

A Joint Review of

Members' Allowances for

Southend-on-Sea Borough Council

&

Thurrock Council

A Report by the

Joint Independent Remuneration Panel

Mr Colin Sivell (Chairman)	Joint Southend /Thurrock Councils Appointee
Mr R. Ferris	Thurrock Council Appointee
Mr N. Gayner BEM JP	Southend-on-Sea Borough Council Appointee
Mr W. Robb	Southend-on-Sea Borough Council Appointee
Mr Ray Smallcombe	Thurrock Council Appointee

July 2019

A JOINT REVIEW OF MEMBERS' ALLOWANCES

For

Southend-on-Sea Borough Council

AND

Thurrock Council

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Introduction: The Regulatory Context

1. This report is a synopsis of the proceedings and recommendations made by the statutory Joint Independent Remuneration Panel appointed by Southend-on-Sea and Thurrock Borough Councils to provide advice to each Council on its current Members' Allowances scheme.
2. The Panel was convened under *The Local Authorities (Members' Allowances) (England) Regulations 2003 (SI 1021)* (the 2003 Regulations). These regulations, which arise out of the relevant provisions in the *Local Government Act 2000*, require all local authorities to maintain an independent remuneration panel (also known as an IRP or Panel) to review and provide advice to Councils on Members' allowances.¹ This is in the context whereby elected Members are able to determine their own levels of remuneration, and much of the scope and levels of other allowances/reimbursements payable under the 2003 Regulations
3. All Councils are required to convene their Panel and seek its advice before they make any changes or amendments to their members' allowances scheme and they must 'pay regard' to the Panel's recommendations before setting a new or amended members' allowances scheme.
4. In particular, the Panel has been reconvened under the *2003 Regulations* [10. (50)], which states:

¹ Paragraph 20 (1) (b) also provides for two or more Councils to have a joint Panel as in this case.

Where an authority has regard to an index for the purpose of annual adjustment of allowances it must not rely on that index for longer than a period of four years before seeking a further recommendation from the independent remuneration panel established in respect of that authority on the application of an index to its scheme.

5. This mechanism is utilised to oblige all Councils to reconvene their Panel, usually at least once every four years, as a means of ensuring a degree of public accountability vis-à-vis their members' allowances schemes. It is under this requirement that the Joint Panel has undertaken this joint review of members' allowances for Southend-on-Sea and Thurrock Borough Councils.

The Joint Panel

6. Southend-on-Sea and Thurrock Borough Councils reconvened their joint independent remuneration Panel consisting of the following members:

- Mr Colin Sivell (Chairman) Southend/Thurrock Borough Council
Appointee
- Mr R. Ferris Thurrock Council Appointee
- Mr N. Gayner BEM JP Southend-on-Sea Borough Council
Appointee
- Mr W. Robb Southend-on-Sea Borough Council
Appointee
- Mr R. Smallcombe Thurrock Council Appointee

7. The Review was supported and serviced throughout by the following Officers:

- Colin Gamble Head of Democratic Services
Southend-on-Sea Borough Council
- Matthew Boulter Democratic Services Manager,
Thurrock Council

8. The Panel was also supported by Declan Hall (PhD), a former lecturer at the Institute of Local Government, The University of Birmingham and currently an independent consultant specialising in Members' Allowances.

Terms of Reference

9. In accordance with the 2003 Local Authorities (Members' Allowances) (England) Regulations (21. 1) and the 2006 Statutory Guidance on Regulation for Local Authority Allowances (61) the Joint Panel was asked to produce a report to make recommendations on the following:

- (a) The amount of Basic Allowance that should be payable to elected Members and the expenses it should include
 - (b) The responsibilities or duties which should lead to the payment of a Special Responsibility Allowance and as to the amount of such an allowance
 - (c) Those Co-optees who should receive a Co-optees' Allowance and as to the amount of such an allowance
 - (d) The duties for which a travelling and subsistence allowance can be paid and as to the amount of this allowance
 - (e) As to whether Dependants' Carers' Allowance should be payable to Members, and as to the amount of such an allowance
 - (f) As to whether adjustments to the level of allowances may be determined according to an index and if so which index and how long that index should apply, subject to a maximum of four years, before its application is reviewed;
 - (g) The implementation date for the new Schemes of Members' allowances and as to whether, in the event that the schemes are amended, any such amendments should be backdated to the beginning of the municipal year.
10. In addition, the Joint Panel was asked to make recommendations on:
- (h) The Civic Allowances and amounts payable
 - (i) The payments made to the statutory post of Independent Persons
 - (j) Any other issues that are brought to the Panel's attention

The Joint Panel's Approach and Evidence Reviewed

11. The Joint Panel met at the Southend-on-Sea Borough Council Civic Centre on the 24th and 25th June 2019 to hear and consider oral and written evidence from Members. To ensure that no Member was denied a voice in the review process the Joint Panel invited all the Group Leaders from each Council and representatives of non-aligned Members to interviews and all Members of both Councils were also invited to make written submissions. Relevant Officers were also invited to meet with the Joint Panel to provide factual briefings on any constitutional and governance changes since the last review in 2015.
12. The Joint Panel also reviewed further written information pertinent to the review, such as current allowances schemes from both Councils, committee terms of reference, meetings schedules, benchmarking data, statutory guidance, etc.
13. For details of whom the Panel met and full range of information reviewed see:
 - Appendix 1 for a list of the full range of evidence considered by the Joint Panel
 - Appendix 2 for Members and Officers who met with the Joint Panel
 - Appendix 3 for Members who made written submissions to the Joint Panel

Principles and Observations

Reducing Barriers and Providing Recompense

14. The Joint Panel continues to be guided by the overarching principle that underpinned its previous joint reviews; namely, that it should seek to minimise barriers to public service to enable a wide a range of people to become a Councillor without incurring undue personal financial cost. Consequently, the allowances should provide a degree of recompense for time spent and responsibility carried by Members.
15. On the other hand, the Panel recognises that an element of Members' input should be voluntary, given freely as a public service so that Members do not stand for and remain on either council primarily for financial reasons.

Transparency

16. The Joint Panel has always tried to ensure that the allowances schemes should be transparent so to understand how and why the allowances are being paid and for the schemes to be simple to operate. This transparency principle has led the Joint Panel to take a consistent approach in how it has arrived at its recommendations so as both elected Members and the public understand the logic of the allowances payable.

Alignment of Allowances

17. In the interest of equity, the Joint Panel remains convinced that the allowances payable for the equivalent role in each council should be the same. No evidence was received to suggest there should not be equity across the board. As such, the Panel notes there are some marginal discrepancies in the levels payable for the same role and different type of allowance, arising out of different implementation dates of the main index. The Panel has decided that there is no case for these marginal differences and in its recommendations has equalised them. The Joint Panel does accept however that there are a couple of borough-specific roles that need addressing in their specific context.

Recognising Current Economic Context and the Role of the Panel

18. While there was some evidence indicating that some of the allowances might merit a meaningful revision such evidence was by no means substantial. Overall, the evidence received by the Joint Panel confirmed that the current schemes of both Councils were still fit for purpose. Moreover, the weight of the representations received by the Joint Panel indicated that general increases in allowances or

numerous additional remunerated posts could not be justified. Likewise, as the means by which the Councils are publically held to account vis-à-vis their allowances the Joint Panel has to be cognisant of the broader economic context.

19. Consequently, the role of the Joint Panel during this review has been to address any anomalies arising due to legislative and structural changes over the last four years. The Panel has sought to correct any incongruities that are apparent rather than undertake a resetting of the whole allowances scheme.

