

NOTICE OF MEETING

Meeting	Independent Remuneration Panel
Date and Time	Tuesday, 24th September, 2019 at 3.00 pm
Place	Wellington Room
Enquiries to	members.services@hants.gov.uk

John Coughlan CBE
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. The meeting may also be recorded and broadcast by the press and members of the public – 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. DEPUTATIONS

To receive any deputations notified under Standing Order 12.

4. CHAIRMAN'S ANNOUNCEMENTS

To receive any announcements the Chairman may wish to make.

5. MEMBERS ALLOWANCES SCHEME – ASSISTANT TO THE EXECUTIVE (Pages 3 - 8)

To consider a report of the Monitoring Officer regarding the role of Assistant to the Executive.

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.

HAMPSHIRE COUNTY COUNCIL

Decision Report

Panel:	Independent Remuneration Panel
Date:	24 September 2019
Title:	Members Allowances Scheme – Assistant to the Executive
Report From:	Monitoring Officer

Contact name: Barbara Beardwell

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Purpose of this Report

1. The purpose of this report is to provide information to the County Council's Independent Remuneration Panel (IRP) in order to enable the IRP to make its recommendation as to a Special Responsibility Allowance (SRA) for the post of Assistant to the Executive.

Recommendation

2. That the IRP consider whether an SRA should attach to the post of Assistant to the Executive, and the amount this should be, and in the case of the recent appointment of the Assistant to the Executive – Environment, this should be backdated to the date of appointment.
3. That the IRP consider 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 for this role.

Executive Summary

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 2019/20 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. At its meeting on 18 July 2019, the Leader reported to the County Council that there would be a new position of Assistant to the Executive - Environment. This position would be in keeping with the previous role of Assistant to the Executive – Rural Affairs Champion.
7. The essence of the Assistant to the Executive 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 to the specific remit appointed to by the Leader. In context of the appointment of Assistant to the Executive being a means of providing additional political capacity, it is proposed that a standardised SRA for this role be considered, in the same way as is defined for an Executive Member, Select Committee Chairman etc. The IRP are accordingly asked to consider whether the role of Assistant to the Executive should attract an SRA, and if so the amount payable.
8. Specifically in the context of the Assistant to the Executive – Environment, the IRP are also asked to consider when making their recommendation whether any SRA should be backdated.

Contextual Information

9. Attached at Appendix One to this Report are details of the functions and expected outcomes of an Assistant to the Executive, in order to assist the IRP when considering their recommendation as to whether the role should attract an SRA and amount.
10. At its meeting of 14 October 2015, the Independent Remuneration Panel recommended an SRA of 25 per cent of an Executive Member be applied to the role of Assistant to the Executive – Rural Affairs Champion.

Next Steps

11. The recommendation of the IRP will be considered by the County Council's Employment in Hampshire 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 consequence of the requirements of the Members' Allowances Regulations

Other Significant Links

Links to previous Member decisions:	
<u>Title</u>	<u>Date</u>
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.

Assistant to the Executive – The Role

An Assistant to the Executive may be appointed to by the Leader of the Council to support the Executive on specific areas of executive business. Such appointment shall be reported to the County Council and the role remit and title will be set out and described in the County Council's Constitution.

An Assistant to the Executive will principally be linked to the relevant service department, but engagement is required across all departments of the County Council within the remit of the role.

Key Functions:

- To directly support and advise the Leader, Deputy Leader and Cabinet on issues within the remit of the role.
- To support the development of and maintain political links with key partner organisations within the remit of the role.
- To attend relevant Select Committee meetings, Advisory Panels and Boards and Executive Member Decision Days within the remit of the role.
- To actively support and represent Executive Members where appropriate and within the remit of the role.
- To promote and assist in the establishment and maintenance of partnership arrangements, engagement and communication with key local community and/or special interest and campaigning groups within the remit of the role.
- To assist in developing and managing engagement with key agencies within the remit of the role.
- To promote Hampshire County Council's objectives, policies and priorities within the remit of the role.
- To provide advice to support Executive Members in relation to the political impacts and management of County Council policy and service delivery developments linked to the extensive programme of transformation and change operating across all departments within the organisation within the remit of the role.

The role does not carry Executive decision-making powers but does provide political support and advice to any relevant Executive Member in fulfilling their role as required.

Key outcomes:

The essence of the Assistant to the Executive 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 to the specific remit appointed to by the Leader and set out in the Constitution.

An Assistant to the Executive provides valuable additional capacity to enable the Executive to meet the challenges facing the County Council on specified issues, responding and taking into account levels of public and political interest. This may include the formation of a broad coalition or partnership across multiple agencies and groups to deliver an effective response to such challenges.