

Wiltshire Council

Overview and Scrutiny Management Committee

29 May 2024

Overview and Scrutiny (OS) Member Remuneration 2023/24

Purpose

1. To propose the application of the OS Remuneration Fund for 2023/24.

Background

2. The Wiltshire Council Member Remuneration Scheme was adopted by Full Council in 2017, following a review by the Independent Remuneration Panel. The Scheme retained a £15,000 OS fund and defined its purpose as, *“To remunerate councillors to recognise significant additional responsibilities undertaken as part of overview and scrutiny activities. A scheme on how to allocate the fund will be prepared and approved annually by the Overview and Scrutiny Management Committee.”*
3. The method of allocating the OS fund was revised by Committee in September 2018. The revised scheme retained the focus on remunerating leading OS positions (some select committee vice-chairmen, chairs of task groups, rapid scrutiny exercises, panels, and representatives on project boards). However, Committee agreed that the number of meetings involved in qualifying activities should be a factor in the level of remuneration received to ensure that the varying time demands of distinct roles is recognised.
4. The level of the OS Remuneration Fund remained unchanged after the Independent Remuneration Panel review in 2021. The Committee subsequently agreed in 2023 to cap remuneration for each meeting at £220.
5. It should be noted that only full, formal meetings of each activity are counted when calculating the allocations. These meetings represent only a portion of the actual activity involved in fulfilling the qualifying roles. Other activities include less formal discussions with service officers, fellow scrutiny members and Executive members, regular liaison with scrutiny officers, ad hoc evidence gathering and attendance at committees and Cabinet to report on progress.
6. Following consultation with the OS chairman and vice-chairman, it is proposed that the Scheme be applied as set out in Appendix 1 for the 2023/24 municipal year (17 May 2023 to 21 May 2024).

Application

7. The following activities are considered eligible for remuneration within the scheme for the 2023/24 municipal year:

- Chairing active task groups, including standing task groups.
- Leading rapid scrutiny exercises.
- Vice-chairing select committees that do not attract a special responsibility allowance (SRA).
- Representation on active project boards.
- Chairing active scrutiny panels.

The current standing task groups are as follows: Financial Planning Task Group and Children's Select Committee Standing Task Group.

8. Applying the scheme in this way yields a total of 12 qualifying activities. The fund totals £15,000 and, as in previous years, a fixed payment (1/10th or £1,500) has been allocated to four key positions, which are:

- Vice-chairman of the Children's Select Committee
- Vice-chairman of the Environment Select Committee
- Vice-chairman of the Health Select Committee
- Chairman of the Financial Planning Task Group

9. The remuneration for the Vice-Chairman of the Environment Select Committee this year is divided between two post holders based upon a payment for the number of days served.

10. Shares for other activities are allocated by the number of meetings led, capped at a total share per activity of £1,500.

11. No more than 2 x fund shares are awarded to any one councillor. In cases where three or more would be allocated, the lowest share is not paid.

12. To count as a qualifying meeting, task group meetings must have been full meetings with all members invited to attend, rather than briefings, sub-groups, or attendance at Cabinet etc.

13. Appendix 1 shows the detail of the 2023/24 allocation.

Remuneration per meeting

Table 1: Comparison of OS Remuneration Fund allocations 2018/19 to 2023/24

	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
No. of individual recipients	16	17	8	13	9	11
No. of meetings	69	51	35	70	32	52
Remuneration per meeting	£136	£234	£236	£197	£200	£220
Total fund allocation	£14,999	£14,988	£11,596	£14,986	£10,200	£13,556

14. Table 1 shows that the number of qualifying activities; meetings and consequently the remuneration per meeting have varied over the past four years.

15. To provide more of a consistent system of allocation a per meeting cap of £220 was agreed by OSMC and applied from 2023/24.

