



Norfolk County Council
at your service

★ ★ ★ ★
A **4 star** council

Standards Dispensation Committee

Date: 19 November 2009

Time: On the rise of the Standards Assessment Sub-Committee

Venue: Room 116

Membership:

Mr P Bland
Mr P Gibbs
Mrs J Middleton

**For further details and general enquiries about this Agenda
please contact the Committee Officer:
Lesley Rudelhoff Scott on 01603 222963
or email lesley.rudelhoff.scott@norfolk.gov.uk**

Agenda

1. **Apologies:** To receive apologies
2. **Chairman :** To appoint a Chairman for the meeting
3. **Members to Declare any Interests**

Please indicate whether the interest is a personal one only or one which is prejudicial. A declaration of a personal interest should indicate the nature of the interest and the agenda item to which it relates. In the case of a personal interest, the member may speak and vote on the matter. Please note that if you are exempt from declaring a personal interest because it arises solely from your position on a body to which you were nominated by the County Council or a body exercising functions of a public nature (e.g. another local authority), you need only declare your interest if and when you intend to speak on a matter.

If a prejudicial interest is declared, the member should withdraw from the room whilst the matter is discussed unless members of the public are allowed to make representations, give evidence or answer questions about the matter, in which case you may attend the meeting for that purpose. You must immediately leave the room when you have finished or the meeting decides you have finished, if earlier. **These declarations apply to all those members present, whether the member is part of the meeting, attending to speak as a local member on an item or simply observing the meeting from the public seating area.**

4. **Consideration of a Request from Members for a dispensation** (Page 1)

Report by the Deputy Monitoring Officer

Chris Walton
Head of Democratic Services
County Hall
Martineau Lane
Norwich
NR1 2DH

Date Agenda Published: 17 November 2009



If you need this report in large print, audio, Braille, alternative format or in a different language please contact Lesley Rudelhoff Scott on 01603 222963 or Textphone 0844 8008011 and we will do our best to help.

Request for dispensation

Report by Deputy Monitoring Officer

This report asks the Dispensation Sub-Committee to consider requests from members of the authority for a dispensation to permit them to stay in the chamber, debate and vote on two items in relation to which they may have a personal and prejudicial interest at Full Council on 23 November 2009 (“the Full Council Meeting”)

1. **Introduction**

A number of members of the County Council who are also members of a district council have concluded that they may have a personal and prejudicial interest in matters debated pursuant to:

- (i) Item 5 of the Full Council meeting
- (ii) Item 8 of the Full Council meeting (specifically the report of the Cabinet Scrutiny Committee dated 27 October 2009).

The Agenda and the relevant items from the Full Council Meeting are attached to this paper. Those members, listed at [Appendix A](#), have written to the Monitoring Officer and their letters are attached at [Appendix B](#).

2. **Regulations and Guidance**

Regulations relating to the granting of dispensations came into force in June 2009 – the Standards Committee (Further Provisions) (England) Regulations 2009. The extract from those regulations relating to dispensations is attached at [Appendix C](#).

On 30 July 2009 Standards for England issued guidance in relation to dispensations. It is attached at [Appendix D](#).

3. **Recommendation**

That the Dispensation Sub-Committee considers the requests for dispensation in the light of the regulations and guidance and decides whether or not it is prepared to grant the dispensation.

Pam Cary
Deputy Monitoring Officer
Norfolk County Council

November 2009

If you need this report in large print, audio, Braille, alternative format or in a different language please contact Victoria McNeill on telephone on 0344 800 8020 or Textphone 0844 8008011 and we will do our best to help.



Review of Members Allowances Scheme 2009

Report by Head of Democratic Services

1.0 INTRODUCTION

- 1.1 It is for the County Council to determine its members' allowances scheme and the amounts to be paid under the scheme. Councils are required to establish and maintain an independent remuneration panel with the role of making recommendations to the Council about the allowances to be paid to its members. Councils must have regard to those recommendations when they are determining the scheme of allowances.
- 1.2 The last full review of members' allowances was carried out in the winter of 2007. In recommending a scheme, the Panel recommended that the next full review take place in 2009. The Panel has consequently carried out and now completed that review and its report is attached.

2.0 PANEL OBJECTIVES AND TERMS OF REFERENCE

- 2.1 The Panel has re-affirmed its previously agreed objective as being to make recommendations to the County Council on:-
- (i) The level of Basic Allowance to be paid to all Norfolk County Councillors;
 - (ii) The posts for which Special Responsibility Allowances (SRAs) should be paid and the level of those SRAs.
 - (iii) The appropriateness of paying a Carers' Allowance and the rate at which it should be paid.
 - (iv) Whether Members should be eligible to join the Local Government Pension Scheme.
 - (v) Whether allowances should be paid to co-opted Members and if so, at what levels.
 - (vi) The terms of travel and subsistence allowances for Members
- 2.2 The Panel's agreed terms of reference are:-

To make recommendations on a scheme of payments to councillors which:-

- (i) conforms with legislation;
- (ii) recognises that the work of a councillor is undertaken for the sake of public service and not for private gain;
- (iii) recognises the demands placed upon councillors by their differing roles and responsibilities within the Council and fairly and equitably compensates them for the time and effort they devote to their work as a member of the Council;
- (iv) is simple to administer and easy to explain and justify to the public.

3.0 PANEL'S APPROACH

3.1 The Panel met twice during September and October 2009. Group Leaders were invited to meet with the Panel in order to make representations on behalf of their groups and 3 of the 4 Leaders met individually with the Panel at its first meeting. The Panel reached some provisional conclusions about the issues in paragraph 2.1 above and considered these in more detail at its second meeting.

3.2 The Panel has now agreed its final recommendations for submission to the Council. The Panel's conclusions and recommendations are set out in the attached report and Council is invited to consider and reach decisions on those recommendations.

4.0 FINANCIAL IMPLICATIONS

Any decisions reached by Council on the Panel's recommendations may have implications for the 2010/11 Council budget and will be subject to final approval of those financial implications by Council during the budget deliberations in February 2009. The Panel's recommendations involve no additional expenditure in 2010/11 in respect of the Basic Allowance. In respect of Special Responsibility Allowances, the only financial implication of the Panel's recommendations is an additional cost of £3,917 per annum.

5.0 CONCLUSION

Council is required to consider the Panel recommendations relating to the scheme of allowances. Council is able to disagree with the recommendations and decide upon alternative actions, but it must have regard to the recommendations before taking its decisions.

6.0 RECOMMENDATION

That Council considers the Independent Remuneration Panel's report and reaches decisions upon the Panel's recommendations as set out on pages 25, 33, 36 and 39 of this agenda.

Officer Contact

Greg Insull, Assistant Head of Democratic Services
Tel: 01603 223100
E. Mail: greg.insull@norfolk.gov.uk

Background Documents

Guidance on Consolidated Regulations for Local Authority Allowances.
IDeA Councillor Census 2008
IDeA Survey of Members' Allowances 2008
Norfolk County Council current Members' Allowances Scheme
Role profiles of Norfolk County Councillors – Article 2 of the Council's Constitution

Independent Remuneration Panel

Review of Norfolk County Council Members' Allowances Scheme

PANEL MEMBERS

Jonathan Barclay (Chairman)
John Murfitt
Ann Polley
Moya Willson

November 2009

BASIC ALLOWANCE

1.0 BACKGROUND

- 1.1 The requirement and basis for a Basic Allowance is set out in Government Guidance. Local Authorities must include in their schemes of allowances a basic, flat rate allowance, payable to all their elected members. It must be the same for each member.
- 1.2 The guidance advises reaching a conclusion as to the number of hours that members need in order to carry out the role expected of them. The guidance also advises that some element of members' work be regarded as voluntary and consequently that not all their time should be remunerated. However the guidance advises this be balanced against the need to ensure that financial loss is not suffered by members, and to ensure that, despite the input required, people are encouraged to come forward as elected members and that their service to the community is retained. Finally the guidance advises that Panels consider rates at which it would be appropriate for remunerated time to be paid.

2.0 2007 REVIEW OF ALLOWANCES SCHEME

- 2.1 In considering the Basic Allowance in 2007, the Panel's approach was:-
- (i) To carry out a survey of Norfolk County Councillors, seeking their views as to the time needed for Council duties
 - (ii) To look at comparative information from other local authorities relating to the setting of their Basic Allowance
 - (iii) To consider pay rate indicators.
- 2.2 The member survey last time showed an average of 23 hours per week as the amount of time needed for the basic role of County Councillor. An Improvement and Development Agency (IDeA) Census in the winter of 2006 found that the figure for County Councillors for the basic role was 21.7 hours per week. The average reply from Norfolk County Councillors in respect of the amount of time that should not be remunerated was that 26% of time ought to be discounted.
- 2.3 The position in relation to other County Councils at the time of the review in 2007 was that Norfolk's Basic Allowance was £6,763 compared to an average of £9,023 for a range of comparator authorities.
- 2.4 On the basis of the evidence gathered, the Panel concluded that there was a need to recognise a time commitment of 20 hours. The Panel confirmed its previous view that a 30% time discount was appropriate. The Panel felt that the average hourly rate for full-time employees in Norfolk identified in the

Annual Survey of Hours and Earnings (ASHE) was the appropriate rate to use in calculating the Basic Allowance.

- 2.5 The panel agreed that the level of the Basic Allowance should be increased to £8,689. This was based on an assumed time commitment of 20 hours per week for the basic role, a discount of 30% and a Norfolk pay rate indicator of £11.89 per hour.

3.0 PRESENT POSITION

- 3.1 The rate of £8,689 took effect in April 2008. It was then increased to £8,929 in line with the pay award for 2008/09 for local authority employees. It remains at that level and will do so throughout 2009/10 as the Council voted not to increase it in line with the pay award during this year. In terms of some of the key indicators which the guidance advises be considered, the present position is as follows:-

Time Commitment of Members

- 3.2 The Improvement and Development Agency (IDeA) carried out a Councillor census in the autumn of 2008, which found that on average, County Councillors spend 26.8 hours per week on Council duties, although in terms of relevance to the Basic Allowance this is a little misleading as it relates to members with and without additional special responsibilities. In terms of the basic role, i.e. without having any additional special responsibilities, the figure was 21.2 hours. This is very close to the assumption of 20 made by the Panel in the last review.

