sub Committee Hearings Panels each consist of three full committee Members that in theory are appointed on a rotating basis. This means that on average each Member of the Licensing and Appeals/Licensing Committees should sit on about 13 respective Sub Committee Hearings Panels per year. However, in practice, the workload tends to fall disproportionately on those who are available so the workload is not shared out evenly.
57. As such, the IRP has decided to introduce a qualifying criterion for this SRA to be paid. The IRP notes that ordinary Members of the Planning Committee have to meet 12 times per year for no additional remuneration and that the number of Sub Committee Hearings Panels each ordinary Member of Licensing should be sitting on each year should be 13 per year. On that basis, the IRP has decided that the SRA for the ordinary Members of the Licensing and Appeals/Licensing Committees should only be payable if they have sat on at least 13 Licensing and Appeals/Licensing Sub Committee Hearings Panels in any one year. This SRA should be paid annually in arrears.
58. **The IRP recommends that the current SRA (£563) for ordinary Members sitting on Licensing Appeals/Licensing Sub Committee Hearings Panels should be maintained but only paid to those ordinary Licensing Members who have sat on at least 13 such Hearings Appeals Panels per year. This SRA should also be paid annually in arrears.**

Opposition Group SRAs

59. Currently the allowances scheme provides the following SRAs for Opposition Group Members:
- | | |
|---------------------------------------|---------|
| • Main Opposition Group Leader | £18,680 |
| • Main Opposition Group Deputy Leader | £7,475 |
| • Opposition Lead Member on Finance | £1,871 |
60. During the course of the review the context changed in that originally none of these SRAs were payable as there were not enough Opposition Members from any one Opposition Party to form an Opposition Group in accordance with the requirements of the 1989 Local Government Act. Towards the end of the review, there was a by-election whereby another Opposition Member was elected. This enabled the Liberal Democrats to form a formal Opposition Group, becoming the Main Opposition Group.
61. Benchmarking shows that the SRA for the Leader of the Main Opposition Group is way above that paid in comparable councils, as follows:

- Main Opposition Group Leader mean SRA £11,964
 - Main Opposition Group Leader median SRA £11,341
62. The mean/median SRA paid to Main Opposition Group Deputy Leaders is £5,571 and £5,986 respectively. Although it is noted that this role is remunerated in only six out of 16 other peer councils. The SRA for Opposition Lead Member on Finance is a Manchester-specific SRA, although four other peer councils do remunerate all their Shadow Cabinet Members.
63. Benchmarking confirms the initial view of the IRP namely that as the Opposition SRAs currently stand they are disproportionate. Firstly, as things currently stand the new Opposition Group of two Members would be able to pay both those Members an SRA, for Opposition Group Leader (£18,680) and Opposition Group Deputy Leader (£7,475). Moreover, to remunerate the Leader of the Main Opposition Group on a par with the Executive Members of the Council does not meet the test of holding similar responsibility. On constitutional grounds alone, by definition the Leader of the Main Opposition Group cannot exercise the same level of responsibility as an Executive Member. The latter have powers to make executive decisions the former does not.
64. As such, the IRP has decided to reset the SRAs for the Opposition Members that are more proportionate and bear a greater relationship to group size. The IRP has taken the view that the SRA for the Leader of the Main Opposition Group should be more in line with that paid in the benchmarking group. Consequently, the IRP has reset it on a par with the SRA paid to the Chairs of the Regulatory Committees, namely £11,220.
65. Similarly, when the Main Opposition Group has reached 10% or more of the Council membership (defined as a minimum of 10 Members) then the Deputy Leader of the Main Opposition Group should be paid an SRA. It should be paid at the same differential regarding the SRA for the Leader of the Main Opposition Group as is currently the case. This is 40% of the SRA of the Leader of the Main Opposition Group, which on the reset SRA of £11,220 equates to £4,488.
66. Similarly, when the Main Opposition Group has reached 10% or more of the Council memberships (defined as a minimum of 10 Members) then the Opposition Lead Member for Finance should be paid an SRA at the current same differential regarding the SRA for the Leader of the Main Opposition Group as is currently the case. This is 10% of the SRA for the Leader of the Main Opposition Group, which on the reset SRA of £11,220 equates to £1,122.
67. Where the Main Opposition Group is less than 10% of the Council membership (defined as a being less than 10 Members) then the Deputy Leader of the Main Opposition Group and Lead Member for Finance should not be paid an SRA
68. **The IRP recommends that the SRAs for the Members of the Main Opposition Group should be reset as follows:**

