

AGENDA ITEM

REPORT TO COUNCIL

18 SEPTEMBER 2024

**REPORT OF CORPORATE
MANAGEMENT TEAM**

THE COUNCIL'S INDEPENDENT REMUNERATION PANEL

SUMMARY

The report relates to the appointment of the Council's Independent Remuneration Panel.

REASONS FOR RECOMMENDATIONS

The Council is required by the Local Authorities (Members' Allowances) (England) Regulations 2003 (as amended) ("the Regulations") to establish and maintain an Independent Remuneration Panel so that the Panel can provide recommendations to Council on its Members' Allowances Scheme. An Authority is not able to introduce new or revised allowances schemes, without first having had regard to its Independent Panel's recommendations, in that respect. A Panel should therefore be in place and ready to act, even if an authority proposes not to change its existing allowance scheme.

RECOMMENDATION

It is recommended that:-

1. The previous members of the Council's Independent Remuneration Panel, as detailed in paragraph 4, and in **Appendix 1**, be reappointed, with their terms of office expiring on 31 May 2028.
2. The right be reserved to remove any one, or more, of the Panel members at any time, as indicated in paragraph 10.
3. Tony Campbell be appointed as the Chair of the Panel.
4. The Panel's functions, as detailed in the Council's Constitution and **Appendix 2**, be noted
5. The allowances for the Panel's work be as specified at paragraph 11.

DETAIL

1. There is no specific appointments process prescribed in the Regulations or Guidance, save that the Council should appoint the Panel and consider the issues detailed at paragraphs 8 – 11, below.
2. The Regulations require a Panel of at least three members, however, the Council's Constitution stipulates that its Panel should comprise four members, with a quorum of 3. None of the Panel members must be serving elected Members of the authority in respect of which it makes recommendations, nor a member of a committee or sub-committee of such authority. Panel Members must also not be disqualified from being or becoming a member of an authority.
3. Guidance associated with the Regulations requires appointing authorities to be satisfied that proposed Panel members would result in the Panel Membership being sufficiently independent and well qualified to discharge the Panel's functions, and representative of the diversity of communities in the Council's area.

The previous Panel and appointing a new one

4. The terms of office of Stockton's previous Independent Remuneration Panel expired on 31 May 2024. The Panel comprised the following non-elected members:

Tony Campbell
Kate Hoskin
Mark White
Terry Laing
5. Further details of the above non-elected members are attached at **Appendix 1**
6. It is proposed that the previous members of the Panel, described above and in **Appendix 1** be reappointed.

The Panel's Functions

7. The functions of the Panel are set out at **Appendix 2**. These are the functions prescribed by regulation and detailed in the Council's Constitution.

The Chair

8. It is recommended that Council appoints a Chair. Tony Campbell was the Panel's previous Chair and has lots of experience in this role. It is recommended that he is appointed as the Chair of the Remuneration Panel.

Terms of Office

9. It is recommended that the terms of office of the Panel Members be up to 31 May 2028, unless they are removed, resign or otherwise leave office before then. This will enable preparations for a new Panel to be established (or for the incumbent panel to be re-appointed) during the first year of the new Council, after the 2027 elections.

Removal of Panel Members

10. Council has previously reserved the right to remove any one, or more, of the Panel Members at any time. This power should be retained.

Panel Allowances

11. It is proposed that the payments previously agreed for the Panel Members' work be retained. These were:-

Chair - £350 per day, subject to a maximum for each review of £1,750

Other Panel Members - £75 per day, subject to a maximum of £375 for each review; and

All Panel Members – reasonable travel and subsistence expenses.

COMMUNITY IMPACT IMPLICATIONS

12. No assessment is considered necessary. There are no policy, strategy or service changes involved.

CORPORATE PARENTING IMPLICATIONS

13. There are no corporate parenting implications arising from this report.

FINANCIAL AND LEGAL IMPLICATIONS

14. There will be costs associated with any proposed review by the Panel. Paragraph 11 refers to the likely expenses involved. Panel recommendations may also lead to a change in Members' allowances. The current Allowance Scheme is at **Appendix 3**
15. Establishing a new Panel will satisfy the Council's responsibilities under the Regulations. A review of Members' allowances can only be undertaken by a properly constituted Independent Panel.