Pay Rate Indicators

- 3.3 The latest data available to the Panel was from the Annual Survey of Hours and Earnings (ASHE) in 2008. The survey shows that the average gross hourly rate for all full-time employee jobs was as follows:-

<u>Area</u>	<u>Average</u>
UK	£14.53
England	£14.79
East Region	£14.35
Norfolk	£12.22

Comparisons with other County Councils

- 3.4 Comparative figures were obtained from County Councils and are set out in Appendix 1. They compare by level of basic allowance, by population size, and by gross hourly pay rates in the ASHE Survey.
- 3.5 From these figures can be seen that Norfolk's present basic allowance (£8,929) is at a rate of 91% of the average of county councils (£9,803). The Panel has had regard to the comparison figures but does not consider that it is

appropriate to set the Basic Allowance based solely on how Norfolk's current level compares with other county councils.

Other Information

- 3.6 The numbers of candidates standing at the last four County Council Elections were as follows:-

May 1997	-	281 candidates
June 2001	-	316 candidates
May 2005	-	312 candidates
June 2009	-	322 candidates

- 3.7 At each of the above Elections there have been 84 divisions contested, so a fair comparison can be made.

Political Group Representations

- 3.8 The political group leaders were invited to make representations to the Panel regarding the Basic Allowance. In addition the group leaders were asked if they wished to meet the Panel in order to support their representations. Three of the group leaders took up the invitation and met the Panel. The only significant representation that related to the Basic Allowance was a view that the discount to reflect the voluntary element of a Councillor's role should not be mandatory and that each Councillor should be allowed to decide whether or not to apply the discount. The rationale given was that individuals should not be debarred by their personal financial circumstances.

- 3.9 The Panel believes that this view fundamentally misunderstands the principle of there being a non-remunerated element. The Panel is guided by the Regulations to reach a view on how much of a Councillor's time should not be remunerated on the basis that some element should be regarded as public service and to then discount that element. The term "voluntary" is not intended to mean that the public service element is discretionary and that individual Councillors should be able to opt in or out of it. The Panel sets its recommended level of Basic Allowance after reaching a conclusion on how much time should be discounted and then applying that discount to the number of hours it considers are needed to carry out a Councillor's role. On a practical level, to do as has been suggested would mean that the Basic Allowance would need to be set at £12,757, an additional £320,000 in total and there would of course be no guarantee that any member would voluntarily give up 30% of it. The Panel is therefore unable to support the representation made.

Other representations

- 3.10 The Panel received representations from a member of the public that the economic circumstances have changed and that the non-remunerated element of 30% used in the last review is out of line with public perception of

the role and should be increased considerably. The Panel does not consider that an assessment of the level of the public service element should depend on the economic circumstances that exist at a particular time.

- 3.11 The same member of the public also raised the issue of “twin-hatters” (Members of the County Council who are also district councillors). He questioned whether such members could dedicate sufficient time to serve on each authority and suggested as an option that the County Council set a ceiling for total allowances paid to its members, taking account of allowances that they might receive if they are also district councillors. He also suggested that members with special responsibilities should agree not to take up outside commercial interests and that twin-hatters should be asked to consider waiving the basic allowances they receive as district councillors.
- 3.12 The Panel noted that the existence of twin-hatters is not a new development. There have been twin-hatters for many years and indeed, such members are often also parish councillors. It is not for the Panel to consider whether or not the existence of twin-hatters is a good thing and it is not within the Panel’s remit to take account of allowances that are paid by other local authorities. This Panel has a very specific remit and can only address what is an appropriate level of remuneration for Norfolk County Councillors, taking into account the basic role and the roles that involve special responsibilities. Allowances schemes permit any member of a local authority to waive their right to an allowance but it is not a matter for this Panel to recommend that any particular member or group of members should consider doing so.
- 3.13 Finally, it was also suggested by the same member of the public that the Panel should invite representations from the general public and service users on the basis that this might assist the Panel on the question of whether time spent by members provides value for money. The Regulations under which members allowances operate make no requirements for Panels to carry out public consultation when conducting its reviews and the Panel is not resourced to carry out such an exercise. The Panel’s role is to look carefully at all the relevant information and data and to make recommendations. It is for the County Council to consider and decide whether or not to accept the recommendations. The Panel’s recommendations are made public and the public are then able to make representations to the Council before it reaches its decisions. The Panel believes that this is the appropriate route for any public involvement.

4.0 CONCLUSIONS

- 4.1 There is a requirement to review the level of Basic Allowance.
- 4.2 When the Basic Allowance was set by the Council at £8,689 in 2008, this compared to a CIPFA (Chartered Institute of Public Finance and Accountancy) group average of £9,023. This put Norfolk’s allowance at a rate of 96% of the CIPFA Group family average. The rate now stands at 91% of the average of all County Councils, so Norfolk’s allowance appears to have

declined slightly in comparative terms. Restoring the 96% rate would require an increase of £481 to £9,410 (increase of 5.4%).

- 4.3 The Panel considers that it is important to be consistent in its approach to setting the level of Basic Allowance and that this should be done initially by applying the formula calculation and only then considering whether the resulting figure is appropriate given all the relevant factors. Making a formula calculation based on the present relevant ASHE hourly rate indicator (£12.22) and retaining the previous position on hours necessary (20) and voluntary discount element (30%) would set the allowance at £8,930, which would be almost exactly at the present level (£8,929).
- 4.4 The Panel considers that the previous position on hours necessary remains appropriate at 20 per week. The IDeA survey had a slightly higher average figure for County Councils at 21.2, but the Panel has received no evidence that the extent of the basic role has changed significantly since the previous review and considers that the 20 hours figure is a reasonable one to use. The Panel reflected carefully on what proportion of the 20 hours should not be remunerated to reflect a public service element. As indicated earlier in the report, the Panel does not believe that an assessment of the non-remunerated element should bear any relationship to the prevailing economic circumstances. On balance, the Panel considers that the 30% reduction it has recommended previously is a fair and reasonable assessment and one that members of the council and the general public would be satisfied with.
- 4.5 In terms of the hourly rate to be applied, the Panel continues to believe that the ASHE survey of average gross hourly rate for all full-time employee jobs in Norfolk is an appropriate one to use. The same formula calculation has therefore been made, resulting in an annual Basic Allowance level of £8,930, just £1 higher than the present level. The Panel consequently recommends that the Basic Allowance remains at £8,929 per annum for the financial year 2010/11. The Panel believes this is a reasonable sum, given the other factors considered, including the prevailing economic circumstances. The Panel would like to emphasise that the allowance has been set based on an assumption that members are spending approximately 20 hours per week on Council duties. Clearly some members will spend far more than that depending on their additional responsibilities but the Panel has an expectation that members should generally not be spending less than 20 hours per week on their county council duties.
- 4.6 The Panel suggests that the next full review takes place during 2013, after the next County Council elections, with any resulting changes to be implemented in 2014. This will enable the Panel to have regard to any changes to the Council's political structures that might follow those elections. The Panel is required to consider whether there should be an index-linked arrangement in place in order to set the level of the Basic Allowance in the years before the next formal review. In considering this, the Panel has had regard to the economic circumstances facing the country and the difficult financial situation that all local authorities will have to encounter over the next few years. The possibility of recommending that the level be frozen until 2014, with an interim

review during 2011 was considered. However, the Panel concluded that it was appropriate to retain the existing linking arrangement, which is to the pay award for local authority employees. This would be effective from the 2011/12 pay award.

5.0 RECOMMENDATIONS

1. That the Basic Allowance remains at £8,929 for the financial year 2010/11, with no index-linked uprating in that year
2. That in 2011/12, 2012/13 and 2013/14, the Allowance be increased at the same percentage rate as the local authority employee pay award (if one is paid)
3. That the next review be undertaken by the Panel in 2013, with any resulting changes to be implemented in 2014

Special Responsibility Allowances (SRAs)

1.0 BACKGROUND

- 1.1 In considering SRAs, the Panel must have regard to Government Guidance, in particular the following key issues:-
- (i) there must be significant additional responsibilities if an SRA is to be paid;
 - (ii) there is no limit on the number of SRAs and a member can receive more than one SRA, although in Norfolk the practice is that a member can hold more than one SRA post but is only paid for one (the highest);
 - (iii) if the majority of members receive an SRA the local electorate may question whether this is justified;
 - (iv) not all responsibilities given to particular members may involve significant additional responsibility.
- 1.2 In its previous review, the Panel followed the Guidance by first agreeing the SRA for the Leader and then grading as a percentage of the Leader figure, those posts it considered merited the payment of SRAs.

2.0 PRESENT POSITION

- 2.1 The present schedule of SRAs in Norfolk County Council is attached at Appendix 2. The schedule includes the established percentage for each SRA as against the Leader SRA.
- 2.2 With regard to the Guidance in 1.1 (iii) above, there are currently a maximum of 42 available SRA posts, exactly half of the Council's membership figure of 84. At the time of this review the number of members actually receiving an SRA was 40 (47.6% of the 84 Members)
- 2.3 In the winter of 2008, the Improvement and Development Agency (IDeA) carried out a survey of Members Allowances Schemes, to which 386 local authorities responded and the Panel received detailed data from the survey. The respondents included 27 County Councils and covered the position on Special Responsibility Allowances. The data is not completely up to date as some changes will undoubtedly have been made since it was collected. However the Panel felt that the data provided very reasonable comparative information and to illustrate this, the average basic allowance for the 27 County Councils in the survey was £9,978 and the current average for all County Councils is £9,803.

3.0 EXISTING SRA POSTS

Leader of the Council

- 3.1 The IDeA Survey showed that the SRA for the Leader in Norfolk, at £26,111 is a little below the average for County Councils (£27,290). The national picture appears to be that leaders of authorities of a similar size to Norfolk County Council generally have roles requiring a very high commitment of time and this is reflected in the SRAs paid for these posts. Amongst County Councils with populations approaching the size of Norfolk's the Leader SRAs are £32,544 in Derbyshire (pop. 758,200), £31,590 in Nottinghamshire (pop. 771,000), £30,364 in West Sussex (pop. 776,300) and £35,000 in Staffordshire (pop. 825,800). Norfolk's population is 840,700.
- 3.2 The Guidance suggests that one way of establishing the Leader SRA is to set it as a multiple of the Basic Allowance. The ratios within the IDeA Survey show an average multiple of 2.7. The Leader SRA in Norfolk is currently at a multiple of 2.9 of the Basic Allowance.

Deputy Leader

- 3.3 The current Deputy Leader SRA in Norfolk at £16,972 is close to the average of the IDeA Survey in terms of the percentage at which it is graded against the Leader SRA (67% in IDeA Survey and 65% in Norfolk). In Norfolk, the Deputy Leader is also responsible for one of the Cabinet portfolios.

