

Meeting:	Council
Meeting date:	21 March 2024
Report of:	Bryn Roberts, Director of Governance
Portfolio of:	Cllr Claire Douglas, Leader of the Council

Decision Report: Report of Independent Remuneration Panel 2024

Subject of Report

1. This report seeks Council's consideration of, and agreement to the adoption of, the 2024 Independent Remuneration Panel report into Members' Allowances, covering the period 1 April 2023 to 31 March 2027.
2. Council is also asked to agree consequential suspension of paragraph 1.3 of Appendix 20 to the Constitution for the period 1 April 2023 to 7 May 2023, and for the Municipal Year 2024-25.

Benefits and Challenges

3. Council will recall that the final report of the Independent Remuneration Panel ("the Panel") was originally presented to the Budget Council meeting on 22 February 2024, for consideration and approval.
4. Following publication of the report, and prior to consideration by Council, however, it became apparent that there were a number of outstanding queries which required further investigation before Council would be in a position to make a fully informed decision. As a result, the issue was deferred from the 22 February 2024 Budget Council meeting for those matters to be resolved.
5. Following discussions with Group Leaders, it is proposed that Council:

- a) agrees, for the period 1 April 2023 to 7 May 2023, to apply the newly-recommended IRP Basic Allowance rate of £11,392, pro rata, for all Councillors who were then in office and who remain so today;
 - b) adopts the newly-recommended IRP Basic Allowance rate of £11,392 for the municipal year 2023-24, for all Councillors whose term of office began on 8 May 2023;
 - c) agrees, for the period 1 April 2023 to 24 May 2023, to apply the newly-recommended IRP Special Responsibility Allowance rates, pro rata, for all Councillors who were then in office and receiving SRAs, and who remain Councillors today;
 - d) adopts the newly-recommended IRP Special Responsibility Allowance rates for the municipal year 2023-24, for SRA recipients whose term of office began on 25 May 2023;
 - e) adopts the Basic Allowance and SRA 'freeze' for the municipal year 2024-25, as indicated in paragraph 4.3 of the IRP Report; and
 - f) adopts the Basic Allowance and SRA uplift, in line with any National Joint Council Pay award, for the municipal years 2025-26 and 2026-27.
6. The effect of the above will be to apply the IRP recommended Basic Allowances and SRAs from 1 April 2023 onwards, with any necessary back pay being paid to qualifying Councillors. Details of the proposed back payments are set out in Appendix B to this report.

Policy Basis for Decision

7. The Council must make decisions regarding a Scheme of Allowances for Members that comply with its Constitution and must make those decisions further to any recommendations made by an independent review.

Financial Strategy Implications

8. If the Council agrees to implement the Panel's recommendations for a basic allowance and corresponding changes in Special

Responsibility Allowances, there will be implications for the budget set for Members Allowances, as shown in paragraph 17 below.

Recommendation and Reasons

9. Council is asked to:
- (i) consider the report and recommendations of the Independent Remuneration Panel;
 - (ii) agree the proposals set out at paragraph 5 above;
 - (iii) request the Monitoring Officer to make any consequential changes to the Scheme of Allowances for Members, as set out in the Constitution; and
 - (iv) agree that paragraph 1.3 of Appendix 20 to the Constitution will not apply for the period 1 April 2023 to 7 May 2023 and for the 2024-25 Municipal Year.

Reason: To ensure the Council meets its statutory requirements relating to the independent review and provision of Members allowances.

Background

10. The Council is legally obliged to consider a report from its Independent Remuneration Panel before making any changes to its Scheme of Allowances. It is good practice to have the Scheme reviewed periodically to ensure that it reflects any changes in the Council's operation. Where the scheme allows for increases by reference to an index, there is a requirement for review of this index at least once every four years by an Independent Panel, in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003.
11. The Council wishes to thank all the panellists for their work and commitment to their roles and for giving their time, freely, to the Council to undertake this review.
12. The Panel has made several recommendations for the Council to consider. Those include a new basic allowance and consequential changes to Special Responsibility Allowances for those Members holding additional roles, such as being an Executive Member or Chairing a committee. Its recommendations are set out in its full

report at Appendix A and a summary of the financial changes to allowances is contained within Annex C to its report.

13. Whilst the IRP process concerns the current term of office, i.e., May 2023 to May 2027, Council must also consider whether it wishes to apply an uplift for the final few weeks of the previous term of office, i.e., 1 April 2023 to 7 May 2023. If Council decides to apply this uplift it would only be applicable to those members who were in office during the 2019 to 2023 term, and who remained in office at the time of the May 2023 elections.