RISK ASSESSMENT

16. The matters referred to in this report are classed as low risk.

WARDS AFFECTED AND CONSULTATION WITH WARD/COUNCILLORS

17. Decisions relating to this issue are not ward specific and have no impact on individual wards. No consultation with ward Councillors has taken place.

BACKGROUND PAPERS

18. There are no unpublished documents, relied on, to produce this report

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TONY CAMPBELL

PEN PORTRAIT

Former MANAGING DIRECTOR – CREATIVE GLASS LTD, STOCKTON-ON-TEES. Retired in February 2022.

Founded new design based company in 1992 to operate in a niche market. With no previous experience in glass industry researched and identified a gap, Creative Glass have now filled this gap and gone beyond this to further develop their own markets through innovation and technological advancement, often collaborate and project manage a cluster of specialists to compete for and complete major projects. Very strong brand identity (registered trademark) operates across UK and beyond.

INVOLVEMENT WITH REGIONAL ACTIVITIES

Involved with a range of Regeneration, Creative Industries, Art & Culture initiatives & partnerships across the North East for over 20 years.

Board Member – Onsite Building Trust – Charity looking after various community centres around Teesside. 2014 – present. (voluntary)

Globe Theatre – Member of the CIC during important period of bringing back to life a historic asset of Stockton on Tees.

COHESION GLASS MAKERS NETWORK – Board Member from 2000 (voluntary) organisation closely tied with the National Glass Centre and University of Sunderland, to develop and support glass as a business activity in the north east.

YOUNG ENTERPRISE involved at various stages as mentor and judging panels (voluntary)

PREVIOUS EMPLOYMENT HISTORY

1989-1992 NETA GROUP – BUSINESS DEVELOPMENT MANAGER

Charged with diversification of groups activities, many of which still form the basis of the company which is now part of Stockton Riverside College.

1983-1989 CROSSLEY BUILDERS' MERCHANTS GROUP – Group Business Development Manager. During a very exciting period the group expanded from initial 22 locations to 125. Commenced as General Manager of flagship branch with 120 staff. Following take-over of competitor moved to coordinate integration of new acquisition.

1977-1983 J.T. DOVE BUILDERS' MERCHANTS – Management Trainee.

ACADEMIC HISTORY

1986 Post Graduate DIPLOMA IN MANAGEMENT STUDIES – TEESSIDE UNIVERSITY

1977 B.A. Social Science (ECONOMICS) – SUNDERLAND POLYTECHNIC

1979 INSTITUTE OF BUILDERS' MERCHANTS DIPLOMA – Regional Prize Winner – Herbert Dove Memorial Prize.

PERSONAL STATEMENT

Resident of Stockton since 1977. Actively involved in the economic and cultural development of the area. Have attended almost every SIRF since its inception in 1987. Keen to support democratic processes of the borough.

Interested in art & cultural particularly live music.

Pen Portrait - Kate Hoskin

Summary employment history

I have had over 20 years of experience working as a Civil Servant for the Department for Environment Food and Rural Affairs. My jobs there were fairly wide ranging but key posts included Head of HR Strategy and Transformation, Head of Workforce Planning and Recruitment, Head of Employee relations and Diversity, and Project Manager for various transformation projects in relation to government livestock policy.

I left the Civil Service in 2012 to become Ops Manager for XLVets Training Services, a small business jointly owned by 50 independent veterinary practices and delivering specialist training to vets and farmers.

Latterly I have taken some time out to care for elderly parents and to look after our smallholding, so these days I have a more diverse and low key portfolio of work! I have invigilated exams at Thirsk School; I work with a friend in her catering business and do various jobs for older people in and around Thirsk.