Where Main Opposition Group has at least 10 Members:

- Leader of Main Opposition Group £11,220
- Deputy Leader of Main Opposition Group £4,488
- Opposition Lead Member on Finance £1,122

Where Main Opposition Group has less than 10 Members:

- Leader of Main Opposition Group £11,220
- Deputy Leader of Main Opposition Group No SRA payable
- Opposition Lead Member on Finance No SRA payable

Where other Opposition Groups are in place

69. Although there are no other Opposition Groups on Council, the IRP in order to future proof the allowances scheme has decided to make provision for such a scenario. The IRP notes that for other Opposition Groups to exist that they only need to have the legally required minimum of two Members. In such a context, the IRP has decided that the appropriate SRA is the same recommended SRA (£4,488) for the Deputy Leader of the Main Opposition Group (where it has 10 or more Members).
70. **The IRP recommends that where there are other Opposition Groups on Council then the Leader(s) of other Opposition Group(s) should be paid an SRA of £4,488.**

Where there are two Main Opposition Groups of Equal Size

71. Again, to future proof the allowances scheme it is conceivable that there could be two Main Opposition Groups of equal size. In this scenario, the IRP has decided that it would be equitable for the SRA for the Leader of the Main Opposition Group (£11,220) and SRA for Leader of Other Opposition Group (£4,488) to be aggregated and paid out proportionately to the respective Opposition Group Leaders. This equates to £7,854.
72. **The IRP recommends that where there are two Main Opposition Groups of equal size that the Leaders of each are paid an SRA of £7,854. This is the aggregate of the SRA for the Leader of the Main Opposition Group and SRA for Leader of Other Opposition Group and divided equally.**

Recommended SRAs in relation to GMCA and GM Joint Committee Responsibilities

73. The IRP has been asked to consider whether an SRA should be paid to Manchester Member(s) appointed by the Council to the Greater Manchester Combined Authority (GMCA) in respect of duties and responsibilities undertaken as a member of the GMCA, any of its committees or to Greater Manchester joint committees. If so, to specify the amount of any such

allowance. The GMCA is prohibited from paying allowances (other than allowances for travel and subsistence) to any of its Members (aside from the GM Mayor) or to constituent council elected member appointees to GMCA committees. This point is made specifically in the GMCA 2011 Order (with amendments to its provisions relating to allowances having been made in 2015, 2017 and 2018), and any remuneration in this regard has to be paid through the schemes of the constituent councils.

74. Currently the Manchester City Council Members' Allowances scheme contains the following provision for Members appointed to:

The Greater Manchester Transport Committee (GMTC)⁵

• Members of the GMTC (2)	£4,263
• If MCC Member is Chair of GMTC (0)	£31,488
• If MCC Member is Vice Chair of GMTC (0)	£15,591
• If MCC Member is Deputy Chair of GMTC (0)	£5,573

The Greater Manchester Waste & Recycling Committee (GMW&RC)

• Member of GMW&RC (1)	£2,343
• If MCC Member is Chair of GMW&RC (0)	£13,245
• If MCC Member is Vice Chair of GMW&RC (0)	£5,959
• If MCC Member is Deputy Chair of GMW&RC (0)	£2,870

75. At the present, the only GMCA SRAs payable are to the single Manchester City Council Member appointed to the GMW&RC and the two Members appointed to the GM Transport Committee. Although the Council is required to appoint Members to the GM Scrutiny and Audit Committees, they receive no SRA. So there is no consistency in SRAs paid to Council appointees to the GMCA.
76. The SRAs paid to Members appointed to the GMTC and GMW&RC are largely legacy SRAs. They reflect the levels payable when there was a separate GM Integrated Transport Authority and GM Waste Disposal Authority, which were precepting authorities. The SRAs have simply been transposed over to the new GM arrangements that are very different.
77. The GMTC is a joint committee made-up of the principal transport decision-making bodies – the ten GM Councils, the Greater Manchester Combined Authority (GMCA) and the Mayor of Greater Manchester. It is responsible for driving the delivery of 'Our Network' - the city region's vision for an integrated, efficient and reliable transport system.
78. Members of the GMTC represent residents and businesses across Greater Manchester and have a unique oversight across all aspects of Greater Manchester's transport network. It also oversees the performance of the transport system and holds rail, tram, and bus operators, Transport for Greater Manchester (TfGM), and highways authorities to account. This

⁵ In the case of the GMTC, the current allowance scheme actually still refers to the predecessor committee – i.e. the Transport for Greater Manchester Committee (TfGMC), a reflection of the length of time since these allowances have been reviewed.

effectively allows the Committee to act in an advisory capacity to the Mayor and the GMCA, through the Mayor's Transport Board.