14. The Council's constitution states that:

"The basic allowance will be uplifted on an annual basis in line with any general salary increases payable to Council staff taking into account any views specifically expressed by the Independent Remuneration Panel."

15. The IRP Report also makes the following ancillary recommendations:

Review of roles attracting SRAs:

The Panel did not have the time or information to undertake a review of these roles, their workload or time commitment and is recommending a further review, particularly in view of the creation of the new Mayoral Combined Authority and its impact on certain SRAs. The Council will need to consider how, when and if to put such a review into effect. Resources implications will need to be identified. Paragraphs 2.11 and 4.6 of Appendix A refer.

Role Profiles for Ward Members:

The Panel had invited the Council to consider adopting these for all Members, based on representations received from Members and in the knowledge that many other local authorities had introduced them. The Council will need to consider whether to proceed with this recommendation and allocate resources to implement the proposal accordingly. Paragraph 5.1 of Appendix A refers.

Travel and Subsistence Expenses within York Boundaries:

The Panel made no suggested changes to these expenses but asked the Council to consider reviewing current practices relating to the provision of car parking passes for all those Members requesting one. The Council will need to consider whether it

wishes to review the current practice in light of its ambitions within its Climate and Transport Strategies. Paragraph 5.3 of Appendix A refers.

Childcare and Dependent Carers Allowances:

The Panel made no suggested changes to these expenses but wishes the Council to remind Members, periodically, that these exist and are claimable by those meeting the eligibility criteria. Paragraph 5.2 of Appendix A refers.

Pensions:

The Panel recognised that the matter of pensions was not within its remit but in light of some representations regarding the lack of pension provision and its impact on retaining effective Members long term, it is recommending the Council to consider making representations to His Majesty's Government to campaign for re-introducing a pension option for Elected Members. Council may wish to consider this suggestion but would ultimately need to take account of any financial impact in future years should legislation on this be reversed.

Options

16. Council has two available options in respect of this report:

- (i) **Approve the recommended Basic Allowance and consequential increase to Special Responsibility Allowances, as recommended by the IRP Report and set out in paragraph 5 above:**

The recommended increases will have a minimal impact on the budget for allowances for the next financial year. This is the recommended option;

- (ii) **Not approve the recommended Basic Allowance and consequential increase to Special Responsibility Allowances, as recommended by the IRP Report and set out in paragraph 5 above, and instead substitute a lower amount:**

This option will have no impact on the budget for allowances for the next financial year, but risks devaluing the work of Members, and turning the role of Member into one performable only by those of independent means. This is not the recommended option.

Organisational Impact and Implications

17. **Financial:** The total current budget for member's allowances is £786k per annum. If the Panel's recommendations are accepted, the budget will need to increase to around £793k per annum. The panel have also recommended that any changes are backdated to 25 May 2023 (Annual Council). There is no further immediate impact for the current financial year of the Panel's recommendations. Should Council choose to adopt the Panel's recommendations in relation to allowance increases, as set out in paragraph 4.3 of their Report, there will be growth in the Members' Allowances budget from the 2025-26 year onwards; it is important to note, however, that such growth is already included in the Medium-Term Financial Strategy for the 2024-25 year onwards, so there will be no unbudgeted pressure resulting.
18. **Human Resources:** The Panel has made some comments regarding welfare support for Elected Members as it did in 2019 and Council may wish to have regard to the Panel's observations. Paragraph 3.2 of Appendix A refers.
19. **Legal:** In accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003, the Council must convene an Independent Remuneration Panel to review its members' allowances scheme. Any changes to the scheme or consequential changes to the constitution, must be approved by Full Council.

Risks and Mitigations

20. The Council must commission and consider an independent review of allowances for its Members. It is not required to approve or implement the recommendations made by independent review. Depending upon the reasonableness of any independent panel's recommendations, however, there is a potential risk to the Council's reputation were it to choose not to approve recommendations regarded by public opinion to be otherwise reasonable and affordable. The Council needs to have regard to reasonableness and financial risks in considering and approving any recommendations relating to its scheme of Member allowances.

Wards Impacted

21. All wards

Contact details

For further information please contact the author of the report.