Other Cabinet Members

- 3.4 The SRA is £13,055 - 50% of the Leader. This percentage is a little lower than the IDeA Survey average (57%).
- 3.5 The Panel noted that there are currently 8 other Cabinet Members (in addition to the Leader and Deputy Leader) and that the portfolio areas are:-

Adult Social Services
Children's Services
Corporate Affairs and Efficiency
Cultural Services
Economic Development
Finance and Performance
Fire and Community Protection
Planning and Transportation
Waste Management and the Environment

Opposition Group Leaders

- 3.6 The SRAs for the opposition group leaders were set in 2006. The representation in Council seats since then has been as follows:-

<u>Year</u>	<u>Conservative</u>	<u>Labour</u>	<u>Liberal Democrat</u>	<u>Green</u>	<u>UKIP</u>	<u>TOTAL</u>
2006	46	22	14	2	-	84
2007 & 2008	47	22	13	2	-	84
2009	60	3	13	7	1*	84

* There is no UKIP Group as a minimum of 2 members is required to form a Group

- 3.7 The Majority Opposition Group ((Liberal Democrat) Leader receives an SRA of £13,055 (50% of the Leader). This percentage is higher than the IDeA Survey average (41%). However, the SRA for the Majority Opposition Group Leader in Norfolk takes into account that the post holder also holds the position of Chairman of the Cabinet Scrutiny Committee, which will not necessarily be the case in all other authorities.
- 3.8 The other group leaders do not receive SRAs as their groups fall below the threshold of having 10% of the Council's seats, as previously recommended by the Panel and accepted by the Council.

Chairman of the Council

- 3.9 The Chairman SRA is £10,444 (40% of the Leader) and this is in line with the IDeA Survey average of 44%.

Vice-Chairman of the Council

- 3.10 At £1,958 and 7.5% of the Leader the Vice-Chairman SRA is below the IDeA Survey average, which stands at 17%. The Panel's view is that this post does not involve an excessive time commitment and the Panel is comfortable with the present SRA level.

Chairman of Planning (Regulatory Committee)

- 3.11 The present level is £5,222 (20% of the Leader). This is higher than the SRA paid to Chairmen of Overview and Scrutiny Panels and the Panel previously considered this reasonable given the responsibilities involved. The ratio against the Leader is a little lower than the IDeA Survey average of 25%.

Majority Group Spokesman - Cabinet Scrutiny Committee

- 3.12 The Panel recognises the importance of scrutiny and concludes that the Majority Group spokesman has a key role in leading his/her Group on this committee and in ensuring that scrutiny is effective and not subject to any inappropriate party considerations. There is no comparative post within the IDeA Survey.

Chairman of Norwich Joint Highways Agency Committee

- 3.13 The Panel has previously agreed the importance of this role and has set the SRA at a level consistent with that for the Planning (Regulatory) Committee Chairman (20% of the Leader)

Chairmen of Overview and Scrutiny Panels

- 3.14 There are now 6 Overview and Scrutiny Panels and the SRA for Chairmen is £3,917 (15% of the Leader). These figures are significantly below the average of £9,611 in the IDeA Survey. However, this is an area where caution needs to be exercised in drawing conclusions. The nature of overview and scrutiny committees and their precise roles and profiles can vary significantly from authority to authority.
- 3.15 In Norfolk, Overview and Scrutiny Panels do not have powers to call-in matters and refer them back to Cabinet. This function is carried out by the Cabinet Scrutiny Committee. Overview and Scrutiny Panels meet approximately 6 times per year. The present scheme builds in a differential with the posts of Chairmen of the Planning (Regulatory) Committee and the Joint Highways Agency Committee on the basis that these posts involve more responsibility.

Chairman of Records Committee

- 3.16 This is a post that is not easily compared with other authorities. The Panel has previously recognised that Records is an important element of the Council's service, with a very specialist nature, but felt the Chairman post did not match others in terms of workload. Hence a fairly small SRA at 10% of the Leader - now £2,611 - was agreed.

Deputy Leader of Opposition Groups

- 3.17 Deputy Leaders of Opposition Groups do receive SRAs in some other authorities, but not in sufficient numbers to make comparison meaningful. In the IDeA Survey, only 8 of the 27 County Councils paid an allowance for these posts. In Norfolk, this SRA is now only paid to the Deputy Leader of the Majority Opposition Group and as recommended by the Panel in the last review, there is a linked arrangement of 40% of the SRA of the Group Leader. This takes account of the fact that the Group Leader role also incorporates the chairmanship of the Cabinet Scrutiny Committee, a role which the Deputy Group Leader is not expected to cover.

Deputy Cabinet Members/Cabinet Support Members

- 3.18 The current scheme provides for the Leader to appoint Deputy Cabinet Members (DCM) and Cabinet Support Members (CSM). DCM posts are remunerated at 25% of the Leader SRA and CSM posts at 15%. As recommended by the Panel in the previous review and subsequently agreed by the Council, a restriction is in place whereby there can be no more than 6

such remunerated posts at any one time. This was designed to prevent a situation where the Leader could in theory appoint to an unlimited number of the posts. At the time of the review there were 6 DCM posts, as follows:-

DCM for Children's Services
DCM for Adult Social Services
DCM for Roads
DCM for Corporate Affairs
DCM for Efficiency
DCM for Tourism

Shadow Spokesmen for Cabinet Portfolios

- 3.19 In its last review the Panel carried out a detailed review of the arrangements for the remuneration of shadow spokesmen for the 9 cabinet portfolios and considered a possible reduction in the number of such SRA posts. The Panel noted that it was not widespread practice for SRAs to be payable to opposition group spokesmen, but felt that there was an issue relating to the importance of having a strong opposition to the ruling Administration. Consequently the Panel did not recommend any changes to the arrangements whereby the opposition groups are able to have up to 9 Shadow Spokesmen SRA posts. The Panel made the observation that should the Leader of the Council take a decision in future to merge and reduce the number of cabinet portfolios, it would be willing to reconsider the position regarding SRAs for opposition spokesmen.
- 3.20 One outcome of the recent elections has been that these SRAs are now only payable to the shadow spokesmen from the Liberal Democrat Group. This is because none of the other opposition groups meet the 9 member threshold for entitlement to SRAs. This was a threshold previously recommended by the Panel and agreed by the Council. In the last review, the Panel was asked to reconsider the impact of the threshold issue on the Leaders of Groups with fewer than 9 members. After that re-consideration, the Panel confirmed its previous conclusion that there should be a threshold, in order to reflect to some extent the democratic mandate received by Groups at elections and that the threshold should be set at 10% of the seats on the Council. The Council accepted the Panel's conclusions.
- 3.21 The level of SRA for Shadow Spokesmen is currently £1,958 (7.5% of Leader SRA).

Opposition Group Spokesmen on Planning (Regulatory) Committee

- 3.22 The Panel has previously felt that this role was comparable to that of shadow Cabinet Spokesmen. Hence the SRA was set at the same level.

Chairman of Health Overview and Scrutiny Committee

- 3.23 The Health Overview and Scrutiny Committee comprises County and District councillors and is responsible for scrutinising the health service in Norfolk.

The Panel set the SRA at the same level as Overview and Scrutiny Panel Chairmen (15% of Leader SRA)

Chairman of Audit Committee

- 3.24 The Panel has previously felt that this role was comparable to the post of Chairman of the Planning (Regulatory) Committee. Hence the SRA was set at the same level (20% of Leader SRA).

4. ISSUES CONSIDERED

- 4.1 The Group Leaders were invited to identify any specific SRA issues they would like the Panel to address. A small number of issues were raised and the Panel's review of SRAs has been confined to those issues. The Panel will not be recommending any general increase in the levels of SRAs.

Deputy Cabinet Members

- 4.2 As indicated earlier in this report, the present position is that the Leader can appoint a maximum of 6 Deputy Cabinet Members (DCMs) or Cabinet Support Members (CSMs). There are currently 6 DCMs, each receiving £6,528 per annum. There are no CSMs appointed.
- 4.3 The Leader made a request that the Panel consider recommending an increase in the maximum number from 6 to 7. This was on the basis that the structure of the Cabinet had changed since the June 2009 election, with the creation of a new Corporate and Commercial Services Cabinet Member, with an extensive portfolio, requiring additional support. Two DCMs had been appointed to support this portfolio and the Leader considered that he needed an extra DCM to cover the remaining portfolio areas. The Panel discussed this issue with the Leader, particularly in the context of wishing to avoid a situation where more than half of the Council members receive SRAs. The Panel considered the request was reasonable and agreed to recommend an increase to a maximum of 7 DCM/CSM posts. However, the Panel felt that the overall expenditure on DCM/CSM posts should be contained within the present sum of $6 \times £6,528 = £39,168$. The effect of this is that the Panel recommends the level of SRA for DCM posts is reduced to £5,595 per annum (21.4% of the Leader's SRA), a reduction of £933, if an additional DCM is appointed

Leader of the 2nd largest opposition group

- 4.4 The Leader of the 2nd largest opposition group (Green Group) currently receives no SRA because the group has less than 9 members and consequently does not meet the threshold for SRA payments. The Panel received representations from the Leader of the Green Group to review the threshold restriction as it applies to the group. The view was expressed that the responsibilities of the Group Leader had increased significantly since the election and that each opposition group leader should receive an SRA, perhaps based on the number of members in the group.

- 4.5 The Panel has looked at the issue of a threshold for SRAs on a number of previous occasions. The threshold of 10% of seats was chosen on the basis that this was also the threshold for determining if a group is entitled to a political assistant. The Panel remains of the view that the use of a threshold is appropriate in order to reflect the level of the mandate given to political parties at elections and that the one used at present is logical. However, the Panel noted that the Constitution requires that the Cabinet Scrutiny Committee is chaired by a member of the opposition groups and that this has always been achieved by the Chairman being the leader of the main opposition group and the Vice-Chairman being the leader of the 2nd opposition group.
- 4.6 The Panel considers that the role of a group leader, when combined with being the Chairman or Vice-Chairman of the Cabinet Scrutiny Committee represents a significant additional responsibility that merits an SRA, even if the threshold of 10% of seats is not met. The Panel is therefore minded to propose an arrangement to reflect the current composition of the opposition groups following the elections in June 2009. However, in assessing an appropriate level for an SRA in those circumstances, the Panel considers that it remains important to have regard to the fact that the threshold of 10% of seats was not achieved. Therefore, the Panel recommends an amendment to the scheme so that when the leader of the 2nd opposition group is also the Vice-Chairman of the Cabinet Scrutiny Committee, he/she receives an SRA despite there being fewer than 10 members in the group. The recommended level is £3,917 (15% of the SRA for the Leader of the Council). This compares to the 25% figure that would be payable if the group met the 10% threshold. The Panel also recommends that this SRA be paid with effect from the date when the leader of the 2nd opposition group became vice-chairman of the Cabinet Scrutiny Committee (7 July 2009). The Panel regards the link between opposition group leaders and scrutiny as very important and reserves the right to review these arrangements after the next County Council elections in 2013 in the light of the party political balance that emerges.

