

Wiltshire Council

Overview and Scrutiny Management Committee

23 May 2023

Overview and Scrutiny (OS) Member Remuneration 2022/23

Purpose

1. To set out the application of the OS Remuneration Fund for 2022/23.

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.
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 2022/23 municipal year (17 May 2022 to 16 May 2023).

Application

7. The following activities are considered eligible for remuneration within the scheme for the 2022/23 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 9 qualifying activities. The fund totals £15,000 and, as in previous years, a fixed payment (1/10th or £1,500) has been allocated to 4 key positions, which are:

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

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

10. No more than 2 x fund shares are awarded to any one councillor. In cases where 3 or more would be allocated, the lowest share is not paid.

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

12. Appendix 1 shows the detail of the 2022/23 allocation.

Remuneration per meeting

Table 1: Comparison of OS Remuneration Fund allocations 2018/19 to 2022/23

	2018/19	2019/20	2020/21	2021/22	2022/23
No. of individual recipients	16	17	8	13	10
No. of meetings	69	51	35	70	33
Remuneration per meeting	£136	£234	£236	£197	£200
Total fund allocation	£14,999	£14,988	£11,596	£14,986	£10,400

13. Table 1 shows that the number of qualifying activities, meeting and consequently the remuneration per meeting have varied over the past four years.
14. There are a number of reasons for the reduction in formal OS activity during 2022-23: Three of the long-standing task groups, panels and boards that were meeting in 2021/22 concluded their work. In addition, two of the more active standing task groups – Climate Emergency and Financial Planning – have halved the number of formal meetings held in order to focus on their key priorities.
15. Due to the overall reduction in qualifying activities this year, allocating the total fund of £15,000 in 2022-23 would create a payment per meeting of over £800. As such, following consultation with the Chairman and Vice-chairman, it proposed to allocate only £10,400 of the fund this year, yielding a per meeting payment of £200 (the full £15,000 was also not allocated in 2020-21). £200 is the average per meeting payment seen over the previous four years.
16. In addition, to address some of the annual variation seen and provide more of a consistent system of allocation, for future years a per meeting cap of £220 is proposed, to be applied from 2023/24.

Proposal

- 17. To note the allocation of the OS Remuneration fund for 2022/23 as detailed in Appendix 1.**
- 18. To note that from 2023/24 a cap of £220 will be placed on remuneration to eligible members per qualifying meeting.**

Cllr Graham Wright, Chairman OS Management Committee

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Appendices

Appendix 1 Schedule of OS Remuneration Fund allocations 2022/23

Appendix 1 – O&S (Overview and Scrutiny) Activity 2022/23 municipal year

	Activity	Qualifying meetings	No. of meetings attended	Parent Committee	Chair / Lead	£ Share 2022/23
1.	Financial Planning Task Group	8 July 25 November 19 January 20 January 27 January	5	OS Management Committee	Cllr Pip Ridout	£1,500 *Fixed amount for key position
2.	Evolve Task Group	1 July 30 September 19 December 20 April 25 April	5	OS Management Committee	Cllr Jon Hubbard	£1,000
3.	Constitutional Focus Group – OS representative	1 June 7 March 30 March 11 April 3 May	5	OS Management Committee	Cllr Jon Hubbard	£1,000
4.	Climate Emergency Task Group	5 August 1 September 2 September 16 September 14 October 25 November 28 April	7	Environment Select Committee	Cllr Graham Wright	£1,400
5.	NHS Dental Services Rapid Scrutiny	29 March	1	Health Select Committee	Cllr Johnny Kidney	£200
6.	Adoption West Joint Scrutiny Panel	13 August 19 October	2	Children's Select Committee	Cllr Jon Hubbard	£400* Maximum of 2 x shares per

						member reached
7.	Children's Select Committee Standing Task Group	20 June 5 September 5 January 10 January	4	Children's Select Committee	Cllr Jon Hubbard	£800* Maximum of 2 x shares per member reached
8.	Fostering Excellence Task Group	19 May 1 November	2	Children's Select Committee	Cllr Chuck Berry	£400
9.	High Needs Block Rapid Scrutiny	9 November	1	Children's Select Committee	Cllr Jo Trigg	£200
10.	Youth Provision & Area Board Funding Task Group	26 April	1	Children's Select Committee	Cllr Jo Trigg	£200
	TOTAL MEETINGS:		32			£5,900

	Select Committee (where the vice-chair position does not attract an SRA)	Role	Councillor	*£ share 2022/23
11.	Children's Select Committee	Vice Chair	Cllr Jacqui Lay	£1,500
12.	Environment Select Committee	Vice Chair	Cllr Bob Jones MBE	£1,500
13.	Health Select Committee	Vice Chair	Cllr Gordon King	£1,500
			TOTAL	£4,500

Calculation Guidance

Total fund	£15,000
4 x key position share total	£6,000 (4 x £1,500)
0 x capped position	£0
Remainder for other qualifying positions	£9,000
Total qualifying position meetings	27
Total meetings with maximum 2 shares per Cllr considered	21
Share per meeting	£200
	22 x £200 = £4,400

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