Authors

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Job Title:	Director of Governance
Service Area:	Governance
Report approved:	Yes
Date:	8 March 2024

Background papers

City of York Council Constitution, Appendix 20

[Appendix 20 - Member Allowances and Member Allowances Scheme.pdf \(york.gov.uk\)](#)

Local Authorities [Members' Allowances] (England) Regulations 2003

[The Local Authorities \(Members' Allowances\) \(England\) Regulations 2003 \(legislation.gov.uk\)](#)

Report to Budget Council with Appendices:

[Agenda for Council on Thursday, 22 February 2024 - see Item 6](#)

Annexes

Appendix A Report of Independent Remuneration Panel
Appendix B Table of proposed back payments

Independent Remuneration Panel

2023/24

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1 Introduction

- 1.1 The Independent Remuneration Panel (IRP) was convened to advise the City of York Council on its scheme of allowances for its Elected Members. The IRP last met in 2019 and made a number of recommendations regarding basic and special responsibility allowances.
- 1.2 The report produced by the IRP in December 2019 was received by Full Council at its meeting on 17 December 2019 when the recommended increases to basic and special responsibility allowances were approved in full and agreed to be backdated to the end of May 2019 (commencing as of the date of the Annual Meeting that year).
- 1.3 The IRP in 2023 has met on 8 occasions to consider information gathered by officers. The Panel also met with, and received written representations on behalf of Groups from, a range of current Members of the Council, including Executive Members, Chairs and backbench Members, from all political parties currently represented on the Council. The Panel acknowledges the hard work undertaken by Elected Members on behalf of the public and expresses its appreciation to all those Members who gave up their time to meet with them. The Panel learnt a great deal from those contributions which form the basis for the recommendations in this report, together with the legal framework setting the Panel's remit.
- 1.4 The Local Authorities (Members' Allowances) (England) Regulations 2003 require Councils to appoint an IRP and to have regard to its recommendations prior to amending their scheme of allowances.

- 1.5 Under Regulation 10 (5) of the Local Authorities (Members' Allowances) (England) Regulations 2003, Local Authorities 'cannot rely on an index for Elected Member allowances for more than 4 years' before they invite the IRP to make further recommendations on the application and relevance of the index.
- 1.6 In 2019, the Panel recommended that Member basic and special responsibility allowances should be uplifted in line with any National Joint Council Pay award salary increases awarded to employees. As a result, Elected Members have received the following increases to the basic allowance of £10,371 starting in May 2019:

Year	Pay Award	Basic Allowance
2019/2020	N/A	£10,371 set by IRP in 2019
2020/2021	2.75%	£10,656
2021/2022	1.75%	£10,843
2022/2023	4.04%	£11,282

It should be noted that staff received an increase of 3.88% for 2023/24 but the Panel understands that no corresponding increase to Members allowances has been applied for 2023/2024 pending the recommendations and report of the IRP to the Council in early 2024.

- 1.7 In York, local Council elections take place every four years, when the entire Council membership stands down. For many years, it has been custom and practice for an IRP to review the existing Scheme of Members allowances following the formation of a new Council in an 'election year'. The Panel received a suggestion that the IRP process should be carried out prior to the elections but after consideration decided not to make a recommendation to that effect.

- 1.8 The current cycle presents real benefits in providing an IRP with a substantial period over which the existing scheme can be assessed and in providing opportunities for the Panel to learn from the experiences of newly elected and long serving Elected Members.
- 1.9 Local Authorities can also convene an IRP at any time to respond to a specific issue or for an annual or biennial review.

Membership of the Panel

- 1.10 Panelists were selected for appointment to the Independent Remuneration Panel in 2023, following a public recruitment exercise. As a result, the Council appointed the following to the Panel at its meeting on 21 July 2023:
- David Dickson (Chartered Accountant, Deputy Chair of the York and North Yorkshire LEP, Chair St Leonard's Hospice and Former Treasurer of the University of York and member of its Remuneration Committee)
 - Elizabeth Heaps (Trustee of York Civic Trust, Former Pro Vice-Chancellor of University of York)
 - Lucy Shaw (Operations Director at Wildcat Law)
- 1.11 The Panel also received administrative support from officers of City of York Council.

Terms of Reference

- 1.12 The Panel's terms of reference are attached at Annex A to this report. They reflect the legal requirements governing the Panel and

set the parameters for its work.

Context and Current Scheme of Allowances

- 1.13 All Elected Members, irrespective of particular Offices held on the Council, are entitled to the same level of basic allowance. Basic allowances are intended to reflect the expected time commitment of all its Elected Members. This includes, but is not limited to:
- attendance at Council meetings and committees
 - meetings with residents and Council officers
 - responding to and dealing with casework and enquiries
- 1.14 Basic Allowances should also cover incidental costs such as travel within the City and internet and phone provision. Currently, travel expenses can only be claimed outside of the City and when the purpose involves representing the authority at an external meeting or undertaking duties specifically associated with the role (for example as an Executive Member).
- 1.15 Between 2008 and 2015, there was no movement in the level of allowances for Elected Members. In that time, Council declined the increases suggested by IRP panels and declined increases in line with Council pay awards. As a consequence, the real value of allowances fell well below that of comparative authorities. However, in 2019, as set out in paragraph 1.6 above, the IRP recommended significant increases in Member Allowances in order to bring York allowances back in line with other benchmarked and similar authorities in terms of size, complexion and area, as well as in recognition of the increased time commitment to the role undertaken by the modern Elected Member.
- 1.16 As set out in paragraph 1.6, the figure agreed by the IRP in 2019 as a basic allowance was £10,371 per annum. This figure was

