

# **MEETING OF THE COUNCIL**



**Thursday, 9th May, 2024**

**7.45 pm**

**Council Chamber  
Thanet District Council  
Margate**

**[www.thanet.gov.uk](http://www.thanet.gov.uk)  
01843 577000**



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Date: 30 April 2024  
Ask For: Gabriella Stewart  
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You are hereby summoned to attend the meeting of the Thanet District Council to be held in the Council Chamber, Council Offices, Cecil Street, Margate, Kent on Thursday, 9 May 2024 at 7.45 pm for the purpose of transacting the business mentioned below.

A handwritten signature in black ink, appearing to read "I. M. Grant".

Head of Legal and Democracy & Monitoring Officer

To: The Members of Thanet District Council

**FIRE ALARM PROCEDURES:** If the fire alarm is activated, please vacate the offices via the stairs either through the security door to the left of the Chair or opposite the lifts in the foyer. Please do not use the lifts. Please assemble in Hawley Square on the green. Officers will assist you and advise when it is deemed safe to return to the Chamber.

## **AGENDA**

Item  
No

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** (Pages 3 - 4)

To receive any declarations of interest. Members are advised to consider the advice contained within the Declaration of Interest advice attached to this Agenda. If a Member declares an interest, they should complete the [Declaration of Interest Form](#)

3. **CHANGES TO THE COUNCILLORS ALLOWANCES SCHEME 2024/25** (Pages 5 - 20)
4. **RECOMMENDATIONS FROM THE BOUNDARY AND ELECTORAL ARRANGEMENTS WORKING PARTY** (Pages 21 - 26)
5. **AMENDMENT TO THE CALENDAR OF MEETINGS 2024-27** (Pages 27 - 30)



## **Do I have a Disclosable Pecuniary Interest and if so what action should I take?**

Your Disclosable Pecuniary Interests (DPI) are those interests that are, or should be, listed on your Register of Interest Form.

If you are at a meeting and the subject relating to one of your DPIs is to be discussed, in so far as you are aware of the DPI, you **must** declare the existence **and** explain the nature of the DPI during the declarations of interest agenda item, at the commencement of the item under discussion, or when the interest has become apparent

Once you have declared that you have a DPI (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must**:-

1. Not speak or vote on the matter;
2. Withdraw from the meeting room during the consideration of the matter;
3. Not seek to improperly influence the decision on the matter.

## **Do I have a significant interest and if so what action should I take?**

A significant interest is an interest (other than a DPI or an interest in an Authority Function) which:

1. Affects the financial position of yourself and/or an associated person; or  
Relates to the determination of your application for any approval, consent, licence, permission or registration made by, or on your behalf of, you and/or an associated person;
2. And which, in either case, a member of the public with knowledge of the relevant facts would reasonably regard as being so significant that it is likely to prejudice your judgment of the public interest.

An associated person is defined as:

- A family member or any other person with whom you have a close association, including your spouse, civil partner, or somebody with whom you are living as a husband or wife, or as if you are civil partners; or
- Any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors; or
- Any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000;
- Any body of which you are in a position of general control or management and to which you are appointed or nominated by the Authority; or
- any body in respect of which you are in a position of general control or management and which:
  - exercises functions of a public nature; or
  - is directed to charitable purposes; or
  - has as its principal purpose or one of its principal purposes the influence of public opinion or policy (including any political party or trade union)

An Authority Function is defined as: -

- Housing - where you are a tenant of the Council provided that those functions do not relate particularly to your tenancy or lease; or
- Any allowance, payment or indemnity given to members of the Council;
- Any ceremonial honour given to members of the Council
- Setting the Council Tax or a precept under the Local Government Finance Act 1992

If you are at a meeting and you think that you have a significant interest then you **must** declare the existence **and** nature of the significant interest at the commencement of the matter, or when the interest has become apparent, or the declarations of interest agenda item.

Once you have declared that you have a significant interest (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must:-**

1. Not speak or vote (unless the public have speaking rights, or you are present to make representations, answer questions or to give evidence relating to the business being discussed in which case you can speak only)
2. Withdraw from the meeting during consideration of the matter or immediately after speaking.
3. Not seek to improperly influence the decision.

## **Gifts, Benefits and Hospitality**

Councillors must declare at meetings any gift, benefit or hospitality with an estimated value (or cumulative value if a series of gifts etc.) of £25 or more. You **must**, at the commencement of the meeting or when the interest becomes apparent, disclose the existence and nature of the gift, benefit or hospitality, the identity of the donor and how the business under consideration relates to that person or body. However you can stay in the meeting unless it constitutes a significant interest, in which case it should be declared as outlined above.

## **What if I am unsure?**

If you are in any doubt, Members are strongly advised to seek advice from the Monitoring Officer or the Committee Services Manager well in advance of the meeting.

If you need to declare an interest then please complete the declaration of [interest form](#).

