

Members' Allowances Scheme 2025-26 Effective from 1 April 2025

This scheme is made in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003 ("the Regulations") for 2025/2026 and subsequent years. The allowances scheme has been prepared having regard to the report of the Independent Panel on the Remuneration of Councillors in London established by London Councils on behalf of all London Councils, co-authored by Mike Cooke (Chair), Sir Rodney Brooke CBE DL and Anne Watts CBE and published in January 2024.

1. Basic Allowance

- 1.1 The Independent Remunerator's report suggests a flat-rate basic allowance be paid to each member of the authority of £15,960 per annum to be paid in 12 monthly instalments on the 15th of each month.
- 1.2 The Council has considered the independent remunerator's recommendation but has decided to set lower levels of allowances than those recommended.
- 1.3 It proposes to increase basic allowance in line with the average basic allowance paid across London for the previous year. The basic rate allowance for all Hammersmith & Fulham Councillors will therefore be £12,347 - to be paid in 12 monthly instalments on the 15th of each month.

Councillors only receive an allowance for the period of their term of office in cases where it is less than the whole financial year.

| | No. | Basic Allowance | Total |
|------------------------|-----|-----------------|----------|
| All Councillors | 50 | £12,347 | £617,350 |

2. Special Responsibility Allowances

- 2.1 Regard has been had to the recommendations in the independent remunerator's report for differential banding in relation to the payment of special responsibility allowances (SRAs), but in line with the Administration's priorities, it has been decided to not to follow the independent remunerator's recommendations which would have proved considerably more costly to local council taxpayers.
- 2.2 The following Special Responsibility Allowances shall therefore be paid to Councillors holding the specified offices indicated:

| Position | No | 2025 SRA 2.5% | Total SRA |
|---|-----------|--------------------------|------------------|
| The Leader | 1 | £42,025 | £42,025 |
| Deputy Leader | 1 | £35,014 | £35,014 |
| Other Cabinet members | 8 | £28,012 | £224,096 |
| Chief Whip (where not a member of Cabinet) | 1 | £28,012 | £28,012 |
| Chair, Policy and Oversight Board | 1 | £28,012 | £28,012 |
| Deputy Chief Whip (2)* | 1 | £7,265 | £7,265 |
| Chair of Policy & Accountability Committee | 6 | £7,265 | £43,590 |
| Leader of the Opposition | 1 | £21,004 | £21,004 |
| Deputy Leader of the Opposition | 1 | £7,265 | £7,265 |
| Opposition Whip | 1 | £7,265 | £7,265 |
| Chair of Planning and Development Control Committee, Audit Committee*, Pension Fund Committee, Licensing Committee* (4) | 4 | £9,082 | £36,328 |
| Vice-Chair of Planning and Development Control Committee* | 1 | £7,265 | £7,265 |
| The Mayor | 1 | £21,004 | £21,004 |
| Deputy Mayor | 1 | £7,265 | £7,265 |
| Lead Members ** | 8 | £3,525 | £28,200 |
| Total | 37 | | £543,610 |

*Portfolio holders who hold two SRA positions will only receive one SRA in respect of duties undertaken.

** There are thirteen positions. However, eight portfolio holders will receive only one SRA in respect of duties undertaken.

Councillors only receive an allowance for the period of their term of office in cases where it is less than the whole financial year. A Special Responsibility Allowance would cease where the SRA entitled post ceases to exist during year.

Basic Allowance Policy

- 2.3 All Members shall continue to receive their Basic Allowance in full whilst on maternity, paternity, adoption or sickness leave as long as they remain a Member (subject to the six month councillor attendance at meetings requirement in section 85 of the Local Government Act 1972).

Special Responsibility Allowances Policy

- 2.4 Members entitled to a Special Responsibility Allowance shall continue to receive their allowance in full in the case of maternity, paternity, shared parental, adoption or sickness leave.

- 2.5 Where a replacement is appointed to cover the period of absence that person shall receive an SRA on a pro rata basis for the period of the temporary appointment.
- 2.6 The payment of Special Responsibility Allowances, whether to the primary SRA holder or a replacement, during a period of maternity, paternity, shared parental or adoption leave shall continue for a period of six months, or until the date of the next Annual Meeting of the Council, or until the date when the member taking leave is up for election (whichever is soonest). At such a point, the position will be reviewed, and will be subject to a possible extension for a further six month period.
- 2.7 Should a Member appointed to replace the member on maternity, paternity, shared parental or adoption leave already hold a remunerated position, the ordinary rules relating to payment of more than one Special Responsibility Allowances shall apply.
- 2.8 Unless the Member taking leave is removed from their post at an Annual General Meeting of the Council whilst on leave, or unless the Party to which they belong loses control of the Council during their leave period, they shall return at the end of their leave period to the same post, or to an alternative post with equivalent status and remuneration which they held before the leave began.

3. Other Allowances and Leave

Dependent Carer Allowance

- 3.1 Dependant carer allowance is payable in respect of expenses incurred for the care of a Councillor's children or dependants in attending meetings of the authority, its Executive, Committees and Sub-Committees and in discharging the duties set out in paragraph 7 of the Regulations.
- a) £6.93 per half hour before 10pm; £7.50 per half hour after 10pm (not payable in respect of a member of the Councillor's household).