SRAs for Vice-Chairmen of Committees/ Overview and Scrutiny Panels

- 4.7 The Panel received representations that the role of vice-chairman of an Overview and Scrutiny Panel was important in ensuring that the Council carried out its scrutiny function effectively. It was pointed out that vice-chairmen attend pre-agenda meetings and may have to substitute for the chairman at Panel and other related meetings. Reference was made to a recent inspection having resulted in some criticisms of the Council's management of scrutiny. It was suggested that responsibilities for the vice-chairmen were commensurate with those of opposition spokesmen and that as the spokesmen in the 2nd opposition group no longer received SRAs, there was a case for re-allocating them to the vice-chairmen.
- 4.8 The Panel has considered the position of vice-chairmen during previous reviews. The Guidance is very clear that there must be significant additional responsibilities if an SRA is to be paid. The Guidance also says that if the

majority of members receive an SRA, the local electorate may question whether this is justified. The Panel is not convinced that the role of vice-chairmen of these committees carries significant additional responsibilities. Also, it is mindful that there is now a position where the number of SRAs paid is less than half the number of members. Permitting the payment of SRAs to these vice-chairmen would take the figure to over half. Consequently, the Panel is unable to recommend this change to the scheme

5.0 INDEX ARRANGEMENTS

The Panel considered recommending a freeze on the levels of SRA until the next review of the scheme. However, as with the Basic Allowance, the Panel concluded that the link to the local government employee pay award should be retained and applied from 2011/12.

6.0 RECOMMENDATIONS

1. That the limit on the number of Deputy Cabinet Member/Cabinet Support Member SRA posts is increased from 6 to 7 but that the level of the SRA for DCM posts is contained within the present sum of £39,168 (6x £6,528) so that the overall expenditure on these posts does not rise.
2. That the Scheme be amended so that when the leader of the 2nd opposition group is also the Vice-Chairman of the Cabinet Scrutiny Committee, he/she receives an SRA even though the group does not meet the 10% threshold. The recommended level is 15% (£3,917) of the Leader's SRA, to be payable from 7 July 2009.
3. That there be no increase in SRA levels in 2010/11, but that in 2011/12, 2012/13 and 2013/14, SRAs be increased in line with the pay award for local government employees
4. That SRAs next be reviewed by the Panel in 2013 with any resulting changes to be implemented in 2014.

Dependent Carers' Allowance

1.0 BACKGROUND

- 1.1 One of the Panel's responsibilities is to consider whether a Carers' Allowance should be paid and if so, at what rate.
- 1.2 The Carers' Allowance is payable towards the cost of care of dependent relatives (be they children, elderly people or people with disabilities). It is designed to enable a Councillor to carry out their County Council work.
- 1.3 It has been agreed previously that an allowance should be paid and as recommended by the Panel in 2007, it is maintained at a rate of 10% above the national minimum wage. It is currently £6.38 per hour, subject to a limit of £2,805 for any individual Councillor in a single year. In Norfolk's scheme, a carer is defined as any responsible adult who does not normally live with the Councillor as part of that Councillor's family.
- 1.4 Take-up of the allowance has been extremely low in Norfolk County Council and during the financial year 2008/09, no claims were made.

2.0 COMPARISON OF RATES

- 2.1 Accurate direct comparisons with other Councils are complicated by the fact that some have differing rates depending upon whether the dependent relative is a child or an adult. Amongst the 27 County Councils responding to the IDeA Allowances Survey in 2008, the average rate was £8.06 per hour, considerably above the rate for Norfolk County Council. Within Norfolk, other hourly rates are:-

Norwich City -	£8.00
North Norfolk -	National minimum wage rate
South Norfolk -	£5
King's Lynn &WN -	£5.82
Breckland -	£5.75

3.0 SCOPE OF THE SCHEME

- 3.1 The Panel received representations that there should be some discretion to permit child care carried out by a family member to be re-imbursable in exceptional circumstances where it was not possible to employ a professional carer.
- 3.2 This led the Panel to review the terms under which the Carers' Allowance operates in neighbouring local authorities. The Panel concluded that in comparison, the provision in Norfolk's scheme was insufficiently detailed. The scheme currently provides as follows:-

“A carers’ allowance will be paid towards the cost of care of dependent relatives (be they children, elderly people or people with disabilities). The amounts which can be claimed must reflect the sum incurred in employing a carer to enable a councillor to carry out their County Council work. All claims must be accompanied by evidence that the amount claimed has been incurred in employing a carer. A carer will be any responsible adult who does not normally live with the councillor as part of that councillor’s family”.

- 3.3 This clearly precludes the payment of an allowance to family members and there is no provision for discretion to be exercised. Whilst some of the schemes in neighbouring authorities are more specific and in some sense more restrictive in terms of who should provide the care, discretion is allowed in some cases.
- 3.4 The Panel believes that the principle of not paying an allowance in respect of care provided by a family member is the right approach and is concerned that introducing discretion could put the responsible Officer in a very difficult position and could potentially lead to inappropriate exceptions being approved. However the Panel also recognises that there may be exceptional circumstances when it proves impossible to find a childminder or carer and when a family member has to be relied upon as a last resort if a member is to be able to carry out a council duty. If that family member incurs a loss of income as a consequence, by for instance having to decline a work shift, then there could be a case for re-imburement through the Carers’ Allowance. There would however need to be a very clear audit trail to ensure the propriety of any such claims.
- 3.5 The Panel is minded to recommend that discretion be introduced, but that it is in the context of a change to the terms of the allowance. The Panel considers that the Allowances Scheme should be amended so that the provision for the payment of the Carers’ Allowance as set out in paragraph 3.2 above is deleted and replaced by:-
 - A. Councillors who incur costs for the care of children for whom they have parental responsibility or for dependent relatives in order to allow them to carry out their Council duties can claim a Carers’ Allowance. The rate for the Allowance is set out in Appendix A of this scheme. A Carers’ Allowance can be claimed only in respect of approved duties as set out in Appendix C of this scheme.
 - B. In the case of a Carers’ Allowance for childcare:-
 - (i) The allowance is available for the care of children under 14 years of age who normally reside with the councillor
 - (ii) The allowance cannot be claimed for the care of children of compulsory school age during normal school hours except where the child is absent from school due to illness

- C In the case of a Carers' Allowance for the care of a dependent relative, the relative must normally reside with the councillor, be dependent on the councillor and require constant care
- D Expenditure incurred will be reimbursed up to the maximum hourly rate (as set out in Appendix A of this scheme) for each hour of absence from home
- E Payment will only be made for the period of the qualifying meeting and the travelling time to and from the councillor's home.
- F A signed receipt from the carer, showing their name, signature and address, the period worked and the amount received must be submitted with the claim.
- G A Carers' Allowance can be paid only for care provided by a registered childminder or other statutory approved childcare provider, or to agencies or persons professionally qualified or registered to provide the care required by the dependent relative. An allowance will not normally be paid for care provided by anyone else or by someone who is a close relative of the councillor. In exceptional circumstances, where a councillor is unable to find a suitable statutory provider or registered professional carer, a claim to pay another person may be considered, subject to the approval of the Head of Finance before the expense is incurred. If an exceptional circumstances claim relates to care provided by a family member, it must be accompanied by a statement signed by the carer and the councillor verifying that the carer incurred a loss of income in order to provide the care.

4.0 CONCLUSION

- 4.1 The Panel considers that retaining the present link to the national minimum wage rate is appropriate but is prepared to reconsider this in future if the Council considers that the rate is causing problems for councillors in employing carers
- 4.2 The Panel considers that there is a need to set more specific criteria for the payment of a Carers' Allowance but that within an amended clause there should be some scope for the exercise of discretion in exceptional circumstances.

5.0 RECOMMENDATIONS

- 1. That no change is made to the current rate for the Carers' Allowance and that it continues to be maintained at a rate of 10% above the national minimum wage.
- 2. That the Allowances Scheme be amended as proposed in paragraph 3.5 of this report

PENSIONS FOR COUNCILLORS

1.0 ELIGIBILITY OF MEMBERS TO JOIN THE LOCAL GOVERNMENT PENSION SCHEME (LGPS)

1.1 Since 2003, elected members of local authorities have been entitled to join the LGPS at any age prior to 75. The Panel is able to make recommendations as to which elected members of the Council should be entitled to membership of the LGPS and whether the basic allowance or special responsibility allowance, or both should be pensionable.

1.2 The Council's scheme of allowances must set out which members of the authority are entitled to membership of the LGPS together with what part of their allowances are to be pensionable. The Council can only make membership of the LGPS available to elected members who have been recommended for membership of the LGPS by the Panel. The Council can however decide not to offer membership to some or all councillors even if the Panel makes a recommendation in favour of eligibility.

2.0 PRESENT POSITION

2.1 The Independent Panel has considered this issue during its previous reviews. The Panel felt unable to recommend that members be made eligible to join the LGP because it did not feel it was appropriate for the County Council as employer to contribute towards the pension funds of Councillors.

2.2 In the 2008 Local Government Member Allowances Survey, of 27 county councils responding, 20 had introduced pension eligibility

3.0 FINANCIAL IMPLICATIONS

A full cost scenario would be that all Members decided to join the LGPS and that both basic and special responsibilities are made pensionable. Based on the allowances totals for 2008/09 and a Council contribution of 17.3%, this would have cost £180,000 in 2008/09. However it is extremely unlikely that this would be the reality given that some members would inevitably decide not to join the scheme. It is impossible to know at this stage what the level of take-up would be.

4.0 CONCLUSION

The Panel has noted that no representations have been made to the Panel to review its previous position on this issue. The Panel has therefore decided to re-affirm its view that it will not recommend that Members be eligible to join the Local Government Pension Scheme.

