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**THE WORSHIPFUL THE MAYOR
AND COUNCILLORS OF THE
LONDON BOROUGH OF ENFIELD**

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Date: 25 June 2010

Dear Councillor,

Council – 30 June 2010 – “TO FOLLOW” papers

Please find attached and listed below the papers marked “TO FOLLOW” on the Council agenda recently circulated:

Item No. 11 – Appointment of Independent Member to the Standards Committee

Item No. 16 – Issues referred to Council by the Governance Review Group

If you have any questions relating to this meeting please contact my colleague Stephen Addison on the above direct line.

Yours sincerely

J.P.Austin

Assistant Director, Corporate Governance

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MUNICIPAL YEAR 2010/2011 REPORT NO. 19

MEETING TITLE AND DATE:

Council – 30 June 2010

REPORT OF:

Director of Director of Finance
and Corporate Resources

Contact officers and telephone
numbers:

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| | |
|---|-----------------|
| Agenda – Part:1 | Item: 11 |
| Subject: Standards Committee – Increased Membership & Appointment of Two Independent Members | |
| Wards: Non Specific | |
| Cabinet Member consulted: N/A | |

1. EXECUTIVE SUMMARY

This report recommends that the membership of the Standards Committee be increased from three to four Independent members.

That, subject to the recommendation regarding the increase in membership being agreed, this report also recommends that Dr Elliot Finer and Mr Simon James be appointed as independent members of the Standards Committee, to fill the current vacancies in accordance with the Council's Constitution.

2. RECOMMENDATIONS

- 2.1 That the Council endorses the recommendation of the Appointment Panel that the membership of the Standards Committee be increased from three independent members to four with immediate effect.
- 2.2 That the Council also endorses the recommendation of the Appointment Panel that Dr Finer and Mr James be appointed as the independent members of the Standards Committee, subject to references, to fill the current vacancies in accordance with the Council's Constitution for a period of four years (May 2014), subject to the review detailed in recommendation 2.3 below.
- 2.3 That the number of independent members on the Standards Committee be reviewed by Council at the end of this Municipal Year.

3. BACKGROUND

- 3.1 The Council has established a Standards Committee, whose primary purpose is to advise on and promote good standards of conduct amongst members, including the provision of training and good practice guidance.
- 3.2 The Standards Committee comprises three members who are not councillors (the independent members) and six members of the Council (who shall not be the Mayor or members of the cabinet). In the Municipal Year 2010/11, Mr Geoffrey Mills and Mr Lawrence Greenberg continue to serve as independent members. However, there has been one Independent member vacancy since Mr Rufus Barnes left his position in May 2010.
- 3.3 All independent members are entitled to vote at meetings. Full Council appoints the independent members, whose appointment will be for four years (ending May 2014).
- 3.4 In order to recruit an additional independent member, the position was advertised in the Enfield Advertiser and Enfield Independent for one week from 12 May to 19 May 2010. The deadline for applications was 28 May 2010.
- 3.5 Eight candidates applied for the position, each submitting an application form and a signed declaration confirming that none of the ineligibility criteria applied to them.
- 3.6 A member level Appointment Panel was set up to undertake the selection process on behalf of the Standards Committee. The panel comprised of two independent members along with two elected members.
- 3.7 The Appointment Panel met on 23 June 2010 and interviewed four candidates. It considered the information they had submitted including a presentation. Each candidate was assessed against the criteria for the position of an independent member. Having considered the candidates the Appointment Panel unanimously agreed that due to the high calibre of two of the applicants both candidates should be recommended to Council and that the number of independent members on the Standards Committee should be increased from three to four to accommodate this. The Appointment Panel felt that the Standards Committee would benefit from the addition of both candidates.

The proposed increased membership would provide the committee with additional capacity and more flexibility to meet the new requirements under the new statutory framework. The new arrangements were detailed in a previous report to Council on 23

January 2008 (Report No.203) on Standards Committee – Increased Membership.

The panel also agreed to recommend to Council that Dr Elliot Finer and Mr Simon James be appointed as independent members of the Standards Committee subject to references.

