



STOCKPORT
METROPOLITAN BOROUGH COUNCIL

About the Independent Remuneration Panel

The Local Authorities (Members' Allowances) Regulations 2003 provide for local authorities to establish and maintain an Independent Remuneration Panel to be responsible for the monitoring of the Members' Allowance Scheme and to make recommendations to the Council regarding the scheme. Independent Remuneration Panels make recommendations about the level of basic allowance for all Members, recommendations about the special responsibility allowances which can be paid and the levels of these allowances, recommendations about childcare and dependent carers' allowances and the level of these allowances and the level of any travel and subsistence allowances payable.

The Regulations provide that Panel must comprise of at least three members. The Panel for Stockport Council was originally established in 2000 and consists of four independent members.

Following the retirement of a longstanding member of the Panel, we are now seeking to recruit an additional member.

Members of the Independent Remuneration Panel must not be an elected Member of the Authority or a member of any committees of the Authority and must also not be disqualified from becoming a Member of the Authority, i.e. must not be:

- an employee of Stockport Council
- an adjudged bankrupt
- have been sentenced to imprisonment for 3 months or more within the last 5 years.

Meetings normally take place no more than 2 or 3 times a year at Stockport Town Hall, although more frequent meetings may be required when a full review of the scheme is undertaken. Reviews are undertaken every four years.

The post is on a voluntary permanent basis. The duties of the post may require travelling and expenses will be reimbursed.

Description of the role

Main Duties and Responsibilities

To work with Member Services at the Council to keep under review the Council's Members' Allowances Scheme, receive evidence and make recommendations to the Council on any proposed changes to that Scheme.

The Independent Remuneration Panel has the following functions:

- To make recommendations to the Authority on the amount of basic allowance which should be payable to its elected members
- To make recommendations to the authority about the roles and responsibilities for which a special responsibility allowance should be payable and as to the amount of each such allowance
- To make recommendations as to whether the Authority's allowances scheme should include an allowance in respect of expenses for the care of children and dependants, the amount of this allowance and the means by which it is determined
- To make recommendations on the introduction of pension arrangements for members
- To make recommendations on travel and subsistence allowances

The Authority will provide the Panel with information about the roles of councillors in the Authority and the way in which the authority operates and discharges its functions,

The Panel will have regard to this information and in addition may seek to undertake its own research on the role of councillors and the work of other independent remuneration panels.

A copy of the current Members' Allowances Scheme is enclosed with this pack.

The Independent Remuneration Panel established by the Stockport Council shall also act as the Independent Remuneration Panel for any Parish and Town Councils within the Borough.

NB: Legal advice and administrative support are available from officers of the Council.

Personal Qualities

The following criteria will be used when assessing whether you are a suitable applicant for the role.

	<u>Essential/Desirable</u>
1. Knowledge of how Local Government works	D
2. Personal integrity	E
3. Commitment to upholding high standards	E
4. Commitment to confidentiality in accordance with Council's wishes	E
5. Knowledge of rules of natural justice	D
6. Ability to work with other members of a Panel	E
7. No formal political affiliations	D

Application Process

Please submit your completed application form plus any other supporting material to:

**Head of Area Governance & Partnerships
Democratic Services
Town Hall
Stockport
SK1 3XE**

Additional Information

Expenses

Expenses for attendance at the Independent Remuneration Panel meetings will be paid in accordance with the Council's Allowance Scheme.

Availability

Whilst the time commitment is variable, it is expected that the Panel will meet at least twice year and on occasions more frequently. Communication is undertaken by electronic means whenever possible. All meetings are held in the daytime.

References

Please provide the name and address of all employment references covering the last three years, including your present or most recent employer.

Selection

Short listing for these appointments will be based upon an assessment of how applicants meet those criteria in the 'Personal Qualities Required' document that are tested from the application form. When completing the additional information section of the form, please show how you meet the criteria. Appointments will be made by full Council on the recommendation of the interviewing panel.