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NOTICE OF MEETING

Meeting	Independent Remuneration Panel
Date and Time	Thursday, 6th October, 2022 at 2.00 pm
Place	Mountbatten Room, EII Court, Winchester
Enquiries to	members.services@hants.gov.uk

Carolyn Williamson FCPFA
Chief Executive
The Castle, Winchester SO23 8UJ

FILMING AND BROADCAST NOTIFICATION

This meeting may be recorded and broadcast live on the County Council's website and available for repeat viewing, it may also be recorded and filmed by the press and public. Filming or recording is only permitted in the meeting room whilst the meeting is taking place so must stop when the meeting is either adjourned or closed. Filming is not permitted elsewhere in the building at any time. Please see the Filming Protocol available on the County Council's website.

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF INTEREST

All Members who believe they have a Disclosable Pecuniary Interest in any matter to be considered at the meeting must declare that interest and, having regard to Part 3 Paragraph 1.5 of the County Council's Members' Code of Conduct, leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with Paragraph 1.6 of the Code. Furthermore all Members with a Personal Interest in a matter being considered at the meeting should consider, having regard to Part 5, Paragraph 4 of the Code, whether such interest should be declared, and having regard to Part 5, Paragraph 5 of the Code, consider whether it is appropriate to leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with the Code.

3. MINUTES OF PREVIOUS MEETING (Pages 3 - 6)

To confirm the minutes of the previous meeting held on 29 September 2021.

4. DEPUTATIONS

To receive any deputations notified under Standing Order 12.

5. CHAIRMAN'S ANNOUNCEMENTS

To receive any announcements the Chairman may wish to make.

6. AMENDMENTS TO THE MEMBERS' ALLOWANCES SCHEME 2022/23 (Pages 7 - 48)

To consider amendments to the current Members' Allowances Scheme in regard to a number of Special Responsibility Allowances as set out in the report.

ABOUT THIS AGENDA:

On request, this agenda can be provided in alternative versions (such as large print, Braille or audio) and in alternative languages.

ABOUT THIS MEETING:

The press and public are welcome to attend the public sessions of the meeting. If you have any particular requirements, for example if you require wheelchair access, please contact members.services@hants.gov.uk for assistance.

County Councillors attending as appointed members of this Committee or by virtue of Standing Order 18.5; or with the concurrence of the Chairman in connection with their duties as members of the Council or as a local County Councillor qualify for travelling expenses.

Agenda Item 3

AT A MEETING of the Independent Remuneration Panel of HAMPSHIRE COUNTY COUNCIL held at the Castle, Winchester on Wednesday, 29th September, 2021

Present:

Julia Abbott, David Heck, Richard Kinch and Martin James (Chairman)

Also present with the agreement of the Chairman: Councillor Keith House

1. **APOLOGIES FOR ABSENCE**

There were no apologies.

2. **DECLARATIONS OF INTEREST**

Members were mindful that where they believed they had a Disclosable Pecuniary Interest in any matter considered at the meeting they must declare that interest at the time of the relevant debate and, having regard to the circumstances described in Part 3, Paragraph 1.5 of the County Council's Members' Code of Conduct, leave the meeting while the matter was discussed, save for exercising any right to speak in accordance with Paragraph 1.6 of the Code. Furthermore Members were mindful that where they believed they had a Non-Pecuniary interest in a matter being considered at the meeting they considered whether such interest should be declared, and having regard to Part 5, Paragraph 2 of the Code, considered whether it was appropriate to leave the meeting whilst the matter was discussed, save for exercising any right to speak in accordance with the Code.

3. **MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 24 September 2019 were agreed as a correct record and signed by the Chairman.

4. **DEPUTATIONS**

There were no deputations on this occasion.

5. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman had no announcements on this occasion.

6. **COUNTY COUNCILLOR AND RELEVANT CO-OPTED MEMBER COMMENTS**

The Chairman confirmed that the Independent Remuneration Panel (IRP) had received one comment in regard to their review of the Members' Allowances Scheme, which would be considered under Item 7 on the agenda.

7. **AMENDMENTS TO THE MEMBERS' ALLOWANCES SCHEME FOR 2021/22**

The IRP considered the report of the Head of Legal and Governance and Monitoring Officer providing information to enable the IRP to make its recommendation as to a Special Responsibility Allowance (SRA) for the following roles:

- Assistant to the Executive – Adult Services and Public Health
- Assistant to the Executive – Children’s Services
- Chairman of the River Hamble Harbour Board

The Director of Adult Services and Public Health, Assistant Director – Performance and Resources in Children’s Services and the Marine Director for the River Hamble Harbour Authority were in attendance to answer the IRPs questions about the roles.

In regard to the two Assistant to the Executive Roles, the IRP noted the depth and breadth of the Adult Services and Public Health, and the Children’s Services portfolios including statutory and safeguarding responsibilities, the importance of robust and effective political engagement to meet the challenges that both these important service areas face against the backdrop of organisational-wide recovery from the Covid-19 pandemic, maintaining and developing key partnerships and supporting the stakeholder and public interface in the light of increasing demand and continuing cost pressures. Full details of the roles were set out in Appendices 1 and 2 to the report.

In regard to the role of Chairman of the River Hamble Harbour Board, the Marine Director provided some background information about the work of the Harbour Authority. The IRP recognised the unique nature of the role, noted its statutory responsibilities, direct accountability and the level of risk attached to the role. Full details of the role was set out in Appendix 3 to the report.

In reaching its conclusions, the IRP was minded to support an SRA for all three roles from their respective dates of appointment following the County Council Elections on 6 May 2021, with the caveat that the roles be reviewed in 12 months’ time and supported by appropriate evidence to demonstrate their effectiveness.

The IRP were in receipt of a comment from a County Councillor regarding the criteria used to determine whether a Minority Group Leader qualified for an SRA was fit for purpose in light of two smaller minority groups having been formed on the Council. The current criteria, i.e. that an SRA should only be payable to the Leader of a Minority Group on the County Council when the Group comprises four or more Members, was recommended by the Employment in Hampshire County Council Committee, following a recommendation by the IRP, and resolved on by the County Council at its meeting on 23 February 2012.

Following consideration, the IRP were of the view that in the absence of compelling evidence to support an amendment to the current criteria to lower the Group size threshold, that the current threshold remained fit for purpose.

RESOLVED:

That the IRP recommend to the Employment in Hampshire County Council Committee:

- a) That an SRA of £4,645 per annum (25% of an Executive Member SRA) be payable to the Assistant to the Executive – Adult Services and Public Health from the date of appointment to this role (13 July 2021) and reviewed again in 12 months' time.
- b) That an SRA of £4,645 per annum (25% of the SRA for an Executive Member) be payable to the Assistant to the Executive – Children's Services from the date of appointment to this role (13 July 2021) and reviewed again in 12 months' time.
- c) That an SRA of £3,097 per annum (25% of the SRA for a Select Committee Chairman) be payable from the date of appointment as the Chairman of the River Hamble Harbour Board (County Council AGM on 27 May 2021) and reviewed again in 12 months' time.
- d) That an SRA should only be payable to the Leader of a Minority Group on the County Council when the Group comprises four or more Members remained fit for purpose.
- e) That the list of approved duties for the purposes of the payment of travelling and other relevant expenses should be amended to include provision of the roles set out above.

8. **MEMBERS' ALLOWANCES SCHEME 2022/23, 2023/24, 2024/25 AND 2025/26**

Following full consideration, the IRP were of the view that a Members' Allowances Scheme for the four-year period 2022/23, 2023/24, 2024/25 and 2025/26 should replicate the current Members' Allowances Scheme for 2021/22 and that no revision to the current level of SRA payments within that Scheme was required, subject to the outcome of the recommended SRAs for the three roles set out in Minute 7 above.

As per the current arrangement, any uplift to the Scheme would be linked to the annual pay award for staff at Grade H.

RESOLVED:

That a Members Allowances Scheme for the years 2022/23, 2023/24, 2024/25 and 2025/26 be prepared, whereby Basic Allowances and Special Responsibility Allowances payable to Members are adjusted from 1 April 2022 and thereafter annually, in line with the pay award (if any) for Senior Managers at grade H, taking into account any amendments to the Members' Allowances Scheme 2020/21 agreed by the County Council following consideration of the recommendations of the IRP.

