

COUNCIL

24 JULY 2014

MEMBERS' ALLOWANCES - REPORT OF THE INDEPENDENT REMUNERATION PANEL

Portfolio Holder: Councillor Rodney Chambers, Leader
Report from: Neil Davies, Chief Executive
Author: Jane Ringham, Head of Elections & Member Services

Summary

The report and recommendations of the Independent Remuneration Panel (the Panel) are submitted for Members' consideration.

1. Budget and Policy Framework

- 1.1 The duty to approve or amend the Members' Allowances Scheme is a matter which cannot be determined by Cabinet under the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended). Therefore, this is a matter for Council.

2. Background

- 2.1 When Council approved the payment of a Special Responsibility Allowances to the Chairman of the Health and Wellbeing Board (HWB) on 25 July 2013 it also agreed to ask the Independent Remuneration Panel to review the situation in twelve months to allow time for the HWB to establish its role. The Council also agreed to ask the Panel to consider an SRA for the Vice Chairman. The Panel have now considered both matters and their report is submitted for consideration by the Council.
- 2.2 As required by law, copies of the Panel's report have been made available for inspection and a notice has been published in a local newspaper stating that the Council has received recommendations from the Panel about their scheme of allowances and describing the main features of the Panel's recommendations, including the amounts of allowances the Panel has recommended should be payable to elected Members.

3. The Panel's report and recommendations

- 3.1 The Council meeting on 17 October 2013 approved changes to the composition of the Independent Remuneration Panel and a recruitment exercise was undertaken following that approval. An experienced consultant from South East Employers (SEE) was engaged, as was agreed by Council in October 2013, to act as the non-voting Chairman of the Panel, who has overseen the review of the arrangements for SRAs for the Chairman and Vice-Chairman of the HWB.
- 3.2 Having analysed comparative data across the South East region, the Panel is recommending that the position of Chairman of the HWB continues to warrant an SRA; the Panel also recommend that the SRA for the Chairman of the HWB continues to be set at 40% of the benchmark, currently £7326.68. The Panel further recommended that the Vice-Chairman of the HWB does not warrant an SRA.
- 3.3 The Panel recognises that HWBs are still being embedded and anticipates that the approach to allowances will evolve as the role and responsibilities of the HWBs change over time. In the light of this, the Panel confirms that this SRA will be considered as part of the full review of the Members' Allowances Scheme that is due to be conducted by the Panel by July 2015. As requested by the Business Support Overview and Scrutiny Committee, this review will include the SRAs to the Mayor and Deputy Mayor.
- 3.4 The Panel's report, including the recommendations, is attached as Appendix 1.

4. Financial implications

- 5.1 The proposals in this report, if approved, will cost £7,326.68 in the current financial year. These costs have been included in the Members' Services revenue budget.

5. Legal implications

- 5.1 The Local Authorities (Members' Allowances) (England) Regulations 2003 ("the Regulations") make provision for the payment of allowances to Members of the Council.
- 5.2 The Regulations require the Council to prepare schemes for the payment of allowances to Members. The schemes should make provision for the payment of a basic allowance, and may also provide for the payment of special responsibility allowance, dependants' carers' allowance, travelling and subsistence allowance and co-optees' allowance.
- 5.3 The Council must establish and maintain an Independent Remuneration Panel whose function is to make recommendations to

the Council concerning allowances. The Council must have regard to the panel's advice/recommendations.

- 5.4 After receiving a report from the Independent Remuneration Panel which sets out the Panel's recommendations, local authorities must ensure that copies of the report are available for inspection at their principal office at all reasonable hours. Local authorities must also, as soon as reasonably practicable after they receive the report, publish a notice in at least one newspaper circulating in their area which:
- a) states that the authority has received recommendations from an Independent Panel about their scheme of allowances;
 - b) describes the main features of the Panel's recommendations including the amounts of allowances the Panel has recommended should be payable to elected Members.
- 5.5 The Council must ensure that such a notice is published every 12 months even if the scheme has not been amended since the last notice.

6. Risk management

- 6.1 There are no risk management implications arising from this report.

7. Recommendations

- 7.1 The Council is asked to approve that the Members Allowances Scheme is confirmed as follows:
- 7.1.1 That the role of Chairman of the Health and Wellbeing Board continues to be awarded an SRA and that it should be at 40% of the benchmark, currently £7326.68.
 - 7.1.2 That payment of this SRA is index-linked to officer pay awards for the same period, as are the other SRAs in the Members' Allowances Scheme.

Lead officer contact

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Background papers

Description of Background Papers	Contact details
None	Jane Ringham, ext 2864, 3 rd Floor Gun Wharf



**A REVIEW OF
MEMBERS' ALLOWANCES
FOR
MEDWAY COUNCIL**

**THE REPORT BY THE
INDEPENDENT REMUNERATION PANEL**

MAY 2014

**South East Employers
2 Crown Walk
Jewry Street
Winchester
Hampshire
S023- 8BB**

FOREWORD

This report has been produced for Medway Council as part of the Council's requirement to receive independent advice from its statutory advisory panel on members' allowances. The membership of the Panel was Mark Palmer (Development Director, South East Employers) (Chair) and Natalie Wallace (Local resident).

