

MID SUFFOLK DISTRICT COUNCIL

To: MSDC Council	Report Number: MC/18/7
From: Independent Remuneration Panel	Date of meeting: 21 June 2018
Officer: Janice Robinson Corporate Manager – Democratic Services	

RECOMMENDATION FROM THE INDEPENDENT REMUNERATION PANEL

1. PURPOSE OF REPORT

- 1.1 To consider recommendations from the Independent Remuneration Panel ('IRP') following a review of the Councillors' Scheme of Allowances after the introduction of the Leader/Cabinet governance model in May 2017.
- 1.2 A joint, cross party, panel of Councillors has reviewed the IRP's report. The panel of Councillors is in broad support of the IRP's report and has made some minor amendments, as detailed in red within section 2.

2. RECOMMENDATIONS

- 2.1 That Council considers whether it wishes to adopt all or part of the recommendations of the Independent Remuneration Panel (IRP), as reviewed by the joint, cross party, panel of Councillors as set out below:-
- a) That the Basic (Ward Representation) Allowance be set at £5,000.
- b) That the Special Responsibility Allowance be set at:-

Role	Multiplier	Amount
Chairman of the Council	1	£5,000
Deputy Chairman of the Council	0.5	£2,500
Leader of Council	2.5	£12,500
Deputy Leader of the Council	1.25	£6,250
Chair of Development Control Committee	1	£5,000
Vice-Chair of Development Control Committee	0.25	£1,250
Chair of the Scrutiny Committee	1	£5,000
Vice Chair of the Scrutiny Committee	0.5	£2,500
Chair of Joint Audit & Standards Committee	0.5	£2,500
Planning Committee Members	0.1	£500
Political Group Leaders	0.2	£1,000
Chair of Regulatory Committee	0.5	£2,500
Vice-Chair of Regulatory Committee	0.25	£1,250
Cabinet Member with Portfolio	1.25	£6,250
Cabinet Member Without Portfolio	0.5	£2,500
Lead Member	0.5	£2,500

c) That with the exception of the SRA for Group Leaders, no Councillor will be entitled to claim more than two SRAs.

d) That the Travel and Subsistence Allowance be set at:-

Mileage Rate 45p per mile
Cycle Mileage Rate 27.7p per mile
Passenger Allowance 5p per mile

e) That the Childcare and Dependants Allowance be set at :-

Childcare Allowance up to £13 Per Hour (subject to a receipt)
Dependants Relative Care/Specialist Nursing Care Allowance up to £30 per hour (subject to a receipt)

- 2.2 That the revised Member Allowance Scheme will take effect from the date of creation of the Leader/Cabinet Model (22 May 2017).
- 2.3 That the revised Basic Allowance be increased in line with the Local Government Officer pay awards until the Scheme is next reviewed in 2022 or earlier.
- 2.4 That a revised Members Allowances Scheme incorporating the decisions of the Council be prepared by the Monitoring Officer. Further, that the Monitoring Officer be authorised to make any typographical and other minor / consequential amendments prior to publication of the final document.
- 2.5 That the Council formally records its thanks to the Independent Remuneration Panel for their work in preparing the report.

3. KEY INFORMATION

- 3.1 Council appointed a pool of five people to form an Independent Remuneration Panel at the meeting on 22 September 2016.
- 3.2 In consultation with the Leader of the Council, the Corporate Manager for Democratic Services contacted the IRP members and provided them with Terms of Reference to carry out a focused review of the Members' Allowance Scheme following the adoption of a Leader/Cabinet model. The Terms of Reference are attached at appendix a.
- 3.3 An IRP was formed of three members, from a pool of five, under the Local Authorities (Members Allowances) (England) Regulations 2003. The IRP has undertaken an extensive review exercise including interviewing Councillors and officers, undertaking a questionnaire of Councillors and considering the schemes operated by other similar local authorities. The IRP also met on 9 occasions to deliberate their recommendations. This work has been supported by the Democratic Services Team. The IRP's report and recommendations are attached at Appendix B.
- 3.4 On receipt of the IRP's report a joint, cross party, panel of Councillors was convened to review the IRP's report on behalf of all Councillors. This panel consisted of Councillors Whitehead, Brewster, Eburne and Otton, together with Councillors Ward, Beer, McCraw and Arthey.

