

**MEMBERS' EXPENSES SCHEME
1ST APRIL, 2017 TO 31ST MARCH 2018**

In accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003 (as amended) ("the Regulations"), the Tees Valley Combined Authority's scheme for the payment of Expenses, with effect from 1st April, 2017 is as follows:-

It is hereby agreed that members expenses shall only be payable for travel outside of the Tees Valley, this includes the independent members of the Audit and Governance Committee. The Mayor and the Chair of the Local Enterprise Partnership may, however, claim expenses for travel within as well as outside the Tees Valley.

1. **Travel and Subsistence Expenses**

(a) **Mileage Expenses**

Member's motorcycle	21.45p per mile
Member's Car	46.9p per mile
Bicycle/Cycle	23p per mile

In addition 3p per mile can be claimed for each passenger carried (up to a maximum of 4) to whom a travelling allowance would otherwise be payable.

(b) **Meal Expenses**

a. Breakfast allowance (provided the journey starts before 7.00 am)	£7.76
b. Evening meal allowance (provided the journey ends after 8.30 pm)	£13.25

(c) **Subsistence Allowance**

Overnight or for an annual conference of the Local Government Association (including or not including an annual meeting) or of such other association of bodies as may be approved for the time being for the purpose. This allowance would normally cover the cost of accommodation and all meals within a 24 hour period. However, additional reimbursement for meals can be claimed in accordance with the scheme, if these, together with the cost of accommodation exceed £102.84.

£102.84

(d) Subject to the requirement above that the travel is only paid for where it is outside of the Tees Valley (except in the case of the Mayor and the Chair of the Local Enterprise Partnership), travelling and subsistence Expenses may be paid for:-

- a meeting of some other body to which the Combined Authority makes appointments or nominations, or
- a meeting which has **both** been authorised by the Combined Authority or a committee or sub-committee of the Combined Authority and one or more other

authorities, a meeting of a local authority association of which the Combined Authority is a member

- any other duty approved by the Combined Authority in connection with discharging the duties of the Combined Authority or its committees or sub-committees.

(e) Within the context of this section of the Scheme “Member” includes a Substitute Member.

2. **General**

(a) A person may, by notice in writing given to the Proper Officer of the Combined Authority, elect to forgo his entitlement or any part of his/her entitlement to Expenses.

(b) The time limit from the date on which an entitlement to an allowance arises during which a claim for the allowance must be made by the person to whom they are payable is two months.

(c) This will not however prevent the Combined Authority from making a payment where the allowance is not claimed within the period specified in the scheme should the circumstances justify doing so.

(d) Where a Member of the Combined Authority is also a member of another authority, that Member may not receive Expenses from more than one authority in respect of the same duties.

(e) Where a Member’s employer pays or has paid the Member’s Expenses, that Member may not also receive Expenses from the Combined Authority.

(f) Where payment of any allowance has already been made in respect of any period during which the Member concerned:-

(i) ceases to be a Member of the Combined Authority; or

(ii) is in any other way not entitled to receive the Expenses in respect of that period,

the Combined Authority may require that such part of the allowance as relates to any such period be repaid to the Combined Authority.

MAYORAL ALLOWANCE

8TH MAY 2017 TO 7TH MAY 2018

In accordance with the provisions of the Local Authorities (Members' Allowances) (England) Regulations 2003 (as amended), and after considering the report and recommendations of its Independent Remuneration Panel, the Combined Authority has approved the payment of an allowance of £36,058.78 to the Tees Valley Mayor for the period (8th May 2017 to 7th May 2018).