

Members' Allowances Scheme (2026/275/26 Scheme)

21.14 Basic Allowance - £~~16,266.91~~16,885.05 per annum (inclusive of an element for routine subsistence expenditure on KCC duties).

	%	£
Executive		
Leader	100	53,493.38 <u>55,526.13</u>
Cabinet Members (maximum 9)	65	34,770.70 <u>36,091.99</u>
Deputy Cabinet Members (maximum 11)	30	16,048.04 <u>16,657.83</u>
Cabinet Committee Chair (maximum 6)	17.5	9,361.34 <u>9,717.07</u>
Council		
Council Chairman	33	17,652.82 <u>18,323.63</u>
Council Vice-Chairman	17.5	9,361.34 <u>9,717.07</u>
Planning Applications Committee Chair	22	11,768.54 <u>12,215.74</u>
Regulation Committee Chair	22	11,768.54 <u>12,215.74</u>
Other Committee Chairs (a)	17.5	9,361.34 <u>9,717.07</u>
Scrutiny Committee Chair	17.5	9,361.34 <u>9,717.07</u>
Select Committee Chairs (for period of review)	17.5	9,361.34 <u>9,717.07</u>
Opposition		
Leader of each Opposition Group (of at least five members) (c)	33	17,652.82 <u>18,323.63</u>

21.15 Notes to Table in 21.14:

- (a) Other Committee Chairs: Governance and Audit, Health Overview and Scrutiny, Selection and Member Services, and Pension Fund.
- (b) No Member to receive more than one Special Responsibility Allowance.
- (c) The Opposition Group must comprise a minimum of five Members, one of which will be the appointed Opposition Group Leader. The maximum total SRA funding available for Opposition Group Leaders shall be 3 times the SRA set out in the table for a single Opposition Group Leader. In the event of there being more than 3 qualifying Opposition Group Leaders, the total amount is shared equally amongst them.
- (d) No other allowance to be payable.

Indexation

~~21.16~~ This is a ~~four~~one-year scheme ~~for year 2025/26~~covering 2025/26 to 2029/30.

~~21.16~~~~21.17~~ ~~Each indexation increase is subject to annual approval by full Council and will apply to the Basic Allowance, Special Responsibility Allowances and Dependent Carers' Allowance. Each year of the scheme, the Basic Allowance and Special Responsibility Allowances are to increase in line with the CPIH Index. The allowance payable to independent Co-Opted Members of the Governance and Audit Committee will be increased by the same index for the final three years of the scheme.~~

~~21.18~~ A 5% reduction was applied compared to the previous year. The CPIH figure to be used will be the one for the full calendar year prior to the start of the municipal year to which it is to be applied. The increase will be agreed as part of the annual budget and applied from the beginning of the municipal year.

~~21.17~~~~21.19~~ The Dependents' Carers' Allowance will be set at the level of the Real Living Wage which is in place at the time the indexation is applied as part of the budget. However, this will only apply once the Real Living Wage is higher than the rate set for the Dependents' Carers' Allowance in place in the 2025/26 scheme (£13.98/hour).

Travel Expenses

~~21.18~~~~21.20~~ Travel by private vehicles will be reimbursed at the rates set for tax allowance purposes by the HM Revenue and Customs for business travel. Currently, these are 45p per mile for the first 10,000 miles and 25p a mile thereafter by car; the relevant HMRC rates will be paid for travel by bicycle.

~~21.19~~~~21.21~~ Parking fees, public transport fares and any hotel expenses will be reimbursed at cost, but only on production of a valid ticket or receipt - the cheapest available fare for the time of travel should normally be purchased.

~~21.20~~~~21.22~~ Taxi fares will only be reimbursed on production of a valid receipt and if use of public transport or the Member's own car is impracticable.

~~21.21~~~~21.23~~ Travel expenses will be reimbursed for any journey on Council duties between premises as agreed for tax purposes (normally excluding journeys to constituents' homes).

~~21.22~~~~21.24~~ VAT receipts for fuel must always be provided to accompany Members' expense claims and any instructions issued by the Head of Governance in relation to the submission of expense claims complied with.

~~21.23~~~~21.25~~ Air travel and rail travel other than to/from London or within Kent should be booked through Officers to enable use of discounting arrangements.

~~21.24~~~~21.26~~ Journeys undertaken in accordance with the following descriptions are allowed to be claimed for:

- (a) attendance at KCC premises to undertake KCC business, including attendance at Council, Cabinet and Committees, etc (including Group meetings) and to undertake general Member responsibilities,
- (b) representing KCC at external meetings, including Parish and Town Councils and those of voluntary organisations where the member is there on behalf of KCC,
- (c) attendance at events organised by KCC and/or where invitations have been issued by County Officers or Members (including Chair's events and other corporate events), and
- (d) attendance at meetings/events where the Member is an official KCC representative (as determined by the Selection and Member Services Committee) or requested by the Leader or the relevant Cabinet Member.

Subsistence Expenses

21.2521.27 These are not normally reimbursed. Hotel accommodation should be booked through Officers. Any other reasonably unavoidable costs related to overnight stays, excluding normal subsistence, will be reimbursed on production of a receipt.

Dependents' Carers' Allowance

21.2621.28 Members who incur expenses themselves in respect of care responsibilities for dependent children under 16 or dependent adults certified by a doctor or social worker as needing attendance will be reimbursed, on production of valid receipts, for actual payments to a carer while the Member is on Council duties, up to a maximum of £13.98 per hour for each dependent child or adult. Money paid to a member of the Members' household will not be reimbursed. In the case of an allowance for the care of a dependent relative, the relative must reside with the Councillor, be dependent on the Councillor and require constant care. Subject to the Childcare Voucher Scheme's standard terms and conditions*, any Member may, if they wish, sacrifice a portion of their Basic Allowance for Childcare Vouchers which are not subject to tax and national insurance deductions.

- (a) * For reference these terms and conditions include (but are not limited to):
- i. The childcare provider must be OFSTED registered.
 - ii. The children must be aged between 0 and 16.
 - iii. A sacrifice agreement would need to be signed.
 - iv. The amount that can be sacrificed varies depending on whether the applicant is a basic, higher, or additional rate taxpayer.

Pensions

21.2721.29 Members are not eligible for admission to the pension scheme.

Co-Opted Members

21.2821.30 An allowance is payable to an Independent Person for Standards of £~~700~~~~500~~ per annum ~~plus a daily rate of £100 (pro rata for part of a day)~~.

21.2921.31 An allowance is payable to an independent member of the Governance and Audit Committee of £1700 per annum; they shall also be entitled to claim expenses and the Dependents' Carers' Allowances in line with this scheme.

Election to Forgo Allowances

21.3021.32 In accordance with Regulation 13 of the Local Authorities (Members' Allowances) (England) Regulations 2003, any Member may elect to forgo all or any part of their entitlement to allowances, by notice in writing to the Head of Governance.

Submission of Claims

21.3121.33 In accordance with Regulation 14 of the Local Authorities (Members' Allowances) (England) Regulations 2003, the time limit for the submission of claims relating to travel, subsistence, Co-Opted Members and dependent carers allowances is four months from the date the expense was incurred.

No Other Allowances are Payable

21.3221.34 Only allowances complying with the above scheme are payable.