CO-OPTees ALLOWANCE

1.0 BACKGROUND

1.1 Legislation enables local authorities to pay an annual co-optees allowance to people who are not members of the authority but who are members of a committee of the authority. In Norfolk County Council, the following posts are potentially eligible for payment:-

- Parent Governor Representatives (2)
- Person representing the Roman Catholic Diocese
- Person representing the Church of England Diocesan Board of Education
- Independent Members of the Standards Committee (5)
- Local Government Association nominees on the Pensions Committee

1.2 The current position is that co-optees allowances are paid only to Parent Governor Representatives (£1,000 per annum) and to the Independent Chairman of the Standards Committee (at 12.5% of the Leader SRA - £3,263).

2.0 PRESENT POSITION

2.1 There have been no significant changes to roles of the co-opted members since allowances were last reviewed. With regard to the position of the Parent Governor Representatives, there has been an election since the allowance was introduced and it is pleasing to note that there were 10 candidates, higher than in any previous elections.

3.0 CONCLUSION

3.1 The Panel is making no recommendations for changes to the present arrangements for the Co-Optees Allowance.

TRAVEL AND SUBSISTENCE ALLOWANCE – APPROVED DUTIES

1.0 BACKGROUND

- 1.1 Members Allowances Schemes may provide for the payment to members of an allowance in respect of travelling and subsistence in connection with or relating to such duties as are specified in the scheme. Government Regulations set out a series of categories within which such duties may lie.
- 1.2 The Panel carried out a substantial review of travel and subsistence allowances in Spring 2005 and recommended a list of approved duties (duties that attract payment of the allowance. the scheme).

2.0 APPROVED DUTIES

- 2.1 The list of approved duties includes:-

“Attendances by Cabinet Members at meetings of Informal Cabinet and at pre-arranged briefing meetings with Chief Officers/Senior Officers on matters relating to their areas of responsibility”.

- 2.2 It has been identified that there is no specific provision within the list of approved duties for duties carried out by Deputy Cabinet Members/Cabinet Support Members. The Panel is satisfied that the provision above was intended to incorporate these post holders but considers that this should now be formalised within the scheme.

3.0 RECOMMENDATION

To amend the approved duty category relating to Cabinet Members to read,

“Attendances by Cabinet Members and Deputy Cabinet Members/Cabinet Support Members at meetings of Informal Cabinet and at pre-arranged briefing meetings with Chief Officers/Senior Officers on matters relating to their areas of responsibility”.

APPENDIX 1

Basic Allowance 2009 – alphabetically by County

County	Basic (£)	Population (000s)	Hourly Pay Rate (£)
Buckinghamshire	10,718	490.6	15.50
Cambs	7,610	597.4	14.66
Cornwall	11,976	531.7	11.09
Cumbria	8,031	496.9	12.63
Derbyshire	9,852	758.2	13.12
Devon	10,970	750.1	11.43
Dorset	10,185	406.8	11.87
Durham	10,782	504.9	11.56
East Sussex	10,842	508.3	12.18
Essex	10,000	1,376.4	14.48
Gloucestershire	8,800	582.6	13.75
Hampshire	11,848	1,276.8	14.89
Herefordshire	7,000	178.5	11.74
Hertfordshire	9,588	1,066.1	17.28
Kent	13,000	1,394.7	13.74
Lancashire	10,039	1,168.1	12.85
Leicestershire	10,152	641.0	13.15
Lincolnshire	7,914	673.5	11.66
Norfolk	8,929	840.7	12.22
Northamptonshire	7,086	678.3	12.83
Northumberland	12,500	310.6	12.30
Nottinghamshire	12,770	771.9	12.87
Nth Yorks	8,994	595.0	12.69
Oxfordshire	8,026	635.5	14.42
Shropshire	7,385	290.9	12.19
Somerset	9,450	522.8	12.30
Staffs	9,152	825.8	12.72
Suffolk	9,688	709.4	12.47
Surrey	11,475	1,098.2	17.33
Warwickshire	8,948	526.7	14.19
West Sussex	10,894	776.3	13.97
Wiltshire	9,875	452.6	13.59
Worcestershire	9,020	555.4	12.36
Average	9,803	696.7	13.21

Basic Allowance 2009 - by level of basic allowance in ascending order

County	Basic (£)	Population	Hourly Pay Rate (£)
Herefordshire	7,000	178.5	11.74
Northamptonshire	7,086	678.3	12.83
Shropshire	7,385	290.9	12.19
Camb	7,610	597.4	14.66
Lincolnshire	7,914	673.5	11.66
Oxfordshire	8,026	635.5	14.42
Cumbria	8,031	496.9	12.63
Gloucestershire	8,800	582.6	13.75
Norfolk	8,929	840.7	12.22
Warwickshire	8,948	526.7	14.19
Nth Yorks	8,994	595.0	12.69
Worcestershire	9,020	555.4	12.36
Staffs	9,152	825.8	12.72
Somerset	9,450	522.8	12.30
Hertfordshire	9,588	1,066.1	17.28
Suffolk	9,688	709.4	12.47
Derbyshire	9,852	758.2	13.12
Wiltshire	9,875	452.6	13.59
Essex	10,000	1,376.4	14.48
Lancashire	10,039	1,168.1	12.85
Leicestershire	10,152	641.0	13.15
Dorset	10,185	406.8	11.87
Buckinghamshire	10,718	490.6	15.50
Durham	10,782	504.9	11.56
East Sussex	10,842	508.3	12.18
West Sussex	10,894	776.3	13.97
Devon	10,970	750.1	11.43
Surrey	11,475	1,098.2	17.33
Hampshire	11,848	1,276.8	14.89
Cornwall	11,976	531.7	11.09
Northumberland	12,500	310.6	12.30
Nottinghamshire	12,770	771.9	12.87
Kent	13,000	1,394.7	13.74
Average	9,803	696.7	13.21

Basic Allowance 2009 – by population size in ascending order

County	Population	Basic (£)	Hourly Pay Rate (£)
Herefordshire	178.5	7,000	11.74
Shropshire	290.9	7,385	12.19
Northumberland	310.6	12,500	12.30
Dorset	406.8	10,185	11.87
Wiltshire	452.6	9,875	13.59
Buckinghamshire	490.6	10,718	15.50
Cumbria	496.9	8,031	12.63
Durham	504.9	10,782	11.56
East Sussex	508.3	10,842	14.48
Somerset	522.8	9,450	12.30
Warwickshire	526.7	8,948	14.19
Cornwall	531.7	11,976	11.09
Worcestershire	555.4	9,020	12.36
Gloucestershire	582.6	8,800	13.76
Nth Yorks	595.0	8,994	12.69
Camb	597.4	7,610	14.66
Oxfordshire	635.5	8,026	14.42
Leicestershire	641.0	10,152	13.15
Lincolnshire	673.5	7,914	11.66
Northamptonshire	678.3	7,086	12.83
Suffolk	709.4	9,688	12.47
Devon	750.1	10,970	11.87
Derbyshire	758.2	9,852	13.12
Nottinghamshire	771.9	12,770	12.87
West Sussex	776.3	10,894	13.97
Staffs	825.8	9,152	12.72
Norfolk	840.7	8,929	12.22
Hertfordshire	1,066.1	9,588	17.28
Surrey	1,098.2	11,475	17.33
Lancashire	1,168.1	10,039	12.85
Hampshire	1,276.8	11,848	14.89
Essex	1,376.4	10,000	14.48
Kent	1,394.7	13,000	13.74
Average	696.7	9,803	13.21

Basic Allowance 2009 – by hourly pay rate in ASHE Survey

County	Hourly Pay rate (£)	Basic (£)	Population
Cornwall	11.09	11,976	531.7
Devon	11.43	10,970	750.1
Durham	11.56	10,782	504.9
Lincolnshire	11.66	7,914	673.5
Herefordshire	11.74	7,000	178.5
Dorset	11.87	10,185	406.8
East Sussex	12.18	10,842	508.3
Shropshire	12.19	7,385	290.9
Norfolk	12.22	8,929	840.7
Northumberland	12.03	12,500	310.6
Somerset	12.30	9,450	522.8
Worcestershire	12.36	9,020	555.4
Suffolk	12.47	9,688	709.4
Cumbria	12.63	8,031	496.9
Nth Yorks	12.69	8,994	595.0
Staffs	12.72	9,152	825.8
Northamptonshire	12.83	7,086	678.3
Lancashire	12.85	10,039	1,168.1
Nottinghamshire	12.87	12,770	771.9
Derbyshire	13.12	9,852	758.2
Leicestershire	13.15	10,152	641.0
Wiltshire	13.59	9,875	452.6
Kent	13.74	13,000	1,394.7
Gloucestershire	13.75	8,800	582.6
West Sussex	13.97	10,894	776.3
Warwickshire	14.19	8,948	526.7
Oxfordshire	14.42	8,026	635.5
Essex	14.48	10,000	1,376.4
Cambs	14.66	7,610	597.4
Hampshire	14.89	11,848	1,276.8
Buckinghamshire	15.50	10,718	490.6
Hertfordshire	17.28	9,588	1,066.1
Surrey	17.33	11,475	1,098.2
Average	13.21	9,803	696.7

APPENDIX 2

**SPECIAL RESPONSIBILITY ALLOWANCES
2009/10**

POST	SRA	% OF LEADER ALLOWANCE
Leader of the Council	£26,111	100%
Deputy Leader of the Council	£16,972	65%
Cabinet Member	£13,055	50%
Leader of Majority Opposition Group	£13,055	50%
Chairman of the Council	£10,444	40%
Leader of Minority Opposition Group*	£6,528	25%
Chairman of Planning Regulatory	£5,222	20%
Majority Group Spokesman on Cabinet Scrutiny Committee	£5,222	20%
Chairman of Norwich Highways Agency Joint Committee	£5,222	20%
Deputy Cabinet Members	£6,528	25%
Cabinet Support Members	£3,917	15%
Chairman of Review Panel	£3,917	15%
Chairman of Health Overview and Scrutiny Committee	£3,917	15%
Chairman of Audit Committee	£5,222	20%
Deputy Leader of Majority Opposition Group	£3,133	40% of 60% of Group Leader SRA
Deputy Leader of Minority Opposition Group*	£2,611	40% of Group Leader SRA
Vice-Chairman of the Council	£1,958	7.5%
Chairman of Records Committee	£2,611	10%
Shadow spokesmen for Cabinet portfolios*	£1,958	7.5%
Opposition spokesmen on Planning Regulatory*	£1,958	7.5%

*SRAs are only payable to minority opposition groups that have at least 9 members.

