

Report of the City Solicitor to the meeting of Council on 13 December 2016

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Subject:

Recommendations of the Independent Remuneration Panel in relation to Special Responsibility Allowances for Executive Assistants/Annual uprating of Allowances

Summary statement:

The Leader of the Council has appointed 3 Executive Assistants to work with the Executive Members with portfolios. Previously 6 Executive Assistants were appointed.

The Council's Independent Remuneration Panel met on 4 November 2016 to consider what Special Responsibility Allowance should be paid to the Executive Assistants given their reduced number and increased responsibilities. The annual uprating of allowances in accordance with the percentage increase provided for by the local government pay settlement for the year in question ended in October 2015. The Panel also considered whether the uprating should continue. The Independent Remuneration Panel has now submitted its report and its recommendations.

This report appends the report of the Independent Remuneration Panel and seeks a decision from Council on the recommendations, two decisions being necessary, one from 6.1 to 6.3 (inserting a figure into 6.2 if that recommendation is supported) and one from 6.4 to 6.5.

Parveen Akhtar
City Solicitor

Portfolio:**Corporate**

Report Contact: Parveen Akhtar
Phone: (01274) 432496
E-mail: parveen.akhtar@bradford.gov.uk

Improvement Area:

1. Summary

- 1.1 The Council's Members' Allowances Scheme is set out at Part 5 of the Council's Constitution. Before the Council makes or amends a Scheme it must have regard to the recommendations made by an independent remuneration panel. The duties of the independent remuneration panel include producing reports making recommendations as to the responsibilities or duties in respect of which special responsibility allowances [SRAs] should be available. There are legal requirements in relation to publicising the recommendations of independent remuneration panels and the decisions of councils in making or amending Schemes. No payments can be made to councillors other than in accordance with the Scheme.
- 1.2 The Leader of the Council has appointed three Executive Assistants to work with the Executive Members with portfolios during the 2016/17 municipal year instead of the six formerly appointed. At its meeting on 4 November 2016 the Council's Independent Remuneration Panel considered what SRAs should be available to Executive Assistants. They also considered whether Members' Allowances should be uprated, the previous uprating having ended in 2015.
- 1.3 The Independent Remuneration Panel's report and recommendations form the Appendix to this report.

2. Recommendations of the Independent Remuneration Panel

- 2.1 The Independent Remuneration Panel has made the following recommendations:
 - 2.1.1 The Special Responsibility Allowance payable to the Executive Assistants should be 30% of the Special Responsibility Allowance payable to the Leader of the Council with effect from the December 2016 meeting of the Council.
 - 2.1.2 The level of the Special Responsibility Allowances payable to the Executive Assistants should be reviewed in two years' time.
 - 2.1.3 The basic, special responsibility and co-optees' allowances should be updated in accordance with the headline pay increase negotiated through the National Joint Committee for Local Government Employees (or equivalent) and travel and subsistence allowances should be uprated annually in accordance with the rates claimable by officers. The indexation should continue for two years.

3. Financial and Resource Appraisal

- 3.1 The report of the Independent Remuneration Panel appended to this report indicates that the increase in the SRA to the Executive Assistants is cost neutral. The cost of the uprating of allowances is £34,467.22 in 2016 (based on the 1% officers' pay award).

4. Legal Appraisal

- 4.1 As set out above and in the Independent Remuneration Panel's report appended to this report.

5. Other Implications

- 5.1 There are no equal rights, sustainability, community safety, Human Rights Act or trade union implications of this report.

6. Options

Council has the following options:

- 6.1 To adopt the recommendations of the Independent Remuneration Panel in relation to the Executive Assistants and to amend the Members' Allowances Scheme to give effect to those recommendations; or
- 6.2 To have regard to the recommendations of the Independent Remuneration Panel but to set a Special Responsibility Allowance available to Executive Assistants at a different level to that recommended by the Independent Remuneration Panel and to amend the Members' Allowances Scheme to give effect to that decision; or
- 6.3 To have regard to the recommendations of the Independent Remuneration Panel but not amend the Members' Allowances Scheme in relation to the Executive Assistants.
- 6.4 To approve the uprating of allowances in line with the local government pay settlements in 2016 and 2017 and the uprating of travel and subsistence allowances in accordance with the rates claimable by officers; or
- 6.5 To decline to approve the uprating of allowances in line with the local government pay settlements in 2016 and 2017 and the uprating of travel and subsistence allowances in accordance with the rates claimable by officers.

7. Recommendations

- 7.1 That Council consider the recommendations of the Independent Remuneration Panel and resolve as appropriate from the options in paragraph 6 above, two decisions being necessary, one from 6.1 to 6.3 (inserting a figure into 6.2 if that recommendation is supported) and one from 6.4 to 6.5.

8. Appendices

- 8.1 Appendix A - Report of the Independent Remuneration Panel dated 4 November 2016.

9. Not for Publication Documents

9.1 None

10. Background Papers

10.1 Members' Allowances Scheme [Part 5 of the Constitution] at:

<http://www.bradford.gov.uk/NR/rdonlyres/1AC7A905-A2C8-47A9-847F-69B0AE65B4B9/0/CBMDCCConstitution.pdf>