calculated by taking 52.5% of the median pay figure for York to reflect evidence that the workload involved in being an Elected Member equated to a little more than half a working week on average. This figure was then discounted by a third. This discount reflects that an important aspect of the role of an Elected Member is to serve the public and therefore, not all of what they do, should be remunerated. The one third discount for public service is a standard widely applied across the country.

- 1.17 The Leader's Special Responsibility Allowance (SRA) was calculated by multiplying the basic allowance by three. Statutory guidance also suggests that this is an appropriate methodology and one that previous IRPs in York have used in recent years. Traditionally, all other Special Responsibility Allowances have then been calculated as a percentage of the Leader's SRA.

2 Rationale

Basic principles

- 2.1 The Panel agreed to maintain the following principles on which the methodology and recommendations for its review in 2023 should be based:
- The level of allowances within the scheme should not discriminate or create barriers for those who may wish to stand for office.
 - The level and availability of travel allowances should not act as an obstacle to appropriate travel outside the City to promote the City's interests.
 - The scheme of basic and special responsibility allowances should provide for an adequate level of reward that neither encourages nor discourages those who may wish to stand for office.

- The scheme should be easily understood.
- The scheme should continue to move towards being easy to administer.

2.2 The Panel sought to account for the current context for Members allowances, looking at any changes in the workload since the last review and any changes to local or national context during that time.

Benchmarking

- 2.3 Details of benchmarking information and statistics considered by the Panel are attached at Annex B. This included evidence of allowances paid in other local authorities chosen based on a mixture of population size, locality and status. These figures were compared with those paid in York. The Panel also received information on annual York pay figures for 2022. The median figure for people working in York in 2022 being £32,533¹ (rising from £29,631 in 2018). Median pay figures are a recommended basis for calculating allowances for Elected Members and have been adopted by previous Panels to date.
- 2.4 In comparison to some other unitary authorities shown in Annex B, York's basic allowance is above the mean, whilst it is appropriately above local districts and below metropolitan authorities. The Panel noted that the allowances paid in North Yorkshire are higher than those in City of York Council. In view of the introduction of the Mayoral Combined Authority, responsibilities and allowances will need to be reviewed.
- 2.5 In the interests of consistency and clarity, the Panel remained of the view that the median pay figure for people working in York was still the most appropriate basis from which to calculate allowances and

¹ Source: ONS Crown Copyright Reserved [from Nomis on 19 October 2023]

therefore adopted the latest available figure (2022) as its starting point.

Evidence Base

- 2.6 The Panel met with a selection of Elected Members as stated in paragraph 1.3 above. It also received written representations from Groups and individual Members unable to attend interview.
- 2.7 The Panel heard that there continued to be a significant level of responsibility attached to the role of being an Elected Member. They also learnt that, on average, Members spent in excess of 20 hours per week performing Council duties. For those with other commitments such as paid employment, their Council duties provided an additional workload and, in some instances, financial challenges. The Panel acknowledged the commitment of time and effort to the public cause given by Elected Members and noted that financial recompense was not a consideration for those who volunteered to stand for election to represent their residents in public life. The Panel noted that the time commitment expressed, however, was not significantly different from that indicated to the Panel in 2019.
- 2.8 The frequency of some Council meetings had increased since 2019. Following the local elections in May 2023, Scrutiny Committees were now meeting on a monthly basis, rather than bi-monthly, although the Panel noted that there were no scrutiny meetings in February or August.
- 2.9 In its nature, the role of an Elected Member has always been public facing. Members are the spokespersons for their communities, and this has not changed.
- 2.10 The Panel heard of the ongoing workload and stress pressures upon Members created by the impact of social media and the

demands of supporting residents effectively and transparently. Since Covid19, the volume of health issues, including mental welfare and wellbeing, had increased and was increasingly becoming centre stage. As a result, Elected Members were continuing to find the day-to-day activities of the role time-consuming and complex.