The meeting closed at 3.25pm.

Chairman,

HAMPSHIRE COUNTY COUNCIL

Report

Committee:	Independent Remuneration Panel
Date:	6 October 2022
Title:	Amendments to the Members' Allowances Scheme 2022/23
Report From:	Head of Legal and Governance and Monitoring Officer

Contact name: Barbara Beardwell

Tel: 0370 779 3751

Email: barbara.beardwell@hants.gov.uk

Purpose of this Report

1. The purpose of this report is to provide information to the County Council's Independent Remuneration Panel (IRP) to enable the IRP to make its recommendations on the following:
 - a) Special Responsibility Allowance (SRA) for the role of Deputy Leader of Hampshire County Council
 - b) Review of the SRA for Opposition Group Leaders and Opposition Spokespersons
 - c) Review of the SRA for the roles of:
 - Assistant to the Executive – Adult Services and Public Health
 - Assistant to the Executive – Children's Services
 - Chairman of the River Hamble Harbour Board

Recommendations

2. That the IRP consider whether an SRA should attach to the role listed in paragraph 1a) above and be backdated to the date of appointment, and whether the list of approved duties for the purposes of the payment of travelling and other relevant expenses should be amended accordingly to include provision of these roles.
3. That the IRP consider whether the current SRAs for the roles listed in 1b) and c) above should be amended.

Contextual information

4. The legislative framework governing the payment of Members' Allowances is set out in the Local Authorities (Members' Allowances) (England) Regulations 2003 (the Members' Allowances Regulations).
5. Under the provisions of the Members' Allowances Regulations, the County Council is required to make a Members' Allowances Scheme for the payment each year of Members' Allowances. Provision in respect of the current Members' Allowances for 2021/22 were determined by the County Council at its meeting on 22 February 2018. Once a Members' Allowances Scheme is made for any year it may be amended during the year in question in accordance with the Members' Allowances Regulations. It is also possible under the Members' Allowances Regulations for any amendment to the Members' Allowances Scheme to be backdated to the beginning of the financial year in which any such amendment is made.
6. Information about the role and responsibilities of Deputy Leader of Hampshire County Council is provided at Appendix 1 to this report.
7. Statements about the roles of Opposition Group Special Responsibility Allowances have been submitted by the Leaders of the Labour Group, the Independent Group and the Liberal Democrat Group and can be found at Appendices 2a, 2b and 2c and to this report.
8. At its meeting on 29 September 2021 the Panel considered an SRA for the positions referred to in paragraph 1c) and recommended an SRA of £4,645 per annum being 25% of the SRA for an Executive Member that was applicable at the time. The Panel further recommended that the SRAs be reviewed in 12 months' time. Information about the work carried out in the last 12 months' is provided at Appendices 3a, 3b and 3c to this report.

Conclusions

9. The recommendations of the IRP will be considered by the County Council's Employment in Hampshire County Council Committee (EHCC) prior to a recommendation to the County Council.

REQUIRED CORPORATE AND LEGAL INFORMATION:

Links to the Strategic Plan

This proposal does not link to the Strategic Plan but, nevertheless, requires a recommendation in consequence of the requirements of the Members' Allowances Regulations.

Other Significant Links

Links to previous Member decisions:

<u>Title</u>	<u>Date</u>
Amendments to the Members' Allowances Scheme 2021/22	29/09/2021
Members' Allowances Scheme - Assistant to the Executive: Adult Services and Public Health	29/09/2021
Members' Allowances Scheme - Assistant to the Executive: Children's Services	29/09/2021
Members' Allowances Scheme - Chairman of the River Hamble Harbour Board	29/09/2021
Members' Allowances Scheme - Assistant to the Executive	24/09/2019

Direct links to specific legislation or Government Directives

<u>Title</u>	<u>Date</u>
Local Authorities (Members' Allowances) (England) Regulations	2003

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

<u>Document</u>	<u>Location</u>
None	

EQUALITIES IMPACT ASSESSMENT:

1. Equality Duty

The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited by or under the Act with regard to the protected characteristics as set out in section 4 of the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation);
- Advance equality of opportunity between persons who share a relevant protected characteristic within section 149(7) of the Act (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- The need to remove or minimise disadvantages suffered by persons sharing a relevant protected characteristic that are connected to that characteristic;
- Take steps to meet the needs of persons sharing a relevant protected characteristic that are different from the needs of persons who do not share it;
- Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

2. Equalities Impact Assessment:

The recommendations in this report relate to the allowances paid for specific roles of individual elected Members and as such there is no impact on groups with protected characteristics.

Deputy Leader of the County Council

Primary Departmental Links: Links and engagement across all departments of the County Council as required. Additionally, links to partner organisations, business groups and public authorities in Hampshire and the wider South-East area, and at Westminster.

Statutory framework:

By virtue of the provisions of the Local Government Act 2000, the Leader of the Council must appoint one Member of the Executive as Deputy Leader. If for any reason the Leader is unable to act, or the office of Leader is vacant, the Deputy Leader must act in his / her place. This means that in such an event all the Statutory and Constitutional powers of the Leader are vested in the Deputy Leader, including all action to decide, discharge, or implement any Executive Functions of the Leader, plus the power to depute another Executive Member to discharge such responsibilities. In addition, where the Leader is unable to act owing to a conflict of interest, the Deputy Leader is authorised to act, or depute another Executive Member to act. The role, functions and requirements of Deputy Leader are in addition to the individual Executive Member responsibilities held by the Deputy Leader as a Member of Cabinet.

Key outcomes:

The essence of the role is to help and support the Leader, working closely with the Leader to lead and co-ordinate political engagement and to provide political advice and support to the County Council in fulfilment of its extensive statutory responsibilities.

The need for robust, resilient and effective political capacity is critical as the County Council seeks to manage ongoing demand and cost pressures and play its part in the wider South-East and national political arena, and private business sector.

Key Functional Areas:

- To directly support, and where appropriate, act on behalf of the Leader on all aspects of the County Council's work, and wider political, community and business network and economy.
- To support the development of and maintain political links with key partner organisations such as district and borough councils within Hampshire and neighbouring councils and unitary authorities, Hampshire and Isle of Wight Fire and Rescue Authority ('HIOWFRA'), the Office of the Police and Crime Commissioner and Hampshire Constabulary.

- To attend with the Leader, deputising for the Leader as required at meetings with other Hampshire district/borough council and unitary authority leaders on the proposed formation of a 'County Deal' for the wider Hampshire area. In addition, promoting the County Deal project with Central Government.
- To attend meetings of other strategic organisations/forums the County Council is represented on with, or on behalf of the Leader, deputising for the Leader as required:
 - County Councils Network (CCN)
 - Enterprise M3 LEP Board
 - Hampshire & Isle of Wight Local Government Association~
 - Local Government Association (LGA) General Assembly
 - South-East 7 Board
 - South-East Councils
 - South-East Strategic Leaders
 - Southampton Port Consultative Committee
- To attend internal Cabinet and Council briefing meetings, to provide support to the Leader aiding the resilience of the County Council.
- To lead on political projects as directed by the Leader.
- Assist the Leader and wider Cabinet colleagues in making representations as appropriate on areas of regional and national policy development.
- Promoting the County Council's objectives policies and priorities, and associated partnerships as a key contribution to ensuring the welfare and improvement of outcomes residents and communities in Hampshire.

Scale of financial gearing/impact of work undertaken:

The role encompasses a broad range of statutory services requiring engagement across a range of stakeholders.

The County Council has a gross revenue budget of some £2.4bn in 2022/23, which continues to come under increasing demand and cost pressures. The County Council has further savings targets of £80m by April 2023, which must be met on top of the £540m of savings already achieved since 2010. This role of Deputy Leader plays an important part in supporting the County Council's interface with its stakeholders and the public to ensure that decisions on what the County Council can and cannot provide in the future are informed by the views of residents and service users. This applies equally to engagement on new ways of working, as the County Council seeks to maximise the positive innovations arising from the pandemic.

N.B. Context

Hampshire County Council is the third largest Shire County in the country, serving 1.4 million residents.