Proposal

16. To note the allocation of the OS Remuneration fund for 2023/24 as detailed in Appendix 1.

Cllr Graham Wright, Chairman OS Management Committee

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Appendices

Appendix 1 Schedule of OS Remuneration Fund allocations 2023/24

Appendix 1 – O&S (Overview and Scrutiny) Activity 2023/24 municipal year

	Activity	Qualifying meetings	No. of meetings attended	Parent Committee	Chair / Lead	£ Share 2023/24
1.	Financial Planning Task Group	9 June 2023 7 July 2023 8 September 2023 10 November 2023 8 December 2023 19 January 2024 2 February 2024	7	OS Management Committee	Cllr Pip Ridout	£1,500 Fixed amount for key position
2.	Evolve Task Group	7 July 2023 13 October 2023 15 December 2023 23 February 2024 10 May 2024	5	OS Management Committee	Cllr Jon Hubbard	£1,100
3.	Area Boards Task Group	15 January 2024	1	OS Management Committee	Cllr Graham Wright	£220
4.	Stone Circle Governance Task Group	13 December 2023 9 February 2024 9 April 2024	3	OS Management Committee	Cllr Ruth Hopkinson	£660
5.	Constitutional Focus Group – OS representative	19 May 2023 7 June 2023 13 September 2023 3 April 2024	4	OS Management Committee	Cllr Jon Hubbard	£0 Maximum of two shares per member reached.

6.	Climate Emergency Task Group	23 May 2023 25 May 2023 29 June 2023 9 October 2023 16 January 2024 23 February 2024 15 March 2024	7	Environment Select Committee	Cllr Graham Wright	£1,500 Capped from £1,540
7.	Housing Allocations Policy Task Group	19 June 2023 12 July 2023 31 August 2023 28 September 2023 18 October 2023	5	Environment Select Committee	Cllr Jonathon Seed	£1,100
8.	Speed Limit Assessment Task Group	1 March 2024 26 March 2024 20 May 2024	3	Environment Select Committee	Cllr Jonathon Seed	£660
9.	Inquiry Session into Demands on Urgent Care Services and Patient Flow into and out of Hospital	19 July 2023	1	Health Select Committee	Cllr Johnny Kidney	£220
10.	Emotional Well-being & Mental Health Strategy Rapid Scrutiny	26 April 2024	1	Health Select Committee / Children's Select Committee	Cllr Jon Hubbard	£0 Maximum of two shares per member reached.
11.	Adoption West Joint Scrutiny Panel	10 July 2023 27 September 2023 1 February 2024 7 March 2024 27 March 2024	5	Children's Select Committee	Cllr Jon Hubbard	£1,100

12.	Children's Select Committee Standing Task Group	26 June 2023 6 September 2023 20 September 2023 8 December 2023	4	Children's Select Committee	Cllr Jon Hubbard	£0 Maximum of two shares per member reached.
13.	Youth Provision & Area Board Funding Task Group	17 May 2023 7 June 2023 8 June 2023 28 June 2023 5 July 2023 26 July 2023	6	Children's Select Committee	Cllr Jo Trigg	£1,320
TOTAL MEETINGS:			52			£9,380

	Select Committee (where the vice-chair position does not attract an SRA)	Role	Councillor	£ share 2023/24
14.	Children's Select Committee	Vice Chair	Cllr Jacqui Lay	£1,500
15.	Environment Select Committee*	Vice Chair	Cllr Bob Jones MBE	£928
16.	Environment Select Committee*	Vice Chair	Cllr Derek Walters	£248
17.	Health Select Committee	Vice Chair	Cllr Gordon King	£1,500
			TOTAL	£4,176

*Remuneration calculated on the number of days tenure.

Calculation Guidance

Total fund	£15,000
4 x key position share total	£5,676 (3 x £1,500 + £928 + £248)
1 x capped position (share over £1,500)	£1,500 (7 meetings)
Total qualifying meetings	38 (52 minus 14)
Total meetings with maximum two shares per Cllr considered	29 (38 minus 9)
Share per meeting	£220
	29 x £220 = £6,380
Total	£5,676 + £6,380 + £1,500 = £13,556