79. While the waste and recycling function now resides with the GMCA, the GMCA has delegated powers to the GM Recycling and Waste Committee relating to the establishment and implementation of waste disposal strategies of the GMCA. It also oversees matters relating to the effective management of waste disposal operations including contracts and the behavioural change programme.
80. Thus, while the powers of the GMTC and GMW&RC are not insubstantial they are at the discretion of the GMCA, elected GM Mayor and in the case of the GMTC the ten GM Councils as well. The powers (and therefore level of responsibility of the committees Members) are not the same as when Transport and Waste were the responsibility of separate authorities.
81. The IRP was further informed that it is Council policy to appoint the relevant Executive Member and in case of GMTC Assistant Executive Member to both these committees although it is noted that this policy is not consistently applied. Nonetheless, the policy means that generally the Manchester City Council Members appointed to the GMTC and GMW&RC are already in receipt of an SRA as their appointment relates to their particular post held on Council.
82. The IRP notes that there is very little consistency across the Greater Manchester Councils in the scope and level of SRAs paid to Members who are appointed to the GMCA and its committees. While this is largely a function of the GMCA constitutional set up and historical factors, it is noted that Stockport, Trafford and Wigan no longer pay their appointees to the GMTC and only Salford and Tameside pay their appointees to the GMW&RC.
83. From the above discussion, the IRP has concluded that there is no longer a rationale to maintain the SRAs for Manchester City Council appointees to the GMTC and GMW&RC; therefore, they should be discontinued.
84. **The IRP recommends that the current provision for SRAs to be paid to Manchester City Council appointees to the GMTC and GMW&RC be discontinued.**

Other SRAs currently payable

85. The IRP received no evidence to reconsider the other SRAs currently payable. Therefore, **the IRP recommends that the other SRAs currently payable remain unchanged, subject to the application of the recommended indexation.**

Continuation of the 1-SRA only rule

86. The 2003 Regulations do not prohibit the number of SRAs that a Council may pay or the number of SRAs that a Member may receive. The 2006 Statutory Guidance (paragraph 72) advises that
- If the majority of members of a council receive a special responsibility allowance, the local electorate may rightly question whether this was justified.
87. It is noted that even if all the Licensing Hearings Panels SRA and full range of Opposition SRAs were payable that the total number of SRAs payable would not exceed 50 per cent of the Council membership.
88. Manchester City Council has adopted an internal rule that regardless of the number of remunerated posts held a Member cannot be paid more than one SRA, with the exception of Members appointed the GMTC and GMW&RC, which reflects their historical position as separate authorities when the 1-SRA only rule was not relevant.
89. The vast majority of English councils have adopted a 1-SRA only rule. It makes allowances schemes more transparent, it assists in diffusing power throughout the administration group in that there is no financial advantage in accruing remunerated posts and it prevents the situation whereby a collector of remunerated posts could be paid more than the Leader, which is simply counter-intuitive.
90. **The IRP received no evidence to change current policy and recommends that the Council maintains its 1-SRA only rule in that regardless of the number of remunerated posts that a Member holds they are only able to receive one SRA.**

The Co-optees' Allowance

91. The 2003 Members' Allowances Regulations provides authority to pay a Co-optees' Allowance to non-elected appointees to Council Committees. Currently Manchester City Council pays the following Co-optees' Allowances:
- | | |
|--|--------|
| • Diocesan and Parent Governor Co-optees on Children & Young People Scrutiny Committee (8) | £938 |
| • Audit Co-optees (2) | £938 |
| • Standards Committee Co-opted Chair | £1,804 |
| • Standards Committee Independent Members including the Ringway Parish Council co-optee (annually) | £938 |
| + Daily allowance for each hearing attended: | |
| • As Chair of the Panel | £168 |
| • As Panel Member | £112 |
92. The IRP received no evidence that the current scope and levels of Co-optees' Allowances required revision. **The IRP recommends no change to the scope and level of Co-optees' Allowances, subject to the application of the recommended indexation.**