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Minority Political Group Leaders' Allowances

Submission for consideration by the Independent Remuneration Panel

Last September, when Members' Allowances were being considered, I wrote to the Chairman of the Independent Remuneration Panel (IRP) pointing out that the Labour and Independents Groups were acting as groups as far as Council arrangements were concerned (proportionality, briefings, seating, etc.) but were not being recognised as such for Group Leaders' Allowances because each has only 3 members.

I suggested that it was an anomaly that the IRP might wish to consider. However, the IRP did not consider that they had evidence to justify recommending a change.

I was therefore a little taken aback when I saw the IRP recommendation in the Agenda of the Council Meeting on 17 February 2022 - **that the present formula for calculation of an SRA (Special Responsibility Allowance) to the Leader of a Minority Political Group on the County Council when a Minority Political Group comprises four or more Members should remain.**

However, seeing it reported at the Council Meeting, I noted that the Opposition Leader formula used to determine whether a Special Responsibility Allowance (SRA) be paid was adopted some time ago, and I requested that this be reviewed. The then Cabinet Member responsible, Cllr Stephen Reid, invited me to write to him about it.

When writing, I told him that I did not have evidence other than to say I had been acting as an Opposition Leader (albeit of a Minority Political Group) for the previous 9 months (now 16 months), so it was a matter of applying the fairness that the County Council applies in all other aspects of representation (to have Minority Group Leaders' Allowances).

Cllr Reid then wrote to Head of Law and Governance Barbara Beardwell:

"At the heart of Cllr Crawford's submission is the premise that four may not be the right threshold for invoking a Special Responsibility Allowance for minority group leaders. This is highlighted by the happenstance of us having two groups of three this year.

"Do we have a history of how four became the threshold and why, and whose recommendation it was? Also, do we know whether the IRP spent time on this subject or just included the status quo recommendation for completeness?"

"I don't think the politicians should overrule the IRP, but if you could identify the history of this, we could ask them to review the arguments that Cllr Crawford has outlined."

Barbara Beardwell responded:

“So far as the history of the Opposition Group Leader goes, the present criteria for eligibility and payment of a Minority Group Leaders allowance (that is it should attach where a political group comprised four or more Members) was agreed by the County Council at its meeting on 23 February 2012.

“By way of background the reason for consideration of this matter arose in 2011 following formulation of the then Community and Green Group which comprised two Members.

“The IRP in 2011 was asked to consider whether a Minority Group Leaders allowance should attach to the Leader of the newly formed Community and Green Group. The IRP’s recommendation was that a Minority Group Leaders allowance should only attach when a political group on the County Council comprised six or more Members, and that it should be calculated according the existing formula for calculation of the allowance for the Leader of the Liberal Democrat Group, which at the time was the only other minority political group on the County Council.

“Attached is a copy of the Minutes of the IRP meeting on 14 October 2011, where the matter was considered, including at Appendix 1(c) a copy of the submission from the then leader of the Community and Green Group. I have highlighted for ease of relevance the relevant sections.

“The County Council supported the 2011 recommendation of the IRP, save that it considered that a Group Leaders allowance should attach when a political group on the County Council comprised four Members (as opposed to six Members, as recommended by the IRP). Since this date the criteria for eligibility and payment of an Opposition Group Leaders allowance has been applied to in the case of all Opposition Groups on the County Council.”

Conclusion

In essence, I am making the same case as the then Leader of the Community and Green Group (Alan Weeks) in 2011 – Minority Opposition Group Leaders undertake the duties required of their role and, in line with the fairness that the County Council applies in all other aspects of representation, they should have Minority Group Leaders’ Allowances.

Councillor Alex Crawford
Leader – Labour Group
23 September 2022

HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Employment in Hampshire County Council
Date:	9 November 2011
Title:	Members' Allowances Scheme 2012/13
Reference:	3420
Report From:	Chief Executive

Contact name: Barbara Beardwell, Head of Governance and Monitoring Officer

Tel: 01962 845157

Email: barbara.beardwell@hants.gov.uk

1. Executive Summary

- 1.1. The legislative framework governing the payment of Members Allowances is set out in the Local Authorities (Members' Allowances) (England) Regulations 2003 ("the Members Allowances Regulations").
- 1.2. Under the provisions of the Members Allowances Regulations, the County Council is required each year to make a Members' Allowances Scheme. The Members' Allowances Scheme needs to make provision for payment of Basic Allowances, Special Responsibility Allowances ("SRA's") Dependents' Carers' Allowances, Travelling and Subsistence Allowances, and Co-optees Allowances.
- 1.3. By virtue of the Members' Allowances Regulations, before the County Council can make or amend a Members' Allowances Scheme, it is required to have regard to recommendations made in relation to it by an Independent Remuneration Panel ("IRP"). In this regard the IRP met on 14 October 2011. Minutes of the IRP meeting, together with submissions made to the IRP and the recommendations of the IRP are attached at Appendix A, 1(a), 1(b) and 1 (c) to this Report.

2. Contextual information

Recommendations of the Independent Remuneration Panel

Members Allowances Scheme 2012 – 2013

2.1 That Basic Allowances and SRA's be frozen at existing rates from 1 April 2012

This recommendation is a repeat of the previous IRP recommendation on 10 December 2010 in respect of basic allowances and special responsibility allowances (SRA's) for the year 2011/2012. The County Council determined at its meeting on 24 February 2011, that basic allowances and SRA's for members should be frozen at existing rates from 1 April 2011, consistent with the pay freeze for staff and the recommendation of the IRP.

2.2 That no change be made to current member mileage rates which are aligned to HMRC approved levels.

Following the recommendation of the IRP in December 2010, the County Council determined at its meeting on 24 February 2011, that travel allowances for Members should be aligned to HMRC approved rates. The recommendation of the IRP is that this position should continue.

2.3 That no SRA be granted to the Leader of Community and Green minority group on the County Council, and that an SRA should only be payable to the Leader of a minority group when it is comprised of six or more Members and then according to the current formula for calculation of an SRA for the Leader of the main Opposition Group.

SRA's for Leaders of the Opposition Groups (at the time Liberal Democrat and Labour) were determined by the County Council at its meeting on 25 July 2002, calculated on the basis of a standard allowance of £5,000 per annum, plus £275 for each County Councillor on each appropriate group, plus inflation. At this time the Liberal Democrat Group comprised 19 Members and the Labour Group 9 Members. The IRP indicated that they supported the principle of an SRA for the Leaders of Opposition Groups within the County Council, but subject to the group comprising a minimum number of six or more members. The IRP also supported the existing method of calculation of the amount.

2.4 That no change be made to the existing SRA's paid to the Chairmen of the Pension Fund Panel and Audit Committee, but that the SRA of the Chairman of the Audit Committee be reviewed in future years.

SRA's in the sum of £5,793 are currently payable to the Chairman of the Pension Fund Panel and the Chairman of the Audit Committee. The SRA payable to the Chairman of the Pension Fund Panel was introduced by the

County Council in February 2010 following the recommendation of the previous IRP who agreed that this was an omission in the Members Scheme of Allowances. The previous IRP were of the view that the roles of the Chairman of the Pension Fund Panel and Chairman of Audit Committee were broadly comparable and concluded that the SRA's payable for each post should therefore equate with one another.

Evidence had however been put to the previous IRP that the work of the Pension Fund Panel was increasing, and the IRP therefore felt that it would be appropriate to review the SRA payable to the Chairman of the Pension Fund Panel in future years, dependent on the work of the Pension Fund Panel increasing as anticipated. The present IRP considered the matter at its meeting on 10 December 2010, but felt that they needed to obtain more detailed background information so as to enable them, if appropriate, to give an informed proposal on the issue the following year. The view of the IRP however when it met on 14 October 2011 was that whilst the volume of work of the Pension Fund Panel had increased in the last two years, there was no change in the responsibilities of the Chairman of the Pension Fund Panel, and that therefore there should be no change with regard to the SRA payable.

