

AGENDA CLASSIFICATION OPEN		AGENDA ITEM 3	
REPORT TO	INDEPENDENT REMUNERATION PANEL	DATE	29 NOVEMBER 2002
FROM	DIRECTORATE: CENTRAL SERVICES DIVISION:		
WARD	BOROUGH WIDE		

SUBJECT: TERMS OF REFERENCE AND APPOINTMENT OF CHAIRMAN

1. Details of Exempt Information Category

Not applicable.

2. Purpose of the Report and Summary.

To bring to the attention of the Members of the Independent Remuneration Panel the Terms of Reference for the Panel as agreed by the General Assembly of the Council and also the appointment of the Chairman.

3. Key Decision

Not applicable.

4. RECOMMENDATIONS

4.1 That the Independent Remuneration Panel note the Terms of Reference for the Panel (Appendix A) as agreed by the General Assembly of the Council.

4.2 That Members note that Mr A Murdoch has been appointed as Chairman of the Independent Remuneration Panel by the General Assembly of the Council for the first year of the three year term and that thereafter the Panel select its own Chairman.

5. Background

5.1 The General Assembly of the Council (the GAC), on 10 June 2002 [Min. No. 32] having considered a report from the Director of Central Services, agreed the terms of reference for the Independent Remuneration Panel (IRP or the Panel), the terms and period of appointment to it and resolved that the Appointments Panel be delegated the responsibility to consider the applications and to make

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recommendations as to appointment to the next meeting of the GAC. It was also determined that the GAC would appoint the Chairman of the IRP from amongst those it agreed to appoint as Panel members.

- 5.2 The GAC, on 16 September 2002 considered the recommendations of the Appointments Panel as to the membership of the IRP and accordingly appointed Rev Malcolm Cooper, Mr Derek Higgs, Mr Alan Murdoch and Mr Alan Thrussell to the IRP for a three year term.
 - 5.3 The Appointments Panel further recommended that, in view of Mr A Murdoch's many years experience in determining levels of remuneration for both private and public sector organisations, the GAC appoint Mr Murdoch as Chairman of the IRP for the first year of the three year term. For the remaining years the Appointments Panel felt that the IRP should be free to appoint its own Chairman from the membership of the Panel.
 - 5.4 The GAC accordingly appointed Mr Alan Murdoch as Chairman of the IRP for the first year of the three year term and agreed that thereafter the Panel would select its own Chairman.
6. Discussion
 - 6.1 The work of any formal Committee, Board or Panel of the Council is bound by that body's Terms of Reference. The Terms of Reference for the IRP are as set out at Appendix A to this report and Members are invited to seek clarification and/or explanation as necessary.
 - 6.2 The work of the Panel will be coordinated and guided by its Chairman who will be the main link with the Officers supporting the IRP.
 7. Financial Implications

None specifically arising from this report.
 8. Legal Implications

None specifically.
 9. Staffing and Other Administrative Implications

The Panel will be supported by the Director of Central Services, Head of Finance and Human Resources and Head of Legal Services. Standard administrative support will be provided through the Member Services section.
 10. Conclusion

That Members agree the recommendations set out at 4.1 and 4.2 above.

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BACKGROUND PAPERS

<u>Short Title of Document</u>	<u>Date</u>	<u>File Ref</u>	<u>Contact Officer</u>	<u>Exempt Information Category</u>
Members Allowances - IRP	16 Sept 2002	GAC	S. Green Ext 3125 S. Brooks Ext 3317	Not applicable
Appoints. Panel – Applications	14 August 2002		K. Beavers Ext. 3276	SO46(1)(b) Annex 1 para 1 & 11
Appoints. Panel - Minutes	14 August 2002		K. Beavers Ext. 3276	Not applicable
Members Allowances - IRP	10 June 2002	GAC	S. Green Ext 3125 S. Brooks Ext 3317	Not applicable