Members appointed to the Independent Education Appeals Panels

93. The Council also appoints non-elected Members to sit on its Independent Education Appeals Panels that deal with such issues as school admissions and exclusions. The Regulations governing the appointment and remuneration of these appointees now place their remuneration within the remit of Council statutory IRPs.
94. Currently Independent Education Appeals Panels Members are paid £50 per day that is inclusive of any travel and subsistence. Generally, Independent Education Appeals Panels last the better part of a day (10am-4.30pm), although some can finish a bit earlier. Nonetheless, the commitment is generally the greater part of a working day and £50 inclusive of travel and subsistence appears to be somewhat on the low side.
95. It is a difficult remuneration to benchmark as not all Councils publish their payments to Members appointed to Independent Education Appeals Panels in their Members' Allowances schemes. The IRP made some enquiries across the Greater Manchester councils and got back the following information:
- Wigan no fee paid, just travel and subsistence costs
 - Stockport no fee paid, just travel and subsistence costs
 - Bolton flat rate of £100 per day
 - Bury £106 meetings over 4 hours/£53 meetings under 4 hours
96. Clearly, the limited benchmarking shows two main approaches, one, travel and subsistence only and two, about £100 per day. The IRP takes the view that current payment of £50 per day inclusive of any travel costs is on the low side. Moreover, this payment has not been subject to indexation over the years. Thus, to help ensure that the payments to Members appointed the Independent Education Appeals Panels retain relative value by compensating for lack of historical indexation it has decided to increase the daily rate to £60. Moreover, Members appointed to the Independent Education Appeals Panels who live outside of Manchester should be able to claim travel costs at the same rates that are applicable to elected Members.
97. **The IRP recommends that the remuneration for Members appointed to the Independent Education Appeals Panels be reset at £60 per day/£30 per half day, subject to the application of the recommended indexation. Furthermore, those Members appointed to the Independent Education Appeals Panels who live outside of Manchester should be able to claim travel costs at the same rates that are applicable to elected Members.**

The Dependants' Carers' Allowance (DCA)

98. The Dependants' Carers' Allowance (DCA) is given express authority under the 2003 Members' Allowances Regulations and is an allowance that can be claimed by Members who have dependants to assist with the cost of care of those dependants while undertaking statutorily defined approved duties.

99. Manchester City Council does make available a DCA that is capped at 14 hours per week and paid at a maximum hourly rate based on the Manchester Minimum Wage (£9 per hour in 2019).
100. Although it is not claimed very often the IRP did receive overall support for the continuation of the DCA in the representation received. The IRP notes that the DCA is now almost universally available across English local government. The IRP also notes that many Councils differentiate between child care and other/adult/medical care. The IRP takes the view that this should also be the case for Manchester City Council DCA. In particular, many Councils now set the childcare rate at the Real Living Wage and it is noted that Manchester City Council is committed as an employer to paying as a minimum the Real Living Wage. This is also a more realistic reflection of the actual costs of childcare. As such, the IRP feels it is appropriate to reset the maximum hourly rate for which childcare can be claimed to the Real Living Wage. Furthermore, other/adult/medical care tends to be more expensive and should be set at the same hourly rate charged Manchester City Council Social Services Department for Domiciliary Home Care
101. **The IRP recommends that the DCA is maintained, maximum claimable at 14 hours per week but is differentiated and reset as follows:**
- **Childcare:** maximum rate claimable at Real Living Wage hourly rate
 - **Other/Adult/Medical care** maximum rate claimable at hourly rate charged by Manchester City Council Social Services Department for Domiciliary Home Care

Travel and Subsistence Allowances – within the City

102. As with most of the Greater Manchester Councils Members are no longer able to claim any travel and subsistence allowances for undertaking approved duties within the City. Since 2003, the Basic Allowance has been deemed sufficient to cover these types of costs. The IRP received no evidence to alter this situation.
103. **The IRP recommends that the Basic Allowance continue to be deemed to cover all in-City travel and subsistence costs.**

Travel and Subsistence – outwith the City

104. The subsistence rates for which Members can claim for attending approved duties outwith the City have not been changed since 2003 and consequently are very low. The IRP notes that the subsistence rates that may be claimed by Officers was reviewed in 2021 and the IRP takes the view that there is no reason for Members subsistence rates to be lower than Officer subsistence rates for attending approved duties outwith the City.

105. **The IRP recommends that the subsistence rates for attending approved duties outwith the City are reset as follows:**

- **Lunch £7.38**
- **Dinner £10.40**

106. It is noted that there is an expectation that where overnight accommodation is required that a Member will pre-book it through Members' Services. In exceptional circumstances, Members will be reimbursed where this is not possible due to the urgency of the situation. The IRP received no evidence to alter this situation.