At its meeting on 10 December 2010 the IRP, also declared its intention to review the SRA payable to the Chairman of Audit Committee, against a background of increased governance requirements. The view of the IRP at its meeting on 14 October 2011 was that whilst there had been a change in the responsibilities of Audit Committee, for example heightened risk management, and implications to the County Council in consequence of the Bribery Act, the IRP felt that it did not yet have enough information as to the extent of changes in the responsibilities of Audit Committee. The view of the IRP therefore was that the question of any change to the amount of SRA payable to the Chairman of Audit Committee should be kept under review, and that they would look at this further in the coming year.

2.5 That the Panel continue their review of the SRA's payable to the Chairman and Vice-Chairman of Committees.

The IRP reported that they had observed the workings of several of the County Councils' Committees. The IRP agreed that there was a role and value in having a Vice-Chairman, but indicated that they had not yet formed an opinion as to whether in itself such role warranted an SRA. Because the work of the IRP in this regard was ongoing, the recommendation of the IRP was that there should be no changes in respect of SRA's payable to Chairman and Vice-Chairman of Committees at this time, but that it would be their intention of the IRP to form an opinion on levels of SRA's payable to Committee Chairmen and Vice Chairmen, the comparability of SRA's across the various County Council Committees, and the role of the Vice-Chairman once they had completed their work programme of observing all Committee meetings.

- 2.6 That travel allowances for attendance at political group meetings before full Council Meetings authorised by the relevant political group Leaders should be payable, but that the Chief Executive should authorise any additional political group meetings qualifying for payment of travel allowances before travel expenses could be claimed.**

The current rules for claiming travel allowances were introduced when the County Council operated a Committee system prior to the adoption of the Leader and Cabinet Model in 2001. Under these rules only travel allowances for attending political group meetings prior to full Council can be claimed. The previous Committee structure was used to brief elected Members, communicate and develop policy, and provide all party information. With the Leader and Cabinet model there is less opportunity for this to happen, and Group meetings are now used more extensively on policy development, communication and updates on business than hitherto. It therefore seems appropriate that such additional group meetings should attract normal travel allowances. The IRP were in agreement with this premise, subject to there being a proper audit of the reasons such the group meetings for reasons of good governance. The recommendation of the IRP therefore was that travel allowances for political group meetings before meetings of full Council should continue to be payable, together with travel allowances for other political group meetings, subject to the proviso that the purpose of any other group meetings should be approved by the Chief Executive before travel allowances might be claimed. If this is agreed the list of 'approved duties' for payment of travel allowances will need to be amended accordingly.

3. Information

- 3.1 The Members' Allowances Scheme 2012/2013 will be considered by the County Council at its meeting on 23 February 2012.

4. Recommendation

- 4.1 That the Employment in Hampshire County Council Committee recommend to the County Council that approval be given to a Members' Allowances Scheme 2012/2013, which takes into account the recommendations of the Independent Remuneration Panel, and the views set out in this report.

CORPORATE OR LEGAL INFORMATION:**Links to the Corporate Strategy**

This proposal does not link to the Corporate Strategy but, nevertheless, requires a decision to comply with the provisions of statutory regulations.

Other Significant Links**Links to previous Member decisions:**

<u>Title</u>	<u>Reference</u>	<u>Date</u>
Members' Allowances Scheme 2011/2012	2557	25 January 2011
Members' Allowances Scheme 2010/2011	1225	28 January 2010

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

<u>Document</u>	<u>Location</u>
None	

IMPACT ASSESSMENTS:

1. Equalities Impact Assessment:

- 1.1. Equality objectives are not considered to be adversely affected by the proposals in this report.

2. Impact on Crime and Disorder:

- 2.1. No significant impact.

3. Climate Change:

- a) How does what is being proposed impact on our carbon footprint / energy consumption?

No specific impact

- b) How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts?

No specific impact

AT A MEETING of the INDEPENDENT REMUNERATION PANEL of the County Council held at The Castle, Winchester on 14 October 2011.

PRESENT:

D. B. Heck (Chairman); J. Abbott; R. Farrall; R. Kinch

The following officers were in attendance:

Mrs. B Beardwell - Head of Governance
Mrs. D. Vaughan - Head of Members' Services
Mr. K. Ridout - Senior Business Manager, BAMS

1 INTRODUCTION

The Head of Governance welcomed the IRP Members to their annual meeting and explained the statutory framework of the Local Authorities (Members' Allowances) (England) Regulations 2003 ("the Members Allowances Regulations"), and the remit of the Independent Remuneration Panel within the Members' Allowances Regulations. The Panel were required to consider and make their recommendations in relation to the Members' Allowances Scheme for 2012/13, in accordance with Regulation 21 of the Members Allowances Regulations.

2 CHAIRMAN'S COMMUNICATIONS

The IRP would like to express their thanks to the Members it has had contact with to date for their time, assistance and openness when it has been attending Executive and committee meetings, and when it has met with them informally. This assistance, and the decision to allow IRP members to remain in attendance during exempt items (subject to confidentiality), has enabled the IRP to get a fuller understanding of Members roles, responsibilities, workloads and Terms of Reference.

The IRP would also like to record its thanks to the Business Advice and Members Support Team in general, and Kelvin Ridout in particular, for facilitating all arrangements and introductions necessary.

During the last year the IRP has completed the work it set out to undertake as part of the plan to review all aspects within its remit within a four year period in office.

It is also the IRPs intention during the ensuing year to seek appropriate advice on the statutory framework of the Members Pension Scheme and to ascertain whether in the light of recent legislation the terms for any future new entrants to the scheme should be amended.

The IRP would wish to reiterate that it encourages submissions for consideration from Members or Co-opted Members on any topics within its remit at any time of the year. It would be helpful if these could be received no later than three months prior to next year's annual IRP meeting. This would ensure sufficient time being available to address issues fully, and to seek appropriate advice when necessary.

3 COUNTY COUNCILLORS, CO-OPTED AND INDEPENDENT MEMBER COMMENTS

The Panel was advised that County Councillors, Co-opted and Independent Members had been invited to either attend or make any comments to the IRP at this meeting. As a result there had been written communications from Mr. M. Ansar, a Parent Governor (Primary School) Co-opted Member of the County Council's Children and Young People Select Committee (Appendix 1(a) to the Minutes) and from Councillor J. Wall (Appendix 1(b) to the Minutes).

The Panel considered the views expressed by Mr. Ansar in his communication about the need for the Members' Allowances Scheme to properly recognise the work of non-elected Members to ensure representation from all backgrounds and socio economic circumstances. The Panel felt the existing SRA of £675 per annum paid to a Co-opted Member of the Children and Young People Select Committee was an appropriate amount. Also, they were reminded that Co-opted Members were able to claim the same travel mileage rate as County Councillors. The Panel went on to consider the suggestion from Councillor Wall that Members' Allowances be linked in some way to officers' salaries. Whilst noting his view, the Panel did not feel such a comparison was relevant or practical.

4 MEMBERS' ALLOWANCES SCHEME 2012/13

The Panel considered the Members' Allowances Scheme for 2012/13 in accordance with Regulation 21 of the Members' Allowances Regulations .

The Panel had before them the current 2011/12 Members' Allowances Scheme. The Head of Governance introduced the item and highlighted those issues raised previously by the IRP when they last met formally on 10 December 2010. Among the issues was the Panel's intention to investigate and obtain more detailed background information to review the SRA paid to the Chairman of the Pension Fund Panel (£5,793 per annum). Whilst noting there had been an increase in the number of Pension Fund Panel meetings and training sessions since the allowance was set, the Panel could not find, nor had been offered, any evidence that indicated any substantive changes to the Chairman's responsibilities or role. Therefore the Panel indicated it would not be

their intention to recommend any increase in the SRA for Chairman of the Pension Fund Panel until such time in the future his/ her responsibilities increased. The IRP had also reviewed the SRA paid to the Chairman of the Audit Committee (£5,793 per annum). Whilst acknowledging from informal discussions with the Chairman that there had been some increase in the Committee's responsibilities, (i.e. for the oversight of HCC response to the Bribery Act) the IRP did not feel this merited any increase in the SRA paid to the Chairman of the Audit Committee at the present time. Notwithstanding this, the Panel wished to keep the matter under review over future years and to consider this item again at their IRP meeting in 2012.