- 3.5 These Councillors are in broad support of the IRP's report but are suggesting some minor amendments to the IRP's recommendations. These amendments, as highlighted in section 2 above, were not all unanimously supported by the whole panel of Councillors. A summary explanation of the amendments is set out below:
- 3.6 Deputy Leader of the Council – despite the IRP making no change to the multiplier for the Deputy Leader it is proposed to reduce the multiplier to 1.25 in order to bring it in line with other deputy / vice roles where the multiplier applied is half of the multiplier for the main role.
- 3.7 Cabinet Member without Portfolio and Lead Members – it is proposed to have fewer tiers of multiplier used within the Cabinet. To reflect the full role of Cabinet Members, even without a portfolio, it is proposed to increase this multiplier to 0.5 and to align the multiplier for Lead Members by reducing it to 0.5
- 3.8 Chairman and Vice Chairman of Overview & Scrutiny – to reflect the increased function of Overview & Scrutiny in holding the Cabinet to account, and its broader remit than the Audit & Standards Committee; it is proposed to increase the multiplier for the Chairman and Vice Chairman of the joint Overview & Scrutiny Committee to 1 and 0.5 respectively.
- 3.9 Members of the Planning Committee – in recognition of the significant annual workload of these Committee members it is proposed to apply a multiplier of 0.1 for each committee member.
- 3.10 Vice Chairman of Licensing – in order to be consistent with other vice chairman roles it is proposed to increase the multiplier to 0.25
- 3.11 Multiple Special Responsibility Allowances ('SRA') – the Panel considered that holding more than one SRA position does generate a greater workload which should be reflected in the Allowance Scheme but that there should be a limit in place. It is therefore recommended that, with the exception of the SRA for Group Leaders, no Councillor will be entitled to claim more than two SRAs.
- 3.12 Childcare and Dependants Allowance – the panel disagreed that these allowances should only be claimed for 'professional care' as long as any claims are supported by receipts.

4. LINKS TO JOINT STRATEGIC PLAN

- 4.1 This decision will support the "Strengthened and clear governance to enable delivery" element of overarching **Enabled and Efficient Organisation** priority for the Councils.

5. FINANCIAL IMPLICATIONS

- 5.1 There is provision in the budget for the proposed amendment to the Scheme of Allowances based on Council accepting the recommendation of the IRP.
- 5.2 A one-off cost of approximately £1,800 has been incurred for expenses associated with the IRP process, for which there is budgetary provision.

6. LEGAL IMPLICATIONS

- 6.1 Under the Local Authorities (Members' Allowances) (England) Regulations 2003 ("the Regulations"), the Council is required to establish and maintain an Independent Remuneration Panel to make recommendations to it about the allowances to be paid to Members. It is important that the Council fully considers the views of the IRP before any decisions are made in respect of changes to the Scheme of Allowances for Councillors. To assist all Councillors a joint, cross party, panel of Councillors has therefore carefully reviewed the IPR's report.

7. RISK MANAGEMENT

- 7.1 This report is most closely linked with the Council's Corporate / Significant Business Risk No.5C *Failure to develop clear governance arrangements that enable the right decisions to be taken that are appropriate for the environment that we are operating in*. Key risks are set out below:

Risk Description	Likelihood	Impact	Mitigation Measures
Inability to attract candidates to become district Councillors	Unlikely (2)	Noticeable (2)	The Council reviews its allowance scheme at least every 4 years in line with statutory requirements

8. CONSULTATIONS

- 8.1 The IRP consulted, by personal interview, with the Chief Executive, Strategic Directors, Leader of Mid Suffolk District Council, Chair of MSDC Scrutiny Committee, MSDC non-Cabinet Member (at the time), Cabinet Member for Environment, Chair of Planning Committee and Lead Member for Waste to gain their perspective on Councillor role requirements and time commitments under the Leader/Cabinet decision making model.

9. EQUALITY ANALYSIS

- 9.1 The recommended changes to the Scheme of Allowances are most likely to have positive equality impacts, for example by increasing the dependents' care allowances.

10. SHARED SERVICE / PARTNERSHIP IMPLICATIONS

- 10.1 This review has been commissioned for both Councils following the adoption of the Leader/Cabinet Governance Model.

11. ENVIRONMENTAL IMPLICATIONS

- 11.1 There are no environmental implications arising from this report.

12. APPENDICES

Title	Location
(a) Terms of Reference	Attached
(b) Independent Remuneration Panel Report	Attached
(c) Appendix to Independent Remuneration Panel Report (Summary of scoring matrix)	Attached
(d) Appendix of comparable district council allowances	Attached
(e) Average Charts	Attached

13. BACKGROUND DOCUMENTS

13.1 Existing Mid Suffolk District Council Scheme of Member Allowances.

<https://baberghmidsuffolk.moderngov.co.uk/documents/s9982/Members%20Allowances%20Scheme.pdf>

13.2 Report to Council 22 September 2016, Appointment of the Independent Remuneration Panel.

[https://baberghmidsuffolk.moderngov.co.uk/documents/s1929/C-68-16%20IRP%20report%20msdc%20council%2022.09.2016.pdf?\\$LO\\$=1](https://baberghmidsuffolk.moderngov.co.uk/documents/s1929/C-68-16%20IRP%20report%20msdc%20council%2022.09.2016.pdf?LO=1)