

Agenda Item No:	<b>10</b>	
Committee:	<b>Council</b>	
Date:	<b>14 December 2020</b>	
Report Title:	<b>Members' Allowances Scheme Review Scope</b>	

## **1. PURPOSE/SUMMARY**

- 1.1. For Council to agree the scope and terms of reference for the forthcoming review of the Member Allowances Scheme by an Independent Remuneration Panel.

## **2. KEY ISSUES**

- 2.1. The Local Authorities (Member Allowances) (England) Regulations 2003 require Councils to make a scheme of Member Allowances and establish an Independent Remuneration Panel to make recommendations to the Council about the scheme.
- 2.2. The Regulations require that a scheme of allowances must include a basic allowance, payable to all members, and may include provision for the payment of special responsibility allowances as well as childcare and dependent carers' allowances.
- 2.3. The Local Government Act 1972 stipulates the provision of the payment of travel and subsistence allowances. Expenses for the Chairman and Vice-Chairman of the Council also fall under this Act.
- 2.4. The current Member Allowances scheme was implemented following a review by the Independent Remuneration Panel in November 2019. A review must be completed at least every 4 years, however one of the recommendations resulting from the previous Independent Remuneration Panel was that the next review of Members' Allowances is to take place no later than 18 months from the date of the November 2019 review in order to monitor both the commitments required of Members in relation to the Cambridgeshire and Peterborough Combined Authority (CPCA) in addition to any impact from the implementation of the Commercial and Investment Strategy.
- 2.5. The Council is under a duty to have regard to the recommendations of an Independent Remuneration Panel when agreeing its Members Allowances Scheme. The Independent Remuneration Panel will make its recommendations to Full Council following a full Member consultation

## **3. RECOMMENDATIONS**

It is recommended that Council:

- 3.1. Agree the scope of the Member Allowances Scheme review as set out within the report

- 3.2. Agree that should any member of the existing Independent Remuneration Panel (IRP) be unavailable to fulfil the requirements and timescales associated with the current review of Member allowances, that the process for appointment and final selection of any outstanding Independent Remuneration Panel member is delegated to the Monitoring Officer and Head of Legal and Governance in consultation with Group Leaders.

<b>Wards Affected</b>	All
<b>Forward Pan Reference</b>	N/A
<b>Portfolio Holder(s)</b>	N/A
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<b>Background papers</b>	<p>Constitution</p> <p>The Local Authorities (Member Allowances) (England) Regulations 2003</p>

#### 4. THE INDEPENDENT REMUNERATION PANEL

4.1 An Independent Remuneration Panel (IRP) consisting of three individuals members,

- Amanda Orchard – Marketing Consultant, Magistrate - Chairman of the IRP Panel.
- Gerard Dempsey - Business Consultant, Magistrate and former CEO of national business chains
- Carol Hart - Local Resident with previous experience of Scrutiny and IRP's within health settings.

were recruited in 2019. It was agreed at that time that the panel were to be appointed for an initial three year period, to be reviewed in 2022. When

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appointing the Remuneration Panel the requirements set out in The Local Authorities (Member Allowances) (England) Regulations 2003 were adhered to.

- 4.1. Should any member of the existing of the IRP be unavailable to fulfil the requirements and timescales associated with the current review of Member allowances then it is recommended that the process for appointment and final selection of any outstanding Independent Remuneration Panel member is delegated to the Monitoring Officer and Head of Legal and Governance in consultation with Group Leaders.

## **5. THE REVIEW**

- 5.1. It is suggested that the Independent Remuneration Panel be given the following general Terms of Reference, which are limited in their scope and reflect the focus that the Independent Remuneration Panel identified should be the emphasis of the interim review, prior to the next statutory review. The scope is based upon the regulations subject to the views of Members:
  - 5.1.1. To make recommendations about the roles and responsibilities for which a Special Responsibility Allowance should be payable and the amount of each such allowance including roles associated with the Cambridgeshire and Peterborough Combined Authority, Investment Board and in relation to any changes to Committee responsibilities.
  - 5.1.2. To determine any other issue covered by the 2003 Regulations including whether annual adjustments should be made to allowance levels by means of an index and, if so, for how long such a measure should last, up to a maximum period of 4 years;
  - 5.1.3. To report any recommendations to Council as soon as is reasonably practicable following member engagement and completion of the review, no later than July 2021;
  - 5.1.4. To compare and contrast schemes in existence at other Councils.
- 5.2. Following completion of the review, the Monitoring Officer will prepare a revised Scheme of Allowances reflecting the recommendations made for consideration and approval by Full Council alongside the report of the Independent Panel.

## **6. PUBLICITY**

- 6.1. The Regulations place certain duties on local authorities in connection with publicising the recommendations made by their Independent Remuneration Panel. The Council will follow the guidance in ensuring the regulations are met in relation to publicity which includes publicising the report of the panel, the scheme of allowances and the sums paid to each member on an annual basis.
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