The Panel reported that their overall investigation of the SRA's paid to Chairman and Vice-Chairmen of Committees was ongoing. Whilst recommending no changes at this time, it would be their intention to form an opinion on levels, comparables and Vice Chairman's roles once they had completed their work programme of observing all meetings.

The Panel confirmed that it had investigated the appropriateness of the existing 57.8p per mile motor vehicle mileage rate paid to Independent Appeal Panel Members (IAP Members), and had sought clarity on how the rate had been arrived at, and whether they were volunteers or not. It was apparent from the investigations undertaken that the IAP members discharged their demanding and complex roles well. However, it appears that there are National proposals to alter the periods of time within which appeals can be made. If adopted, these changes could have a significant effect by compacting the existing case load volumes into a shorter time frame. In the light of the above, the Panel had reached the conclusion that the mileage rate payable to Independent Appeal Panel Members should remain unchanged for the time being as it may be more appropriate in future to have a system of payment related to workload rather than distance travelled. However, since reaching that conclusion, the Panel had been advised by the Head of Governance that whilst the County Council pays a mileage allowance to IAP Members, as they are not Members of the County Council in the same way as elected Members, Co-opted Members or Independent Members of the Standards Committee are, payment of travelling allowances to them is outside the Members' Allowances Scheme, and thus, also outside the remit of the Independent Remuneration Panel.

The Head of Governance next reported that a new Community and Green Minority Group now formed part of the County Council. Therefore it was felt appropriate to draw this to the Panel's attention with regard to whether they felt a SRA should be payable to its Leader. The Head of Governance advised the IRP as to the background of the method of calculating the SRA's of minority Group Leaders. The Member affected, Councillor A. Weeks, was asked if he would wish to either attend the Independent Remuneration Panel meeting or to

communicate any views he may have to the Panel. Councillor Weeks sent a written communication (Appendix 1(c) to the Minutes). The communication made it clear that the issue of a SRA had not been one initiated by himself. The communication included his view that in addition to the SRA's for Leaders of the Majority and Main Opposition Groups and spokespersons, there should be a SRA for any other minority group leaders and spokespersons.

After careful consideration, the IRP proposed as a way forward that a SRA should be paid to a minority group leader but only where the minority group involved comprised of a specified minimum number of County Council Members.

The Panel felt that 6 Members was a reasonable minimum number for a minority group and as such would justify a SRA being paid to its Leader according to the current formula for the SRA for the Main Opposition Group. Accordingly, the Panel recommend no SRA for the Leader of the new Green and Community Panel on the Council (currently comprising of 2 Members).

The Panel next considered a proposal to allow Members to claim appropriate travelling allowance when they formally attend their Group Meetings. The Head of Governance introduced the item and reported that currently the Chief Executive is required to authorise attendance at Group Meetings of the different parties. This had been introduced as part of a local rule prior to the Leader and Cabinet Model currently operated by the County Council. It suggested that there should be no more than four such Group meetings a year. This was consistent with the fact that such meetings took place very broadly in advance of full County Council meetings. However, it was pointed out that Members at that time had much more extensive involvement through the Committee system. When the Leader and Cabinet Model was introduced in Hampshire no change was made to paying allowances from Group Meetings of the parties. The Leader and Cabinet Model could be argued as being not as inclusive as the previous Committee Model which has meant that Group Meetings are now used more extensively on policy development, communication and updates on business than hitherto. It was therefore recommended that these meetings should also attract the normal travelling allowances.

The Independent Remuneration Panel considered the matter at length. They agreed it was no longer appropriate to have the existing local rule with the Chief Executive himself being required to decide how many group meetings take place. They held the view instead that the relevant group leaders should be entitled to determine those group meetings which specifically preceded full County Council. Any group meetings in addition to this where members claimed should in their view still require the Chief Executive to agree. Whilst recognising the importance and merits of having efficient communications within the different parties and between individuals within the groups, the Panel

felt rather than necessarily calling a group meeting, the party leaders should first explore alternative methods of communicating any required information electronically. They noted that Members' training needs were already provided by way of the regular half-day Council Training Sessions.

The Panel then considered the Basic Allowances and Special Responsibility Allowances for 2012/13 and proposed that all such allowances be frozen at existing rates with no change either to current Member mileage rates. Accordingly, the Independent Remuneration Panel **RECOMMEND** the following for the Members' Allowances Scheme 2012/13:

- (a) That the Basic Allowances and SRAs be frozen at existing rates from 1 April 2012.
- (b) That no change be made to current member mileage rates which are aligned to HMRC approved levels.
- (c) That no SRA be granted to the Leader of the Community and Green Minority Group on the County Council and that a SRA should only be paid to the Leader of a Minority Group when it comprised of 6 or more Members and then according to the current SRA formula for the Main Opposition Group.
- (d) That no change be made to the existing SRA's paid to Chairmen of the Pension Fund Panel and Audit Committee, but that the SRA of the Chairman of the Audit Committee be reviewed in future years.
- (e) That the Panel continue their review of the SRA's paid to Chairman and Vice-Chairmen of Committees.
- (f) That travel allowances for attendance at political group meetings before full Council Meetings authorised by the relevant political group Leaders should be payable, but that the Chief Executive should authorise any additional political group meetings qualifying for payment of travel allowances before travel expenses could be claimed.

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Note to the Independent Remuneration Panel on 14 October 2011

From Mohammed Ansar, Parent Governor (Primary School) Co-opted Member of Children and Young People Select Committee.

It is important that a couple of points be raised for the attention of the Panel.

Committees and select committees often have sitting members who are not elected Councillors but are there to represent special groups (parents, faith groups). In reviewing member allowance schemes, there can sometimes be a tendency to consider matters purely from the perspective of the elected officials who are often employed and given allowances as part of their elected roles.

It's important to have broad allowance schemes which enable representation from all corners; this allows involvement from individuals of all backgrounds and socio-economic circumstances. At the present time, this must include being mindful of rising costs of travel, fuel prices, parking and other associated costs for attending meetings.

Note to the Independent Remuneration Panel on 14 October 2011

From Councillor John Wall

If suggestions are appropriate my view is that, if possible, Members Allowances should be linked to Officers Salaries.

Note to the Independent Remuneration Panel on 14 October 2011

From Councillor Alan Weeks

Firstly, I would like to make it clear that I have not initiated this.

However, as I have been asked for my views, I would have the following opinion.

Other than the major opposition group, I think that any other minority groups should be treated in a generic manner.

For instance, I have already found myself with extra workload and meetings as a minority group leader. This would be the case regardless of the political grouping involved. Additionally, with smaller groups the individual members must work harder to try to cover all aspects of Council business. We don't have members on every committee and a range of shadow spokespersons to look at all the detail.

I note that in addition to a Group Leaders SRA, the small Labour group that previously existed had SRAs for the spokesperson positions. This correctly reflected the need for each individual to work harder to scrutinise the decision making process.

I was told that decisions on the payment of SRAs are on an individual case by case basis and that the Members Allowance Scheme would need to be amended.

Having to amend the scheme each time there is a different minority group or groups and making the decision on an individual basis feels wrong to me. My opinion is that in addition to the SRAs for the Majority Group and Main Opposition Group, there should be a generic SRA for other minority group leaders and spokespersons. Why would a Labour member be more deserving of an SRA than an Independent, a Green or any other group that may be formed?

OPPOSITION GROUP LEADER ALLOWANCE

BACKGROUND: Currently, the Leader of the Liberal Democrat Group receives an allowance of £12,594 which almost doubles their basic allowance of £13,058.

The Leader of the Labour Group and Leader of the Independent Group receive no additional allowance.

There is no formal role of 'Leader of the Opposition' and therefore the Lib Dem Group Leader is equal in status to the Leader of the Independent Group and Leader of Labour Group, despite the disparity in allowance.

All group leaders attend opposition briefings equally. The Leader of the Liberal Democrat group is not required to work over-and-above the other group Leaders, for example did not introduce an alternative budget this year and had equal time along with the other opposition group Leader's to receive officer briefings and ultimately read a budget response.

OUR CONCLUSION: The current system where the Lib Dem Leader receives almost double their basic allowance whilst other group leaders receive no additional allowance cannot be reasonable or proportionate, when ensuring democratic duties are fairly discharged and members compensated appropriately.

