B R O M S G R O V E D I S T R I C T C O U N C I L

SCHEME OF MEMBERS' ALLOWANCES 2026/27

The Council's Scheme of Members' Allowances was reviewed at the meeting of the Council held on 21st January 2026 following recommendations made by the Independent Remuneration Panel for Worcestershire District Councils. It is the Council's intention that the Scheme should be reviewed annually.

The scheme for the financial year 2026/27 includes the following:

Basic Allowance and Special Responsibility Allowance

(a) A Basic Allowance payable to all Members of the Council of £6,095 which includes a payment for communications costs.

(b) Special Responsibility Allowances to be paid to the holders of the following Offices, in addition to the Basic Allowance referred to above:

Position	**Multiplier of Basic Allowance for 2026/27**	**Special Responsibility Allowance**
Leader of the Council	3.0	£18,285
Deputy Leader (including SRA as a Portfolio Holder)	1.75	£10,666.25
Executive Members (Cabinet Portfolio Holders)	1.5	£9,142.50
Chairman of Overview and Scrutiny Board	1.5	£9,142.50
Chairman of Planning Committee	1.0	£6,095
Chairman of Licensing Committee	0.3	£1,828.50
Chairman of Audit, Standards and Governance Committee	0.3	£1,828.50
Chairmen of Overview and Scrutiny Task Groups	0.25	£1,523.75
Chairman of Electoral Matters Committee	0.03	£182.85 per meeting

Chairman of Licensing Sub-Committee Hearing	0.03	£182.85 per meeting
Vice Chairmen of Committees	0.03	£182.85 (per meeting chaired)
Leaders of political groups	0.25	£1,523.75

Where Special Responsibility Allowance is payable per meeting, this will be payable to the person chairing that meeting.

In addition to the allowances set out above, an allowance of £6,095 is payable to the Chairman of the Council. This allowance is permitted in the Local Government Act 1972 and is separate to those which are reviewed by the Independent Remuneration Panel.

Local Government Pension Scheme

Since 11th May 2026, councillors in England have been eligible to join the Local Government Pension Scheme. This is on an opt-in basis and membership is not automatic. Councillors need to actively choose to opt in.

It should be noted that a Member's basic allowance or special responsibility allowance (or both, as the case may be) shall be treated as an amount in respect of which such a pension is payable.

Childcare and Dependant Care Allowances

Childcare and dependent care allowances are payable to cover reasonable and legitimate costs incurred as a result of attendance at Approved Duties, **as defined in Appendix 1.** Evidence of costs incurred should be submitted with any claim.

Travelling and Subsistence Allowances

(a) Travelling and subsistence allowances are payable for attendance at Approved Duties, **as defined in Appendix 1**.

(b) Travelling expenses are paid in accordance with the approved HM Revenue and Customs mileage allowance rate which is currently 45p per mile, irrespective of vehicle engine capacity, subject to the production of valid VAT receipts for fuel purchased.

(c) Councillors may claim actual expenditure incurred on tolls or parking fees, in addition to travelling allowances. Proof of expenditure must be provided.

(d) The rate for travel by Taxi Cab shall not exceed:

(i) In cases of urgency or where no public transport is reasonably available, the amount of the actual fare and any reasonable gratuity paid, and

(ii) In any other case, the amount of the fare for travel by appropriate public transport.

(e) Claims for travel by public transport must not exceed the ordinary standard class fare (or any available cheap fare as incurred).

(f) If you are using your private vehicle for attendance at Council meetings, Committees, etc you should advise your insurance company and ensure that you have the necessary cover in place for such business journeys.

(g) A cycling allowance may be paid at the same mileage rate as for vehicles.

(h) Subsistence allowances are paid for duties over 4 hours where no refreshments have been provided. Members are reimbursed for actual expenses incurred up to the following maximum amounts, subject to the production of receipts:-

Breakfast	£ 8.00
Lunch	£ 12.00
Evening Meal	£ 25.00
Overnight Stay (accommodation only)	
London and annual conferences	£150.00
Other	£100.00

In very exceptional circumstances, these maximum amounts may be exceeded, subject to prior approval being obtained from the Head of Financial Services in each case and the action being reported to the Overview and Scrutiny Board.

Claims for Allowances

Members should submit claims for allowances on a monthly basis within the deadlines specified.

Forgoing an Allowance

Any Member may elect to forgo their entitlement to all or part of their allowances if they so wish. If a Member has made this decision, he/she can change his/her mind, but not retrospectively.

Repayment of Allowance

A Councillor will be required to repay any allowances which they have already been paid in respect of any period during which they have:

(a) Ceased to be a Member of the Council; or
(b) Been in any other way not entitled to receive the allowance in respect of that period.

General Support for Councillors

In addition to the allowances set out in this scheme, Councillors are provided with IT equipment to support them in carrying out their Council duties.

Councillors may also claim up to £100 per year towards broadband costs; full details about this are included in the Policy for Members' IT in the constitution.

Appendix 1

APPROVED DUTIES

1. Attendance at meetings of the Council or any of its committees or sub-committees as a member of that body, observer, invited attendee or to address such a body

2. Attendance at meetings of the Executive Cabinet or any of its committees or sub-committees as a member of that body, observer, invited attendee or to address such a body

3. Meetings of Working Groups or Panels established by the authority, any of its committees or sub-committees or by the Leader of the Council provided that members of at least two political groups have been invited to attend

4. Any duty undertaken by the Chairman of the Council, the Vice-Chairman of the Council, the Civic Head, the Deputy Civic Head or by the Leader of the Council in that role

5. Attendance by Portfolio Holders, Committee Chairmen and Vice-Chairmen at preparation or briefing meetings for formally convened meetings of the Council.

6. Meetings of area or neighbourhood committees or forums

7. Other Bodies to which the authority makes appointments or nominations, or any committee or sub-committee of such a body

8. Meetings of any association of authorities of which the Council is a member

9. Site visits, provided these are in connection with the discharge of the functions of the authority or any of its committees or sub-committees

10. Joint meetings with other local authorities, conferences, seminars, presentations, training or induction sessions, provided these are in connection with the discharge of the functions of the authority or of any of its committees or sub-committees.

11. Any other special duties which the Council may wish to approve from time to time, provided these are in connection with the discharge of the functions of the authority or any of its committees or sub-committees

Note: Members may not claim allowances from more than one body in respect of any duty.