- 2.11 The Panel noted the continuing requirement for a greater level of expertise and knowledge and the need for such knowledge to be current and maintained.
- 2.12 The Panel heard that the role of Committee Chair and Executive member both continued to provide challenging time commitments, which historically have attracted Special Responsibility allowances. The Panel also heard the view repeatedly that at meetings all committee members, or other unremunerated roles such as Vice Chairs, were required to be fully committed and informed, and that the differential between the basic allowances and SRAs was too wide. The Panel felt that the evidence before them of roles and responsibilities across all committees was not sufficient to recommend any changes to basic allowances or SRAs. Instead, they would recommend that a full review of such roles, responsibilities, workloads and time commitments be carried out urgently, to enable any changes to be made with as little delay as possible. This is timely in view of the introduction of the new Mayoral Combined Authority as a result of which roles and responsibilities would change, and comparisons will be made with equivalent roles in North Yorkshire. (See paragraphs 4.5 and 4.6)

3 Additional Recommendations made in 2019

- 3.1 In 2019, the Panel had made a number of additional recommendations not within its specific remit but which related to issues that had arisen during its discussion with Elected Members at that time. In the interests of completeness, a full update against those recommendations is set out at Annex D.
- 3.2 The Panel was pleased to learn that reference was now made within the Allowances Scheme for Elected Members to the provision of welfare support needs (including access to the Employee Assistance Programme) should an appropriate need arise in the opinion of the Head of Human Resources. Although not strictly within its remit and being mindful that Members were not classed as paid employees of the Council, the Panel remained sufficiently concerned to ensure that the Council took due regard of any wellbeing and welfare support needs which Members may present. It was apparent from discussions in 2023 that many Members were unaware of any available welfare support, including mental health.
- 3.3 Public expectations of Elected Members remained high and, as the Panel heard, often significantly higher than candidates may have understood prior to taking office. As in previous years, a number of newly elected Members had been surprised by the workload confronting them. However, the Panel noted the steps taken by the Council to put in place a training and induction programme across the whole spectrum of Council and Elected Member activities for 2023. It also noted that contact had been established with Groups about what information could helpfully be provided to candidates in advance of the local elections.
- 3.4 The Panel heard from some single ward Members and learnt how they could often struggle with capacity to support their residents,

given other roles and time commitments. In contrast, Elected Members in multiple Member wards acknowledged the welcome support they were able to receive from fellow ward Members, whether of the same or opposing parties.

4 The Panel's Recommendations

Basic Allowance

- 4.1 Taking into account the statistical information reviewed, the Panel agreed that the same method of calculation as that used in 2019 continued to remain appropriate in its consistency and transparency.
- 4.2 In 2019, the basic allowance was calculated at 52.5% of the median pay figure for people working in York (see paragraph 2.3). Taking into account all the evidence (soundings from a wide selection of Members in different roles both experienced and inexperienced, benchmarking against other local authorities and the local median salary), the Panel considered that the same rate of calculation at 52.5% of the York median pay figure remained appropriate. It further considered it necessary to apply the standard recommended public sector voluntary discount of one third to the basic allowance (see also paragraph 1.16).
- 4.3 In 2019, the Panel had recommended that Members' basic allowances should be uplifted in line with any National Joint Council Pay award salary increases awarded to employees (see para 1.6 above). In line with legal requirements (see para 1.5 above), the Panel now considered such uplifts, and recommended that from April 2025 to March in the next election year, uplifts should be applied annually to the basic allowance in the same way.

- 4.4 **The calculation results in a basic allowance of £11,392 per annum, compared to the current figure of £11,282, and will form the basis of all other allowances.**

Special Responsibility Allowances

- 4.5 As stated above, all SRAs are calculated as a percentage of the Leader's, which has traditionally been considered by Panels to be three times the basic allowance. **The Panel saw no reason to alter that assessment on the basis that it had no substantial evidence to rebut the current assessment or otherwise.** Equally, the Panel understood that this approach was widely recognized standard practice.
- 4.6 The Panel heard various representations regarding levels of Special Responsibility Allowances (SRAs) and the roles to which they were attached. The Panel felt unable to recommend changes to the Special Responsibility Allowances in the absence of detailed evidence of roles and responsibilities, workloads and time commitments required to carry out roles with additional responsibilities. In addition, the introduction of the new Mayoral Combined Authority, will have impacts on existing and future roles both in City of York Council area and the combined Authority. **The Panel therefore recommended that a detailed review of such roles and responsibilities be carried out urgently.**
- 4.7 The Panel also considered the potential for increasing the SRA specifically for the Executive Member for Transport as the Council's representative on the West Yorkshire Combined Authority (WYCA), on the basis that WYCA stipulated that each local authority was responsible for considering whether to award an allowance specially for the role up to a value of £2616 per annum. The Panel was not persuaded that there was a specific necessity to support an additional allowance for this role. It concluded this in the knowledge

that any Member performing this role could claim travel and subsistence expenses for WYCA meetings they attended.