Travel and Subsistence

- 3.2 Travel allowances are payable (at the same rates as employees) for duties undertaken away from the Town Halls when discharging duties under paragraph 8 of the Regulations. There will be no payment for intra-borough travel under this scheme unless where a member requires assistance to discharge his or her duties due to ill health, disability or other circumstances approved by the Monitoring Officer. Taxis can be taken by Members who attend approved outside bodies and committee meetings out of the borough.

Public Transport

- a) Actual travel costs (second class only) will be reimbursed.

Car mileage

- b) 45 pence per mile.

Subsistence

- c) Allowance payable at same rates and conditions as employees. Payment is only made for expenses incurred outside the Borough and is subject to a maximum of £5.00 per claim.

General Policy - Maternity, Paternity, Shared Parental and Adoption Leave

- 3.3 Any Member who takes maternity, paternity, shared parental or adoption leave retains their legal duty under the Local Government Act 1972 to attend a meeting of the Council within a six month period unless the Council Meeting agrees to an extended leave of absence prior to the expiration of that six month period.
- 3.4 Any Member intending to take maternity, paternity, shared parental or adoption leave will be responsible for ensuring that they comply with the relevant notice requirements of the Council, both in terms of the point at which the leave starts and the point at which they return.
- 3.5 Any member taking leave should ensure that they respond to reasonable requests for information as promptly as possible, and that they keep officers and colleagues informed and updated in relation to intended dates of return and requests for extension of leave.

Resigning from Office and Elections

- 3.6 If a Member decides not to return at the end of their maternity, paternity, shared parental or adoption leave they must notify the Council at the earliest possible opportunity. All allowances will cease from the effective resignation date.
- 3.7 If an election is held during the Member's maternity, paternity, shared parental or adoption leave and they are not re-elected, or decide not to stand for re-election, their basic allowance and SRA if appropriate will cease from the Monday after the election date when they would technically leave office.

Maternity and Neonatal Care Leave

- 3.8 Members giving birth are entitled to up to 6 months maternity leave from the due date, with the option to extend up to 52 weeks by agreement if required.
- 3.9 In addition, where the birth is premature, the Member is entitled to take leave during the period between the date of the birth and the due date in addition to the 6 months' period. In such cases any leave taken to cover prematurity of 28 days or less shall be deducted from any extension beyond the initial 6 months.
- 3.10 In exceptional circumstances, and only in cases of prematurity of 29 days or more, additional leave may be taken by agreement, and such exceptional leave shall not be deducted from the total 52 week entitlement.

Paternity Leave

- 3.11 Members shall be entitled to take a minimum of 2 weeks paternity leave if they are the biological father or nominated carer of their partner/spouse following the birth of their child(ren).

Shared Parental Leave

- 3.12 A Member who has made Shared Parental Leave arrangements through their employment is requested to advise the Council of these at the earliest possible opportunity. Every effort will be made to replicate such arrangements in terms of leave from Council.
- 3.13 Where both parents are Members leave may be shared up to a maximum of 24 weeks for the first six months and 26 weeks for any leave agreed thereafter, up to a maximum of 50 weeks. Special and exceptional arrangements may be made in cases of prematurity.

Adoption Leave

- 3.14 A Member who adopts a child through an approved adoption agency shall be entitled to take up to six months adoption leave from the date of placement, with the option to extend up to 52 weeks by agreement if required.

Sickness Leave

- 3.15 A Member who is sick will continue to receive the basic allowance as long as they remain a councillor and comply with the attendance requirements regarding council meetings under section 85 of the Local Government Act 1972.
- 3.16 Where a Member is entitled to a Special Responsibility Allowance, it will continue to be paid in the case of sickness leave on the same terms as employees (for a period of 6 months followed by a further period of 6 months at half rate).

4 Annual increase

- 4.1 The updated allowances in this scheme apply from 1 April 2025. Any future allowance uplift will be set at the average basic allowance paid across London for the previous year.

5 Election to forego allowances

- 5.1 In accordance with the provisions of regulation 13, a Councillor may, by notice in writing to the Chief Executive, elect to forego any part, or all, of his or her entitlement to an allowance under this scheme.

6 Time limit for claims

- 6.1 The majority of allowances are payable monthly, but where allowances are the subject of claims, these claims should be made in the agreed form with the appropriate declaration within six months of the duty to which they relate.

7 Membership of more than one authority

- 7.1 A member may not receive allowances from more than one authority (within the meaning of the regulations) in respect of the same duties.

8 Non-entitlement to more than one SRA

- 8.1 A member shall not receive more than one SRA in respect of duties undertaken with the authority. Where a Councillor is entitled to two SRAs, he or she will be paid the highest allowance.

9 Pensions

- 9.1 No members of the Council shall be entitled to membership of the Local Government Pension Scheme in accordance with Section 7 of the Superannuation Act 1972.

10 Allowances for co-opted members and independent members of The Pensions Sub Committee

Co-optees

- 10.1 Co-opted members shall be paid £642.01 per annum by equal monthly instalments of £53.50 on the 15th of each month.
- 10.2 Co-opted members shall be entitled to the same travel and dependent carer allowances as Councillors but shall not be entitled to subsistence payments.

Independent Members

- 10.3 The London Borough of Hammersmith & Fulham shall pay an allowance to the appointed Independent Members for:-
- Standards Committee at a flat rate allowance of £1,000.00 per annum payable by equal monthly instalments of £83.33 on the 15th of each month.
 - Audit Committee at a flat rate allowance of £2,000.00 per annum payable by equal monthly instalments of £166.66 on the 15th of each month.