## CHANGES TO THE COUNCILLORS ALLOWANCES SCHEME 2024/25

**Extraordinary Council** 9 May 2024

**By** Nick Hughes, Committee Services Manager

**Cabinet Portfolio Member** Cllr Yates, Cabinet Member for Corporate Services

**Ward:** All

### Purpose of the Report

This report asks Council to amend the Councillors Allowances Scheme to include an additional Cabinet Portfolio Holder and an additional Opposition Spokesperson to the Special Responsibility Allowances Scheme. This is due to the appointment of Cllr K Bright as Cabinet Member for Parking.

### Recommendation(s):

1. To adopt the proposed 2024/25 Members allowances scheme as set out at annex 1 to this report and to refer the scheme to the East Kent Joint Independent Remuneration Panel (EKJIRP) for them to consider.
2. To note that any recommendations from the EKJIRP altering the proposed scheme will be reported back to Council for consideration.
3. If no recommendations are received from the EKJIRP, to agree to delegate authority to approve the final scheme to the S.151 Officer.

### 1. Summary of Reasons

- 1.1 If no changes are made to the Councillor Allowances Scheme after the creation of a new Cabinet Portfolio then there would be an insufficient number of Cabinet and opposition spokesperson Special Responsibility Allowances for the number of Cabinet Members and opposition spokespersons. As a result these two roles would not be paid.
- 1.2 In addition any changes to the scheme need to be the subject of consultation with the East Kent Joint Independent Remuneration Panel (EKJIRP). The Remuneration Panel can then make recommendations back to Council.

### 2. Background

- 2.1 The 2024/25 Councillor scheme of allowances was agreed at the 22 February Council meeting, this was referred to the EKJIRP who made no recommendations and therefore the S.151 officer signed off the scheme using his delegated authority via an officer decision notice.

## **3. Relevant Issues**

- 3.1 Democratic Services have been informed by the Leader of the Council that he will be making Cllr K Bright a Cabinet member with a portfolio of Parking from the date of the Annual meeting of Council.
- 3.2 Currently there are only four Cabinet Portfolio Holder special responsibility allowances (SRA). In the event that Council agrees to the additional allowances, then the allowances scheme would need to be amended to increase the number of Cabinet Portfolio Holder SRAs and consequently the number of opposition spokespersons both by one.
- 3.3 An additional Cabinet Portfolio SRA is £9,306 and an opposition spokesperson SRA is £3,278. Adding these amounts to the total means the allowances scheme would increase by £12,584 taking the total cost to £448,019. This would be additional expenditure.
- 3.4 If amendments to the scheme are agreed it will be forwarded to the East Kent Joint Independent Remuneration Panel for them to comment on. Any recommendations will then be considered by Council at a future meeting, if no recommendations are made by the EKJIRP, the Council's S.151 officer will finalise the scheme via an Officer decision notice.

## **4. Alternative Options**

- 4.1 Alternative One- No amendments are made to the scheme.
  - 4.1.1 If additional SRAs are not created then the Council will be in a situation where some Cabinet members and opposition spokespersons receive an allowance and some not. This is not recommended.
- 4.2 Alternative Two - A lower allowance per SRA
  - 4.2.1 Instead of introducing another full cost SRA for the Cabinet Portfolio Holder and opposition spokesperson it could be possible to combine the current four Cabinet Portfolio Holder SRA's and divide that total by five, giving a lower SR to each of the five Cabinet members, this would give an SRA of £7,445 each. The same calculation for the opposition spokespersons roles would give an SRA of £2,620. This would keep the changes inside the current budget. It is not recommended to do this as this would take the SRA of a Cabinet Member down to below that of the Overview and Scrutiny Chair and would also reduce the Opposition Spokespersons SRA, given that the EKJIRP have only recently agreed with the Council increasing SRA's after a long period of no increases, it is unlikely that they would support such a change.

## **5. Consultation**

- 5.1 There is no statutory or public law duty to consult in respect of this decision.

## **6. Corporate Implications**

### **6.1 Finance and Resources**

- 6.1.1 The proposed increase in cost of special responsibilities allowances can be funded by transferring budgets that are not fully utilised elsewhere across the organisation. The section 151 authority has delegated authority to approve such budget virements (transfers) up to a value of £20,000 and subject to Cabinet's approval can arrange for budgets to be adjusted accordingly.

