

Independent Remuneration Panel

Annual Report 2006/07

Wychavon District Council

October 2006

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Recommendations

The Independent Remuneration Panel recommends to Wychavon District Council the following:

- (i) That a Basic Allowance of £3,775 be paid for 2007/08;
- (ii) That the following Special Responsibility Allowances be paid for 2007/08:

Role	£
Leader of the Council	9,437
Executive Board Portfolio Holders	5,662
Overview and Scrutiny Committee Chairman	5,662
Planning Committee Chairman	5,662
Licensing Committee Chairman	1,132
Scrutiny Team Leaders	943
Independent Standards Committee Chairman	943
Group Leaders (per Member ¹)	84

- (iii) That travel and subsistence allowances for 2007/08 be paid in accordance with NJC rates for officers.

¹ Paid at 50% if the Group Leader is in receipt of any other Special Responsibility Allowance

Basic Allowance 2007/08

Calculation of Basic Allowance

This is based on:

- The roles and responsibilities of Members; and
- Their time commitments – including the total average number of hours worked per week on Council business.

In calculating a recommended Basic Allowance, the Panel used the average hourly earnings in the West Midlands of £11.00 as per the National Earnings Survey (NES) and the average time spent on Council business across the three Districts in South Worcestershire of 11 hours per week as taken from the evidence gathered last year (giving annualised hours of 572). The Panel does not consider that this figure has seen any major variation. The public service discount² of 40% was applied to this figure giving a recommended Basic Allowance of £3,775 for 2007/08.

Last year the Panel used average earnings for Worcestershire based on information obtained from the County Council website. The method of calculation has changed and now appears to be somewhat historic (based on 2004 figures). For this reason the Panel has decided to adopt the NES West Midlands average.

In order to assist in determining the appropriate level of the Basic Allowance the Panel drafted a framework of what might reasonably be expected of a non-executive member and this is attached at Appendix 1.

Special Responsibility Allowances 2007/08

General Calculation of SRAs

After looking at current practice in a number of other comparable authorities the Panel has decided to recommend allowances based on a multiplier of the Basic Allowance as being a more straightforward and easily understood means of calculation. This method is recommended in the Guidance published by the Office of the Deputy Prime Minister. The Panel acknowledges that the focus on the levels of responsibility should be a major factor in determining these allowances.

Appendix 2 to this report sets out current payments and those recommended for 2007/08.

Standards Committee Chairman

The Panel consider that there has been an increase in the duties and responsibilities of this post, particularly with the local determination of all but the most serious complaints against Members. Therefore, the increase in the recommended allowance for this post shows a considerable increase in what is a relatively small allowance.

² The Guidance on Regulation for Local Authority Allowances issued by the Office of the Deputy Prime Minister (July 2003) states that an element of the work of Members should continue to be voluntary and should therefore not be remunerated.

Mileage and Expenses 2007/08

The Panel recommends that mileage and other expenses should remain in line with NJC rates paid to officers (as recommended by the Panel previously). Other allowances, including the Dependent Carer's Allowance, remain the same.

The Independent Remuneration Panel

The Members' Allowances regulations require Local Authorities to establish and maintain an Independent Remuneration Panel (IRP). The purpose of the Panel is to make recommendations to the authority about allowances to be paid to Elected Members and local authorities must have regard to this advice. This Council's Independent Remuneration Panel is set up on a joint basis with Malvern Hills District Council, Wychavon District Council and Worcester City Council. Separate Annual reports have been prepared for each Council.

The Independent Remuneration Panel was first set up towards the end of 2001. Two of the five members were appointed for three years; two members were appointed for four years and one for a five-year period. This was done in order to stagger future appointments to the Panel in order to provide continuity in Panel membership. All new appointments or re-appointments to the Panel are made for a four-year term. During 2006 the Panel comprised:

- Mr. Michael Pilling, the Chair of the Panel
- Dr. Paul Jackson
- The Reverend Phillip Jones
- The Reverend Michael Vockins OBE
- Mr. Mel Nock

Mr. Vockins reached the end of his first term of office recently and following consultation with Members from each authority who serve on the Joint Appointing Panel, which selects the Independent Remuneration Panel membership, he has been reappointed for a second term of four years.

The Panel has been advised and assisted by Steve Taylor from Worcester City Council, Sheena Jones from Wychavon District Council and Chris Watkins from Malvern Hills District Council. The Panel would wish to acknowledge its gratitude to these officers, who have provided advice and guidance in a professional and dedicated manner.

Michael Pilling

Chairman of Independent Remuneration Panel

Appendix 1**WHAT IS EXPECTED OF A NON-EXECUTIVE MEMBER OF THE COUNCIL**

The outline below is a broad framework of the responsibilities of a Non-Executive Councillor. It is intended to outline the overall responsibilities and obligations of the post, not the personal approach of individual members who may carry out the responsibilities in different ways to achieve the overall requirements

Overall, the NEM is required to spend the time necessary for the effective fulfilment of the role. This will include:

1 Attending a minimum of 75% of meetings of the Council and of such other Committees as he or she may be a member (except in exceptional circumstances)

2 Undertaking such reading and research as may be necessary for work on Council and Committees

3 Attending Group meetings

4 Attending meetings with officers etc

5 Undertaking such induction and on-going training as may be required

6 Developing effective arrangements to maintain contact with the local communities and neighbourhood, including regular ward surgeries, attending community/parish meetings, and direct canvassing of ward residents

7 Responding appropriately to constituent's enquiries and representations

8 Representing and promoting the Council externally

The above is an indicator of the responsibilities of the role but is not intended as an overall and comprehensive list of all responsibilities and obligations as representatives of the community

Wychavon District Council – Allowance Recommendations 2007-08

Appendix 2

	2006/07 Recommendation	Multiplier of Basic Allowance	2007/08 Recommendation
Basic Allowance:	3,634		3,775
Special Responsibility Allowances:			
Leader	8,260	2.5	9,437
Executive Board (with portfolio)	5,507	1.5	5,662
Overview and Scrutiny Committee Chairman	5,507	1.5	5,662
Planning Committee Chairman	5,507	1.5	5,662
Licensing Committee Chairman	1,033	0.3	1,132
Scrutiny Team Leaders	804	0.25	943
Standards Committee Chairman	650	0.25	943
Group Leader's SRA (Allowance x No. Cllrs in Group – reduces to £42 per head if Group Leader in receipt of another SRA)	81		84