**INDEPENDENT REMUNERATION PANEL**

**BACKGROUND INFORMATION**

Introduction

The 1989 Local Government and Housing Act requires local authorities to establish and maintain a Scheme for Members’ Allowances. The basic provisions of the Act have been fleshed out in subsequent Regulations. The 1991 Regulations provide that it is for each local authority to decide its Scheme and the amounts to be paid under that Scheme.

The Local Authorities (Members' Allowances) (England) Regulations 2003 required Councils to establish and maintain an Independent Remuneration Panel or Members’ Allowances Panel. The purpose of the Panel is to make recommendations to the authority about the allowances to be paid to elected Members. Local authorities must have regard to this advice when agreeing a Scheme of Allowances.

The Regulations set out that a Members’ Allowances Scheme can provide for the following allowances to be payable to elected Members of local authorities:

* Basic Allowance.
* Special Responsibility Allowance.
* Childcare and Dependent Carers' Allowance.
* Travel and Subsistence Allowance.

Recruitment of a New Panel

The 2003 Regulations do not specify how a local authority may go about finding members of its Panel. It is important that the process commands public confidence throughout all the communities in the local authority's area and, to achieve this, the appointments process should result in the membership of its Panel being truly independent, well qualified to discharge the functions of the Panel and representative of the diversity of the communities in the local authority's area.

Interviews may be conducted to assess the relevant skills and experience of candidates together with the necessary objectivity and absence of pre-conceived opinions.

When appointed, Panel members will receive training to assist with their role.

**STROUD DISTRICT COUNCIL AND GLOUCESTER CITY COUNCIL**

**PERSON SPECIFICATION**

**MEMBER OF THE MEMBERS’ ALLOWANCES PANEL**

Essential Criteria

* A keen interest in the affairs of local government and of the role of Councillors in the political management of a local authority.
* Strong analytical capability, including the ability to question, probe and seek clarification about complex issues.
* Ability to consider matters without regard to personal political views; objectivity and an absence of pre-conceived views.
* Not a Councillor within the District/City or an employee of Stroud District Council or Gloucester City Council (or a close relative of either) or serving on any of their Committees, Sub-Committees (for example as a co-opted Member) or other joint partnerships.
* No active connections with any political party.

**CONFIDENTIAL**

**STROUD DISTRICT COUNCIL AND GLOUCESTER CITY COUNCIL**

**SHARED MEMBERS’ ALLOWANCES PANEL**

**APPLICATION FORM**

|  |
| --- |
| **Name:**    |
| **Address:** **Post Code:**  |
| **Tel:**  | **Daytime: Mobile:** |  | **Mobile:** |  |
| **Email:**  |  |
| **Date Of Birth:** |  | **Sex:**  |  |
|  |
| **Please describe any links which you have or have had with either Stroud or Gloucester** e.g. living or working in the area, through work or business, through voluntary bodies, public bodies etc. |
|  |
| **Are you currently a Member of any other Local Authority?** (This includes Parish Councils)**If yes please provide the name of the Authority:** |
| **Are you a *relative* or a *close friend* of any Member or Officer of either Council?** **Yes/No**(Note: a relative is defined as (a) a spouse, partner, parent, parent-in-law, son, daughter, step-son, step-daughter, brother, sister, grandparents, grandchild, uncle, aunt, nephew, niece or (b) the spouse or parent of any of (a))**If yes, please give details:** |
| **Please provide details of any organisations (including political parties) you are, or have been a Member of during the past 5 years.** |
|  |
| **Relevant Experience and Qualities**Please explain why you wish to be a Member of the Members’ Allowances Panel and give details of any relevant experience you may have for the role. |

**DECLARATION**

**I confirm that:**

* I have read the background information and understand and accept the commitment needed to be an active member of the Members’ Allowances Panel.
* The information that I have provided on this application form is correct.
* I would fully respect the confidentially of the information provided to me as a member of the Panel.
* I would observe any rules set by the Panel and act in good faith in the interests of the Panel.

 **Signed** …………………………………………

 **Date** …………………………………..........

**Please return this form to:**

**Tanya Davies**

**Policy and Governance Manager**

**PO Box 3252**

**Shire Hall**

**GL1 9FW**

**Or email:** **tanya.davies@gloucester.gov.uk**