- 3.8 The recommendations proposed by the Appointment Panel were discussed informally with the Leader of the Council and the Leader of the Opposition prior to this report being submitted to Council. They supported the recommendations of the Appointment Panel. The number of independent members on the Standards Committee will be reviewed by Council at the end of this Municipal Year when Geoffrey Mills (Independent Member) period of office ends in May 2011.

4. ALTERNATIVE OPTIONS CONSIDERED

No other options have been considered as the action taken is in accordance with procedure specified in the Council's Constitution.

5. REASONS FOR RECOMMENDATIONS

To fill the Standards Committee independent member vacancies in accordance with the Council's Constitution.

6. COMMENTS OF THE DIRECTOR OF FINANCE AND CORPORATE RESOURCES AND OTHER DEPARTMENTS

6.1 Financial Implications

There are no financial implications arising from the proposals described in this report.

6.2 Legal Implications

The Council is required under section 53 of the Local Government Act 2000 to have a Standards Committee, with at least one member independent of the Council.

Secondary legislation governs more detailed aspects, such as appointments, and the Council's Constitution also covers procedural matters. The appointments process has been undertaken in accordance with the provisions of The Relevant Authorities (Standards Committee) Regulations 2001, subject to the appointments being finalised by Council as requested above. The recommended appointments are required to be approved by a majority of the members of the authority.

7. RISK MANAGEMENT IMPLICATIONS

Filling the independent member vacancies provides the committee with additional capacity to meet the new requirements under the new statutory framework.

8. PERFORMANCE MANAGEMENT IMPLICATIONS

The appointment of two additional independent members is necessary to ensure the efficiency and effectiveness of the committee in meeting the wider demands set within the Local Government and Public Involvement in Health Act 2007. It is essential that the Standards Committee maintains and assures the Council's integrity and reputation for its communities and external inspection.

The work undertaken by the Standards Committee is key to ensuring the Council is able to fulfil its duties under the new statutory framework.

9. COMMUNITY IMPLICATIONS

The process has been undertaken in accordance with the Council's recruitment and selection process with the position being widely advertised across all sections of the community. The appointment strengthens the community representation role on the committee.

10. PUTTING ENFIELD FIRST

Aim 5 –Provide High Quality and Efficient Services

Background Papers

Adverts placed in the Enfield Advertiser and Enfield Independent local papers.

Report to Council on 23 January 2008 (Report No.203) on Standards Committee – Increased Membership

MUNICIPAL YEAR 2009/2010 REPORT NO. **21**

MEETING TITLE AND DATE:

Council
30 June 2010

REPORT OF:

Governance Review Group

Contact officer and telephone number:

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| Agenda – Part: 1 | Item: 12 |
| Subject: Members' IT and Allowances | |
| Wards: All | |
| Cabinet Member consulted: | |
| Councillor Doug Taylor | |

1. EXECUTIVE SUMMARY

- 1.1. At its meeting on 21 June 2010, the Governance Review Group considered reports from the Director of Finance and Corporate Resources on IT arrangements for Members and on amendments to the Member Allowances Scheme.
- 1.2. This report outlines the recommendations made by the Governance Review Group to Council.

2. RECOMMENDATIONS

- 2.1. That Members be given the option of being provided with either a Council laptop or a mobile telephone with email and web capabilities.
- 2.2. That Members be canvassed as to whether they would prefer to receive a laptop or mobile telephone, and if opting for a mobile telephone, which particular type and model from the options presented by the Director of Finance and Corporate Resources.
- 2.3. That the Director of Finance and Corporate Resources be given delegated authority to decide on which type and model of mobile telephone be issued to Members once survey results have been collated, based upon usability benefits, costs and compatibility to the Council's IT systems.
- 2.4. That if a Member chooses to receive a mobile telephone and does not already have a Centrex telephone line installed at their home, no Centrex line be installed.
- 2.5. That Council considers whether Member allowances be increased in 2010/2011, and if so, should the increase be in line with the average earnings as at October 2009 (in line with the previous Council's agreement and currently 1.4%) or any other amount Council sees appropriate.

