

NORTH LINCOLNSHIRE COUNCIL

COUNCIL

MEMBERS' ALLOWANCES - REMUNERATION PANEL

1. OBJECT AND KEY POINTS IN THIS REPORT

- 1.1 To refer the report of the Independent Remuneration Panel to council to enable it to approve a revised scheme of members' allowances for 2013/2014.

2. BACKGROUND INFORMATION

- 2.1 The council is required to make an annual scheme for members' allowances. It cannot make or amend a scheme without first considering advice from the Independent Remuneration Panel.
- 2.2 This is the fourteenth year that the panel have considered members' allowances. The panel consists of members representing the multi faith communities, the voluntary sector and business communities. The panel currently consists of five members namely Mrs Shirley Girling, Mr Rashpal Nijjar, Mr Brian Pettifer, Mr Howard Robinson and Mr Gordon Rowlands.
- 2.3 In May, 2012 the Council had frozen the basic allowance and the allowances for the Leader and Deputy Leader of the Council, the Mayor, Cabinet Members, the Leader and Deputy Leader of the Opposition, the Deputy Mayor and Lead Members and had made various reductions in other special responsibility allowances to show an overall reduction of 1.4% on members allowances above the 10% reduction in 2011/2012. It had also retained the level of mileage claimable to a maximum of 5,000 miles, continued to pay travel allowances on Her Majesty's Revenue and Customs (HMRC) rates and had abolished subsistence allowances in 2011.
- 2.4 When making claims for travel allowances employees of the council have, for some time, been making their claims using the electronic carplan e-claim system. This is a more efficient method of making claims which, when completed, are sent through to payroll automatically to be processed. It is proposed that all elected members use this method of completing their claims from 1 July 2013.

Training will be provided to enable members to make their claims in this way.

- 2.5 Monthly paid employees of the council are currently paid on the 28th day of the month. For sometime now, members of the council have received their various allowances on the 15th day of the month. For payroll purposes it would make it more cost effective and efficient if both employees and members of the council were paid on the same date. It is proposed, therefore, that consideration be given to paying members of the council on the 28th day of each month. It is recognised that this may cause some initial practical issues which will need to be worked through during a transition period.

3. OPTIONS FOR CONSIDERATION

- 3.1 The Remuneration Panels report is attached. The regulations provide that the council must "have regard to the recommendations" of the panel when making a scheme. This allows the council if it wishes to adopt the recommendations in full or to vary them so long as it has regard to them.
- 3.2 The council must now consider the recommendations of the Remuneration Panel and determine a revised scheme for 2013/2014.
- 3.3 The council is also asked to consider the proposal to use the carplan e-claim system for making travel claims and to harmonise the pay dates for monthly paid employees of the council and elected members to the 28th day of each month.

4. RESOURCE IMPLICATIONS (FINANCIAL, STAFFING, PROPERTY, IT)

- 4.1 Financial - The recommendations of the Remuneration Panel will be contained within existing budgets.
- 4.2 Staffing, Property and It - There are no implications associated with these areas.

5. OUTCOMES OF INTEGRATED IMPACT ASSESSMENT (IF APPLICABLE)

- 5.1 Not applicable

6. OUTCOMES OF CONSULTATION AND CONFLICTS OF INTERESTS DECLARED

- 6.1 Discussions have been held with both political groups on the council.

7. RECOMMENDATIONS

- 7.1 That the Remuneration Panel be thanked for its work.
- 7.2 That the council consider and have regard to the recommendations of the panel and approve a revised allowance scheme to take effect from 14 May 2013.
- 7.3 That appropriate officers publicise the scheme in accordance with the 2003 regulations.
- 7.4 That arrangements be made for elected members to make travel claims using the carplan e-claim system and to be paid on the 28th day of the month and that officers work with members in relation to the practicalities of changing the pay date from the 15th to the 28th of the month to ensure a smooth transition.

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Background Papers used in the preparation of this report - Report of the elected members remuneration panel