

MEMBERS' EXPENSES SCHEME

1st APRIL 2020 TO 31st MARCH 2021

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, 2020 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.

Travel and Subsistence Expenses

1. Mileage Expenses

- Member's motorcycle 21.45p per mile
- Member's Car 46.9p per mile (or round trip journeys in excess of 75 miles, all miles in excess of 75 will be paid at the lower mileage rate of 13.7p 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.

2. Subsistence Overnight Allowance

- 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. This allowance would normally cover the cost of accommodation.

3. 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.

Within the context of this section of the Scheme "Member" includes a Substitute Member.

4. General

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

- 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.
- Where a Member's employer pays or has paid the Member's Expenses, that Member may not also receive Expenses from the Combined Authority.
- 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.