- 2.6. That Council considers whether it wishes to retain the current arrangements whereby allowances are increased annually in line with the average earnings figure and notes that a more detailed review of the scheme will be undertaken for implementation in 2011/2012.
- 2.7. That Council considers funding the special responsibility allowance (SRA) for the additional Cabinet Member in line with the proposal set out paragraph 3.12 below.

3. BACKGROUND

Members' IT

- 3.1. At its meeting on 21 June 2010, the Governance Review Group considered the report of the Director of Finance and Corporate Resources on the provision of IT equipment to Members following the election of the new Council on 6 May 2010.
- 3.2. At present, new Members are being seen by Corporate IT on an individual basis and being shown how to access their Council e-mail and a MembersNet service from their own home PC or laptop. Where Members do not have access to their own PC or laptop, they are being given the option to receive a Council provided laptop, with returning Members being given the further option of keeping their existing Council laptop in place of a new one should they prefer.
- 3.3. Requests have been made from some Members that they be provided with Blackberries, iPhones or a Council PDA (a HTC brand SmartPhone with access to Council network for e-mail and MembersNet and the ability to remotely wipe data from the memory in the event of theft or loss).
- 3.4. As the Council currently does not use such devices, they are not supported by Serco, and additional costs will be incurred should the Council decide to offer them to Members, although the cost of providing a mobile telephone rather than a laptop would be similar.
- 3.5. To ensure that value for money and appropriate support to Members can be provided, it is recommended that the Director of Finance and Corporate Resources be given delegated authority to decide on which type and model of mobile telephone be issued following a survey of Members.
- 3.6. Members may currently request that a Centrex telephone line be installed in their homes, which provides a dedicated line for Council business. The Governance Review Group recommends that should Council decide to offer mobile telephones to Members and individual Members take up that option, no new Centrex line be installed.

Member Allowances

- 3.7. At its meeting in June 2006, Council resolved that Members' allowances be increased annually in line with the preceding October's average earnings figure.

- 3.8. The increase due for the 2010/2011 financial year is 1.4%, but this increase has not currently been included in the allowances paid to Members. The increase has however been included in the base budget.
- 3.9. Council is therefore asked to consider whether allowances should be increased for 2010/2011, and if so, by what amount.
- 3.10. Details of the effect of the potential 1.4% increase are shown below along with a comparison of the fees that the Independent Remuneration Panel for London shows could be paid:

| POSITION | CURRENT | PLUS 1.4% | INDEPENDENT REMUNERATION PANEL |
|---|---------|--------------|--------------------------------------|
| | £ | £ | £ |
| Basic | 10,570 | 10,720 | 10,597 |
| Leader of Majority Party (full-time) | 27,825 | 28,215 | 54,227 |
| Deputy Majority Party | 16,705 | 16,940 | 34,780 – 41,262 |
| Opposition Leader | 16,705 | 16,940 | 15,333 – 28,298 |
| Opposition Deputy | 4,185 | 4,245 | not covered in report |
| Majority Whip | 8,905 | 9,030 | 15,333 – 28,298 |
| Opposition Whip | 4,455 | 4,515 | 2,368 – 8,852 |
| Cabinet Members | 13,915 | 14,110 | 34,780 – 41,262 |
| Overview Scrutiny Chairman | | | 34,780 – 41,262 |
| Scrutiny Chairmen | 8,910 | 9,035 | 15,333 – 28,298 |
| Audit Chairman | 8,910 | 9,035 | 15,333 – 28,298 |
| Planning Chairman | 8,910 | 9,035 | 15,333 – 28,298 |
| Licensing Panel Chairman | 8,910 | 9,035 | 15,333 – 28,298 |
| Pension Board Chairman | 8,910 | 9,035 | 15,333 – 28,298 |
| Mayor | 6,675 | 6,770 | 15,333 – 28,298 |
| Deputy Mayor | 3,370 | 3,415 | not covered in report |
| Standards Chairman | 2,615 | 2,650 | not covered in report |

- 3.11. Council is also asked to consider whether it wishes to continue with the arrangement whereby allowances are increased automatically each year in line with the average earnings figure for October.