The Panel was asked to carry out a review of allowances for the Chair and Vice Chair of the Health and Wellbeing Board. Their report is attached.

The Panel would like to thank Jane Ringham, Electoral Services Manager at Medway Council for all her assistance.

Mark Palmer
Chair,
Independent Remuneration Panel

1. Introduction and Terms of Reference

A full review of Medway Councils members' allowances scheme is due to be conducted by the Independent Remuneration Panel at the request of the council by July 2015.

This report reviews the positions of Chair and Vice Chair of the Health and Well Being Board.

The review was undertaken as a desk top exercise and was supported by a survey of the principal councils across the south east in respect of the members allowances for the Chair and Vice Chair of the Health and Well Being Board. The survey response is attached.

The Panel took account of the statutory guidance governing Members' Allowances, in particular the Local Authorities (Members' Allowances) (England) Regulations 2003.

2. Methodology

Following the request to conduct the review of the member' allowances for the Chair and Vice Chair of the Health and Well Being Board a questionnaire was circulated to all 19 principal councils across the south east to ascertain the scope and level of member allowances made to the Chair and Vice Chair of the Health and Well Being Boards.

Eight questionnaire responses were received, from a potential total of nineteen across the region

A copy of the questionnaire and responses is provided at **Appendix One**.

The Panel also compared and evaluated the roles in relation to other positions that currently receive a Special Responsibility Allowance (SRA).

3. The Panel's Considerations and Recommendations

Following close consideration of the responses to the questionnaire together with a comparative evaluation of the role and responsibilities, the Panel make the following recommendations:

- That the allowance for the Chair of the Health and Wellbeing Board to continue to be an SRA equivalent to **40%** of the Council Leaders allowance. The role will be reviewed again in 2015 as part of a full review of allowances and should new powers and responsibilities be conferred on the Board; and the frequency of meetings increased then an increase to the allowance will be recommended.

Medway Council is unique in been the only Council across the south east who has a Chair of the Health and Well Being Board who is not a Council Leader or Cabinet Member. No Council that responded to the survey had a dedicated allowance for the Chair of the Health and Well Being Board because it was part of the role of Council Leader or Cabinet Member and these roles already receive a SRA.

- That the role of Vice Chair of the Health and Well Being Board to receive no allowance. The role of the Vice Chair in all the Councils that responded to the questionnaire is held by a representative of the Clinical Commissioning Groups.

Mark Palmer

Chair- Independent Remuneration Panel for Medway Council

Council	Type of Council	1. Who is the Chair of your Health and Wellbeing Board?	2. Who is the Vice-Chairman of the Health and Wellbeing Board?	3. Does the Chair receive a Special Responsibility Allowance (SRA) for the role? a. If so, at what rate and as a percentage of the Council Leaders Allowance.	4. Does the Vice Chair receive an SRA? a. If so, at what rate and as a percentage of the Council Leaders Allowance.
East Sussex	County	Leader of the Council	is one of the CCG Chairman who have voting rights on the Committee	As it is the Leader who Chair's the Board he does not receive a SRA as he already receives an allowance as Leader and this is part of that remit	The Vice Chair does not receive a SRA as it is not a Councillor role – it is filled by a CCG rep – Dr Gill at the moment
Hampshire	County	Currently the Executive Lead Member for Children's Services (also the Deputy Leader of the Council) but with chairmanship appointments to be made at the forthcoming AGM at the end of the month, this may change.	CCG member of the Board	No	No
Kent	County	Roger Gough - the Cabinet Member for Education and Health Reform	Dr Bob Bowes - the chairman of the West Kent CCG	No	No
Medway	Unitary	Councillor Mackness	Dr Gill Fargher	Yes. £7,326.68 at 40% of the Council Leader Allowance	No
Slough	Borough	Cllr Rob Anderson, Leader of the Council	Dr Lise Llewellyn, Strategic Director of Public Health for Berkshire	There is no additional allowance or payment for SWB duties	The Vice-Chair is not an elected member so an SRA is not applicable
Southampton	Unitary	Cabinet Member for Health and Adult Social Care, Councillor D Shields	is a representative from the Southampton Clinical Commissioning Group – Dr S Townsend	Councillor D Shields already receives a SRA for being a cabinet member. We do not have a SRA for the Chair of the H&WB Board in our constitution at this stage – however this would need to be looked at if the Chair changes	Dr S Townsend does not receive an allowance from us. We don't pay allowances for Vice Chairs
West Berkshire	Unitary	The Leader of the Council	one of our two CCG representatives	No (they are in receipt of the SRA as leader of the Council)	No
West Sussex	County	Our Cabinet Member for Community Wellbeing (portfolio holder for Public Health)	A representative from a CCG	No (they already receive an SRA for being the cabinet member)	No

