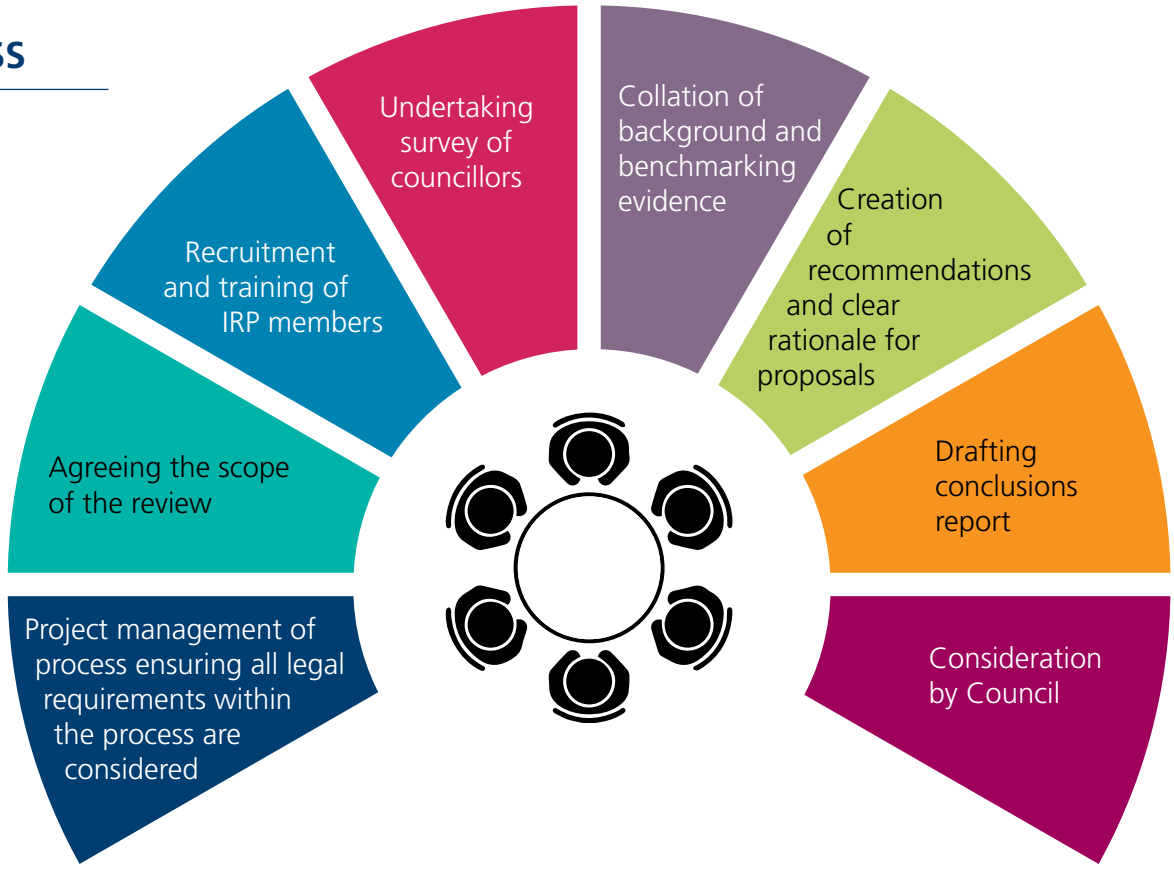
INDEPENDENT REMUNERATION PANEL SERVICE

Your SEE Membership gives you free access to our research and information service. We can assist with queries on types and levels of allowances paid and on best practice. In addition, we conduct a major annual survey of members allowances paid across the region, providing valuable benchmarking information to the IRP that reviews a council's allowances scheme. If you need support to deliver a successful IRP review there are a number of additional enhancements we can deliver at each stage from ranging from agreeing the scope to report creation.