The Joint Panel's Recommendations - The Basic Allowance

Recalibrating the Basic Allowance

20. The Panel, in line with the 2003 Statutory Guidance (paragraphs 67-69) revisited the original variables utilised in arriving at the Basic Allowance but updated those variables for the most recent values available.
21. The 3 variables and their respective values are as follows:
 - **Input:** 130 days per year
 - **Public Service Discount:** 33%
 - **Rate of Remuneration:** £94 per day
22. The expected minimum annual input of 130 days was arrived at by taking the most recent figures from the 2018 Councillors Census (LGA) which shows that 59.3 per cent of English Councillors put in up to 20 hours per week (see Table 4 page 14). The 2018 Councillors Consensus also shows that 53.5 per cent of English Councillors hold at least one position of responsibility (Table 2 page 14). As not all Councillors who hold positions of responsibility are paid an SRA it is reasonable to assume based on the 2018 figures that 20 hours per week or 130 days per year is a reasonable estimation for the time required to fulfil the roles associated with the Basic Allowance.
23. The 2006 Statutory Guidance also requires that the Basic Allowance recognises the public service principle. The Public Service Discount (PSD) is the element of a Members' time that is not remunerated and is given freely as public service or *pro bono publico*. The size of the PSD utilised by this Joint Panel and most commonly used by other IRPs is 33 per cent, often conceptualised as the element of a Councillors time that is spent dealing with constituent, ward and community issues. Thus, out of the 130 days per year expected input for Members 43 days have been assumed to be unremunerated, leaving 87 remunerated days.
24. The updated rate of remuneration is based on the 2018 median daily pay (gross) for

all full time employee jobs in Southend and Thurrock Borough Council areas.² Such a locally based rate of remuneration is typically utilised by Panels in recommending a Basic Allowance as it links the Basic Allowance to the median earnings of local residents and therefore has a logic that is reasonable and robust.

25. The recalibrated Basic Allowance has been arrived at by applying the following formula as laid out in the 2006 Statutory Guidance:
- 130 days minimum annual expected average input – 43 days per year as the Public Service Discount
= 87 remunerated days per year
 - 87 days per year x £106 per day
= **£9,222**
26. Thus, by and large the current Basic Allowance (Southend £9,204 and Thurrock £9,202) is in line with the recalibrated Basic Allowance.

Benchmarking the current Basic Allowance

27. As a further test, the Joint Panel benchmarked the current Southend and Thurrock Basic Allowance (£9,204 and £9,202 respectively) against that paid in the comparator councils utilised for the Southend/Thurrock benchmarking group. The benchmarking, or comparator, group of 15 Councils plus Southend and Thurrock, utilised were those unitary councils that have similar sized populations to Southend and Thurrock. This exercise was carried out as a further checking mechanism to ascertain whether or not the Basic Allowance in Southend and Thurrock was in line with that paid to peers.
28. The average Basic Allowance paid in the benchmarking group is £9,970 which would suggest that the current Basic Allowance has fallen behind peers somewhat. However, this is tempered by a median Basic Allowance of £9,426.
29. Bearing in mind the weighting of the triangulation process of recalibrating the Basic Allowance, benchmarking and Members views the Panel is content that the current Basic Allowance represents a fair remuneration and the only minor adjustment required is to align them for both Councils. The Joint Panel has done this by simply rounding it down to £9,200.
30. **Consequently, the Joint Panel recommends that Basic Allowance payable for both Southend-on-Sea and Thurrock Borough Councils is aligned at £9,200.**

² Based on 2018 median weekly pay (gross) for all full time employees living in Southend of £512.40 and £547.40 in Thurrock, which produces a joint median figure of £29.90, which then equates to £105.98 which the Panel rounded up to £106.00 per day. See Annual Survey of Hourly Earnings (ASHE), Table 7.1a Weekly pay (gross) for all full time employee jobs, UK 2018, Office of National Statistics.

Recommended Special Responsibility Allowances – Maintaining current ratios

31. The Joint Panel received no evidence that the majority of SRAs merited revision. The following SRAs set out in Table 1 below are those that the Joint Panel has recommended to maintain their current levels but have been aligned through application of the current methodology, namely arrived at as a percentage of the recommended Basic Allowance.

