

**A Review
Of
Members' Allowances
For
Wigan Council**

**A Report by the
Independent
Remuneration Panel**

**Marion Andrews
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March 2021

EXECUTIVE SUMMARY

Wigan MBC IRP Recommendations: Basic Allowance and Special Responsibility Allowances 26th May 2021					
Post	Max Nos SRAs Rec'd	Basic Allowance	SRAs	Total per Member	SRA Totals
Basic Allowance					
All Members (75)		£13,150		£13,150	
SRAs					
Leader	1	£13,150	£39,450	£52,600	£39,450
Deputy Leader	1	£13,150	£25,644	£38,794	£25,644
Other Executive Members	6	£13,150	£17,776	£30,926	£106,656
Lead Members	6	£13,150	£5,866	£19,016	£35,196
Chairman Licensing & Regulation Committees	1	£13,150	£14,633	£27,783	£14,633
Vice-Chairman Licensing & Regulation Committees	1	£13,150	£3,658	£16,808	£3,658
Chairman Licensing & Regulation Committee - when post not also Planning Chairman	0		£11,849	NA	NA
Vice-Chairman Licensing & Regulation Committees - when Chairmanship is not also Planning Chairman	0		£3,084	NA	NA
Chairman Planning Committee	1	£13,150	£11,849	£24,999	£11,849
Vice-Chairman Planning Committee	1	£13,150	£3,084	£16,234	£3,084
Chairmen Overview & Scrutiny Committees	4	£13,150	£7,901	£21,051	£31,604
Chairman Audit, Governance & Standards Committee	1	£13,150	£7,901	£21,051	£7,901
Chairing a Standards Hearing	NA		£127 p/meeting		NA
SRAs Paid under GMCA 2011 Order					
Leader appointed to GMCA	1		£10,367	£10,367	£10,367
When Wigan Members appointed to GMCA TC is Chair	1	£13,150	£7,901	£21,051	£7,901
Opposition SRAs					
Leader Main Opposition Group	1	£13,150	£5,328	£18,478	£5,328
<i>Standard Element</i>			£1,975		
<i>Variable Element</i>	<i>£479 per Member</i>	<i>X 7</i>	£3,353		
Deputy Leader Main Opposition Group	NA	£13,150	£50 per Member > 14 Members	NA	NA
Sub Totals	26	£986,250			£303,271
TOTAL					£1,289,521

The IRP also recommends

Where there are two Main Opposition Groups of Equal size

That if there are two Main Opposition Groups of equal size then each Main Opposition Group Leader should be able to receive an Opposition SRA based on current formula subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years.

Leaders of Other Opposition Groups

The IRP is not making a recommendation for an SRA in regards to the Leaders of the Other Opposition Groups.

The Co-optees' Allowance – Audit, Governance and Standards Committee Co-optees (4)

No change to the Co-optees' Allowance for the (Independent) Co-opted Members of the Audit, Governance and Standards Committee, which is currently £1,185, subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years.

That the two Parish Council Co-optees continue to receive a variable Co-optees' Allowance for when they sit on a Standards Committee Sub-Committee to determine complaints at £59 per half day/£118 full day rate, subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years.

The Dependants' Carers' Allowance (DCA)

That the DCA should be altered by removing specified hourly rates for care to be replaced with the following:

- Childcare: maximum rate claimable at the National Living Wage
- Other care: maximum rate claimable at the rate charged by the Council for the employment of a personal assistant for care for elderly or people with disabilities.

Travel and Subsistence Allowances - Within the Authority

That the Basic Allowance continues to be deemed to cover all in-authority travel and subsistence costs.

Travel and Subsistence Allowances - Outwith the Authority

That the current rates and terms and conditions for claiming Travel and Subsistence Allowances outwith the Authority are maintained and it is added to schedule that when a Member is claiming for outwith the authority for mileage while driving a hybrid/electric vehicle that the same rate (45p per mile) for claims when driving a petrol or diesel vehicle is also applicable.

Other Issues – Remuneration paid to Tenant Representatives appointed the Council's Housing Advisory Panel (HAP)

That the payment made to Tenant Representatives appointed to HAP is reset at £900 per year. The IRP is not recommending that this payment is indexed.

Other Issues – The Mobile Phone Allowance

No change to the current Mobile Phone Allowance of £10 per month, (net).