107. For when a Member has to attend an approved duty outwith the City then the expectation is to use public transport as long as it is cost efficient. However, the mileage rates that can be claimed for when a Member uses their own vehicle are based on historical Officer casual rates as follows:

Motor Car (Capacity)	Rate (pence per mile)
• 451-999cc	48.4p
• 1000-1199cc	53.9p
• 1200cc +	67.1p
• Motorcycles	46.9p
• Cycle Allowance	1.37p

108. Confusingly, the scheme provides a different mileage rate for Members attending the GMW&RC committee payable at HMRC Approved Mileage Allowance Payments (AMAP) rates.

109. It is now common practice across not only local government but also the public sector that mileage rates be based on HMRC Approved Mileage Allowance Payments (AMAP) rates, as they are tax efficient. As the current mileage rates stand, they are subject to tax and national insurance. The IRP can see no reason why mileage rates for Members attending approved duties outwith the City should not be set at HMRC rates.

110. **The IRP recommends that the mileage rates for Members attending approved duties outwith the City are reset at HMRC rates as follows:**

Type of vehicle	First 10,000 miles	Above 10,000 miles
Cars and vans	45p	25p
Motorcycles	24p	24p
Cycles	20p	20p

Passenger payments – Cars and vans
5p per passenger per business mile for carrying fellow
Councillors/Council employees in a car or van on journeys which are
also work journeys for them

111. Although the issue was not raised with the IRP, it has decided to future proof the mileage allowances for when a Member travels by hybrid or electric vehicles. The Office for Low Emission Vehicles advises that when claiming business mileage rates then HMRC AMAP rates are applicable. The scheme should be clarified to include this scenario for when a Member is claiming mileage rates by driving a hybrid or electric vehicle.
112. **The IRP recommends that the allowances scheme is amended to include provision for when a Member is claiming out of City mileage rates by driving a hybrid or electric vehicle then HMRA mileage rates are applicable.**
113. The IRP notes that as the travel and subsistence scheme stand Members appointed to the GMTC and GMW&RC are able to claim travel and subsistence. This is an anomaly, the GMCA can pay their own travel and subsistence allowances to appointees to their committees. **The IRP recommends that the current provision for Members appointed to the GMTC and GMW&RC to be able to claim travel and subsistence be discontinued.**

Indexation of Allowances

114. The 2003 Regulations permit allowances to be indexed on an annual basis but for no longer than a period of 4 years before a Council is required to reconvene and seek a view from their IRP before it can be renewed for another four years. Most Councils now index their allowances, it helps to prevent them losing value over time.
115. In the representation received there was overall support to continue indexing allowances in Manchester City Council. The historical index utilised by the Council, for the Basic Allowance and SRAs, is the same percentage annual salary increase applied to staff as agreed each year by the National Joint Council for Local Government Staff, known as the NJC index. The IRP received no evidence to alter this situation.
116. **The IRP confirms and recommends that the following allowances are indexed for four years from 1st April 2021 to the end of March 2025, the maximum period permitted before the Council is required to seek advice from the IRP, as follows:**
- **Basic Allowance, SRAs, Co-optees' Allowances and payments to Members of Independent Education Panels:**
 - Updated annually in line with the annual percentage pay increase given to Manchester City Council employees (and rounded to the nearest £) as agreed for each year by the National Joint Council for Local Government Staff.
 - **Out of Council Area Mileage Allowance:**
 - Indexed to the Her Majesty's Revenue and Customs (HMRC) Approved Mileage Allowance Payments (AMAP) mileage rates.

- **Out of Council Area Subsistence Allowance:**
 - Indexed to the same periodic percentage increase that may be applied to Officer Subsistence Allowances.
- **Dependants' Carers' Allowance (DCA):**
 - Childcare rates: maximum hourly rates to be indexed to the Real Living Wage
 - Other/adult/medical rates: maximum hourly rates to be indexed to the rate charged by Manchester City Council Social Services Department for Domiciliary Home Care

Implementation of Recommendations

117. **It is recommended that the new Members' Allowances scheme as recommended in this report be implemented from 1st April 2022 or from any date before then as agreed by the Council. The exception to this recommendation is the implementation of indexation in that it is implemented from 1st April 2021.**