- 4.8 Annex C shows the current and recommended basic allowance and list of Special Responsibility Allowances, based on the methodology adopted in this report.
- 4.9 **The Panel recommended that any changes to Basic and Special Responsibility Allowances should be backdated to the date in 2023 on which Elected Members commenced their respective roles.**

5 Additional Recommendations

- 5.1 Consideration was given to the value of role profiles for Ward Members to outline the basics of their role. Many Members commented that they would find this useful. The Panel learnt that such role profiles were inconsistently available across different authorities. Benefits would be to provide a clear picture of roles and responsibilities for those aspiring to be Elected Members, a guide to assist them in managing priorities and their time, and guidance to constituents as to Members' roles and limitations. **The Panel therefore recommended that the Council consider developing and adopting role profiles for Members and publishing them on the Council's website.**
- 5.2 The Panel reviewed the current **provision for childcare/dependent carer allowances and made no recommendation for change.** The Panel noted, however, that many Members appeared to be unaware of the support provisions available to them and suggested that repeat information channels

ensure that Members remain up to date with information provided upon induction.

- 5.3 The Panel **was content with travel and subsistence expenses within York boundaries**, given that it received no information from Elected Members or Officers which would suggest any alteration to existing rates was necessary. However, the Panel acknowledged the provision of car parking passes to those Members who requested them and invites the Council to consider reviewing this arrangement, in the light of the Council's ambitions on cars within the city centre and its economic agenda.
- 5.4 Further to paragraph 4.6, The Panel recognised that **the new Mayoral Combined Authority would drive changes in roles and responsibilities of Elected Members and recommends a complete review of all roles involving special responsibilities.**
- 5.5 Finally, the Panel was concerned at the lack of pension provision which had been removed from legal consideration by a former Government Minister. It **suggested that the Council may wish to make renewed representations to the relevant Secretary of State about reinstating the option for Elected Members to enter into a pension scheme**, to help attract and retain well trained, committed and competent Members.

**Independent Remuneration Panel 2023:
David Dickson (Chair), Elizabeth Heaps and Lucy Shaw**

14.02.24



Independent Remuneration Panel
Member Role Description

Purpose of the Role

To recommend a Members' allowances scheme to City of York Council and to provide subsequent advice on revisions to the scheme following any changes to City of York Council's political structure / governance framework and policies.

Key Responsibilities

1. To consider appropriate remuneration for the various roles in the Council and recommend a Members' allowances scheme consistent with statutory obligations.
2. To take evidence as appropriate and assess it in developing the Members allowances scheme.
3. To consider any implications of changes to the Council's structures / governance framework and policies and make recommendations on any revisions needed to the scheme.

Person specification

Independence	<ul style="list-style-type: none"> • Not a candidate or not having been a candidate for election to the City of York Council, in the last 5 years. • Not a current employee of the City of York Council. • Not a close relative or friend of, any member or senior officer of the City of York Council. • Ideally not been a member or officer of a parish/town council in York.
Integrity	<ul style="list-style-type: none"> • Ability where appropriate to take an independent view which varies from that of other members of the Panel and demonstrate an ability to act with integrity and transparency. • Prepared to declare and register any disclosable pecuniary interests. • Never been bankrupt or have unpaid or unexpired composition or arrangement with creditors. • Never been convicted of a criminal offence leading to a three month (or longer) prison sentence (whether suspended or not).

	<ul style="list-style-type: none"> • An understanding of equalities principles.
Experience	<ul style="list-style-type: none"> • Awareness of the role of the Council in York. • Understanding the public expectations of the role of Members of the City of York Council • Experience of participating in a Committee environment. • Be over 18 years of age.
Skills	<ul style="list-style-type: none"> • Strong analytical capability, including the ability to question, probe and seek clarification about complex issues. • An ability to consider matters objectively and without regard to any personal political views or pre-conceived views.
Political awareness and sensitivity	<ul style="list-style-type: none"> • Awareness and/or experience of democratic processes. • Must not be actively involved with a political party or similar organisation.
Availability	<ul style="list-style-type: none"> • Available for a few formal meetings likely to be held at the time to suit the members of the Panel. Likely to be at least one a year with up to four additional ones called as need arises. • A time commitment of up to 5 days a year is normally envisaged. • Willing to operate via a “virtual” meeting – either through electronic or more traditional needs as required.