**Report of the Cabinet Scrutiny Committee meeting held on
27 October 2009**

1. County Farms update

The Chair reported that the Cabinet had noted the Committee's comments in relation to the progress of updating the County Council's County Farms policy at its October meeting. He also reported that the Cabinet had deferred discussion about the management of Norfolk County Council's Rural Estate Review of Management Strategy at the same meeting. He was concerned that the points the Committee had raised would get overlooked and it was agreed he should write to the Leader on the Committee's behalf seeking clarity on when those matters would be dealt with. A further update report was requested for February 2010.

2. Forward Work Programme

- 2.1 Members received the report, noted the forward work programme and additionally agreed the Scrutiny Leads should schedule the topics.
- 2.2 The Chair referred the Committee to the paper prepared by Mr Martin, a member of the public, requesting the Committee scrutinise issues around 'twin hatters' and summarised the background that he had detailed at the previous meeting. He then invited views from the committee on whether these issues should form part of the forward work programme.
- 2.3 Mr Dobson then moved a motion, seconded by Mr Jordan, that the Committee should move on from this item without further discussion because, taking each issue in turn:
 - a) Allowances had already been looked at by the Remuneration Panel.
 - b) Time commitment - Members had been elected to those roles by the public.
 - c) Conflicts of interest –there was already clear statutory guidance.
- 2.4 Messrs Boswell, Joyce, Nobbs and Scutter spoke in opposition to the motion. Their concerns included public perception and that discussion should not be stifled.
- 2.5 The Committee, with 11 votes in favour, 4 against and 1 abstention (the Chair), voted to move on from the item without further discussion and hence the issues raised by Mr Martin would not be included in the forward work programme.

3. Meeting with MEPs

- 3.1 Members received the reports which set out a suggested approach together with an introduction to the role of MEPs, an outline of European funding previously received in Norfolk, and an indication of the opportunities open to Norfolk over the next few years.
- 3.2 The Chairman reported that all political parties would be represented.
- 3.3 The Committee agreed the approach for the meeting.

4. Councillor Call for Action (CCfA) Guidance

- 4.1 Members received a report by the Scrutiny Support Manager together with a guide for members and officers which met the requirement to have a scheme in place.
- 4.2 Mr Dobson suggested that the scheme should be legitimised by including it in the Constitution.
- 4.3 The Head of Democratic Services explained that this scheme had originated as a 'Community Call for Action' and had been complicated by two pieces of legislation – the Police and Justice Act 2006 and the Local Government and Public Involvement in Health Act 2007. He suggested it would be helpful to include more detail about how it should operate in respect of crime and disorder matters, particularly the role of Norfolk County Council in scrutinising Crime and Disorder Reduction Partnerships which operated at District level.
- 4.4 The Committee agreed that it should receive a further report at the 24 November meeting, which should include a recommendation to Cabinet (to recommend to Full Council) that the scheme be included in the Constitution.

Details of the full discussion can be found in the minutes of the meeting.

Paul Morse
Chair, Cabinet Scrutiny Committee

List of Twin Hatters requesting a dispensation

Mr Anthony David Adams
Mr Bill Borrett
Mr Alexander James Byrne
Mr James Carswell
Miss Charlotte Casimir
Mrs Marion Chapman-Allen
Michael John Baylis Chenery of Horsbrugh
Mr Stuart Michael Clancy
Mr Gerald Cook
Mr John Dobson
Mr Phillip Duigan
Mr Stuart Dunn
Mr Tim East
Mrs Shelagh Cassandra Gurney
Mr Brian John Hannah
Mr David George Harrison
Mr David Harwood
Mr Jon Herbert
Mr Harry Arthur Sidney Humphrey
Mr Brian John Maxwell Iles
Ms Diana Irving
Mr Cliff Jordan
Mr James Michael Joyce
Mr Mark Kiddle-Morris
Mr Michael Collins Langwade
Mr Ian James Mackie
Ms Jean Mickleburgh
Mr Ian Alexander Cato Monson
Mr Joe Mooney
Mr Derrick Murphy
Ms Janet Ann Murphy
Mr William Nunn
Mr John Hase Perry-Warnes
Mr John David Rogers
Mr Nigel Christopher Shaw
Mr James Robert Shrimplin
Mr Beverley Herbert Alison Spratt
Ms Ann Steward
Ms Alison Thomas
Mr John Martyn Ward
Mr Anthony Maurice White
Mr Martin Wilby

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

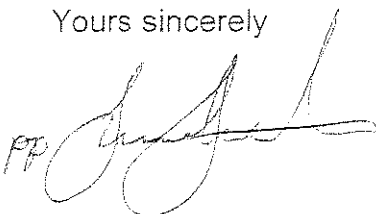
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Broadland District Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted *"where more than 50% of the Members who would be entitled to vote are prohibited from voting"*. Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Shelagh Gurney', with a large flourish extending to the right. The initials 'PP' are written to the left of the signature.

Shelagh Gurney

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

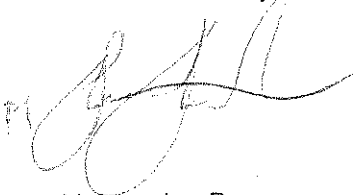
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Breckland Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Alexander Byrne

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Breckland Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted *"where more than 50% of the Members who would be entitled to vote are prohibited from voting"*. Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Diana Irving

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

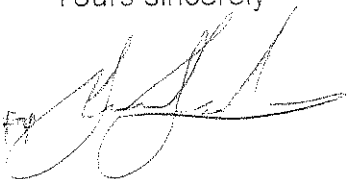
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Breckland Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted *"where more than 50% of the Members who would be entitled to vote are prohibited from voting"*. Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Phillip Duigan

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

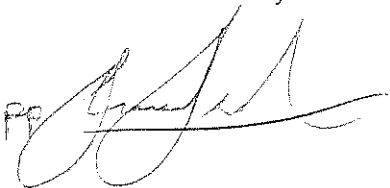
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Breckland Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Bill Borrett', with a horizontal line underneath it.

Bill Borrett

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

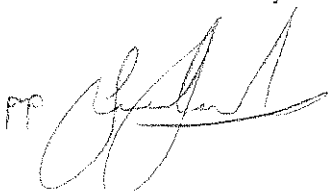
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Breckland Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



William Nunn

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

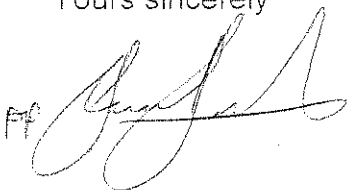
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Breckland Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Mark Kiddle-Morris

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

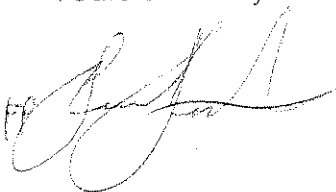
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Breckland Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted *"where more than 50% of the Members who would be entitled to vote are prohibited from voting"*. Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Ann Steward

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

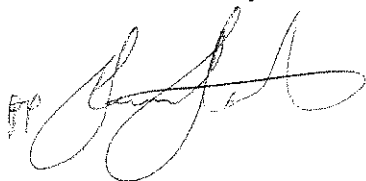
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Breckland Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted *"where more than 50% of the Members who would be entitled to vote are prohibited from voting"*. Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Ian Monson

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

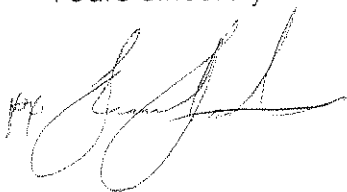
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Breckland Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Marion Chapman-Allen

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Breckland Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



John Rogers

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Breckland Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Cliff Jordan

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

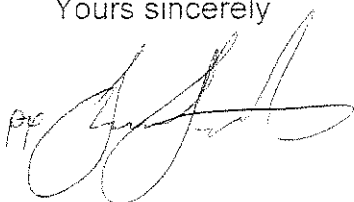
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Broadland District Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Brian Iles', with a small 'BIC' mark to the left.

Brian Iles

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

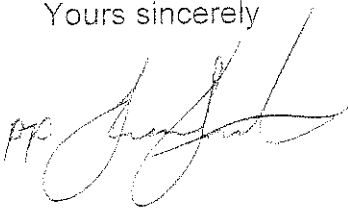
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Broadland District Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Andrew Proctor

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

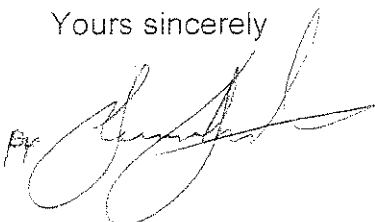
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Broadland District Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted *"where more than 50% of the Members who would be entitled to vote are prohibited from voting"*. Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Charlotte Casimir

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

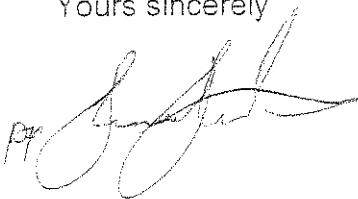
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Broadland District Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Tony Adams

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

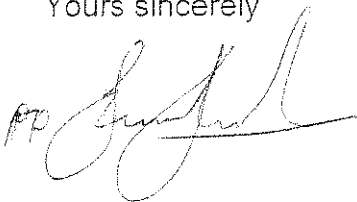
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Broadland District Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted *"where more than 50% of the Members who would be entitled to vote are prohibited from voting"*. Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Stuart Dunn', with a large, stylized flourish at the end. The initials 'SD' are written to the left of the signature.

Stuart Dunn

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

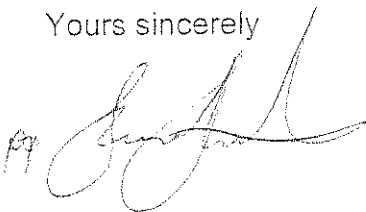
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Broadland District Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



John Ward

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

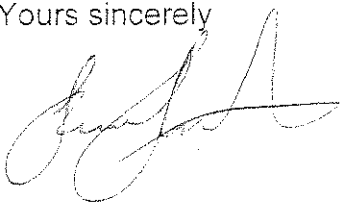
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Broadland District Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely

PP 

Stuart Clancy

C2

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

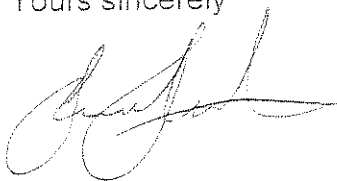
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Broadland District Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely

PP 

Ian Mackie

53

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

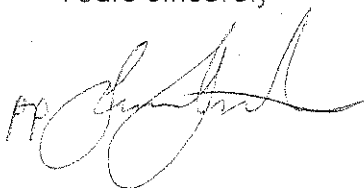
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Broadland District Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Nigel Shaw

S4

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

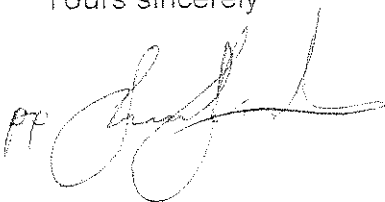
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Broadland District Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



James Carswell

SS

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Great Yarmouth Borough Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Graham Plant

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

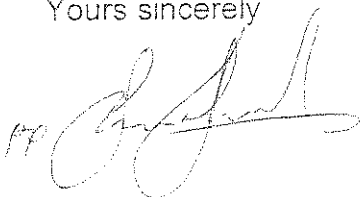
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Great Yarmouth Borough Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted *"where more than 50% of the Members who would be entitled to vote are prohibited from voting"*. Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



James Shrimplin

57

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

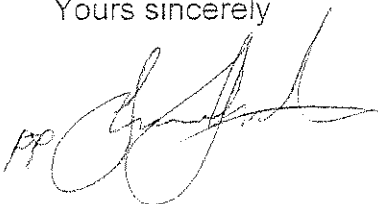
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Great Yarmouth Borough Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Bertie Collins', with a large, stylized flourish extending from the end of the signature.

