

Democratic Renewal Working Party



St Edmundsbury
BOROUGH COUNCIL

Title of Report:	Review of Members' Allowance Scheme and Appointment of Independent Remuneration Panel	
Report No:	DEM/SE/15/002 [to be completed by Democratic Services]	
Report to and date/s:	Democratic Renewal Working Party	17 June 2015
	Council	7 July 2015
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Purpose of report:	To outline the process for reviewing the Members' Allowance Scheme and to consider the process for appointing a Joint Independent Remuneration Panel to review the Schemes for both Forest Heath District and St Edmundsbury Borough councils.	
Recommendation:	<p>Democratic Renewal Working Party:</p> <p>It is <u>RECOMMENDED</u> that:</p> <p>(1) the Council undertake a recruitment process as outlined in Section 2 of Report DRW/SE/15/002</p> <p>(2) the Council appoint a Selection Panel of three Members, plus a substitute Member, to advise the Service Manager (Legal Services) on the appointment of Members of the Independent Remuneration Panel (IRP) and the terms and conditions of</p>	

	<p>appointment.</p> <p>(3) the Service Manager (Legal Services) be authorised to seek candidates for an Independent Remuneration Panel to determine its terms and conditions.</p> <p><i>(If Forest Heath District Council, at their meeting on 15 July 2015, agree to end their Members' Allowance Scheme on 30 November 2015, the Selection Panel in Recommendation (2) and the Independent Remuneration Panel in Recommendation (3) would both be joint.)</i></p>		
<p>Key Decision:</p> <p><i>(Check the appropriate box and delete all those that do not apply.)</i></p>	<p><i>Is this a Key Decision and, if so, under which definition?</i></p> <p>Yes, it is a Key Decision - <input type="checkbox"/></p> <p>No, it is not a Key Decision - <input checked="" type="checkbox"/></p>		
<p><i>The decisions made as a result of this report will usually be published within 48 hours and cannot be actioned until five clear working days of the publication of the decision have elapsed. This item is included on the Decisions Plan.</i></p>			
Consultation:	None		
Alternative option(s):	The current scheme expires on 30 November 2015 and therefore must be reviewed.		
Implications:			
<i>Are there any financial implications? If yes, please give details</i>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> The Independent Remuneration Panel may recommend that allowances be increased.	
<i>Are there any staffing implications? If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> •	
<i>Are there any ICT implications? If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> •	
<i>Are there any legal and/or policy implications? If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> •	
<i>Are there any equality implications? If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> •	
Risk/opportunity assessment:		<i>(potential hazards or opportunities affecting corporate, service or project objectives)</i>	
Risk area	Inherent level of risk (before controls)	Controls	Residual risk (after controls)
	Low/Medium/ High*		Low/Medium/ High*
Ward(s) affected:		All Wards	
Background papers: <i>(all background papers are to be published on the website and a link included)</i>		None	
Documents attached:		<i>(Please list any appendices.)</i> None	

1. Key issues and reasons for recommendation(s)

1.1 Background

- 1.1.1 The current Members' Allowance Scheme for St Edmundsbury Borough Council expires on 30 November 2015. Members of an Independent Remuneration Panel (IRP) must be appointed in order to review the current scheme and make any recommendations for change.
- 1.1.2 The equivalent scheme for Forest Heath District Council expires on 30 March 2017. At their Council meeting on 15 July 2015, Members of Forest Heath will be asked to consider ending their Allowance Scheme early to allow a review of both authorities' schemes to be carried out by a Joint Independent Remuneration Panel.
- 1.1.3 If Forest Heath District Council decide not to end their Scheme early, the appointed IRP will review only the St Edmundsbury scheme for a period to expire on 30 March 2017, at which time a Joint Independent Remuneration Panel would be appointed to review both schemes.

2. Process for appointing an Independent Remuneration Panel

- 2.1 In appointing the current Independent Remuneration Panel the council undertook the following process:
 - (a) Appointed a three Member Selection Panel;
 - (b) Advertised in the Bury Free Press and Haverhill Echo;
 - (c) Contacted local representative groups for nominations, e.g. Chamber of Commerce;
 - (d) Candidates completed an application form; and
 - (e) Selection Panel called candidates for interview.
- 2.2 The Council should actively seek to recruit Members to the Independent Remuneration Panel, as outlined in Section 2.1 above. If Forest Heath Council agrees to end their Members' Allowance Scheme early, the Selection Panel and the Independent Remuneration Panel would be Joint Panels.
- 2.3 The reappointment of the existing Panel Members, if making an application, will be determined by the Selection Panel as part of the appointment process.