

NORTH NORTHAMPTONSHIRE JOINT COMMITTEE (NNJC)

INDEPENDENT REMUNERATION PANEL WORKING GROUP

SCOPING DOCUMENT

1. Purpose/Objectives of this Working Group

In respect of the establishment of an Independent Remuneration Panel for the purpose of recommending a Scheme of Allowances for the Shadow Authority to include:-

- Scope and timetable of the Review
- Appointment of Panel Members
- Remuneration of Panel Members

2. Outcomes Required

- Confirm the scope of the Panel's Review –
The Local Authorities (Members' Allowances) (England) Regulations 2003
Local Government Act 1972 s.3 (5)
- To consider the appointment of Panel Members and formulate recommendations to the NNJC.
- To consider the remuneration of Panel Members whilst undertaking their responsibilities.

3. Information

Information required

- Examples of best and recent practice
- Monitoring Officer input
- Structural Change Order (SCO)

Methods used to gather and receive information

- Officer reports
- Presentations
- Desktop research

4. Timetable for completion of the Tasks

The dates and times of the Independent Remuneration Panel Working Group are as set out in the table below. It is unlikely that all of these meetings will be required.

Date	Time	Location
23 rd September 2019	9:30 am	Corby
TBC		Corby
TBC		Corby

Whilst the Structural Change Order (SCO) is unlikely to have completed its Parliamentary process until December 2019, it is suggested that the work of the Group be concluded by the NN Joint Committee of 12th November 2019.

An interim report to be presented to the NN Joint Committee by the Group Chair on 16th September 2019.

5. Responsible Officers

Paul Goult	Monitoring Officer & Democratic Services Manager	Corby Borough Council
Karen Denton	Interim Monitoring Officer Designate	Borough Council of Wellingborough
Laura Flood	Democratic Services	Corby Borough Council

6. Proposed Methodology

Background

The Structural Change Order is likely to require that each shadow authority formulate proposals for the scheme of member's allowances to be adopted by the respective authority.

The Shadow Period

Currently elections for North Northamptonshire Council are due to take place on 7th May 2020. The first meeting of the Shadow Full Council will be held before the end of May 2020.

There will be the need for the Shadow Authority to adopt a Scheme of Member's Allowances for the period 12th May 2020 - 1st April 2021.

A separate review of Member Allowances will be required for the new unitary authority, effective from 1st April 2021 (Vesting Day). This matter falls outside of the current mandate from the Joint Committee.

Other

It may also be appropriate for the Panel to consider if any civic allowances are to be paid. These fall under s.3 (5) of the Local Government Act 1972 and are usually paid to the Mayor of the Borough or Chairman of the District.

Under the Shadow Authority it is likely the Chairman of the Shadow Council may have a limited role, namely to chair meetings of the Shadow Full Council. Other duties or responsibilities are yet to be determined.

Work Packages

There are certain specific tasks which need to be addressed. These include:-

Determining the scope of the Panel's work. Under the 2003 Regulations this is likely to include recommending:-

- A Basic Allowance
- Any Special Responsibility Allowances (SRA) e.g. Leader, Deputy Leader, Executive Member, Chair, Leader of the Opposition etc
- Travelling and subsistence allowance
- Carer's allowance
- Independent Person's allowance (Standards Committee)

In addition the Working Group will need to determine how the Independent Remuneration Panel is to be recruited/selected and, when the Panel needs to hold its inaugural meeting and the timeline they will work to for completion of their task.

It will be for the Panel to determine the methodology that they intend using and will need to identify what resources they require to undertake their work.

The Panel's final report will be presented to the Shadow Full Council for determination. The Working Group have been requested by the North Northamptonshire Joint Committee to put the mechanism in place for the Independent Panel to be convened, to meet and to produce a final report. That report will not be amended or be subject to editorial control by the Working Group or the Joint Committee.

(Please note this is not an exhaustive list and may evolve as work commences).

7. Recommendations

The Working Group resolved to:

- a) Agree the scope of the Working Group as set out in this document, and
- b) Agree to meet again on 23rd September 2019.