Bertie Collins

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

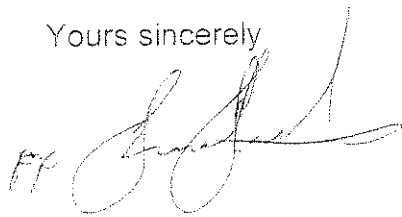
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Great Yarmouth Borough Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Gerry Cook

59

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

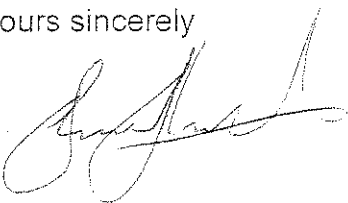
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and the Borough Council of King's Lynn and West Norfolk I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely

17 

David Harwood

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and the Borough Council of King's Lynn and West Norfolk I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Michael Chenery of Horsbrugh

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and the Borough Council of King's Lynn and West Norfolk I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Tony White

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

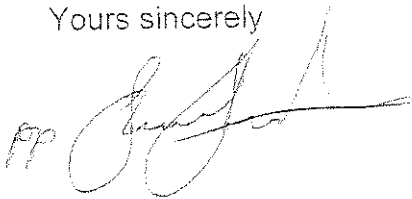
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and the Borough Council of King's Lynn and West Norfolk I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted *"where more than 50% of the Members who would be entitled to vote are prohibited from voting"*. Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely

A handwritten signature in black ink, appearing to read 'John Dobson', with a large, sweeping flourish at the end.

John Dobson

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

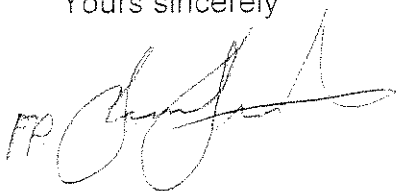
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and the Borough Council of King's Lynn and West Norfolk I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Janet Murphy', with the initials 'FP' written to the left of the signature.

Janet Murphy

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

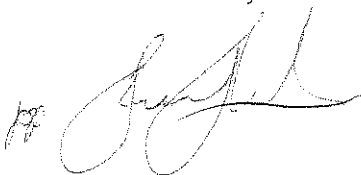
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and the Borough Council of King's Lynn and West Norfolk I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted *"where more than 50% of the Members who would be entitled to vote are prohibited from voting"*. Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Jean Mickleburgh

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

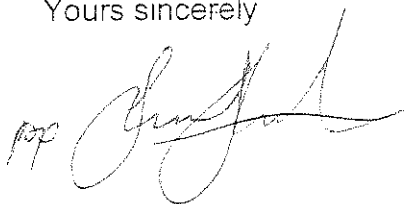
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and the Borough Council of King's Lynn and West Norfolk I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Michael Langwade

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

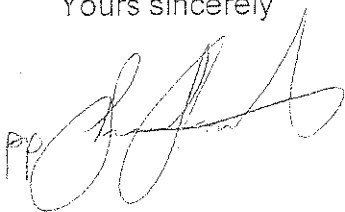
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and the Borough Council of King's Lynn and West Norfolk I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Brian Long

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

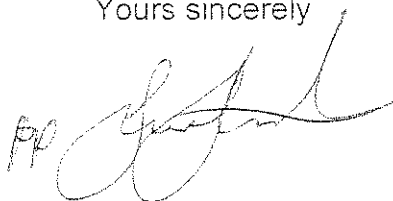
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and the Borough Council of King's Lynn and West Norfolk I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted *"where more than 50% of the Members who would be entitled to vote are prohibited from voting"*. Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Harry Humphrey', with a large, stylized flourish extending from the end of the signature.

Harry Humphrey

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

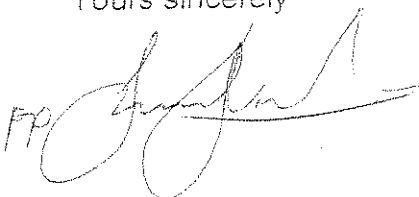
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and the North Norfolk District Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted *"where more than 50% of the Members who would be entitled to vote are prohibited from voting"*. Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely

A handwritten signature in black ink, appearing to read 'John Perry-Warnes', with a large, sweeping flourish at the end. To the left of the signature, the initials 'JP' are written.

John Perry-Warnes

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

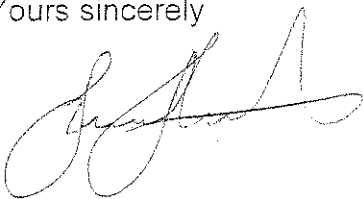
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and the North Norfolk District Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely

PP 

Nigel Dixon

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

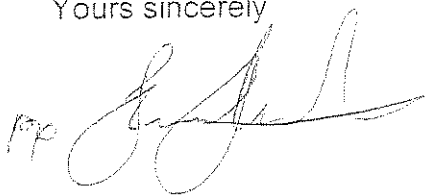
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and the South Norfolk Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Martin Wilby

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

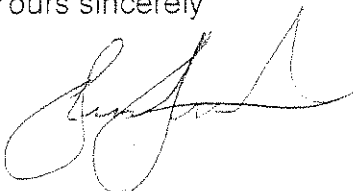
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and the South Norfolk Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely

PP 

Jon Herbert

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

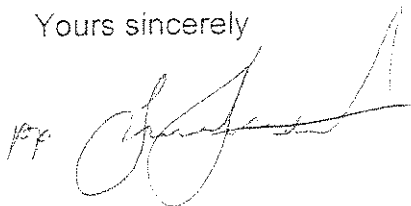
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and the South Norfolk Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted *"where more than 50% of the Members who would be entitled to vote are prohibited from voting"*. Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Alison Thomas

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

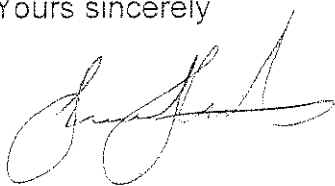
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and the South Norfolk Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely

PP 

Beverley Spratt

To: The Monitoring Officer
Norfolk County Council

Date: 16th November 2009

Dear Victoria

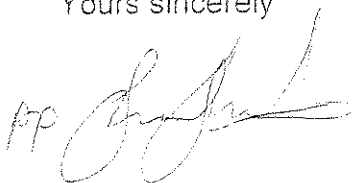
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and the South Norfolk Council I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted *"where more than 50% of the Members who would be entitled to vote are prohibited from voting"*. Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Joe Mooney

To: The Monitoring Officer
Norfolk County Council

Date: 17/11/2009

Dear Victoria

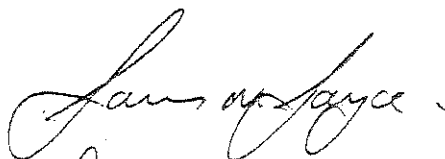
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Broadland District Council, I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted *"where more than 50% of the Members who would be entitled to vote are prohibited from voting"*. Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Cllr James Joyce

Norfolk County Council Member for Reepham

To: The Monitoring Officer
Norfolk County Council

Date: 17/11/2009

Dear Victoria

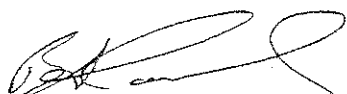
I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and North Norfolk District Council, I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Cllr Brian Hannah
Norfolk County Council Member for Sheringham

To: The Monitoring Officer
Norfolk County Council

Date: 17/11/2009

Dear Victoria

I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and South Norfolk District Council, I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted *"where more than 50% of the Members who would be entitled to vote are prohibited from voting"*. Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely



Cllr Tim East

Norfolk County Council Member for Costessey

To: The Monitoring Officer
Norfolk County Council

Date: 17/11/2009

Dear Victoria

I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and North Norfolk District Council, I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely

On behalf of:

Cllr Graham Jones

Norfolk County Council Member for Mundesley

To: The Monitoring Officer
Norfolk County Council

Date: 17/11/2009

Dear Victoria

I would like to ask the Standards Committee for dispensation to allow me to speak and vote at the Full Council meeting on 23 November 2009 on item 5 and item 8 (that part which relates to the report of the Cabinet Scrutiny Committee held on 27 October 2009). As a Member of both Norfolk County Council and Broadland District Council, I will be declaring a personal and prejudicial interest which would otherwise prevent me from debating those items, as you have advised.

In support of this application, I offer the following:

- (1) According to the guidance on dispensations from the Standards Committee, dispensation may be granted "*where more than 50% of the Members who would be entitled to vote are prohibited from voting*". Fifty of the eighty four Members on Full Council are twin-hatted.
- (2) There is a real possibility that, in discussing Items 5 and/or 8, matters which may relate directly or indirectly to the role and remuneration of twin hatters may be raised. I believe that it would be appropriate for twin-hatters to debate and vote on the issue as they are surely in a better position than anyone to give a full account of their contribution to public service.

I would therefore be grateful if the Standards Committee would consent to granting me a dispensation to allow me to attend, speak and vote on the above matters.

Yours sincerely

On behalf of:

Cllr David Harrison

Norfolk County Council Member for Aylsham

- (e) make provision for the appointment of members, by the joint standards committee, to sub-committees of that committee;
- (f) specify what provision is made for the payment of allowances to members of the joint standards committee;
- (g) make provision for the procedure for an authority to withdraw from the joint standards committee upon service of notice.