### **6.2 Legal and Constitutional**

- 6.2.1 The Council is required to have regard to the recommendations of EKJIRP in making a scheme of allowances.
- 6.2.2 Section 18 of the Local Government and Housing Act 1989 permits the Secretary of State, by regulations, to make a scheme providing for the payment of a basic allowance, an attendance allowance and a special responsibility allowance to members of a local authority. Section 100 of the Local Government Act 2000 permits the Secretary of State, by regulations, to provide for travelling and subsistence allowances for members of local authorities, allowances for attending conferences and meetings and reimbursement of expenses. In exercise of these powers the Secretary of State has made the Local Authorities (Members' Allowances) (England) Regulations 2003.
- 6.2.3 The Regulations require the council to make a scheme before the beginning of each year for the payment of basic allowance. The scheme must also make provision for the authority's approach to special responsibility allowance, dependants' carers' allowance, travelling and subsistence allowance and co-optees' allowance. The scheme may also provide for other matters of the kind dealt with in the proposed scheme.
- 6.2.4 When considering the scheme, the Council must have due regard to its duty under equalities legislation. The report demonstrates that the necessary regard has been given to equalities in relation to this matter.

### **6.3 Council Policies and Priorities**

- 6.3.1 The level of allowances may be seen as both impacting on the public's perception of the Council and a factor in making public services as a Councillor attractive to a broad range of potential candidates.

This report relates to the following corporate priorities: -

- To work efficiently for you

### **6.4 Risk**

6.4.1 The only significant risk is that the Council does not refer any amended scheme to the EKJIRP. This would mean that the scheme would be invalid, however there is no indication that the Council would do such a thing and indeed has not done so when considering amendments to the scheme in the past.

## **6.5 Climate Change and Biodiversity**

6.5.1 There are no climate change or biodiversity impacts of this report.

## **7. Equality, Equity and Diversity Implications**

7.1 Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.

7.2 Protected characteristics: age, gender, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

7.3 Although it does not directly relate to protected groups, the draft scheme contains the ability to pay a dependent carers allowance to Councillors. This contributes to aims 1 and 2 of the Equality Act as it removes barriers to Councillors standing who have relatives that may be in need of dependent care.

## **8. Crime and Disorder Implications and Community impact**

8.1 The meeting is under a duty to consider crime and disorder implications, however there is no crime and disorder impact arising from this report.

## **Subject History**

[Councillor Allowances 2024/25 Council Report](#)  
[Decision notice approving the 2024/25 Councillor Allowances Scheme](#)

## **Appendices**

Annex 1 - Amended scheme of Allowances 2024/25

## **Background Papers**

None

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## Report Sign Off

**Legal** Ingrid Brown (Head of Legal and Democracy & Monitoring Officer)

**Finance** Chris Blundell (Director of Corporate Services)

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# Part 6 - Members' Allowances

## Scheme 2024/25

- 1.1 This scheme is made in exercise of the powers conferred by The Local Authorities (Members' Allowances) (England) Regulations 2003 and of all other enabling powers, the Council having had regard to the recommendations made to it by an independent remuneration panel.
- 1.2 This scheme shall take effect on and from the 1 April 2024 and shall remain effective for the purposes of the determination and payment of any allowances to Members until it is next reviewed by Council.
- 1.3 Where a Member of the Council is also a Member of another authority, that Member may not receive allowances from more than one authority in respect of the same duties.
- 1.4 This scheme shall be construed in accordance with the meanings contained within the above Regulations.

### **Basic Allowance**

- 1.5 The annual entitlement to Basic Allowance for each Member is the amount detailed in **Schedule 1**.

### **Special Responsibility Allowance**

- 1.6 The annual entitlement to a Special Responsibility Allowance for each Member having a special responsibility is the relevant amount in relation to that responsibility detailed in **Schedule 1**.
- 1.7 Where a Member would otherwise be entitled to claim more than one Special Responsibility Allowance only one shall be payable, normally the higher unless the member gives notice in writing to the Committee Services Manager that he or she wishes to receive the lower.
- 1.8 Where Members of the Council are divided into at least two political groups and a majority belong to the same political group a Special Responsibility Allowance shall be paid to at least one person who is not a member of the controlling group.

### **Dependants' Carers' Allowance**

- 1.9 Members are entitled to claim Dependants' Carers' Allowance for expenses necessarily incurred in arranging care on account of any 'Approved Duty'. The current allowance is included in **Schedule 1**.
- 1.10 The definition of a dependant for the purpose of payment of this allowance is that used in S57A (3) of the Employment Rights Act 1996. This is a spouse or partner, a child, a parent, a person who lives in the same household but who is not an employee, tenant, lodger or boarder.

- 1.11 Additionally the secondary carer must not be a member of the claimant's immediate family i.e. spouse or partner, other children of the Member or the Member's spouse or any member of the Member's family who lives at the same address as the Member. Nor can it be an employee, tenant, lodger or boarder who lives at that address.
- 1.12 Payment of Dependants' Carers' Allowances will be on the production of invoices and is limited to no more than one hundred hours per quarter. [**Note:** To avoid excess administration in processing claims, these should be submitted on a quarterly basis.]