Annex B

Comparative Allowance Data

Authority	Type	No of Cllrs	Population size	Allowances: Basic	Leader	Deputy Leader	Exec / Cabinet Member	Scrutiny Chair
York	Unitary	47	202,800	11,282	33,842	23,689	20,307	8,461
Cheshire West & Chester	Unitary	70	339,824	14,453	33,194	24,895	14,453	8,748
Warrington	Unitary	58	211,200	8,750	20,015	15,012	10,008	5,004
Bath & North East Somerset	Unitary	59	193,400	10,225	34,345	20,264	20,624	8,647
Swindon	Unitary	57	233,400	8,940	26,822	16,540	13,412	6,705
East Riding	Unitary	67	342,000	13,765	41,295	27,530	20,647	13,765
North Lincolnshire	Unitary	43	169,700	6,874	16,799	11,127	10,162	8,637
North East Lincolnshire	Unitary	42	156,900	8,530	22,500	16,875	11,250	5,625
Stockport	Metropolitan	63	294,800	10,716	32,150	17,682	16,075	6,430
Leeds City	Metropolitan	99	812,000	17,233	42,876	27,869	25,725	21,438
North Yorkshire	County Council	90	615,491	15,550	39,654	21,165	19,554	5,526

Authority	Chair of A&G	Chair of Licensing	Planning A Chair	Planning B Chair	Standards Committee	Leader of Opposition
York	8,461	8,461	10,806	8,461	N/A	15,229
Cheshire West & Chester	8,177	8,367	9,508	N/A	N/A	9,508
Warrington	8,506	8,506	8,506	N/A	2,002	8,506
Bath & North East Somerset		5,347	15,568	N/A	N/A	**
Swindon	6,705	6,705	6,705	N/A	6,705	6,705
East Riding	6,882*	6,882*	13,765	6,882	N/A	10,324
North Lincolnshire	5,312	8,130	9,146	N/A	N/A	8,400
North East Lincolnshire	4,500	4,500	6,750	N/A	4,500	2,250
Stockport	3,858	4,822	8,037	4,822	Independent	9,645
Leeds City	8,575	9,647	15,006	15,006	2,786	25,725
North Yorkshire	4,769	3,500	6,971	3,815	4,421	6,821

Authority	Deputy Leader of Opposition	Shadow Exec / Cabinet Member	Additional Notes	Source
York	6,770	N/A		
Cheshire West & Chester	7,054	N/A		Cheshire West & Chester
Warrington	N/A	N/A		Warrington
Bath & North East Somerset	N/A	N/A	** 428 per member, Minority Group Leader	Bath & NE Somerset Council
Swindon	N/A	N/A		Swindon
East Riding	N/A	N/A	*Audit & Licensing is the same role	East Riding
North Lincolnshire	5,563	N/A		N Lincs
North East Lincolnshire	N/A	N/A		NE Lincs
Stockport	N/A	N/A		Stockport
Leeds City	N/A	N/A		Leeds
North Yorkshire	N/A	N/A	Chair of Health Scrutiny 11,052	North Yorkshire

Annex C

Summary of Recommendations

Basic Allowance: **£11,282** → **£11,392 (at x 52.5%)**

Special Responsibility Allowances:

Special Responsibility	Current SRA	% of Leaders allowance	Recommended SRA
Leader	£33,842.00	100	£34,176.00
Deputy Leader	£23,689.00	70	£23,923.00
Group Leader (Main Opposition)	£15,229.00	45	£15,379.00
Deputy Leader (Main Opposition)	£6,770.00	20	£6,835.00
Group Leader (Minority Party) [min 4]	£6,770.00	20	£6,835.00
Executive Member	£20,307.00	60	£20,506.00
Chair of CSMC	£8,461.00	25	£8,544.00
Chair of Scrutiny	£6,770.00	20	£6,835.00
Chair of Main Planning	£10,153.00	30	£10,253.00
Chair of Area Planning Sub Committee	£8,461.00	25	£8,544.00
Chair of Licensing and Regulatory Committee	£8,461.00	25	£8,544.00
Chair of Audit and Governance	£8,461.00	25	£8,544.00
Chair of Full Council (LM)	£3,384.00	10	£3,418.00

Report of Independent Remuneration Panel December 2019

Summary of Recommendations and Actions

IRP Recommendation	Council Decision	Action Taken
Basic allowance of £10,371. Various SRAs	Adopt the scheme of allowances recommended by the Panel and approve the financial implications from 1 April 2020 (an additional increased cost per annum of circa £120k) being addressed and taken into account, as part of the forthcoming budget setting process for the Council for 2020/21 onwards;	Implemented
Panel recommended backdating implementation to 22 May 2019	Authorise the Interim Chief Executive to implement the changes and backdate to 22 May 2019 (Annual Council Meeting), with any budgetary implications up to 31 March 2020 (an additional one-off cost of circa £100k) being met from the general contingency budget 2019/20; ¹	Implemented
	Ask the Monitoring Officer to make any	Changes made