RECOMMENDATION: We propose that a fair system to compensate all Group Leader's from discharging their duties would be to decrease the minimum threshold from 4 (which we understand it is currently) to 2 and review the actual amount paid in terms of actual workload it is compensating and not based on number of councillors in group.

OPPOSITION SPOKESPERSON ALLOWANCE

BACKGROUND: Currently, Lib Dem opposition spokespersons receive an allowance of £5652 each. Labour and Independent Group spokespersons receive no spokesperson allowance. This is despite them attending the same Select Committees/Groups and Decision Days and thus discharging the same level of responsibility and workload.

OUR CONCLUSION: The current system where the Lib Dem spokespersons receive an additional £5652 whilst other group spokespersons receive no additional allowance cannot be reasonable or proportionate, when ensuring democratic duties are fairly discharged and members compensated appropriately.

RECOMMENDATION: We propose that a fair system to compensate all Opposition Spokespeople from discharging their duties would be to decrease any minimum threshold of group members to review an allowance to two in a political group and base an allowance on the actual workload it is compensating for and not based on the number of councillors in the group.

ADDITIONAL NOTES

- (1) The allowances given the cabinet members (Conservative Administration) are based on responsibility, not how many councillors belong to the group who supports the administration. However, the opposition group leader and spokesperson allowances are based on the number of councillors in each group. This is inconsistent, hence suggesting opposition allowances are based on the role they are compensating for.
- (2) We recognise that in a small group it is likely that the Leader of the Group is likely to also be a Spokesperson and thus would only claim one of the two allowances suggested above.
- (3) Mindful of the 'public purse', the Lib Dem Group Leader and Spokesperson allowances could be split 3-ways between the 3 current groups (or in any way recommended by the panel) to ensure fairness across groups and members but not increase the overall allowance budget.

Councillor Andy Tree
Leader – Independent Group
22 September 2022

OPPOSITION SPECIAL RESPONSIBILITY ALLOWANCES

Introduction

The arrangements for Opposition Special Responsibility Allowances (SRAs) have been the subject of considerable debate by the IRP in the past, including the threshold for Groups to attract SRAs, that the IRP last recommended as six.

The current scheme takes into account Group size in allocating SRAs for both Spokespeople and the Leaders of Opposition Groups. It was introduced by the IRP in this way to reflect that the degree of liaison work within Opposition Groups grows as the size of the Group grows and gives some sense of reflecting election results and how the electorate have voted.

The current arrangement has been applied with a range of different size Groups in the past, most significantly when the Council had two large Opposition Groups (Liberal Democrat and UKIP) as well as smaller Groups that did not meet the IRP's size threshold for payment of SRAs. Allowances therefore grow as Group size grows and fall as Group size falls.

Detail

It is worth noting the rationale behind Opposition SRAs. These fulfil a variety of functions and are quite different from the SRAs paid to members of the majority Group running the Council.

Spokesperson SRAs assist staff in briefing one lead Councillor for each Group, where typically Groups have a number of Councillors serving on thematic bodies such as the County Council's Select Committees. The history of these broadly mirrors the old "committee" system that operated before the current "cabinet" system of governance around areas and budgets of Council activity. The lead Councillor is a key contact for members of staff, for liaison with all of that Group's members of the Select Committee and wider Group, other political groups, community and pressure groups and the media. The scope of the role has some relationship to the total membership of the political groups. It was this factor that influenced the IRP to consider Group size as a factor in the calculation of the SRA.

Group Leaders have a similar role across the Council as a whole, and again the IRP considered that the size of each Group should be taken into account when calculating the SRA, with a fixed sum for each Group Leader together with an additional amount for each councillor in the Group. Co-ordination within large Groups reduces duplication of contributions to debates, manages motions, amendments and corrals research and information needs, aiding efficiency.

The Leader of the largest Opposition Group on the Council (currently the Liberal Democrats, but in the past also Conservative), has additional roles to fill. The Leader of the Opposition has additional contact with senior staff, the Leader of the

Council, and the media. It is a unique role. Additional briefings and contact assist in the smooth-running of the Council and debates: the single point of contact is a conduit to the whole Group, reducing the number of meetings and briefings.

Smaller Groups

The County Council has a history of smaller political Groups that have not met the IRP's definition for entitlement to SRAs. The IRP recommendation of 6 as the threshold for SRAs was reduced to 4 by the Council. The Council has operated for many years with sometimes several Groups, typically of two or three councillors, including a period when the UKIP Group split, along with single councillors not in membership of any Group.

Clearly, it is for the IRP to consider the requests from the current two smaller Groups on the Council. The IRP has considered a range of requests for additional SRAs in recent years and where recommended these have been accepted by the Council with budget growth accordingly. The Liberal Democrat Group has no formal view on the minimum size of a Group needed to qualify for SRAs but does consider that if the IRP is minded to recommend a lower threshold this should, on grounds of equity as with other additional SRAs created in recent years, be budget growth rather than be taken from any other SRAs.

Cllr Keith House
Leader of the Liberal Democrat Group

27 September 2022

Assistant to the Executive – Adult Services and Public Health (12 month Review)

Primary departmental Links: Principal link to Adults' Health and Care with engagement across all departments of the County Council, as required. Additionally, links to partner organisations, as well as service user representative groups are key to this role, as determined by the Executive Member for Adult Services and Public Health.

Key outcomes:

The essence of the role is to help co-ordinate political engagement and to provide political advice and support to the County Council in its work to fulfil adult social care and public health statutory responsibilities as set out in the following primary pieces of legislation:

- The Care Act 2014
- The Mental Capacity Act 2005
- The Mental Health Act 1983
- The National Health Service Act 2006
- The Health and Social Care Act 2012.

The need for robust and effective political engagement is critical as the Department seeks to manage ongoing demand and cost pressures, embrace the potential offered by new technology, and respond and recover from the Covid-19 pandemic. Navigating these challenges and opportunities within an increasingly complex partnership landscape is central to ensuring the County Council continues to deliver positive outcomes for Hampshire's adult population, including some of our most vulnerable residents. This post will provide capacity to support political engagement on these areas within the County Council, across Sectors (particularly the NHS and Voluntary and Community Sector) and with Hampshire's communities.

Key Functional Areas:

- To support the Executive Member in the discharge of their statutory role for all areas relating to social care for adults including: older people, people with physical disability, people with learning disability, people with mental health support needs, carers and ancillary services – as well as a broad duty relating to safeguarding adults.

Leadership development

In keeping with the ethos of the Department, and good practice, the Assistant to the Executive Member has sought to invest in their own political leadership development and grow their knowledge of Adults' Health and Care and Public Health functions. This includes attendance of LGA Leadership Essentials courses - Effective Cabinet Member (September 2021) and Adult Social Care Programme (November 2021).

The Assistant to the Executive Member will also be attending the NCASC Conference with Cllr Fairhurst in November this year.

- To support the Executive Member in carrying out their public health remit, including: work to improve the health and wellbeing of everyone in Hampshire, commissioned services that support residents from birth to adulthood, public health leadership to NHS commissioners and work to protect residents from infections, outbreaks and other hazards, such as chemicals.

Public Health and Wellbeing

The Assistant to the Executive Member supported the Executive Member in providing political leadership as the Department, and wider organisation, has continued to respond to Covid-19 outbreaks and the ongoing impact of Covid on Hampshire's communities. This has included Deputising for the Executive Member on the Local Outbreak Management Board.

One of the key impacts of the pandemic response and sustained periods of social isolation is loneliness. The Assistant to the Executive Member has driven innovative in responding to this challenge among Hampshire's older populations through proposing and championing a Hampshire 'chatty café style' project [Now officially called 'Chat About', and about to be launched in October 2022.]. The Assistant to the Executive Member is working with the Member Champion for Mental Health and Mental Health staff to create the necessary framework and materials and establish pilots in their respective areas, with a view to this being rolled out across Hampshire, and to develop a 'pack' to help other Councillors or community groups to establish 'Chat About' venues in their areas. Both the Assistant to and the Executive Member also met with Canon Tess, Winchester Cathedral, to explore the potential for local churches to help find volunteers to support the initiative.