### **Travelling and Motor Mileage Allowances**

- 1.13 Members will be reimbursed car mileage only from their home to place of duty and return in respect of attendance at Approved Duties, or as the Council's representative, in accordance with the rates set out in **Schedule 1**.
- 1.14 If a Member visits the vicinity of the place of duty for some other purpose and then goes directly to the approved duty, a claim should not be made.
- 1.15 Subject to paragraph 1.16 below, for journeys outside the District, car mileage reimbursement will be capped at the cost of an equivalent journey by public transport (meaning the standard open rail fare together with reasonable taxi/bus fares, parking charges and underground fares incurred, or which would have been incurred if the Member had travelled by public transport). If, however, the costs of an equivalent journey by public transport equals or exceeds car mileage costs, full mileage costs will be reimbursed.
- 1.16 Notwithstanding that the cost of car mileage reimbursement would exceed the cost of an equivalent journey by public transport, a Member will nevertheless be entitled to claim mileage for out of district travel:-
- (i) If he or she car shares with either an officer or one or more members, any of whom would have been entitled to make a mileage claim had they travelled independently; or
  - (ii) If the Committee Services Manager agrees in writing that the meeting, seminar, conference, event, presentation, service or other approved duty that necessitated the journey was not reasonably practical to make by public transport due to any or a combination of the following factors:-
    - the distance from the members home to the nearest railway station;
    - the location of the meeting;
    - the start or finish time of the meeting;
    - the amount of luggage to be taken; and
    - the overall journey time on public transport compared to travel by car.
- 1.17 The written agreement of the Committee Services Manager under paragraph 1.16 above should normally be sought in advance of the intended journey but in exceptional circumstances may be obtained subsequently. In addition, where it is

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likely that a Member will be travelling to the same destination one more than one occasion, the Committee Services Manager shall be entitled to give the Member his agreement in writing to all such journeys.

- 1.18 Travelling and motor mileage allowances may be payable for attendance at any official meetings of the Council to which members of more than one party are invited to attend and also for representation on those bodies included in **Schedule 2**.

### **Subsistence**

- 1.19 Payment of subsistence allowances in connection with any approved duty shall be in accordance with the provisions, including the maximum amounts payable, set out in **Schedule 1**.

### **Explanation of "Approved Duty"**

- 1.20 Approved Duties comprise the following:-
- a) a meeting of the authority or of any committee or sub-committee of the authority, or of any other body to which the authority makes appointments or nominations, or of any committee of such a body;
  - b) any other meeting, the holding of which is authorised by the authority, or a committee or sub-committee of the authority, or a joint committee of the authority and one or more other authorities, or a sub-committee of such a joint committee, provided that –
    - i) where the authority is divided into two or more political groups, it is a meeting to which members of at least two such groups have been invited, or
    - ii) if the authority is not so divided, it is a meeting to which at least two members of the authority have been invited;
  - c) a meeting of any association of authorities of which the authority is a member.
  - d) the carrying out of any other duty approved by the Council, or any duty of a class so approved, for the purpose of or in connection with the discharge of the functions of the Council or any of its committees or sub-committees. [Attendances at meetings of the bodies listed in Schedule 2 have been approved.]
  - e) There is also a general duty permitting the Leader or nominated deputy to represent the Council at formal meetings not specified elsewhere, with other authorities, official bodies or agencies for the purposes of any function of the Council, but excluding meetings organised by private individuals or commercial organisations.
- 1.21 Scrutiny Panel Members attending meetings of the Cabinet are entitled to claim travelling allowance and any Member speaking on an issue relevant to their Ward at a meeting of the Cabinet with the consent of the Leader or in accordance with Council rules is also entitled to claim travelling allowance.

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- 1.22 If any Overview or Scrutiny Panel requires a Member of the Cabinet to attend before it in relation to matters within that Member's remit, then that Member is entitled to claim travelling expenses.
- 1.23 Where Cabinet Members attend non-executive meetings to observe only this is not deemed to be an approved duty and travelling expenses will not be paid.
- 1.24 Where any Member attends any Committee to speak on an item with the Chairman's consent, this attendance will be an approved duty for payment of travelling expenses.
- 1.25 Members are entitled to claim travelling expenses for Committee briefings and for all Partnership meetings or Chairman and Vice-Chairman meetings with the Lead Officer and these meetings are therefore approved duties.
- 1.26 This Scheme does not allow for travelling expenses to be paid to individual Members arranging meetings with officers as this is deemed to be part of the Member's role and Members' allowances paid are calculated to reflect these extra duties.
- 1.27 For any other ad hoc briefings e.g. on major developments, Members from all political groups with in excess of 5 Members will need to be invited to these briefings in order for travelling allowances to be paid.
- 1.28 No allowance shall be payable if such payment would be contrary to provision made by or under any enactment.
- 1.29 Members who attend committee meetings of which they are not a member (under Council Procedure Rule 20(1)) shall be entitled to claim travelling expenses.
- 1.30 Co-opted and Independent members shall be treated as Members of the Council for the purposes of Approved Duties.

