

RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

PUBLIC DOCUMENT

Any interest to declare/ or conflict and any dispensation granted [N/A]

SERVICE DIRECTORATE: Legal and Community

1. DECISION TAKEN

To appoint the following to the Independent Remuneration Panel (IRP) for a period of 4 years from 11 February 2023:

- Margaret Waller;
- Julie Byrom; and
- Tom Etheridge.

2. DECISION TAKER

Jeanette Thompson as Service Director: Legal and Community.

3. DATE DECISION TAKEN:

15 December 2022

4. REASON FOR DECISION

- 4.1 To ensure that the Council has an IRP to undertake the annual assessment of Member's Allowances.

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 None.

6. CONSULTATION (INCLUDING THE EFFECT ON STAKEHOLDERS, PARTNERS AND THE PUBLIC)

- 6.1 Consultation has taken place with the Service Director: Resources (as the Chief Finance Officer) and all three Group Leaders as to the candidate's independence (details of the candidates and background were supplied). No objections were received regarding the proposed appointments.

7. FORWARD PLAN

- 7.1 This decision is not a key Executive decision and has therefore not been referred to in the Forward Plan.

8. BACKGROUND/ RELEVANT CONSIDERATIONS

- 8.1 The Council is required under the Local Authorities (Members' Allowances) (England) Regulations 2003 (as amended) to appoint an IRP in order for Council to agree on an annual basis a Scheme of Allowances payable to Members' for the following financial year. Under the Regulations, when making or amending a Scheme, the Council *'shall have regard to the recommendations'* of an IRP (Regulation 19).

- 8.2 The outgoing IRP were appointed as notified by delegated decision on 5 February 2019, for a 4-year term. Therefore, a recruitment exercise was conducted during September and October 2022 in order to appoint a new Panel.
- 8.3 Following advertised of the IRP role, seven applications were received, and all were interviewed for the role by the Service Director; Legal and Community and the Democratic Services Manager.
- 8.4 All candidates had to meet eligibility criteria – which included a requirement that a person is not member or has affiliations to a political party.
- 8.5 References were sought for the three individuals listed in paragraph 1 who both the Service Director; Legal and Community and the Democratic Services Manager agreed were suitable for the role and had met the selection criteria.
- 8.6 In addition, all individuals have relatable career experience to the role and two of those appointed (Margaret Waller and Julie Byrom) are current IRP Members for another Authority.
- 8.7 On 16 November 2022, the Service Director: Resources (as the Chief Finance Officer) and the three Group Leaders were consulted as to the candidate's independence (details of the candidates and background were supplied). No objections were received regarding the proposed appointments.
- 8.8 Offers have been made and the three individuals have confirmed that they would like to accept the roles.
- 8.9 The Review of the 2023/2024 Members' Allowances Scheme is being presented to Council at its meeting on 19 January – conducted by the former IRP. As the Scheme does not make provision for an annual adjustment of allowances by reference to an indexation (which can be used for up to four years before another review of allowances is required), a review of the Members' Allowance Scheme will commence in the new civic year.

9. LEGAL IMPLICATIONS

- 9.1. Section 14.6.8 a) (xxx) of the Constitution provides that the Service Director: Legal and Community has the delegated function to appoint the members of the Independent Remuneration Panel, having first consulted the Chief Finance Officer and Group Leaders as to any reason why member(s) are not independent.
- 9.2. The Council must approve Members Allowances annually under the Local Authorities (Members' Allowances) (England) Regulations 2003/1021 (as amended). It has to have an IRP to do so and the minimum number for such a Panel is three.

10. FINANCIAL IMPLICATIONS

- 10.1 As per the Council's decision of 22 November 2018, IRP members are to be paid an honorarium of £500 per year for any year that a Panel reviews and prepares a report on Members Allowances (and will also receive reasonable travel and subsistence).

11. RISK IMPLICATIONS

- 11.1 None relevant to this decision other than other than failure to appoint sufficient members to the IRP would result in not being able to undertake a review of Members Allowances.

12. EQUALITIES IMPLICATIONS

12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.

12.2 There are no equalities implications.

13. SOCIAL VALUE IMPLICATIONS

13.1 The Social Value Act and “go local” policy do not apply to this decision.

14. ENVIRONMENTAL IMPLICATIONS

14.1. There are no known Environmental impacts or requirements that apply to this report.

15. HUMAN RESOURCE IMPLICATIONS

15.1 There are no human resource implications, other than those already set out.

16. BACKGROUND PAPERS

16.1 Members’ Allowances Scheme 2019/20 - Minute No.58 refers [Agenda for Council on Thursday, 22nd November, 2018, 7.30 pm | North Herts Council \(north-herts.gov.uk\)](#)

16.2 IRP Advertisement and Recruitment Information Pack.

17. APPENDICES

17.1 None

NOTIFICATION DATE

16.12.22



Signature of Decision Taker:

This is a NON-EXECUTIVE DECISION and therefore Call-in does not apply.