Voluntary positions held

- I have been a Trustee for the Thirby Recreational Association at various points over the last 15 years, including being Treasurer and Chair
- I run the Thirsk Community Works Food Bank as a volunteer, supported by the paid staff from the charity. I am responsible for obtaining funding, organising other volunteers, and managing delivery of contracts with funders. I received a Hambleton Heroes Award for my foodbank work during the Covid crisis. The foodbank has also recently been nominated for a Kings Award for Voluntary Service.
- I help Community Works with its recruitment, sitting on panels and advising on their recruitment approach
- I am a very active member of my village community. I ran the kids after school group for a number of years. I am the Parish Clerk and am on the organising committee for social events.
- I recently ran a project to plant trees on our village spaces

In my spare time I sing in a choir, manage our small-holding and enjoy doing lots of outdoor activities.

Terry Laing

Pen Picture

Unfortunately since the last review I lost my Wife, Sue in February 2022.

My son (Andrew) and his partner (Katy) live in Hove, Brighton that gives me the opportunity to visit several times during the year. I am the proud grandfather to Daniel who is approaching his seventh birthday.

The majority of my working life was spent with three companies:

- Five years with Head Wrightson serving as a commercial apprentice and more latterly as a cost accountant.
- Thirty five years with Cummins Engine Company in a number of high profile accounting roles before retiring and taking up a consultancy role.
- Four years with Air Products on a part-time basis before finalising and “closing the books” for the Billingham division.

I am a vastly experienced accountant with extensive business and accounting knowledge. This covers many aspects of highly successful local and multi national business organisations.

A highly motivated, respected manager able to promote team based working in a low cost, high quality changing business environment.

In the latter years headed up a team that implemented and managed a corporate shared service accounting solution for UK and European subsidiaries.

Served Hartburn as a local councillor for nine years, four years as a cabinet member for Finance and Human Resources. I was also a member of the Police Authority and more latterly the Police and Crime panel. Having served on a multitude of committees I am very knowledgeable regarding the activities of an extremely diverse council service within the borough of Stockton-on-Tees.

I am a keen golfer; treasurer for the seniors section at our local golf club and a well-known local sportsman.

Served as a treasurer and management committee member of Stockton Victim Support. Past chair of Stockton Referees Association and Holy Trinity parent teachers association. Served as Treasurer and a management committee member at a local out of school club.

Having lost our Daughter Helen with meningitis, Sue and I were local ambassadors for a meningitis charity. I have continued with this role since losing Sue. The charity was kindly nominated in their mayoral year by Cllr Ken Dixon and Cllr Maurice Perry as one of their sponsored charities.

MARK WHITE CBE DL

PEN PICTURE

Chair, Thornaby Town Deal Board; Chair, Stockton Strategic Education Board; Chair, Association of Colleges Charitable Trust; Governor, North Tees and Hartlepool NHS Foundation Trust; Deputy Lieutenant of County Durham; promoted CBE in the King's birthday honours list 2023 for services to further education; appointed OBE in the Queen's birthday honours list 2016 for services to education particularly in Teesside; former Chair, Education Training Collective (comprising colleges in Billingham, Stockton, Thornaby and Redcar): former Head of Vice-Chancellor's Office and Secretary to Board of Governors of Teesside University; former Chair of Association of Colleges (AoC) Sport; former Chair of Bede 6th Form College, Billingham; former member of Court of University of Bradford; former Chair of mima (Middlesbrough Institute of Modern Art) Friends; former Governor of North East Ambulance Service NHS Foundation Trust; Fellow of Royal Society of Arts (FRSA); honorary life member of Teesside University Students' Union (and awarded Extraordinary Contribution to Student Life Award 2016); awarded Tees Valley BME Network Lifetime Achievement Award 2015; awarded Teesside Community Champion 2017.

FUNCTIONS – INDEPENDENT REMUNERATION PANEL

The Independent Remuneration Panel will consider and keep under review certain key aspects of the Members' Allowance Scheme and, as and when appropriate, submit reports (containing recommendations) to the Cabinet and Council, regarding:

the responsibilities or duties in respect of which the following should be available:

- (a) special responsibility allowance;
- (b) travelling and subsistence allowance;
- (c) co-optees' allowance; and

the amount of such allowances and as to the amount of basic allowance;

whether dependants' carers' allowance should be payable to members of the authority, and as to the amount of such an allowance;

whether, in the event that the scheme is amended at any time so as to affect an allowance payable for the year in which the amendment is made, payment of allowances may be backdated in accordance with regulation 10(6); and

whether adjustments to the level of allowance may be determined according to an index and if so which index and how long that index should apply, subject to a maximum of four years, before its application is reviewed.

