

Independent Remuneration Panel Member – Role Profile

The Independent Remuneration Panel

Under Part 4 of The Local Authorities (Members' Allowances) (England) Regulations 2003, the authority must have regard to the recommendations of an Independent Remuneration Panel (IRP) before it determines a scheme of Allowances.

The IRP generally meets six weekly over a six month period every 2 years to review the allowances paid to Elected Members of the Council. The allowances the panel review include a basic allowance paid to all Elected Members; Special Responsibility Allowances paid to those holding certain positions eg. Leader of the Council, or Chair of a Committee. The Panel can also review other allowances and policies relating to allowances such as childcare and dependant carers' allowance.

The IRP's role is to make recommendations to the Council on the level of allowances to be paid. In order to do this the IRP must assess the 'value' of the respective roles within the wider and overall Council political structure, taking account of changes it considers appropriate and relevant, without any preconceived result or directed outcome. The IRP also considers benchmarking or specialist data as appropriate. The Council is required to publicise the main recommendations of the IRP to ensure transparency and openness. Following consideration of the Panel's recommendations, the Council determines its Scheme of Allowances which then forms part of the Council's Constitution. Any approved scheme is required to be advertised in accordance with the statutory requirements.

Who is eligible to be a member of the IRP?

A person may only be considered for membership of the Independent Remuneration Panel if they:

- Are not an Elected Member or co-opted Member of the Council or any of its committees
- Would not be disqualified from being a Councillor of a local authority
- Is not a relative or close friend of an Elected Member or employee of the Council

Skills and knowledge required:

- Experience of similar work such as committee or other advisory activities.
- Making sound judgements based on the information and analysis available in a fair, independent and objective way.
- A questioning approach.
- Experience of assessing and reporting information in a structured and logical way to meet the needs and understanding of the intended audience.
- An understanding of how local government works.
- A positive commitment to public services.
- Good analytical, interpersonal and communication skills.

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