	consequential constitutional changes.”	
The Panel therefore recommends that Council request a review into the support that Councillors receive around the handling and tracking of their casework and any policies currently in place.	No decision made	No action
The Panel believes that Councillors should have access to a similar level of Welfare Support to that of a City of York Council employee. Work related and personal stress affects Councillors as it affects staff and whilst the Panel recognise that Councillors are not employees, they considered it both a reasonable and appropriate gesture to open the existing offer to Councillors as well, wherever possible.	Ask the Monitoring Officer to make any consequential constitutional changes	<p>Appendix 20 of Constitution revised as follows:</p> <p><u><i>Welfare Support</i></u></p> <p><i>3.7 In recognition of the effects of work related and personal stress related to their role, Members will be able to access, in principle, a similar level of Welfare Support to that of a City of York Council employee, where deemed appropriate in consultation with the Head of Human Resources.</i></p> <p>December 2023, Elected Members given access to Employee Assistance Programme (covering various</p>

		welfare support issues)
The Panel recommends that both the Council (at pre-election stage) and political groups make potential candidates aware of all that would be expected of them upon election.	No formal decision made - See actions	Full details provided to all Groups on the Council prior to the local elections in May 2023 for sharing with candidates as appropriate with many aspects being made mandatory upon election.
The Panel recommends that the Council undertake a review of the civic support package and that recommendations are acted upon.	No formal decision made – see actions	Civic Function transferred under new line management in 2023 to bolster support and resources available to it. The service now resides within the Mansion House Service (intrinsically linked as the residence of the Lord Mayor)
The Panel was made aware of the recent decision of the IRP for the North Yorkshire County Council to recommend that a small allowance (in the sum of £1,697 per annum) be awarded to each Councillor appointed by Local Authorities across the region to represent them on the Police, Fire and Crime Panel. Having been asked to	Adopt the scheme of allowances recommended by the Panel and approve the financial implications from 1 April 2020 (an additional increased cost per annum of circa £120k) being addressed and taken into account, as part of the forthcoming budget	Arrangements made with North Yorkshire County Council to remunerate York's Panel representatives on a yearly basis

consider the position for York, the Panel looked at the issues in some detail and, in principle, agreed to support and endorse the recommendations suggested by North Yorkshire County Council's IRP. However, the Panel advises that Council would need to have due regard to its practice of awarding only one SRA per Councillor.

setting process for the Council for 2020/21 onwards;

Independent Remuneration Panel 2024**Recommendations to Council****Basic Allowance Rates**

1/4/22 to 31/3/23	1/4/23 to 7/5/23	8/5/23 to 31/3/24	1/4/24 to 31/3/25	1/4/25 to 31/3/26	1/4/26 to 31/3/27
Basic Allowance: £11,282	Basic Allowance: £11,392 pro rata Back payment of £11.12 per Councillor still in role on 8 May 2023	Basic Allowance: £11,392 pro rata Back payment of £98.88 per Councillor	Basic Allowance: £11,392	Basic Allowance: £11,392 plus uplift in line with National Joint Council Pay award	Basic Allowance: Figure for 1/4/25 to 31/3/26 plus uplift in line with National Joint Council Pay award

APPENDIX B

SRA Rates (to 31 May 2025) For Councillors Still in Role on 8 May 2023

Special responsibility	Existing (2023-23)	Proposed IRP Rates	1/4/23 to 24/5/23 Back Pay	25/5/23 to 31/3/24 Back Pay	1/4/24 to 31/3/25
Leader of the Council	£33,842	£34,176	£49.28	£284.72	£34,176
Deputy Leader of the Council	£23,689	£23,923	£34.52	£199.48	£23,923
Executive Member	£20,307	£20,506	£29.36	£169.64	£20,506
Group Leader (Main Opposition)	£15,229	£15,379	£22.13	£127.87	£15,379
Planning A Committee	£10,153	£10,253	£14.75	£ 85.25	£10,253
Audit and Governance	£8,461	£8,544	£12.25	£ 70.75	£8,544
Licensing and Regulatory	£8,461	£8,544	£12.25	£ 70.75	£8,544
Planning B	£8,461	£8,544	£12.25	£ 70.75	£8,544
CSCCSSMC	£8,461	£8,544	£12.25	£ 70.75	£8,544
Deputy Group Leader	£6,770	£6,835	£9.59	£ 55.41	£6,835
Group Leader (Minority Party – Min 4)	£6,770	£6,835	£9.59	£ 55.41	£6,835
Scrutiny Committees	£6,770	£6,835	£9.59	£ 55.41	£6,835
Lord Mayor	£3,384	£3,418	£5.02	£ 28.98	£3,418