### **Renunciation**

- 1.31 A Member may, by notice in writing given to the Democratic Services and Scrutiny Manager, elect to forego any part of his/her entitlement to an allowance under this scheme.

### **Part Year Entitlements**

- 1.32 The provisions of this paragraph shall have effect to regulate the entitlements of a Member to Basic and Special Responsibility Allowances where in the course of the year
  - The Scheme is amended; or
  - That Member becomes, or ceases to be, a Member, or
  - He/she accepts or relinquishes a special responsibility in respect of which a Special Responsibility Allowance is payable
- 1.33 If an amendment, or amendments, to this scheme change(s) the amount of the Basic Allowance or a Special Responsibility Allowance to which a Member is entitled, then for each period in a particular year during which the relevant amounts are applicable, the entitlement to such allowance(s) shall be calculated on the basis of the equivalent

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daily rate(s) that is/are applicable to the relevant periods.

- 1.34 Where the term of office of a Member begins or ends at any time other than at the beginning or end of a year, the entitlement of that Member to a Basic Allowance shall be calculated on the basis of the equivalent daily rate that is applicable to the relevant period.
- 1.35 Where both:
- this Scheme is amended as described in sub-paragraph 1.32; and
  - the term of office of a Member begins and/or ends as described in paragraph 1.33; then
  - the entitlement of any such Member to a basic allowance shall be calculated on the basis of the equivalent daily rate that is applicable to the relevant periods.
- 1.36 Where a Member has during part of, but not throughout, a year such special responsibilities as entitle him/her to one or more Special Responsibility Allowances, that Member's entitlement shall be calculated on the basis of the equivalent daily rate(s) that is/are applicable to the relevant periods.
- 1.37 Where this scheme is amended as mentioned in paragraph 1.32 and a Member has during part, but does not have throughout the whole, of any period mentioned in paragraph 1.33 any such special responsibilities as entitle him/her to one or more Special Responsibility Allowances, that Member's entitlements shall be calculated on the basis of the equivalent daily rate(s) that is/are applicable to the relevant periods.

### **Repayment and Withholding of Allowances**

- 1.38 Where payment of any Basic Allowance or Special Responsibility Allowance has already been made after a Member, ceases to be a Member of the Council or is in any other way not entitled to receive any such allowance in respect of that period, the Council may require that such part of the allowance as relates to any such period be repaid.

### **Payments and Claims**

- 1.40 Allowances will be paid in instalments of one-twelfth of the amounts specified in this scheme by BACS transfer on the 19<sup>th</sup> of the month, one month in arrears.
- 1.41 Where a payment of one-twelfth of the amount specified in this scheme in respect of a Basic Allowance or a Special Responsibility Allowance would result in the Member receiving more than the amount to which, by virtue of paragraph 1.33, he/she is entitled, the payment shall be restricted to such amount as will ensure that no more is paid than the amount to which he/she is entitled.
- 1.42 Claims for Dependants' Carers' Allowances, Travel and Subsistence Allowances and Co-optee's Allowance (if applicable) shall be made within three months from the date on which an entitlement arises.
- 1.43 Nothing in the above paragraph shall prevent the Council from making a payment where an allowance is not claimed within that period.

### **Pensions**

- 1.44 In accordance with the Local Government Pension Scheme (Transitional Provisions, Savings and Amendment) Regulations 2014, no Member of Thanet District Council is entitled to be a member of the Local Government Pension Scheme after 11 May 2015.

With effect from the 1st day of April 2024 pursuant to a resolution of the Thanet District Council passed on the 22 February 2024.



**MEMBERS' ALLOWANCES SCHEME – 2024/25**

**Basic Allowance**

£5,316 each Member x 56 = £297,696

**Special Responsibility Allowances**

Position	Number	Allowance £	Possible maximum expenditure £
<b>Executive</b>			
Leader	1	£21,044	£21,044
Deputy Leader	1	£12,584	£12,584
Cabinet Portfolio Holder	5	£9,306	<del>£37,224</del> £46,530
<b>Non-Executive</b>			
Chairman of Council	1	£2,538	£2,538
Vice Chairman of Council	1	£1,798	£1,798
Opposition Group Leader	1	£9,306	£9,306
Deputy Opposition Group Leader	1	£3,278	£3,278
Opposition Spokesperson	5	£3,278	<del>£13,113</del> £16,390
Scrutiny Panel Chairman	1	£9,306	£9,306
Scrutiny Panel Vice-Chairman	1	£3,701	£3,701
Planning Committee Chairman	1	£6,028	£6,028
Planning Committee Vice-Chairman	1	£1,375	£1,375
Licensing Committee Chairman	1	£3,701	£3,701
Licensing Committee Vice-Chairman	1	£952	£952
Governance and Audit Committee - Chairman	1	£6,028	£6,028
Governance and Audit Committee – Vice-Chairman	1	£1,375	£1,375
Standards Committee - Chairman	1	£1,375	£1,375
Standards Committee – Vice-Chairman	1	£529	£529

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Standards Committee – other Independent Member	2	£317	£635
“Independent Person”	1	£317	£317
Substitute “Independent Person”	1	£159	£159
JTB Chairman	1	£1,375	£1,375
<b>TOTAL SRAs only</b>			<b>£137,739</b> <b>£150,323</b>

Total basic + SRAs = ~~£435,435~~ £4

(1) Co-optees and "independent" Members shall be treated as Members of Thanet District Council for this purpose.