Table 1 – Recommended Aligned SRAs with no change in methodology

Recommended SRAs – No Change in percentage ratio		
Basic Allowance	£9,200	
SRAs	BA X %age	Recommended SRA
Leader	350%	£32,200
Deputy Leader	180%	£16,560
Other Cabinet Members	125%	£11,500
Mayor/Chair of Council ³	150%	£13,800
Deputy Mayor/Chair of Council	35%	£3,220
Leader of Largest Opposition Group	100%	£9,200
Deputy Leader of Largest Opposition Group – where Group has at least 17 Members	25%	£2,300
Leader Other Opposition Groups – where Group has at least four Members	25%	£2,300
Chairs of Scrutiny	75%	£6,900
Chair of Licensing	60%	£5,520
Vice Chair of Licensing	55%	£5,060
Chair of Planning	100%	£9,200
Vice Chair of Planning	25%	£2,300
Southend Only SRAs		
Chair of Audit	25%	£2,300
Chair of Appeals	25%	£2,300
Thurrock Only SRAs		
Chair of Standards & Audit	25%	£2,300

³ While Southend pays its Mayor and Deputy Mayor a SRA Thurrock pays its Council Chair and Deputy Chair a Civic Allowance. This is purely an administrative choice and for the purposes of this review their allowances have been treated as a SRA.

Recommended Special Responsibility Allowances – Changing current ratios

Vice Chairs of Scrutiny Committees – both Councils

32. The Vice Chairs of the Scrutiny Committees are currently paid an SRA set at 15 per cent of the Basic Allowance. The Joint Panel considered whether they merited an SRA on the grounds that there was limited evidence that they met the test of having “significant responsibility” as set out in the 2006 Statutory Guidance (70-73). In contrast, the Vice Chairs of Licensing have a significant role in chairing the Licensing Sub-Committees and the Vice Chair of Planning will have to step in when for instance the Chair has a conflict of interest and is required to have specialist knowledge. The Planning Vice Chair will also attend briefings as routine and take part in site visits. The Vice Chairs of Scrutiny do not have any assigned discrete responsibilities beyond standing in on the odd occasion.
33. Nonetheless, the Joint Panel has decided to retain this SRA, partly as it has not accepted the case for an ‘acting up’ SRA (see below) as in most instances that is a Vice Chair’s function. Instead it has decided to reduce the percentage utilised in arriving at the recommended SRA from 15 per of the Basic Allowance to five per cent.
34. **The recommended SRA for the Vice Chairs of Scrutiny has been reset at five per cent of the recommended Basic Allowance (£9,200), equating to £460.**

Vice Chairs of Appeals Committees A and B - Southend

35. For similar reasons outlined above, the Joint Panel has also reset the SRA (currently set at 6.25 per cent of the Basic Allowance) for the Vice Chairs of the Southend Council Appeals Committees A and B at five per cent of the recommended Basic Allowance (£9,200), which equates to £460.
36. **The recommended SRA for the Vice Chairs of Southend Council Appeals Committees A and B has been reset at five per of the recommended Basic Allowance (£9,200) which equates to £460.**

Chair of Standards Committee - Southend

37. Currently, the Chair of the Standards Committee receives an SRA set at 20 per cent of the Basic Allowance. It is noted that while Thurrock has a combined Standards and Audit Committee with the Chair paid an SRA set at 25% of the Basic Allowance Southend has chosen to maintain 2 separate committees, Audit plus Standards, with both Chairs receiving an SRA set at 25 and 20 per cent of the Basic Allowance respectively.