Appendix One: Papers and other Written Material Received by the IRP

1. IRP Terms of Reference
2. Paper – Appointment of IRP Membership, including details of previous meetings and outcome of 2015 Report
3. Report of IRP on Members' Remuneration, 9th June 2008, including accompanying Report to Council, 9th July 2008
4. Extract minutes of Council meeting 9th July 2008
5. Report of IRP on Members' Remuneration, 19th November 2007, including accompanying Report to Council, 5th December 2007
6. Manchester City Council Members' Allowances Scheme 2019/20 including full schedule of SRAs payable, travel and subsistence rates and approved duties, including the support provided to Members
7. Schedule of payments, support and other allowances provided to Members appointed to the MCC Independent Education Appeals Panels
8. Manchester City Council annual statutory publication of Members' allowances and expenses received by each Member, 2020/21
9. Manchester City Council Members' Allowances from October 2020
10. Manchester City Council Constitution, Part 2, Articles 6-10, Scrutiny Committees, The Executive, Regulatory & other Committees, Standards Committee and Area Committees, pp. 20-34
11. Manchester City Council Constitution, Part 3, Section C, D & E, Responsibility for non-executive functions, Area Committees and Scrutiny Committees, pp. 62-95
12. Membership, including Chair and Deputy Chair of Manchester City Council Committees and Executive
13. Manchester City Council and committees, meetings timetable 2021/22
14. Manchester City Council, number of Fostering and Adoption Panel meetings, each year 2017/21
15. Manchester City Council, number of Licensing and Appeals Sub Committee meetings, each year 2017/21
16. Local Government Association, summary of hours worked (mean per week/by type of Council/by positions held) by Councillors (Census of Councillors 2018)
17. National Employers for Local Government Services, Local Government Pay Offer, 27th July 2021

18. The Greater Manchester Combined Authority Order 2011, Schedule 1, SI2011/908
19. Annual Survey of Hours and Earnings (ASHE), Table 7.1a, average earnings (gross) for all full time employee jobs within the District of Manchester City Council, October 2021
20. Office for Low Emission Vehicles, Ultra Low Emission Vehicles Tax Benefits 2018
21. Copy of questionnaire sent to selected Councillors, including one reply
22. Benchmarking - summary of allowances paid across the GM Councils & English Core Cities 2020/21 or the latest data available
23. PowerPoint training/briefing presentation to Manchester City Council IRP, Reviewing Allowances: Context and the Bury Remuneration Model – Patterns, Options and Issues, (Dr D. Hall)
24. New Council Constitutions: (Statutory) Guidance on Regulation for Local Authority Allowances, May 2006 (extract)
25. The Local Authorities (Members' Allowances) (England) Regulations 2003, SI 2003/1021
26. Greater Manchester Transport Committee, terms of reference and meetings schedule, 2021/22
27. Greater Manchester Waste & Recycling Committee, terms of reference and meetings schedule, 2021/22

Appendix Two: Benchmarking Data Summary

BM1 MCC BM Group - Other GM Mets + English Core Cities: BA + Exec + Scrutiny SRAs (20/21 unless indicated)										
Comparator Council	Basic Allowance	Leader or Elected Mayor	Leader Total	Deputy Leader	Executive Members	Assistant or Deputy Execs	Chair Main O&S	Chairs/Lead Scrutiny	V/Chairs Scrutiny	Chairs Scrutiny Subs/WGs
Bolton (19/20)	£11,644	£31,294	£42,938	£18,775	£7,140			£5,100		
Bury	£8,948	£25,503	£34,451	£15,307	£10,203	£1,338	£6,379	£6,379		
Oldham*	£9,976	£35,914	£45,890	£20,950	£17,957	£7,482	£8,978	£8,978		
Rochdale*	£11,172	£39,395	£50,567	£16,758	£15,082	£3,016	£8,379	£8,379		
Salford (19/20)	£11,043	£54,654	£65,697	£22,253	£14,253	£10,689		£8,910		
Stockport	£10,717	£32,151	£42,868	£17,683	£16,075			£6,430		£1,286
Tameside (19/20)	£12,567	£38,907	£51,474	£25,368	£21,701	£9,018		£10,345	£3,449	
Trafford*	£6,940	£38,013	£44,953	£19,430	£13,879	£6,939	£8,327	£8,327	£4,163	
Wigan*	£13,150	£49,817	£62,967	£25,644	£17,776	£5,866		£7,901		
Birmingham	£18,681	£56,579	£75,260	£45,263	£28,289			£14,145		
Bristol	£14,330	£67,323	£81,653	£26,715	£24,660		£8,220	£6,776		£2,000
Leeds	£16,280	£42,139	£58,419	£27,390	£25,283	£12,642		£21,070		
Liverpool	£10,590	£72,949	£83,539	£30,074	£13,269	£7,565		£8,832		
Newcastle	£9,200	£18,400	£27,600	£9,200	£6,900	£2,300	£4,600	£4,600	£2,300	£3,450
Nottingham	£12,828	£38,217	£51,045	£27,794	£20,846	£6,949	£13,897	£6,949		
Sheffield	£12,678	£19,616	£32,294	£9,807	£9,807	£4,479	£8,108	£8,108		
Manchester	£17,798	£44,413	£62,211	£18,680	£18,680	£7,475		£11,220		
Mean	£12,267	£41,487	£53,754	£22,182	£16,576	£6,597	£8,361	£8,968		
Median	£11,644	£38,907	£51,045	£20,950	£16,075	£6,949	£8,274	£8,327		
Highest	£18,681	£72,949	£83,539	£45,263	£28,289	£12,642	£13,897	£21,070		
Lowest	£6,940	£18,400	£27,600	£9,200	£6,900	£1,338	£4,600	£4,600		
Mean Ratios	Leader = 3.38 X BA	100%		53%	40%	40%	20%	22%		

