



Subject	Board member, Committee member, Panel member and Adviser Attendance Allowance		
Status	Open Session		
Purpose	For Decision		
From	Remuneration Committee		
History	Parent Committee	First Submitted	Revision Number
	Remuneration Committee	22/06/2016	1

If you have any enquiries on this paper, please contact Marc Stoner on 020 7580 5861

1. Purpose

To review and determine the attendance allowance for Board members, Committee members, Panel members and Advisers, including travel and subsistence payments.

2. Recommendations

It is recommended by the Remuneration Committee that the Board agrees:

- i. That the attendance allowance is raised back to the pre-recession level (2010) of £275 from 1 August 2016 for the Board and Investigations Panel (IP). All other attendance and subsistence allowances remain as current.
- ii. Once the outcome of the Periodic Review is known, a pay and job specification review be carried out for all ARB roles undertaken (non-staff), including exploration in to the possibility of introducing Dependant Carers Allowances.

3. Terms of Reference

The Board considers and determines the remuneration of Board members, panel members and advisers, including travel and subsistence payments on an annual basis.

4. Open

5. Contribution to the Board's Purpose and Objectives

The appropriate remuneration of Board, Committee, Panel members and Advisers assists ARB in meeting its purpose and objectives to protect the users of architects' services and to support architects through regulation. The level of attendance allowance should demonstrate that ARB is effective and prudent, whilst attracting the right calibre of individual to support the Board in all areas of its work.

6. Key Points

- i. The Board has, since inception, paid a daily attendance allowance, together with travel and subsistence expenses to Board, Committee, Panel members, Working Group members, Examiners and Advisers (current rates attached in [Annex A](#)).
- ii. In addition to the attendance allowance, a reading rate is also available to members of the Prescription Committee and the Investigations Panel with the agreement of the relevant Chairs. Expenses and subsistence are claimed in accordance with the Board's Travel and Subsistence policy. The policy is the same for ARB staff.
- iii. The attendance allowance was last increased in January 2008, when the rate for Board members and a number of others was increased from £250 to £275 per day or part thereof.
- iv. At the Board meeting in June 2010, the Board agreed to reduce its own attendance allowance to £250 per day and reading allowance for the Prescription Committee to £50 per hour. This did not affect any other group, apart from Board members, as after much deliberation, the loss of goodwill, which would have occurred by reducing the rate for those other than Board members was felt to outweigh the financial benefits of a reduction in rate.
- v. In July 2012 the Board, following a review to explore moving from an attendance allowance to an honorarium, agreed to remain with the current attendance allowance system and level of payments, as there were no real financial benefits to ARB in changing.
- vi. In July 2013, following a benchmarking exercise, the Remuneration Committee recommended to the Board that no increase to the attendance allowance should be made due to the timing of the Periodic Review and the political, economic environment. The recommendation caused some concern amongst the Board in relation to the following points:
 - Some Board members felt uncomfortable about agreeing their own allowances.
 - Concerns were expressed that the attendance allowance had been frozen since 2010 (when it was reduced from £275 to £250), and that it was no longer comparable to similar organisations. It was however accepted that other organisations had also held their rates for many years.
 - It was suggested that a job specification and benchmarking exercise should be undertaken following any changes to the Board as a result of the Periodic Review. The Board were concerned that membership of its Committees, Advisers and Examiners positions should be available to all appropriately qualified people, no matter what their

income or circumstances. This approach ensures equality of opportunity and enhances diversity. The Board stated their commitment to setting a rate which ensures that a high calibre, of diverse individuals feel able to contribute.

- vii.** In July 2014, as part of the annual review of the attendance allowance, a survey of other regulators and professional bodies was undertaken. This exercise highlighted that the attendance allowance paid currently paid of £250 to Board members remained considerably lower than many other similar bodies. Other bodies' daily rates range between £218 to £353, averaging at around £300.
- viii.** At its November 2014 meeting, the Board took the decision not to make any changes to the allowances paid, due to the current uncertainties around any possible changes to the constitution of the Board in the future.

The Board restated its committee to carry out a pay and job specification review be carried out for all ARB roles undertaken (non-staff) once the outcome of the Periodic Review became known.

The Board also agreed that an annual review would be undertaken in line with the budget for 2015 and a paper would be brought back to the Board at that point for further consideration.

- ix.** In November 2015, the Committee made the following recommendation to the Board, which the Board unanimously agreed to.
 - That there should be no change to the attendance allowances and reading time paid to Board, Committee members (non- Board), Panel members and Advisors, pending the outcome of the Periodic Review;
 - That all travel and subsistence allowances remain the same for 2016; and
 - Once the outcome of the Periodic Review is known, if appropriate, a pay and job specification review be undertaken for all ARB roles (non-staff), including exploration in to the possibility of introducing Dependant Carers Allowances.
- x.** Having undertaken some further brief research (May 2016) into what other regulators are currently paying, it still remains the case the attendance allowance paid currently paid of £250 to Board members is considerably lower than other similar bodies (see [Annex B](#)).
- xi.** The Remuneration Committee were concerned about the widening gap of remuneration paid to ARB Board members in comparison to rates paid by other regulators. It was also concerned that the Board will be going out to advert later in the year for the next cohort of lay Board members and wanted to ensure that ARB is able to still attract the level of skills needed by the Board.
- xii.** The Committee also discussed the Board's previous decision, which was, after discussion with the DCLG, to hold the attendance allowance rate until the outcomes of the Periodic.