PURPOSE OF THE IRP

Local authorities are required to review their allowances scheme on a regular basis (at least every 4 years). This review is undertaken by an independent remuneration panels established to make recommendations to the Council about the allowances that should be paid to elected members of the authority. The scope and scale of a review can vary depending on operational issues being experienced or the impact governance arrangements have on the existing scheme. Although the final decision is a matter for the Council, there is a legal requirement to take into account the recommendations of the independent panel.

IRP PROCESS



OUR SERVICES

With years of proven expertise, SEE brings unparalleled insight to councils, revolutionising the way allowances are managed in these key areas:

RECRUITMENT OF IRP MEMBERS

We provide thorough support throughout the recruitment process by:

- Crafting a role profile pack
- Promoting the opportunity effectively
- Identifying suitable candidates
- Ensuring the selected candidates are a perfect fit for your Council

Member price: £2,000 plus VAT
Non-member price: £2,270 plus VAT

PRACTICAL ROLE ON YOUR PANEL

As a member and/or chair of your Independent Remuneration Panel (IRP), we provide proactive involvement in both the Panel and the review process. SEE currently serves as a chair and member on numerous IRPs throughout the South East and East of England.

Member price: £4,500 plus VAT
Non member price: £5,000 plus VAT

INDEPENDENT REMUNERATION PANEL SKILLS

Join us for a comprehensive 2-hour training course designed to equip IRP Members and supporting officers with the essential skills and knowledge to execute a successful members' allowance review. This course covers

- An understanding of the legislative framework
- How to set a Basic Allowance, the Special Responsibility Allowances and Other Allowances
- Chairing and managing a successful and effective Remuneration Panel.

Member price: £800 plus VAT
Non-member price: £900 plus VAT

FACILITATION OF THE REVIEW

Supporting the preparation of background information (including benchmarking data and councillor questionnaires), delivering training for IRP Members, actively participating in the review process, and producing comprehensive final reports.

Price on application

We can deliver some or all of the above as a comprehensive support package.

"South East Employers ran our recent **Independent Review Panel** for the review of our councillors' allowances. I was delighted that the SEE colleagues spent time with me to gain an **understanding of our community councillor model** and how it impacts on the time councillors spend fulfilling their role. SEE were **flexible**, **pragmatic** and **politically aware**. They produced a great quality report as a result.

ANDY FERRIER
CHIEF EXECUTIVE, TEST VALLEY BOROUGH COUNCIL

SEE FACILITATOR

Mark Palmer

DIRECTOR: DEVELOPMENT AND GOVERNANCE

With a strong focus on leadership and organizational development, Mark leads the Development Team at South East Employers. He plays a key role in facilitating and delivering programs that enhance governance, scrutiny, and accountability. Specialising in effective governance, political leadership, and change management, Mark is a passionate advocate for local democracy with extensive experience working with councillors. Mark has extensive experience chairing, training and supporting IRP's and currently Chairs/supports over 20 IRP's across the South East and London. He also spearheads the implementation of the LGA Councillor Development Charter across the South East, East of England, and London, while providing quality assurance in Northern Ireland.

Kirsty Hunt

GOVERNANCE, DEVELOPMENT AND CONSULTANCY MANAGER

With over 20 years of experience in local government, Kirsty excels in research, project management, and people management. She offers a wide range of support services, including induction, councillor training, scrutiny functions, and more recently, electoral and registration processes. Specialising in the efficient operation of council decision-making, she navigates the political landscape and fosters positive relationships between councillors and officers. Kirsty has hands-on experience with implementing member allowances schemes, recruiting panel members, and facilitating reviews. She actively supports the LGA Councillor Development Charter across the South East and is dedicated to enhancing the diversity of resources and information available to SEE member organisations.

NEXT STEPS

We encourage all member organisations to access and utilise the benchmarking information we gather from our annual survey of members' allowances. If you have any questions about the types and levels of allowances or need advice on best practices, please let us know how we can assist.

WHAT DO WE NEED TO KNOW:

- The scope of your upcoming review.
- The preferred window for delivery and consideration of recommendations by Council.
- Existing membership and recruitment needs.
- Training and coaching requirements for existing or new Panel members.