38. It is not the Joint Panel's role to comment on how Southend Council organises its governance arrangements but rather to assess the relative worth of respective roles. In the case of the Standards Committee it is only scheduled to meet annually. The evidence reviewed by the Joint Panel does not support paying an SRA for the Chair of the Southend Standards Committee. It is no longer a statutory committee and since the implementation of the relevant provisions of the Localism Act 2011 its remit and powers have been much reduced. Most of its former remit is now carried out by the Monitoring Officer, typically in consultation with the statutory post of an Independent Person.
39. Consequently, the Joint Panel has decided to reset the SRA for the Chair of the Southend Standards Committee at zero per cent of the recommended Basic Allowance.
40. **The Joint Panel recommends that the SRA for the Chair of the Southend Standards Committee is reset at zero per cent of the recommended Basic Allowance (£9,200), which equates to £0.**

Recommended additional Special Responsibility Allowances

Chair of Corporate Parenting Committee - Thurrock

41. The one significant development in governance arrangements has been in Thurrock in that the Corporate Parenting Committee has become more prominent since the previous review. It is a standing committee that has four scheduled meetings per year. It is responsible for bringing together all elements of work by Thurrock Council to ensure that looked after children are receiving an improved service. Its work now reflects the importance that the Council assigns to corporate parenting, e.g., all Thurrock Members are promoted as corporate parents by the Committee and the enhanced importance that corporate parenting has at a national governmental level.
42. Representation was received that the Chair of the Thurrock Corporate Parenting Committee merits an SRA, and the Joint Panel agrees that the Chair does meet the test of significant responsibility. As such, the Joint Panel has decided that the SRA should be set on a par with the SRA paid to the Chair of Standards and Audit, which is 25 per cent of the recommended Basic Allowance.
43. **The Joint Panel recommends that the Chair of the Thurrock Corporate Parenting Committee is paid an SRA set at 25 per cent of the recommended Basic Allowance (£9,200), which equates to £2,300.**

⁴ Southend also has corporate parenting arrangements in place but prime responsibility is assigned to the relevant Cabinet Member.

Additional Special Responsibility Allowances considered – not recommended

Chairs of Task Forces, Working Groups and Panels – both Councils

44. Similarly, representation was received that there was merit in paying an SRA to Chairs of Task Forces, Working Groups and Panels that while time limited are expected to undertake an intensive period of work reflecting Council priorities or particular issues of current concern. While accepting the importance of these type of bodies to the work of both Councils the Joint Panel did not accept that the role of chairing them merited an SRA. By their nature they are more indefinite than a standing committee, with no or limited formal constitutional recognition in that they are not required to have formally scheduled meetings, are not required to publish minutes and often include wider stakeholders who also undertake a lot of the work. It is not unreasonable to expect all Members in a term of office to chair similar types of bodies, which is recognised in the payment of the Basic Allowance. The Joint Panel would also not be able to monitor the relative importance of such a body even if it was to put a cap on the number of SRAs payable at any one time. Finally, as the benchmarking showed, such SRAs are not typically paid in other authorities.
45. **The Joint Panel recommends that an SRA for the Chairs of Task Forces, Working Groups and Panels should not be paid.**

An ‘Acting Up’ SRA – chairing in absence of Chair and Vice Chair

46. Representation was also received arguing for a one-off or acting up SRA for when an ordinary member of a committee had to chair that committee in the absence of the Chair and Vice Chair. The Joint Panel was informed that such occurrences were very rare and to pay such an SRA would then question the rationale behind paying SRAs to the majority of Vice Chairs. Moreover, as with the expectation that all Members could be called upon to chair working groups, task forces, etc. it is not unreasonable to expect that a Member may on occasion have to chair a formal committee in the highly unlikely event that the Chair and Vice Chair are unable to do so. It does not meet the test of significant responsibility.
47. **The Joint Panel recommends that an “acting up” SRA should not be paid.**

Confirming the “1-SRA only” Rule

48. In line with good practice **the Panel recommends that the allowances schemes for both Councils continues to prohibits the receipt of more than 1 SRA regardless of the number of remunerated posts a Member may hold.**

The Independent Person (IP)