Review were known. However having considered the evidence provided to the Committee at this juncture, the Committee felt that given the longer than anticipated delay in the outcomes of the Periodic Review and the need to appoint new members in 2017, a recommendation to reinstate the 2010 attendance allowance should be considered

7. Resource Implications

The increase to £275 can be covered within existing 2016 resources and will be factored in to the 2017 budget setting process. As time goes on the gap between ARB and other regulators is widening considerably and ARB ensure it remains in a position to get the right skills and expertise on the Board.

8. Risk Implications

It is important that we continue to attract and retain high quality individuals who deliver key roles, in the most efficient and effective manner.

9. Communication

The committee needs to ensure that the rate of attendance allowance is set at a level where it attracts the skills and expertise required by the Board.

10 Growth Duty Considerations

The Board has a duty to consider the regulatory burden its decisions will have on business, and this will include the costs of regulation. While the Committee should ensure that the Board members, Panel members and Advisers are appropriately remunerated, this must be balanced against the financial and resource costs, which and are ultimately borne by the profession.

11. Equality and Diversity Implications

These are considered within the above paper as the attendance allowance must ensure that all appropriately qualified people can participate whatever their income or circumstances. Those with caring responsibilities may, for example, face an additional burden in seeking to contribute to ARB's work; however, ARB continues to pay an attendance allowance to assist those wishing to participate.

Attendance Allowance

Board Members Reduced from £275 in 2010	£250 per day £50 per hour reading allowance (Prescription Committee only)
Prescription Advisers	£75 per hour
Examination Panels: <ul style="list-style-type: none"> ▪ Examiners ▪ Independent Examiners 	£275 per day £325 per day
European Advisers	£275 per day
Competence Panel Members	£275 per day
Professional Conduct Committee (PCC) members	£275 per day £55 per hour reading allowance
PCC Panel Chairs	£495 per day £99 per hour reading allowance
Ad hoc Working Group Members	£275 per day
Inquirers	£75 per hour
Third Party Reviewers	£695 per day
Investigations Pool	£250 per day £50 per hour reading allowance

[Professional Advisers, legal and Remuneration Committee advisers are negotiated separately]

BOARD	RATE
Architects Registration Board	Board members £250 per day.
The Health and Care Professions Council	Members are paid £310 per day. 2016 UPDATE: Members £9,500 pa (30 days @ £317 per day) Chair: £58,000pa (156 days @ £372)
General Optical Council	Members are paid £300 per day, whilst the Chair is paid £330 per day 2016 UPDATE: Members £13,000pa (36 days @ £361) Chair: £40,000pa (130 days @ £308 per day)
Royal College of Veterinary Surgeons	£310 per day 2016 UPDATE: Rates unchanged
Department for Business Innovation & Skills	Members are paid a daily rate of £271 (Chair £477) Incl. travel expenses
General Dental Council	2016 UPDATE: Board members receive approx. £750 per day based on 20 days. Roughly £15,000 per annum Chair: £55,000pa
Legal Services Board	Between £260 - £500 per day depending on what type of Committee. Roughly £15,000 per annum
Local Government Association	£300 per day 2015 UPDATE: Rates unchanged since 2010. Rates last review Jan 2015
UK Sports	£218 per day – Up to 24 days per year 2015 UPDATE: Rates unchanged
NHS Litigation Authority	£7,883pa approx. 24 meetings = approx. £328 per day 2015 UPDATE: Rates unchanged
GMC	Council members are paid an annual fee of £18,000 (£110k Chair) The average day rate is £500 (per day for non-Board members) + Expenses UPDATE 2016: Rates unchanged
General Chiropractic Council	£6,610pa £417 Per day (non-Council £300 per day) UPDATE 2016: Members - £6,650pa (15 days @ £443) Chair: £23,440pa (78 days @ £301)
Independent Press Standards Organisation (IPSO) (Press Complaints Commission closed. Sept 2014)	Chair £150,000 per annum (£1,041 per day) Min. 3 days per week Board members £500 per day. Min. 1 day per month
Advertising Standards Authority	Paid £15,000pa, which involves approx. 4/5hrs of homework per week (approx. £240 - £260 per day based on limited information only) 2016 UPDATE: £19,000 – no day rate breakdown
Ofqual	Flat rate pay of £6,000pa based on approximately 8 meetings per annum (£750 per meeting, does not take account of work outside of meetings)
General Osteopathic Council	Members £6,630pa Chair £22,440 per annum 2016 UPDATE: £7,500pa Chair £25,500
Bank of England	£15,000 for 12 x 0.5 days (£1,250 per meeting, not taking account of preparation time)
UK Valuation Office	£15,000 for 12 x 0.5 days (£1,250 per meeting, not taking account of preparation time)