* Leaders' SRAs for Oldham, Rochdale, Trafford & Wigan include 2nd SRA for role on GMCA

BM2 MCC BM Group - Other GM Mets + English Core Cities: Regulatory SRAs (20/21 unless indicated)										
Comparator Council	Chair of Planning	V/Chair of Planning	Chair of Licensing	V/Chair Licensing	Chairs Liquor Licensing Panels/Subs	Mbrs Licensing	Chair of Audit &/or Governance	V/Chair Audit	Chair Standards	V/Chair Standards
Bolton (19/20)	£8,177	£2,813	£7,740	£2,521						
Bury	£6,379		£6,379			> 10 Licensing Hearings £25 p/day, £12.50 2-4 hours, £6 up 2 2 hours	£6,379			
Oldham	£8,978		£8,978				£8,978			
Rochdale	£11,172		Inc in Planning				£6,703			
Salford (19/20)	£8,910		£8,910				£8,910			
Stockport	£8,038		£4,823		£3,858		£3,858			
Tameside (19/20)	£10,345	£3,449	£6,692	£2,492	£6,692		£10,345	£3,449	£6,692	£2,492
Trafford	£11,104	£4,163	£11,104	£4,163	£3,470		£8,327	£4,163	£2,453	
Wigan	£11,849	£3,084	£14,633	£3,658			£7,901			
Birmingham	£16,793		£16,793		£5,658		£5,658			
Bristol	£13,552		£6,776			Up to £550	£6,776			
Leeds	£44,247		£9,481			£632	£8,428		£2,739	
Liverpool	£8,832		£8,832							
Newcastle	£6,900	£3,450	£4,600	£2,300		£460	£2,300	£1,725		£1,150
Nottingham	£6,949		£6,949	£3,474			£6,949			
Sheffield	£5,688		£5,688	£3,270						
Manchester	£11,220	£3,742	£11,220	£3,742		£563				
Mean	£11,714	£3,450	£8,725	£3,203	£4,920		£7,039			
Median	£8,978	£3,450	£8,286	£3,372	£4,758		£6,949			
Highest	£44,247	£4,163	£16,793	£4,163	£6,692		£10,345			
Lowest	£5,688	£2,813	£4,600	£2,300	£3,470		£2,300			
Mean Ratios Leaders' SRA	28%	29%	21%	37%	12%		17%			

