



MEMBERS' ALLOWANCES AND EXPENSES

Effective from 1 September 2008

KENT POLICE AUTHORITY

MEMBERS' ALLOWANCES AND EXPENSES SCHEME

1. ANNUAL ALLOWANCE

£s			
	Basic Allowance	Special Responsibility Allowance	Total
Chair	9,000	20,000 (100%)	29,000
Vice-Chair	9,000	10,000 (50%)	19,000
Committee Chair	9,000	6,000 (30%)	15,000
Member	9,000	-	9,000

All rates to be 'pegged' to the Kent Police PSE Pay Award in future years until the next formal review. Members are expected to:

- Met attendance requirements for KPA meetings, committees and groups.
- Notify the KPA Secretariat of KPA related diary commitments.
- Complete the Annual report forms and review by the Authority Chair.
- Participate in and contribute to KPA Member learning and development events.

2. DAILY ALLOWANCE

As prescribed by the Home Office the daily allowance for non-Authority Independent Members on the Selection Panel, Standards Committee and Disciplinary Tribunals is £212.00 (£106.00 per half day) and £15 per hour for reading.

3. EXPENSES

I. QUALIFYING DUTIES

Attendance at:-

- (a) Meetings of the Authority, its Committees, or other meetings involving Members of the Authority.
- (b) Community consultation meetings arranged or approved by the Authority.
- (c) Meetings of a body to which a Member has been appointed to represent the Authority.
- (d) Conferences, seminars or other events where attendance has been agreed by or on behalf of the Authority.
- (e) Pre-arranged meetings with the Chief Constable, senior police officers/staff or officers of the Authority as Chairman or lead member or where the Chief Executive has been informed before the meeting.
- (f) Representing the Authority on external bodies.
- (g) The KPA expectation is that Members will report back on their key findings/issues from these meetings.

II. AMOUNTS THAT CAN BE RE-IMBURSED

1. HOTEL ACCOMMODATION

Hotel accommodation preferably to be booked by the Authority and paid directly by the Authority; or Members reimbursed for actual receipted expenditure.

2. SUBSISTENCE RATES

Any meals, refreshments and individual expenses for Members on KPA business will be reimbursed against actual receipted expenditure (this does not include alcohol).

3. TRAVEL

Rail Standards Class (First class only in exceptional circumstances and with prior agreement of Chief Executive)

Taxi Actual receipted expenditure

Motor vehicle *Inland Revenue Approved Rates:*

Currently for **all** car sizes

- Up to 10,000 miles - **40 pence** a mile
- Over 10,000 miles – **25 pence** a mile.

All mileage claims must be accompanied by petrol VAT receipt. Members must possess valid insurance for KPA related business.

Bicycle rates **7 pence** a mile

4. CARERS EXPENDITURE

To a maximum of £6 an hour. (For children under 16 or dependent adults who are certified by a doctor or Social Services to need attendance - not for payments to a member of the claimant's household).

III. OPERATION OF THE SCHEME

1. All Members must complete their Annual Report forms and undergo KPA learning and development initiatives.
2. In the event of the Chair being dissatisfied with a Member's performance through this process, she will report to the Standards Committee who may determine to reduce the allowance payable to the Member.
3. KPA Chair to undergo bi-annual 360° appraisal facilitated by the Chair of Standards Committee.
4. Any Member dissatisfied with the performance of a fellow Member should report the misgivings to the Standards Committee.