(3) The expenses incurred by a joint standards committee shall be defrayed by the authorities establishing that committee in such proportions as they may agree or in case of disagreement by a single arbitrator agreed on by the appointing authorities.

PART 4 DISPENSATIONS

Interpretation

16. In this Part—

"dispensation" means such a dispensation as is mentioned in section 81(4) of the Act (disclosure and registration of members interests etc);

"mandatory provisions" means the mandatory provisions of a model code of conduct which for the time being applies to an authority;

"meeting" includes any meeting of an authority, of the executive of the authority, of any committee or sub-committee of the authority or its executive, of any joint committee or sub-committee of a joint committee, or of any area committee;

"member" means a member or co-opted member of an authority or a councillor appointed under section 16A of the Local Government Act 1972 (appointed councillors)(14).

Circumstances in which dispensations may be granted

17.—(1) The standards committee of an authority may, subject to paragraph (2) below, grant a dispensation to a member in the following circumstances—

(a) where the transaction of business of the authority would, but for the grant of any other dispensation in relation to that business, on each occasion on which the dispensation would apply, otherwise be impeded by, or as a result of, the mandatory provisions because—

(i) the number of members of the authority prohibited from voting on the business of the authority at a meeting exceeds 50% of those members that, but for the granting of any dispensations relating to that business, would otherwise be entitled to vote on that business; or

(ii) the number of members prohibited from voting on the business of the authority at a meeting would, but for the granting of any dispensations relating to that business, upset the political balance of that meeting to such an extent as to prejudice the outcome of voting in that meeting;

(b) the member has submitted to the standards committee a written request for a dispensation explaining why it is desirable; and

(c) the standards committee concludes that having regard to the matters mentioned in sub-paragraph (a) above, the written request made pursuant to sub-paragraph (b) above, and to any other relevant circumstances of the case, it is appropriate to grant the dispensation.

(2) Nothing in paragraph (1) above shall permit a dispensation to be granted—

(a) in respect of participation in business of the authority conducted more than four years after the date on which the dispensation is granted; or

(b) where the effect of the mandatory provisions from which a dispensation is sought is that—

(i) a member is prohibited from voting on a matter at a meeting of an overview and scrutiny committee of an authority relating to a decision made by any body of which that person was a member at the time the decision was taken; or

(ii) a member of the authority's executive is prohibited from exercising functions which are the responsibility of the executive of the authority and which would otherwise be discharged by that member solely.

82

Records of dispensations

18. The standards committee of an authority must ensure that—
- (a) the existence, duration and nature of any dispensation is recorded in writing; and
 - (b) such record is kept with the register of interests established and maintained under section 81(1) of the Act.

Revocation

19. The Relevant Authorities (Standards Committees) (Dispensations) Regulations 2002(15) are revoked.

Signed by authority of the Secretary of State for Communities and Local Government

John Healey
Minister of State
Department for Communities and Local Government

18th May 2009

-
- (12) There has been an amendment to section 53 which is not relevant to these regulations. Back [12]
 - (13) SI 2008 No. 1085. Back [13]
 - (14) 1972 c. 70. Section 16A was inserted by section 76(4) of the Local Government and Public Involvement in Health Act 2007 (c. 28). Back [14]
 - (15) SI 2002 No. 339. Back [15]

This guidance on dispensations is aimed at standards committees. It is not mandatory but has been written to help describe when standards committees can grant dispensations for members allowing them to speak and vote at a meeting when they have a prejudicial interest.

The legislation states standards committees can grant dispensations for members allowing them to speak and vote at a meeting when they have a prejudicial interest. The criteria for granting these dispensations changed in June 2009

Concerns were raised by some authorities, as well as the Standards Board for England, about the provisions of previous dispensation regulations. Due to these concerns, the Standards Committee (Further Provisions) (England) Regulations 2009 (the regulations) revoke the previous regulations. They replace them with new provisions to clarify the grounds on which standards committees may grant dispensations to local authority members.

Under Section 54A(1) of the Local Government Act 2000 an authority's standards committee can set up a sub-committee to consider requests for dispensations. Any reference in this guidance to the standards committee includes any sub-committee which has this function.

Dispensations may be granted for speaking only, or for speaking and voting. The 2007 Code of Conduct (the Code) relaxed the provisions for restricting members from speaking. Therefore, the need to request a dispensation in this respect is now limited to circumstances where the public do not have the right to speak, or to where a parish or police authority has not adopted paragraph 12(2) of the Code.

Part 4 of the regulations sets out the

circumstances in which a standards committee can grant dispensations to members of relevant authorities in England, and police authorities in Wales. If a member acts in accordance with the granting of a dispensation, taking part in business otherwise prohibited by an authority's code of conduct would not result in a failure to comply with that code.

A standards committee may grant a dispensation to a member or co-opted member of an authority in the following circumstances:

where more than 50% of the members who would be entitled to vote at a meeting are prohibited from voting

where the number of members that are prohibited from voting at a meeting would upset the political balance of the meeting to the extent that the outcome of voting would be prejudiced.

Although the Regulations are not explicit, political balance is a legal formula, set out in the Local Government and Housing Act 1989 and associated regulations. It applies only to relevant authorities and places an obligation on them to reflect the political balance of their elected members when determining who should sit on certain committees. It does not apply to parish councils.

Standards committees must ignore any dispensations that have already been given to others at the meeting to decide whether either of these criteria apply.

There are two to this:

Members cannot be given a dispensation allowing them to vote in

DISPENSATIONS

85

overview and scrutiny committees about decisions made by any body they were a member of at the time the decision was taken.

A dispensation cannot be given to allow an executive member with a prejudicial interest in an item of executive business to take an executive decision about it on their own.

The dispensation granted may apply to just one meeting or it may be applicable on an ongoing basis. However, the dispensation cannot be used to allow participation in the business of the authority if it was granted more than four years ago.

Standards committees can grant a dispensation if more than 50% of members have a prejudicial interest in an item of business to be discussed at a meeting which is covered by their code of conduct. They must ignore any members who have already been granted dispensations when doing this (see paragraph 10). The list of meetings is set out in paragraph 1(4) of the Model Code of Conduct contained in the Local Authorities (Model Code of Conduct) Order 2007. These are meetings of:

- the authority
- its executive and its committees and sub-committees
- any other committees, sub-committees, joint committees, joint sub-committees or area committees of the authority.

Standards committees can grant a dispensation for an item of business if the political balance of a meeting would be upset enough to prejudice the outcome of the vote. They must ignore any members who have already been granted dispensations when doing this (see paragraph 11). This means that due to the number of members who are prevented from voting the political balance of the committee is changed. This is similar to a provision that has been in existence in Wales for some time. As before, this does not apply to parish councils as they are not bound by the political balance rules.

The requirement to ignore any members who have already been granted dispensations means that standards committees should disregard any previously granted dispensations in order to work out whether the two circumstances above apply.

So, if there were ten members on a committee, six of whom would not be able to vote on some business, all six can claim a dispensation. If previously granted dispensations were not disregarded, once two people had been granted dispensations, the remaining four would be ineligible because at that point 50% of the committee would be able to vote.

In addition it is necessary to consider if any of the exceptions set out above apply.

The number of members in each political group on an authority could affect the eligibility to apply for a dispensation.

In situations where one political party has a large majority on an authority, and therefore on its committees, members of that political party will not be eligible to apply for a dispensation frequently under the criterion for political balance (see page 3). Where an authority has two or more political parties, and the number of members that each party has is fairly evenly balanced, the eligibility to apply for a dispensation will rise.

Clearly there is a difference between being eligible to apply for a dispensation and it being appropriate for that dispensation to be granted. We recommend that the standards committee considers the need for criteria to be applied to requests for dispensations. The committee will need to balance the prejudicial interest of the member seeking the dispensation to vote on an item of business, against the potential effect on the outcome of the vote if the member is unable to do so.

For instance, it is unlikely that it would be appropriate to grant a dispensation

to a member who has a prejudicial interest arising as a result of an effect on their personal financial position or on that of a relative. The adverse public perception of the personal benefit to the member would probably outweigh any public interest in maintaining the political balance of the committee making the decision. This is especially where an authority has well-established processes for members on committees to be substituted by members from the same political party.

However, the prejudicial interest could arise from the financial effect the decision might have on a public body of which they are a member. In such cases, it is possible that any public interest in maintaining the political balance of the committee making the decision might be given greater prominence.

For example, the member might be a pensioner who is considering an item of business about giving access to a local public facility at reduced rates for pensioners. Some cautious members might regard this as a possible prejudicial interest. However, as a significant proportion of the population in the area are also likely to be pensioners, it might be appropriate to grant a dispensation in these circumstances.

For instance, a member might represent the authority on another public body – such as a fire or police authority – and have particular expertise in the work of that body. Therefore it may be appropriate for that member to be allowed to address the decision-making body, even where there is no right for the public to do so. This would mean that the body would have the benefit of the member's expertise before making a decision which would benefit it financially.

In circumstances such as these, the standards committee might believe that it is in the interests of the authority's inhabitants to remove the incapacity from speaking or voting.

The process for making requests for dispensations, the criteria that will be applied and the process that will be followed when the request is considered should all be clearly understood by those

concerned. Therefore, standards committees should set all this out and make it available to members.

A member must submit an application in writing explaining why a dispensation is desirable. Only the member can do this – they can't ask somebody else to do it on their behalf. It is sensible to send that application to the monitoring officer so that they can arrange for it to be considered by their standards committee.

A standards committee meeting must be convened to consider the application for a dispensation. Therefore, it is not possible to grant a dispensation as a matter of urgency to deal with emergency business.

The committee must consider the legal criteria set out on pages 3–4, including the exceptions. They must also consider any other relevant circumstances. These can include any local criteria they have adopted.

The committee will need to consider whether the member making the request will be allowed to make oral representations to the committee or whether the application will be dealt with only through written representations.

A standards committee has the discretion to decide the nature of any dispensation. For example, the committee may consider that it is appropriate that the dispensation allows the member to speak and not vote, or to fully participate and vote. The committee can also decide how long the dispensation should apply, although it cannot be longer than four years.

It is our view that the regulations do not allow standards committees to issue general dispensations to cover members for any situation where a prejudicial interest may arise. The regulations refer to circumstances that arise at "a meeting". Therefore, we would expect most dispensations to cover a specific item of business at one meeting of the authority.

The decision must be recorded in writing and must be kept with the register of interests established and maintained under Section 81 (1) of the Local Government Act 2000.

Standards committees can refuse to grant a dispensation. The regulations allow for standards committees to use their discretion rather than impose an obligation for them to grant dispensations.

89