BM3 MCC BM Group - Other GM Mets & English Core Cities: Opposition, Group & Other Political SRAs (20/21 unless indicated)								
Comparator Council	Main Opposition Leader	Main Opposition Deputy Leader	Opposition Lead or Shadow Exec	Other Opposition Group Leaders	Other Opposition Group Deputy Leaders	Majority Group Whips	Minority Group Whips	Other Political/Group SRAs
Bolton (19/20)	£10,555	£6,333		£2,940				
Bury	£8,419	£3,364		£4,210	£1,515			
Oldham	£14,964	£5,986	£2,993					
Rochdale	£11,731							
Salford (19/20)	£8,910			£8,910				
Stockport	£9,645			£1,101 + £330 p/Mbr				
Tameside (19/20)	£12,168			£2,492				
Trafford	£13,879	£2,774	£2,774	£2,774	£2,774			Shadow Lead Education £1,699, Shadow Dep Exec Mbrs £1,386, Opposition Spokespersons (Planning & Licensing) £2,774
Wigan	£5,328							
Birmingham	£16,972	£9,618	£5,658	£7,921	£3,960			Political Group Secretaries £3,960
Bristol	£13,551			£13,551		£8,220	£8,220	
Leeds	£25,283					£11,588	£10,113	Other Group Whips £8,248, Deputy Whips £5,267, Shadow Chair Climate Emergency Cmtee £8,428, Support Exec Mbrs + Opposition Group Office Holders £5,267
Liverpool	£11,341			£7,565		£8,832	£4,336	
Newcastle	£6,900	£3,450	£2,300					
Nottingham	£6,949							
Sheffield	£8,108							Opposition Group Office Holders £5,688
Manchester	£18,680	£7,475						Opposition Lead Mbr Finance £1,8271
Mean	£11,964	£5,571	£3,431	£6,295				
Median	£11,341	£5,986	£2,884	£5,888				
Highest	£25,283	£9,618	£5,658	£13,551				
Lowest	£5,328	£2,774	£2,300	£2,492				
Mean Ratios to Leaders' SRA	29%	47%		15%				

BM4 MCC BM Group - Other GM Mets & English Core Cities: Metro & Other SRAs (20/21 unless indicated)							
Comparator Council	CA TC Chair	CA TC Vice Chair	CA TC Mbr	Chair GMWDA or Committee	GMWDA or Committee Mbrs	Area Chairs	Other SRAs/Comments
Bolton (19/20)			£4,272				Chair Bolton Cares Steering Committee £8,085, Chair Bolton at Home £5,500
Bury			£4,272				Mbrs "GMWDA" £2,364, Mbr+ Tele Allowance
Oldham			£4,069	£1,496		£7,182 - £5,387	Mbrs GM Pension Fund £1,460, Chairs Health & Wellbeing + Miocare + Unity Partnership £8,978, Leader's discretion SRA £1,496
Rochdale			£4,182		£2,296	£8,379	
Salford (19/20)			£5,317				
Stockport						£4,823	ICT Allowance £338
Tameside (19/20)	£28,250	£14,125	£3,825	£12,000	£2,100	£10,345	Chair/Mbrs GM Pension Fund £17,224/£1,460, V/Chair/Dep Chair "GMWDA" £5,400/£2,600, Dep Chair "TfGMC" Subs £5,050, Chair Council Business £12,701, Dep Chairs Liquor Licensing Panels £2,492, Dep Area Chairs £3,449, Cllr Mbr of Standards £1,636, >5 Standards Hearings £108 p/hearing
Trafford							Lead Mbr Education £8,327 + Tele Allowance
Wigan	£5,139						
Birmingham							Chair Trust & Charities Committee £5,658,
Bristol							Chair HR Committee £6,776, Planning Chair SRA (£13,552) = Planning Chairs at £6,776 SRA each, + 2 Deputy Leaders
Leeds						£11,062	Chair/Mbrs WY P&CP £11,995/£6,543, Exec Mbrs W/O Portfolio £21,070, Chair Climate Emergency Committee £16,856, Chair Development Plans Panel
Liverpool	£24,308		£5,675				Lead Mbr CA TC Highways £4,433
Newcastle							Mbrs P&CP £460, Chair & V/Chair Appeals £4,600/£2,300, Chairs & V/Chair Climate Change £3,450/£1,725, Chair & V/Chair City Futures £3,450/£1,150, V/Chair Constitutional £1,150, Mbrs Planning £1,380, V/Chair Scrutiny Sub £1,725
Nottingham							Chair Appointments + Mbrs Adoption Panel £3,474
Sheffield						£5,688	Chairs & V/Chairs Transitional Committees £8,108/£3,269, V/Chairs Area Committees £3,269
Manchester	£31,488	£15,591	£4,263	£13,245	£2,343		Mbr Adoption Panel £6,020, Mbr Fostering Panel + City Centre Spokesperson £7,475, Airport Group Br Mbr £11,220, V/Chair/Dep Chair GM Waste £5,959/£2,870, Dep Chair GM TC £5,573
Mean	£22,296		£4,484			£8,059	
Median	£26,279		£4,268			£8,379	
Highest	£31,488		£5,675			£11,062	
Lowest	£5,139		£3,825			£4,823	
Mean Ratios to Leaders' SRA	54%		37%			19%	