- To support the development of, and maintain political links with, key partner organisations such as other local authorities across Hampshire and the Isle of Wight, NHS organisations, health and care providers and Voluntary and Community Sector bodies.
- Assist in maintaining and developing partnership arrangements, engagement and communication with key local community and service-user led organisations. This includes ensuring positive engagement and support for key agendas, including co-production and user engagement and *Making Safeguarding Personal*.

Strengthening partnerships and co-production

A key focus during 2021-22 has been strengthening the voice of service users, their families, carers and wider communities in the co-production of health and care services. This has been achieved through providing leadership to, and strengthening, service user led organisations.

The Assistant to the Executive Member is co-chair of the Hampshire Learning Disability Partnership Board (HLDPB) and as part of this role, they have steered the HLDPB towards a new format, designed and co-produced by those with learning disabilities. The structure and balance of the Board is considerably changed, strengthening the voice of people who use learning disability services. Former Local Implementation Groups (LIGs) have been disbanded and superseded by working

groups, which have a more detailed focus on topics of relevance, such as health and care, communications, carers etc. This case study of this work can be seen via [Hampshire Learning Disability Partnership Board | Health and social care | Hampshire County Council \(hants.gov.uk\)](#)

As co-chair of the Hampshire Autism Partnership Board (HAPB), the Assistant to the Executive Member (alongside co-chair Margaret White and the Board Co-ordinator) is undertaking work to review the HAPB Autism Strategy. This follows publication of a new National Autism Strategy in July 2021. The review will be achieved via six Task and Finish groups which have been created to engage widely on, and develop, the necessary content.

- Participate in the Hampshire Safeguarding Adults Board, working with partners to safeguard adults, and deputise for the Executive Member as appropriate – recognising the role does not have an Executive function.
- Assist the Executive Member, Leader and wider Cabinet colleagues in making representations as appropriate on areas of regional and national policy development including, for example, anticipated health and care reforms.

The Assistant to the Executive Member will be attending the Conservative Conference in October and will make representations at meetings and fringes re ASC & PH issues to MPs where possible. The Assistant to the Executive Member has also asked questions of those standing for PM at recent leadership hustings about the Fair Cost of Care.

- Assist the Executive Member as required to communicate the County Council's position with regards to health and social care matters, as agreed through established corporate communication processes and channels.

HCC representative/Governor on Southern Health Foundation Trust and recently attended first Board meeting (to be formally ratified at the October Decision Day) – meeting planned with Director of Public Health to discuss this new role on Southern Health Foundation Trust, and how we can best work with them as partners to best serve our residents.]

Communication and representation

The Assistant to the Executive Member regularly attended the Executive Member Decision Days and other key Boards, briefings and meetings alongside, or on behalf of, the Executive Member. These included regular attendance at Health and Adult Social Care Select Committee, Health and Wellbeing Board and Hampshire Safeguarding Adults Board.

An important aspect of the role has also been to communicate and uphold the County Council's position to key stakeholders and communities. An example of this is the visit to Winchester Beacon (homelessness and mental health support) with the Executive Member to meet and speak with residents and staff as part of the Adult Social Care Savings Programme to 2023 consultation. This visit was undertaken to understand further the service being offered and provide reassurance that feedback would inform any decisions made on savings proposals.

Celebrating success

Visits to several of the Extra Care Units across Hampshire have also been undertaken, including Nightingale Lodge in Romsey and Spinnaker View in Gosport, to see how they are working and to talk with residents and staff. This included a visit to the new Living Well Hub attached to Nightingale, as a more recent example of how the county is providing day support to older residents and their carers. Attendance at a 'turf-cutting' event at the new Extra Care in New Milton is also planned shortly plus visits to other nursing and residential homes and the Hampshire Equipment Services hub.

A particularly enjoyable part of the role is to join with staff and wider stakeholders to celebrate those who have gone above and beyond in their service of individuals and the public. Both the Assistant to the Executive Member and Executive Member recently attended the 2022 Carers' Awards at the Great Hall.

- Support the Executive Member in areas of policy development as instructed. This may include, but not be limited to:
 - Learning and applying lessons from Covid-19.
 - Further development of the County Council's strategic partnership arrangements with Health.
 - Safeguarding Adults.
 - Strengthening the voice of service users, their families, carers and wider communities in the co-design and development of health and care services.

Contrary to the Executive Member for Adult Services and Public Health, the Assistant to the Executive is not a statutory role and the post does not carry Executive decision-making powers. However, importantly, it does provide political support and advice to the Executive Member for Adult Services and Public Health and, as required, to the Leader and other Executive Members.

Scale of financial gearing/ impact of work undertaken:

The role encompasses a broad range of statutory services spanning both Adult Social Care services and Public Health functions. This includes circa 3,500 directly employed staff and many tens of thousands more staff operating across some 1,000+ partner and provider services.

The Department has a gross revenue budget of some £520m in 2021/22, which continues to come under increasing demand and cost pressures. The Department faces a further £40.6m shortfall by 2022-23 which must be met on top of the £99.034m required savings between 2017-2021. This role will play an important part in supporting the County Council's interface with its stakeholders and the public to ensure that decisions on what the Department can and cannot provide in the future are informed by the views of residents and service users. This applies equally to engagement on new ways of working, as the County Council seeks to maximise the positive innovations galvanised by the pandemic.

This report demonstrates that since its introduction, the Assistant to the Executive Member role has made a significant impact in supporting and strengthening political

leadership and the engagement of residents and communities in the Department's work and Member decision making. This will be increasingly important over the months ahead and in light of the significant financial and operational challenges that the Department, and wider County Council, now faces.

This role continues to play an important part in supporting the County Council's interface with its stakeholders and the public to ensure that decisions on what the Department can and cannot provide in the future are informed by the views of residents and service users. This applies equally to engagement on new ways of working, as the County Council seeks to maximise the positive innovations galvanised by the pandemic.

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Assistant to the Executive – Children’s Services (12 month Review)

Primary Departmental Links: Principal link to Children’s Services with engagement across all departments of the County Council as required. Additionally, links to partner organisations, service users and other key forums as determined by the Executive Lead Member for Children’s Services.

Key outcomes:

The essence of the role is to help support and co-ordinate political engagement and to provide political advice and support for the developing work of the County Council in respect of children and young people against the backdrop of the Council’s statutory responsibilities as set out in the following primary pieces of legislation:

- Children Act 2004
- Children and Families Act 2014
- Education Act 2002 and 2011

The need for robust and effective political engagement is critical as the Department seeks to manage ongoing demand and cost pressures, embrace the potential offered by new technology, and respond and recover from the Covid-19 pandemic. Ensuring high quality services to safeguard children and young people, ensuring the right support and challenge to schools and colleges, and securing the right level of provision for vulnerable children is essential for the County’s future. All of these outcomes require a wide engagement across a range of stakeholders to ensure a common endeavour.

Key Functional Areas:

- To directly support and advise the Leader, Deputy Leader and Executive Lead Member for Children on all aspects of the council’s work with vulnerable children.

The Assistant to the Executive Member has taken on a lead role with regards to Special Educational Needs and Disabilities (SEND), has taken on a governorship at a SEND school and has advised the Executive Lead Member (ELM) on a variety of issues relating to SEND (including deficits, Education and Health Care Plans (EHCPs) and outcomes and quality of teaching in special schools).

The Assistant to the Executive Member attends Cabinet and Private Cabinet, attends 1;1s with the Director of Children’s Services (DCS) and ELM, is active re Children and Young People Select Committee, Corporate Parenting Board, Children and Families Advisory Panel and the Education Advisory Panel ensuring that she is representing the Executive at all these meetings sometimes alongside, but on other occasions, representing the ELM on her broad portfolio.

- To support the development of and maintain political links with key partner organisations such as schools, police, NHS and district councils.
See above re governorship and schools.

The Assistant to the Executive Member has also visited schools frequently, representing the ELM and deputises for the ELM on the Health and Wellbeing Board. As stated above the Assistant to the Executive Member represents ELM on the Corporate Parenting Board which has a strong police and health representation and has made the appropriate connections.