### **Dependants' Carers' Allowances**

An allowance for any approved duty subject to the conditions set out in paragraph 4 of the 'Members Allowances Scheme'.

### **Motor Mileage Allowance**

Payable in accordance with the Mileage rates as set out in the TDC staff travel plan:

For the duration of this scheme the rates are as follows:

- (i) For journeys within the District (casual user rate)
  - 21.69 pence per mile
- (ii) In exceptional circumstances and provided approval of the Committee Services Manager is obtained prior to the journey (see paragraph 1.16 of the Scheme) for journeys outside the District (essential user rate)
  - 45 pence per mile\*
- (iii) Journeys by rail outside the District
  - standard open class rail fare
- (iv) Cycling Allowance (HMRC Guidance)
  - 20.4p per mile

\* Normally for journeys outside of the district the equivalent of a standard open class rail will be paid.

### **Subsistence Allowances**

Subsistence allowances will be payable to Members who are prevented by their official duties from taking a meal at their home, or place of work where they normally take their meals, and thereby incur additional expenditure. A Member will be required to submit receipts in order for reimbursement to be made.

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### **Overnight Accommodation**

Members who are required to make overnight stays in the performance of their official duties should, whenever possible, pre-book accommodation of an appropriate standard and obtain approval from the Head of Legal and Democratic Services. Arrangements should be made for an invoice to be submitted directly to the Council. If this is not possible, a detailed VAT receipt MUST be obtained to substantiate the claim.

### **Out of Pocket Expenses**

Expenses are claimable if a Member is required to stay away from home overnight. They cover such items as newspapers and personal telephone calls.

### **Allowances payable as at 01/04/2024**

	<b>Subsistence Allowances (£)</b>	
<b>Subsistence</b>	Breakfast	7.36
	Lunch	10.17
	Tea	4.03
	Evening Meal	12.59
<b>Out of pocket expenses</b>	Per night	5.73
	Per week	22.90

#### **DUTIES WHICH ARE APPROVED FOR THE PURPOSE OF CLAIMING TRAVELLING & SUBSISTENCE**

##### **Representation on the following bodies**

Action with Communities in Rural Kent (T)  
Age UK: Thanet (T)  
British Ports Association (TS)  
British Destinations (AGM, Annual Conference and Executive meetings) (TS)  
Campaign to Protect Rural England (T)  
Citizens' Advice Bureau, Thanet (T)  
Community Safety Partnership (T)  
Domestic Violence Forum (T)  
East Kent Opportunities Ltd (T)  
East Kent Spatial Development Company (T)  
Kent Police and Crime Panel (T)  
Local Government Association Coastal Special Interest Group (TS)  
Local Government Association Strategic Aviation Specialist Interest Group  
Local Government Association District Council's Network (TS)  
Local Government Association (General Assembly) (TS)  
Manston Skills and Employment Board (T)  
Margate Town Partnership (T)  
Millmead Children's Centre Partnership (T)  
Multiple Sclerosis Society (T)  
Parking and Traffic Regulation Outside London (Adjudication Joint Committee) (T)  
Powell Cotton Museum and Quex House (T)  
River Stour (Kent) Internal Drainage Board (T)  
Sandwich and Pegwell Bay National Nature Reserve Steering Group (T)  
South East England Councils (SEEC) (TS)  
Supporting People in Kent Commissioning Body (T)  
Thanet Countryside Trust (T)  
Thanet Harbour Users' Groups (T)  
Thanet Quality Bus Partnership (T)  
Thanet Rural Regeneration Group (T)  
Thanet Sports Network (T)  
The Friends of Margate Cemetery Trust (T)  
Trust for Thanet Archaeology (T)  
Tourism South East (T)  
Your Leisure Thanet Sub-Group (T)  
Youth Advisory Group (T)

(TS) Travel and Subsistence allowance may be claimed.

(T) Travel allowance only may be claimed.

## RECOMMENDATIONS FROM THE BOUNDARY AND ELECTORAL ARRANGEMENTS WORKING PARTY

<b>Extraordinary Council</b>	9 May 2024
<b>By</b>	Ingrid Brown, Head of Legal and Democracy and Monitoring Officer
<b>Cabinet Portfolio Member</b>	Cllr Yates, Cabinet Member for Corporate Services
<b>Key Decision</b>	no
<b>Decision classification</b>	unrestricted
<b>Ward:</b>	All

### Purpose of the Report

This report details the recommendations from the Boundary and Electoral Arrangements Working Party (BEAWP) regarding the Council making a submission to the Local Government Boundary Commission for England's (LGBCE) second stage consultation on the Thanet Electoral Review.