3.12. Council is also asked to consider how it wishes to adjust the SRAs to allow for the additional Cabinet Member. The Governance Review Group considered a proposal made by the new administration to pool the budget currently allocated to the existing Cabinet member positions, the Scrutiny Chairmen and the Licensing, Planning, Pension Fund and Audit Committee Chairmen and then re-calculating the allowances using the same factor differentials between the positions. The other Opposition SRAs and the those for the Mayor, Deputy Mayor and Standards Chairman will remain the same. Details of the proposals are as follows:

| | Revised SRA** | Total Cost | Reduction Of |
|----------------------------|--------------------------|-------------------|---------------------|
| | £ | £ | £ |
| Leader of Majority Party | 26,721 | 26,721 | 1,494 |
| Deputy Majority Party | 16,042 | 16,042 | 897 |
| Opposition Leader | 16,939 | 16,939 | 0 |
| Opposition Deputy | 4,244 | 4,244 | 0 |
| Majority Whip | 8,552 | 8,552 | 478 |
| Opposition Whip | 4,517 | 4,517 | 0 |
| Cabinet Members (x 7) | 13,363 | 93,539 | 747 |
| Overview Scrutiny Chairman | 8,557 | 8,557 | 478 |
| Scrutiny Chairmen (x 7) | 8,557 | 51,338 | 478 |
| Audit Chair | 8,557 | 8,557 | 478 |
| Planning Chairman | 8,557 | 8,557 | 478 |
| Licensing Panel Chairman | 8,557 | 8,557 | 478 |
| Pension Board Chairman | 8,557 | 8,557 | 478 |
| Mayor | 6,768 | 6,768 | 0 |
| Deputy Mayor | 3,417 | 3,417 | 0 |
| Standards Chairman | 2,652 | 2,652 | 0 |

** incorporating the 1.4% increase.

3.13. The Member Allowances scheme provides that where the same Councillor holds two or more positions that attract an SRA, only the higher SRA may be claimed.

3.14. In percentage terms, the reduction in SRAs equates to 5.296%

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1. With regards to Member IT, the option of offering the same services as at present exists, although this may not give Members what they require to enable them to undertake their roles as effectively as they might otherwise be able to.
- 4.2. The option of creating the additional Cabinet member position at the same SRA as currently paid would cause the budget to be overspent.

5. REASONS FOR RECOMMENDATIONS

- 5.1. To provide Members with suitable IT provision.
- 5.2. To confirm the Member Allowances Scheme for 2010/2011.

6. COMMENTS OF THE DIRECTOR OF FINANCE AND CORPORATE RESOURCES AND OTHER DEPARTMENTS

6.1. Financial Implications

Should Members decide to use laptops and PDA devices, the supply & support for them, is covered by the existing IT contract. If other devices are required, a variation to the contract will need to be negotiated.

The readjustment of SRAs, as proposed, will achieve the objective of creating an additional Cabinet Member position at nil extra cost. To create the additional Cabinet Member position within the allowances scheme at the same rates as currently paid would cause the budget to be overspent. The 2010/2011 budget had assumed the 1.4% increase.

6.2. Legal Implications

The Local Authorities (Members' Allowances) (England) Regulations 2003 require all local authorities to set up and maintain an advisory Independent Panel to review and provide advice on Members' allowances. The London Council acts as the Independent Panel and has completed a report for 2010. The recommendations in this report are compatible with the recommendations of the Independent Panel's remuneration for Councillors in London report

7. KEY RISKS

If Members are not supplied with appropriate IT equipment with which to work, there is a risk that they will be unable to undertake their roles as effectively as they might otherwise be able to.

8. PERFORMANCE MANAGEMENT IMPLICATIONS

If Members are not supplied with appropriate IT equipment with which to work, there is a risk that they will be unable to undertake their roles as effectively as they might otherwise be able to.

9. COMMUNITY IMPLICATIONS

The proposals will assist Members in delivering effective representation and community leadership.

10. PUTTING ENFIELD FIRST

The provision of high quality IT to members and a robust Member Allowances Scheme will contribute towards the delivery of excellent services in Enfield.

Background Papers

Independent Remuneration Panel Report