- ### Other Allowances – The Co-optees' Allowances

53. Currently both Council pay a Co-optees' Allowance to their Co-optees on their Standards and/or Audit Committees set at 12.5 per cent of the Basic Allowance and to their statutory Co-optees on Scrutiny Committees, set at three per cent of the Basic Allowance. No evidence was received to indicate that these rates required revising. There is however a slight discrepancy in how the Co-optees are listed in each scheme that could cause some confusion on which Co-optees are eligible for a Co-optees' Allowance and the definition of eligible Co-optees should be aligned in the interests of clarity and equity.
54. **The Joint Panel recommends that the following Co-optees Allowances are paid and that each scheme describes the two categories of Co-optees as set out below:**
- **Co-optees on Audit** £1,150 (set at 12.5% X BA - £9,200)
 - **Statutory Co-optees on Scrutiny** £270 (set at 3% X BA - £9,200)
55. The Joint Panel considered whether there was a case to extend the Co-optees' Allowance to other Co-optees that each Council may decide to appoint from time to time. The Joint Panel decided against making such a recommendation.

Benchmarking showed that the Co-optees' Allowance is typically restricted to Audit Co-optees, who are appointed for their financial expertise and statutory Co-optees on Scrutiny. To go beyond these two categories of Co-optees can lead to divergence in the scope of Co-optees who are remunerated.

The Dependants' Carers' Allowance (DCA)

56. No representation was received to suggest that the scope and level of reimbursements claimable under the Dependants' Carers' Allowances needed revising except in one respect – the hourly rate that may be claimed for the 'Basic Sitters' allowance. This is the rate that may be claimed for child care by a baby sitter. The current rates are out of date and the trend now is to simply link it to the 'National Living Wage.'
57. **The Joint Panel recommends that the current scope and level of reimbursements payable under the Dependants' Carers' Allowance are unaltered with the exception of the 'Basic Sitters' rate, which should be changed to read payable at the "National Living Wage"..**

Subsistence Allowances

58. No issues were raised regarding the Subsistence Allowances. However, the Joint Panel noted that there are slight differences in the rates of subsistence allowances payable in each Council with Southend paying a marginally higher rate. In accordance with the Joint Panels' principle of aligning allowances it is recommended that both Councils adopt the Southend rates as set out below:

Subsistence Allowances

(a) Breakfast Allowance	£6.72
(b) Lunch Allowance	£9.28
(c) Tea Allowance	£3.67
(d) Evening Meal Allowance	£11.49
(e) Overnight Subsistence	
• London/LGC Conference – B&B	£124.97
• Any other location – B&B	£109.56

Travel Allowances:

59. No issues were raised with the Joint Panel regarding Travel Allowances. It is noted that in regards to the mileage allowance both Councils now pay HMRC rates. However, it is becoming increasingly common for Councils to make provision for a mileage rate for electric/hybrid vehicles and the Joint Panel is making a recommendation in this regard. **The Joint Panel recommends that current rates**

and conditions for claiming travel allowances are maintained at the following rates:

Table 2: HMRC Authorised Mileage Approved Payments (AMAPS)

Mode of Transport	First 10,000 miles in year	Additional miles
Cars and vans	45p	25p
Motor cycles	24p	24p
Bicycles	20p	20p

Electric/Hybrid Vehicles

60. To future proof the allowances schemes the Joint Panel considered appropriate mileage rates for electric/hybrid vehicles. It is noted that the Office for Low Emission Vehicles in advice issued 14th May 2018 (paragraph 12.2) states that “electric and hybrid cars are treated in the same as petrol and diesel cars for the purposes of AMAPs.”⁵
61. Consequently for the sake of clarity **the Joint Panel further recommends that in line with advice issued by the Office for Low Emission Vehicles that mileage rates for electric and hybrid vehicles are paid at the same AMAP rates as set out above in table 2.**

Indexation

62. **The Panel recommends that the following indices are applied to the remuneration and allowances paid to Members of both Councils:**
- a. **Basic Allowance, SRAs, Co-optees & IP Allowances:**
 - Indexed to the annual percentage salary increase for local government staff (at spinal column 49) to be implemented from the start of the municipal year, rather than financial year, for which year it is applicable.
 - b. **Mileage Allowance:**
 - Adjusted in line with applicable HMRC rates
 - c. **Subsistence Allowances:**
 - The day subsistence allowances and overnight subsistence allowances should be indexed to the same percentage increase that may be applied by the Council to Officer day and overnight subsistence rates.
 - d. **DCA:**
 - **Child Care rates:**