- To attend the Children and Young People's Select Committee, the Children and Families Advisory Panel, The Education Advisory Panel and the Corporate Parenting Board and supports and deputises as appropriate for the Executive Lead Member – *recognising that the role does not have an Executive function.*

The Assistant to the Executive Member has attended all of these meetings, supports and feeds back to the ELM/Deputy Leader.

- To assist in the establishment and maintenance of relationships with service users, in particular children and young people, through the Corporate Parenting Board and the Youth Council.

The Assistant to the Executive Member attends the Corporate Parenting Board, has visited the County Council's children's homes and supports the County Council's Youth MPs thus contributing to the establishment and maintenance the council's relationships with children and young people.

- To actively represent Hampshire County Council, including deputising for Executive Members, *as appropriate*, on key forums associated with children and young people and schools, such as Schools Forum and the Local Safeguarding Partnership Board.

The Assistant to the Executive Member regularly deputises at Schools Forum. Opportunities to deputise at the Children's Safeguarding Board have been fewer however, the Assistant to the Executive Member is ready and able to do so not least due to her participation in every 1:1 with DCS.

- Assist the Executive Member, Leader and wider Cabinet colleagues in making representations as appropriate on areas of regional and national policy development.

The Assistant to the Executive Member has attended all LGA lead member meetings on behalf of Hampshire and has contributed towards collective positioning on SEND, the Education White Paper and the independent review of children's social care. She has also attended LGA leadership courses and has brought those skills to bear in holding the DCS to account.

- Assist the Executive Member as required to communicate the County Council's position with regards to children and young people related matters, as agreed through established corporate communication processes and channels.

Communications are generally in the ELM name but The Assistant to the Executive Member has contributed towards the formulation and content of such comms.

- Support the Executive Lead Member in areas of policy development as instructed. This may include, but not be limited to:
 - learning and applying lessons from Covid-19
 - safeguarding children and young people
 - strengthening the voice of service users, their families, carers and wider communities in the developing work of services for children, young people and families

The Assistant to the Executive Member has supported the ELM as outlined above in all of these areas and has brought a particular focus on Covid and the impact upon children in schools.

- Promotes Hampshire County Council's objectives policies and priorities, and associated partnerships as a key contribution to promoting the welfare and improving outcomes for children across the county.

See above re Health and Wellbeing Board, governorship, Corporate Parenting Board and so on.

Contrary to the Executive Member Lead Member for Children's Services, the Assistant to the Executive – Children's Services is not a statutory role and post does not carry Executive decision-making powers. However, importantly, it does provide political support and advice to the Executive Lead Member for Children's Services directly in her role, and as required to the Leader and other Executive Members.

Scale of financial gearing/impact of work undertaken:

The role encompasses a broad range of statutory services requiring engagement across a range of stakeholders.

The Department has a gross revenue budget of some £241m in 2021/22, which continues to come under increasing demand and cost pressures. The Department faces a further savings' targets of £21m by 2022/23, which must be met on top of the £68m savings already between 2017/2021. This role will play an important part in supporting the County Council's interface with its stakeholders and the public to ensure that decisions on what the Department can and cannot provide in the future are informed by the views of residents and service users. This applies equally to engagement on new ways of working, as the County Council seeks to maximise the positive innovations arising from the pandemic.

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Chairman of the River Hamble Harbour Board – Culture, Communities and Business Services (12 month Review)

Primary departmental Links: Chairmanship of the Governing Body of the Municipal River Hamble Harbour Authority which sits for administrative purposes within Culture, Communities and Business Services. A unique role with direct statutory accountability to the Secretary of State for Transport for Marine Safety Management and Marine pollution events. Engagement with departments across the County Council for matters affecting the River and the environment. Links to Fareham and Eastleigh Borough and Winchester City Council as well as other national authorities for developments as a statutory planning authority.

Key outcomes:

The essence of the role is to manage the River Hamble Harbour Authority on behalf of Hampshire County Council as a committee of the Cabinet, established further to S.101(1) and S.102(1) of the local Government Act 1972, to which political proportionality applies. The Chairman is a Member of the County Council appointed by the Council. The role is entitled: the 'Duty Holder' within the meaning of the Department for Transport's Port Marine Safety Code (The Code). The Duty Holder is accountable for the Harbour Authority's compliance with The Code. This means:

- Accountability for safe and efficient operations;
 - The Chairman has:
 - Chaired four meetings of the executive River Hamble Harbour Board, assuring safe and efficient operations. The Board has reviewed trends in and response to incidents including casualty recovery, speeding, running aground and collisions, as well as scrutiny of reserved revenue accounts and capital reserves.
 - Approved two reports from Trinity House, confirming RHHA compliance as a Category 3 Local Lighthouse Authority.
- Assigning clear executive and operational responsibilities to an appropriately trained, qualified and experienced person, answerable for their performance;
 - The Chairman has:
 - Reviewed, approved and published updated Vision and Strategy documents for the RHHA until 2024;
 - Overseen the maintenance of a full complement of appropriately trained personnel.
- Appointing a 'Designated Person' to provide independent assurance of the Marine Safety Management System's effective operation;
 - The Chairman has:

- Appointed a new suitable Designated Person, saving the Harbour Authority £4k pa.
- Demonstrating and certifying ongoing compliance to The Code to The Regulator (the Maritime and Coastguard Agency (MCA)).
 - In receiving and approving two independent reports from the Designated Person, the Chairman has maintained certainty that the Harbour Board remains compliant with the Port Marine Safety Code as defined by the Regulator.

Responsibilities are set out in the following primary pieces of legislation:

- The Harbours, Docks, Piers and Clauses Act 1847
- The Southampton Harbour Act 1949
- The Harbours Act 1964
- The River Hamble Harbour Revision Order 1969 (S.I. 1970 No 249) as amended by the River Hamble Revision Order 1982 (S.I. 1982 No 1370) and by Section 67 of the Hampshire Act 1983 and
- The River Hamble Bye Laws 1983, confirmed by the Secretary of State for Transport on 2 May 1986
- The Habitats Regulations

The Harbour Board is the Harbour Authority's Executive body. It is made up of seven members. Two are members of the County Council - one each from Fareham and Eastleigh, three co-opted members representing recreational sailing, the marine industry and environmental management and the Marine Director of the River Hamble undertaking. The Board meets four times each year to consider and decide on planning matters. In doing so, the Board receives recommendations on decisions from the consultative, subordinate and larger Management Committee which has broader and deeper riparian representation and powers of scrutiny over Board decisions. The interdependence of these committees is centrally important in the smooth and efficient running of the undertaking.

Key Functional Areas:

- To discharge the River Hamble Harbour Authority's delegated responsibilities as a statutory Duty Holder for the benefit of all those who navigate within the River Hamble
- To ensure that an effective and efficient Marine Safety Management System is maintained and certify to that effect at three yearly intervals to the Regulator
- To ensure conformity with environmental legislation under the Habitats regulations. The River Hamble is listed as a Special Area of Conservation, in various areas as a Site of Special Scientific Interest and is subject to the RAMSAR convention. These instruments place upon the Council particular responsibilities for which the Board is accountable
- Maintaining an Oil Spill Protection Plan to the satisfaction of the Regulator (the MCA) which affords reasonable protection to the natural environment of the River in the event of a spillage within the wider Solent

- Acting as a statutory Planning Authority for proposed developments below Mean High Water Springs, liaising with other planning authorities as necessary
- Communicating strategic risk affecting Hampshire County Council via the appropriate channels

Scale of financial gearing/ impact of work undertaken:

The River Hamble Harbour Authority is self-funding from the collection of Harbour Dues payments collected from qualifying vessels under the Harbours Act of 1964. Its annual turnover is in the order of £1.2m. It employs 12 staff under the Direction of a professional Master Mariner. The Harbour Authority manages the River over 7 miles of waterways, from the Solent to Botley and Curbridge. It is the busiest recreational River in the Country. The Harbour Authority manages 650 moorings under a contractual arrangement with the Crown Estate. There are around 3200 vessels afloat on the River and a similar number ashore. It is also a significant contributor to the local economies in both Fareham and Eastleigh Boroughs.

This role plays an important part in creating a profitable, efficient and stable platform upon which local businesses and River Users can plan and operate safely. It is a rather unusual but significant unit in Hampshire County Council's wide portfolio.

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