This Panel will be made up of 4 Independent Members appointed by the Council from time to time.

The quorum for this Panel is 3.

In accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003 (as amended) ("the Regulations"), the Council's scheme for the payment of allowances, with effect from 1st April, 2019 is as follows: -

Basic Allowance

- 5.1 A basic allowance of £9,300 per annum will be paid to each Member of the Council.
- 5.2 Where the term of office of a Member begins or ends otherwise than at the beginning or end of a year, his entitlement shall be to payment of such part of the basic allowance as bears to the whole the same proportion as the number of days during which his term of office as member subsists bears to the number of days in that year;

Special Responsibility Allowance

- 5.3 The following Special Responsibility Allowances will be paid to the Members of the Council specified: -

<u>Post</u>	<u>Allowance per annum £</u>
Leader and Cabinet Member for Corporate Management and Finance	25,000
¹³ Deputy Leader	13,750
Cabinet Member for Access, Communities and Community Safety	11,250
Cabinet Member for Regeneration & Transport	11,250
Cabinet Member for Adult Services and Health	11,250
Cabinet Member for Arts, Leisure & Culture	11,250
Cabinet Member for Children & Young People	11,250
Cabinet Member for Environment & Housing	11,250
Chair of Executive Scrutiny Committee	6,250
Vice-Chair of Executive Scrutiny Committee	3,125
Chair of Adult Services and Health Select Committee	6,250
Vice-Chair of Adult Services and Health Select Committee	3,125
Chair of Children & Young People Select Committee	6,250
Vice-Chair of Children & Young People Select Committee	3,125
Chair of Crime and Disorder Select Committee	6,250
Vice-Chair of Crime and Disorder Select Committee	3,125
Chair of People Select Committee	6,250
Vice-Chair of People Select Committee	3,125
Chair of Place Select Committee	6,250
Vice-Chair of Place Select Committee	3,125
Chair of Audit Committee	6,250
Vice-Chair of Audit Committee	3,125
Chair of Planning Committee	6,250
Vice-Chair of Planning Committee	3,125
Chair of Licensing Committee	6,250
Vice-Chair of Licensing Committee	3,125
Largest Minority Group Leader	5,000

- (a) Where a Member does not have throughout the whole of a year any such special responsibilities as entitle him to a Special Responsibility Allowance, his entitlement shall be to payment of such part of the special responsibility allowance as bears to the whole the same proportion as the

¹³ NB The Deputy Leader will be assigned one of the Cabinet portfolios.

number of days during which he has such special responsibilities bears to the number of days in that year.

- (b) No Member must receive more than one Special Responsibility Allowance from the Council, including Mayoral Allowances, and where a Member occupies two or more positions qualifying for such an Allowance, then only the higher or highest Special Responsibility Allowance will be paid.

Mayoral Allowances

5.4 The following allowances will be payable: -

Mayor	15,625
Deputy Mayor	4,910

Child Care and Dependent Carers' Allowance

5.5 A child care and dependent carers' allowance of up to £8.71 per hour (or, in special cases, such larger sum as shall be certified as necessary and reasonable by the Corporate Director of Children, Education and Social Care) (actual expenditure), with a maximum monthly payment to a claimant of £400, will be payable to any Member of the Council who incurs child care and dependent carers' costs, for the duration of an approved duty, plus reasonable travelling time to and from that duty and carers' reasonable travelling expenses at Members' rates.

5.6 An approved duty will consist of any of the following: -

- a meeting of the Cabinet
- a meeting of the Council
- a meeting of a committee of the Council
- a meeting of some other body to which the Council makes appointments or nominations, or
- a meeting of a committee or sub-committee of a body to which the Council makes appointments or nominations.
- a meeting which has **both** been authorised by the Council or a committee of the Council or a joint committee of the Council and one or more other authorities, or a sub-committee of a joint committee and to which representatives of more than one political group have been invited
- a meeting of a local authority association of which the Council is a member
- duties undertaken on behalf of the Council in pursuance of any standing order requiring a Member or Members to be present while tender documents are opened
- duties undertaken on behalf of the Council in connection with the discharge of any function of the Council conferred by or under any enactment and empowering or requiring the Council to inspect or authorise the inspection of premises
- duties undertaken on behalf of the Council in connection with arrangements made by the Council for the attendance of pupils at a school approved for the purposes of section 342 of the Education Act 1996
- any other duty approved by the Council in connection with discharging the duties of the Council or its committees.

