

CARLISLE CITY COUNCIL

Report to:-

The Mayor and Members of the City Council

Date of Meeting:-

4 November 2003

Agenda Item No:-

19

Public	Policy	Delegated: Yes
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Accompanying Comments and Statements	Required	Included
Environmental Impact Statement:	No	No
Corporate Management Team Comments:	No	No
Financial Comments:	Yes	Yes
Legal Comments:	No	No
Personnel Comments:	Yes	Yes
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Title:-	PARISH COUNCILS' INDEPENDENT REMUNERATION PANEL	
Report of:-	Head of Member Support & Employee Services	
Report reference:-	ME 15/03	

Summary:-

The Office of the Deputy Prime Minister (ODPM) has introduced new regulations to govern the payment of allowances to the Elected Members of Parish Councils.

The regulations enable Carlisle City Council to establish a Parish Council Independent Remuneration Panel (PCIRP), which must consist of the same members of the City Council Independent Remuneration Panel, to make recommendations in respect of allowances payable to Members of Parish Councils within the City Council's area.

Recommendations:-

- i) The Council are asked to formally agree to the appointment of Carlisle City Council's Elected Members Independent Remuneration panel, as the Parish Council Independent Remuneration Panel.
- ii) The Council are asked to approve the Terms of Reference for the Panel as set out at **Appendix A**
- iii) The Council is asked to agree to meet the minimal cost of administering the Parish Councils' IRP from existing base budgets.

Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers: The Local Authorities (Members' Allowances) (England) Regulations 2003

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Carlisle City Council

26 September 2003

CARLISLE CITY COUNCIL

The Mayor and Members of the City Council

26 September 2003

PARISH COUNCILS' INDEPENDENT REMUNERATION PANEL

The Local Authorities (Members' Allowances) (England) Regulations 2003, Statutory Instrument no: 1021, make provision for Carlisle City Council to be responsible for establishing a Parish Remuneration Panel, which will be expected to consider remuneration issues for Parish Council Members within the City Council's area.

Under the regulations, the Parish Remuneration panel has to consist of those persons who comprise the City Council's own Independent Remuneration Panel.

The Parish Council IRP will be responsible for making recommendations, for approval by the Parish Councils, in respect of payment and levels of Parish basic allowances and travelling and subsistence allowances.

The Parish Council IRP must be established by the City Council, as the responsible authority, before 31st December 2003 and the Council should, for the sake of completeness, pass a formal resolution establishing the Parish Council IRP.

Whilst officers of Carlisle City Council will be responsible for arranging and dealing with administrative matters relating to the Parish Council IRP, recommendations of the IRP will be referred to the Parish Councils for approval, not Carlisle City Council.

Financial Implications:

The cost and resource implications of administering the Parish Council IRP is likely to be minimal, with direct costs certainly being less than £1,000 per annum. This cost could be met from the existing Democratic Process budget.

Eden District Council has agreed to meet the panel costs on behalf of the parishes within their district and Cumbria Association of Local Councillors is recommending the same approach across all districts.

It is therefore recommended that the City Council agree to meet the cost of the Parish IRP on behalf of the Parish Councils.

nmm/payments/members/parishIRP

APPENDIX A

CARLISLE CITY COUNCIL

PARISH COUNCILS' INDEPENDENT REMUNERATION PANEL

TERMS OF REFERENCE

1. To consider relevant information and statutory guidance relating to schemes for the payment of Parish Council Members' Allowances and in particular:
 - To make recommendations to Parish Councils as to the amount of basic allowance which should be payable to its elected members
 - To consider what other allowances should be paid, particularly in respect of travel & Subsistence allowances.
 - To make such other recommendations as it considers necessary.
2. To propose a scheme of allowance for Parish Councils which ensures that members receive realistic recompense for the time they spend on Council activities and encourages Members not to be deterred from seeking election to the Council by financial considerations.
3. The proposed scheme should fully recognise the roles, duties and responsibilities of members in managing the Parish Council. In particular the panel should take account of:
 - the roles, duties and responsibilities of Members, both as decision makers and as community representatives
 - the additional duties and responsibilities which apply to Leading Members (e.g. Chairmen)
4. In addition, the panel should take into account the following:
 - the scheme should be easy to understand and administer
 - the proposed scheme should recognise the difficult financial pressures on councils (although not with a view of constraining the panel to a particular overall budget).