### Recommendation(s):

Members are asked to consider the following recommendations from the BEAWP:

1. That the working party do not make any recommendations on where the electoral boundaries should be;
2. That TDC should submit a consultation response to the LGBCE asking for two Member Wards with a flexibility for one Member Wards where applicable, but wards should not be bigger than this (no three or four member wards).

Council should also delegate to the Chief Executive in consultation with the Leader of the Council, agreement on the final wording of any submission to the LGBCE, based upon the recommendation from Council.

### 1. Summary of Reasons

- 1.1 The BEAWP at its meeting of 23 April 2024 made a set of formal recommendations to the Full Council, this report allows Full Council to consider those recommendations.

### 2. Background

- 2.1 The LGBCE is currently undertaking a boundary review for Thanet and has agreed that in future there will be 42 Councillors effective from the next district Council elections. They are now consulting with local groups, organisations and the public for

views on the structure of new wards. More details on the review and how individuals can respond to the warding consultation can be found on the LGBCE website <https://www.lgbce.org.uk/all-reviews/thanet>. The BEAWP have made recommendations regarding this for Full Council to consider as a formal Council response to the consultation.

### 3. Relevant Issues

3.1 The BEAWP at its meeting of 23 April 2024 made the following recommendations to Full Council:

3. That the working party do not make any recommendations on where the electoral boundaries should be;
4. That TDC should submit a consultation response to the LGBCE asking for two Member Wards with a flexibility for one Member Wards where applicable, but wards should not be bigger than this (no three or four member wards).

The working party gave the following as the reasons for the above proposals:

1. Three Member Wards would be too big under the new calculation model to be used;
2. Historically three Member Wards have not worked well;
3. Giving Broadstairs as an example: With the new population estimates, Broadstairs based on the current town border would have to be represented by 7.4 councillors to maintain electoral equality. This would mean that using exclusively two member wards would not work, but with seven councillors, three wards with two councillors each and one ward with one councillor would work. Thanet Villages could work in a similar way.

3.2 The LGBCE warding consultation closes on 27 May 2024, if Council wishes to submit this as its response then it is suggested that the agreement on the final wording, based on the recommendation from Full Council should be delegated to the Chief Executive in consultation with the Leader of the Council.

### 4. Alternative Options

4.1 The Full Council could agree with the recommendations from the BEAWP. Alternatively Full Council could submit an alternative response to the LGBCE, this could be an alternative number of Councillors per ward or comments based on the criteria below or through to a suggested warding plan.

- views on which communities should be part of the same ward.
- What facilities do people share, such as parks, leisure centres or schools and shopping areas?
- What issues do neighbouring communities face that they have in common, such as high numbers of visitors or heavy traffic?

- Have there been new housing or commercial developments that have changed the focus of communities?
- And are there roads, rivers, railways or other features that people believe form strong boundaries between neighbourhoods?

4.2 If Full Council was minded to submit an alternative consultation response then it is suggested that the agreement on the final wording, based on any recommendation from Full Council should be delegated to the Chief Executive in consultation with the Leader of the Council.

## **5. Consultation**

5.1 There is no requirement to conduct statutory consultation on this decision

## **6. Corporate Implications**

### **6.1 Finance and Resources**

6.1.1 There are no direct financial implications arising from the approval of the recommendations.

### **6.2 Legal and Constitutional**

6.2.1 As set out in this report the Local Government Boundary Commission for England is carrying out a review on behalf of the Government under Section 56 of the Local Democracy, Economic Development and Construction Act 2009. Section 56 provides the following:

(1)The Local Government Boundary Commission for England must from time to time

(a)conduct a review of the area of each principal council, and

(b) recommend whether a change should be made to the electoral arrangements for that area.

And:

(4) In this Part “electoral arrangements”, in relation to the area of a principal council, means—

(a) the total number of members of the council (“councillors”),

(b) the number and boundaries of electoral areas for the purposes of the election of councillors,

(c) the number of councillors to be returned by any electoral area in that area, and

(d) the name of any electoral area.

As indicated in this report the work of the Boundary and Electoral Arrangements Working Party (BEAWP) will support the work of the LGBCE by making recommendations based on local information and knowledge as detailed in this report.

## **6.3 Council Policies and Priorities**

6.3.1 Councillors are a fundamental part of any Council and so ensuring that the Council properly reviews its number when necessary is of great importance.

This report relates to the following corporate priorities: -

- To work efficiently for you.