Co-Optees Allowances

5.7 The following allowances will be payable to co-optees (persons who are not Members of the Council but who are members of a Committee of the Council, with or without voting rights) – except for co-optee posts for diocesan and parent governor representatives.

All co-optees 650

(One payment only per co-optees)

5.8 Where the appointment of a co-optee begins or ends otherwise than at the beginning or end of a year, his entitlement shall be to payment of such part of the co-optees' allowance as bears to the whole the same proportion as the number of days during which his term of office as member subsists bears to the number of days in that year.

Travel and Subsistence Allowances

5.9 Mileage Allowances

Member's motorcycle 21.45p per mile

Member's Car

Motor car/tricar up to 999cc 46.9p per mile

Motor car/tricar 1000 cc and above 47.7p per mile

Bicycle/Cycle 23p per mile

In addition, 3p per mile can be claimed for each passenger carried (up to a maximum of 4) to whom a travelling allowance would otherwise be payable.

5.10 Meal Allowances

(a) Breakfast allowance (provided the journey starts before 7.00 am) £7.76

(b) Evening meal allowance (provided the journey ends after 8.30 pm) £13.25

5.11 Subsistence Allowance

Overnight or for an annual conference of the Local Government Association (including or not including an annual meeting) or of such other association of bodies as may be approved for the time being for the purpose. This allowance would normally cover the cost of accommodation and all meals within a 24hour period. However, additional reimbursement for meals can be claimed in accordance with the scheme, if these, together with the cost of accommodation exceed £102.84.

£102.84

5.12 Travelling and subsistence allowances may be paid for: -

- a meeting of the Cabinet
- a meeting of the Council
- a meeting of a committee of the Council

- a meeting of some other body to which the Council makes appointments or nominations, or
- a meeting of a committee or sub-committee of a body to which the Council makes appointments or nominations.
- a meeting which has **both** been authorised by the Council or a committee of the Council or a joint committee of the Council and one or more other authorities, or a sub-committee of a joint committee and to which representatives of more than one political group have been invited
- a meeting of a local authority association of which the Council is a member
- duties undertaken on behalf of the Council in pursuance of any standing order requiring a Member or Members to be present while tender documents are opened
- duties undertaken on behalf of the Council in connection with the discharge of any function of the Council conferred by or under any enactment and empowering or requiring the Council to inspect or authorise the inspection of premises
- duties undertaken on behalf of the Council in connection with arrangements made by the Council for the attendance of pupils at a school approved for the purposes of section 342 of the Education Act 1996
- any other duty approved by the Council in connection with discharging the duties of the Council or its committees.

5.13 Within the context of this section of the Scheme “Member” includes a Co-optee.

General

5.14 A person may, by notice in writing given to the Proper Officer of the Council, elect to forgo his entitlement or any part of his entitlement to allowances.

5.15 The time limit from the date on which an entitlement to each of the following allowances arises during which a claim for such allowances must be made by the person to whom they are payable is two months: -

- (a) dependants’ carers allowance;
- (b) travelling and subsistence allowance; and
- (c) co-optees’ allowance.

This will not however prevent the Council from making a payment where the allowance is not claimed within the period specified in the scheme should the circumstances justify doing so.

5.16 Where a Member of the Council is also a member of another authority, that Member may not receive allowances from more than one authority in respect of the same duties.

5.17 The Basic, Special Responsibility and Co-optees Allowances will be paid on a monthly basis.

5.18 Where payment of any allowance has already been made in respect of any period during which the Member concerned: -

- (a) ceases to be a Member of the Council; or
- (b) is in any other way not entitled to receive the allowances in respect of that period,

the Council may require that such part of the allowance as relates to any such period be repaid to the Council.

All Previous Members’ Allowances Scheme are revoked.