⁵ [ultra-low-emission-vehicles-tax-benefits.pdf](#)

- Indexed to national living wage

Implementation of Recommendations

63. **The Panel further recommends that both Southend-on-Sea and Thurrock Borough Councils implement the recommendations contained in this report from 1 August 2019.**

Appendix One:

Information received by the Joint Independent Remuneration Panel

1. Terms of Reference for JIRP
2. The Joint Independent Remuneration Panel for Southend-on-Sea Borough Council and Thurrock Borough, Review of Allowances Report, July 2015, including
 - a. Report of Corporate Director for Corporate Services to Southend-on-Sea Borough Council, "Review of Members Allowances" 23rd July 2015 and Council Minutes recording decision
 - b. Report of Chair of the Joint Independent Remuneration Panel "Review of Members' Allowances – Report of the Joint Independent Remuneration Panel", Thurrock Borough Council, 22nd July 2015 and Council Minutes recording decision
3. Copies of written submissions from Members
4. National Joint Council for Local Government Services Local Government Staff Pay awards 2018/19 and 2019/20
5. Benchmarking data from other comparable unitary authorities
6. Statutory Instruments: 2003 No. 1021 – The Local Authorities (Members' Allowances) (England) Regulations 2003
7. Statutory Guidance on Consolidated Regulations for Local Authority Allowances May 2006. Introduction + paragraphs 1-90
8. Power point presentation to JIRP by Declan Hall PhD, advisor and JIRP support, "JIRP Briefing/Update – reviewing allowances, the Southend and Thurrock model of remuneration, including benchmarking, issues of concern and options
9. National Census of Local Authority Councillors 2018, Local Government Association, March 2019

Southend-on-Sea Borough Council Information

10. Southend-on-Sea Borough Council, Members' Allowances Scheme, 2019-20
11. Southend-on-Sea Borough Council, Annual statutory publication of allowances and expenses received by Members 2018/19
12. Southend-on-Sea Borough Council, Schedule 2 - The Constitution and Terms of Reference of Cabinet, Committees, etc., January 2019

13. Southend-on-Sea Borough Council, Political Structure Chart
14. Southend-on-Sea Borough Council, Schedule of Council meetings 2019/20.

Thurrock Borough Council Information

15. Thurrock Borough Council, Members' Allowances Scheme, 2019-20
16. Thurrock Borough Council, Annual statutory publication of allowances and expenses received by Members 2018/19
17. Thurrock Borough Council, Constitution Part Four, Terms of Reference for Cabinet, and Committees, 5 April 2016
18. Thurrock Borough Council, Political Structure Chart
19. Thurrock Borough Council, Calendar of Council Meetings 2019/20

Appendix Two:

Members and Officers who met with the Joint Panel

Southend-on-Sea Borough Council:

Members:

Cllr S. Ayles	Non-aligned Councillor
Cllr I. Gilbert	Leader of the Council and Labour Group

Officers (Briefings):

Colin Gamble:	Head of Democratic Services
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Thurrock Borough Council:

Members:

Cllr R. Gledhill	Leader of the Council and Conservative Group
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Officers (Briefings):

Matthew Boulter	Democratic Services Manager
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Appendix Three:

Written Submissions Received by the Panel

Southend-on-Sea Borough Council:

Cllr B. Ayling	Vice-Chairman Licensing Committee A and Independent Group Member
Cllr J. Beck	Labour Group Member
Cllr I. Gilbert	Leader of the Council and Labour Group
Cllr C. Walker	Conservative Group Member

Thurrock Borough Council:

Cllr D. Huelin	Cabinet Member for Performance Communities and Culture and Conservative Group Member
Cllr S. Little	Cabinet Member for Social Services, Chair of Health & Wellbeing Board and Conservative Member
Cllr J. Potheary	Leader of the Labour (Main) Opposition Group