## **6.4 Risk**

6.4.1 The only significant risk is if the Council doesn't engage with the process as determined by the LGBCE. If the Council chose not to engage then there would be a significant risk of a solution being imposed upon the Council. By engaging with the LGBCE at the numerous opportunities for input and consultation the Council can ensure its views are taken into account.

## **6.5 Climate Change and Biodiversity**

6.5.1 There are no climate change or biodiversity implications arising from the report.

## **7. Equality, Equity and Diversity Implications**

7.1 Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken.

The aims of the Duty are:

- (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,
- (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and
- (iii) foster good relations between people who share a protected characteristic and people who do not share it. Protected characteristics: age, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

## **8. Crime and Disorder Implications and Community impact**

8.1 There are no Crime and Disorder Implications arising from the report.

## **Subject History**

[Full Council report The Local Government Boundary Commission for England Review of Thanet District Council - Council Size](#)



## Annexes

None

## Background Papers

None

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## Report Sign Off

**Legal** Ingrid Brown (Head of Legal and Democracy & Monitoring Officer)

**Finance** Chris Blundell, Director of Corporate Services

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## Amendment to the Calendar of Meetings 2024-27

<b>Annual Council</b>	09 May 2024
<b>By</b>	Ingrid Brown, Head of Legal and Democracy & Monitoring Officer
<b>Cabinet Portfolio Member</b>	Councillor Yates, Cabinet Member for Corporate Services
<b>Key Decision</b>	no
<b>Decision classification</b>	Unrestricted
<b>Call in status</b>	n/a
<b>Ward:</b>	Thanet Wide

### Purpose of the Report

Officers have requested for an additional Planning Committee meeting on 26 June 2024 in order to expedite additional planning applications workload that should be finalised in the first half of 2024.

### Recommendation(s):

That Council agrees to add to the calendar of meetings 26 June 2024 as a new meeting date of the Planning Committee.

### 1. Summary of Reasons

- 1.1 In order to enable the efficient administration of council business and delivery of council services, there needs to be planned activities that cover the period of a municipal/financial year. Planned schedule of meetings advises both officers and Members on when to carry out given council activities and to that end enhances the decision making process.

### 2. Background

- 2.1 Full Council is the correct body to agree the calendar of meetings. The Chair of a Committee may call extraordinary meetings of a committee, but they do not have the power to move a regular meeting of their committee, as a result any request to move an ordinary committee needs to come before Full Council to make a decision.

### 3. Relevant Issues

- 3.1 A request has been forwarded to Democratic Services by the Planning Department asking for an additional meeting to the Council's calendar of meetings. This is in order to expedite additional planning applications workload that has been identified by the Department. Currently the department has around 40 applications scheduled to be reported to the Planning Committee over the next 3 months depending on officer recommendations, including major planning applications. Therefore the additional planning committee meeting will allow the reporting of applications without overburdening individual meetings with an excessive number of applications to be determined.

## **4. Alternative Options**

- 4.1 That Council agrees to add to the calendar of meetings 26 June 2024 as an additional meeting date of the Planning Committee.
- 4.2 That Full Council makes no changes to the calendar.

## **5. Consultation**

- 5.1 The subject matter does not require a formal consultation as this is part of the Council organising its internal work processes.

## **6. Corporate Implications**

### **6.1 Finance and Resources**

- 6.1.1 There are no financial implications arising directly from this report.

### **6.2 Legal and Constitutional**

- 6.2.1 There are no particular legal implications arising directly from this report. The functions that are the subject of this report are for Council to decide. It is usual for the calendar of meetings to be decided at the annual meeting of Full Council but there is nothing to prevent the Calendar being determined at the proposed time as recommended in this report.

### **6.3 Council Policies and Priorities**

- 6.3.1 This report relates to the following corporate priorities: -
- To work efficiently for you

### **6.4 Risk**

- 6.4.1 There are no risk implications arising directly from this report.

### **6.5 Climate Change and Biodiversity**

- 6.5.1 There are no climate change and biodiversity implications arising directly from this report.

## 7. Equality, Equity and Diversity Implications

- 7.1 There are no equity and equality issues arising directly from this report but the Council needs to retain a strong focus and understanding on issues of diversity amongst the local community and ensure service delivery matches these.

## 8. Crime and Disorder Implications and Community impact

- 8.1 There are no crime and disorder implications nor community impact arising from this directly from this report.

## Subject History

At each Annual Council meeting, the Council can adopt or update its work programme. Historically Thanet District Council agrees on a multi year calendar of meetings. Since the calendar of meetings for 2024/27 was agreed at Full Council on 22 February 2024, this report is only seeking support for making an amendment that requires adding one more Planning Committee meeting to the calendar.

## Appendices

None

## Background Papers

None

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**Report Sign Off / Signed off by / Date sent / Date signed off / Initials**

**Legal** Ingrid Brown (Head of Legal and Democracy & Monitoring Officer)

**Finance** Chris Blundell (Director of Corporate Services - Section 151)

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