Issues Arising – Provision of iPads and Laptops

That Members are no longer issued with iPads, they can keep the ones they have until the end of their life but will no longer be provided going forward. Instead, all Members should continue to receive laptops so as to enable them to log into virtual Council meetings.

Indexation

That the following indices are applied to the remuneration and allowances paid to Members of Wigan Council from the Council's Annual Meeting on 26th May 2021 for the next 4 years, up to the end of the municipal year 2024/25:

- i. **Basic Allowance, SRAs (including those paid in accordance with the GMCA Order) and Co-optees' Allowances:**
 - Indexed to the annual percentage salary increase for local government staff (at spinal column 49) as agreed each year by the National Joint Council for Local Government Services; to be implemented from the start of the municipal year, for which it is applicable.
- ii. **Mileage Allowance (Outwith only):**
 - Members' mileage allowances rates indexed to HMRC AMAP rates.
- iii. **Subsistence Allowances (Outwith only):**
 - The subsistence allowances should continue to be indexed to the same rates that are applicable to Officers.
- iv. **The Dependants' Carers' Allowance:**
 - Childcare rate: maximum hourly rate claimable indexed to the National Living Wage.
 - Other care rate: maximum hourly rate claimable indexed to the hourly rate charged by the Council for the employment of a personal assistant for care for elderly or people with disabilities

Implementation

That the new scheme of allowances based on the recommendations contained in this report is adopted from the date of the Councils' Annual Meeting on 26th May 2021.

Independent Remuneration Panel:

Review of Members' Allowances

For

Wigan Council

March 2021

The Regulatory Context

1. This report is a synopsis of the deliberations and recommendations made by the statutory Independent Remuneration Panel (the IRP) appointed to provide advice to Wigan Council on its Members' Allowances scheme.
2. The IRP was convened under *The Local Authorities (Members' Allowances) (England) Regulations 2003 (SI 1021)* (the 2003 Regulations). These regulations, arising out of the relevant provisions in the *Local Government Act 2000*, require all local authorities to maintain an Independent Remuneration Panel (also known as an IRP) to review and provide advice to their respective Councils on Members' allowances.
3. Councils retain powers to determine their own Members' allowances, but they are required to convene their respective IRP and seek its advice before they make any changes or amendments to their Members' Allowances scheme. Councils must 'pay regard' to their IRP's recommendations before setting a new or amended Members' Allowances scheme.
4. In particular, the IRP has been reconvened under the 2003 Regulations [10. (5)], which states:

Where an authority has regard to an index for the purpose of annual adjustment of allowances it must not rely on that index for longer than a period of four years before seeking a further recommendation from the Independent Remuneration Panel established in respect of that authority on the application of an index to its scheme.
5. It is this mechanism, known as the '4 year rule', that ensures IRPs are convened at least every four years if a Council wishes to continue indexing their allowances. It provides an opportunity for IRPs to publicly scrutinise their Council's allowances schemes and enhance public accountability.

Terms of Reference

6. The IRP was convened in accordance with the 2003 Members' Allowances Regulations [10.(5)]. This Regulation requires Wigan Council to meet at least

every four years to refresh authority for indexation. As per the previous review (November 2016) the following terms of reference were given to the IRP:

- I. The IRP is to make recommendations to the Council, following a review of Leader, Elected and Co-opted Member remuneration as to the appropriate level of remuneration. In its deliberations the IRP is required to make recommendations regarding:
 - i. The Basic Allowance to all Councillors and if applicable any expenses it should include;
 - ii. The scope and levels of Special Responsibility Allowances;
 - iii. The scope and level(s) of Co-optees' Allowances;
 - iv. The scope and levels of Travel and Subsistence Allowances, including applicable rates and terms and conditions by which they may be claimed;
 - v. The scope and levels of the Dependants' Carers' Allowance, including applicable rates and terms and conditions by which they may be claimed;
 - vi. Any applicable indices for allowances and how long they are to run for; and
 - vii. Any other issues that are brought to the Panel's attention.
- II. The IRP has also been asked to consider any appropriate SRAs payable in accordance with the Greater Manchester Combined Authority (GMCA) Order 2011 (as amended 27 March 2015) which states (1.[2])

A Constituent Council may, in accordance with its own scheme of allowances, pay a special responsibility allowance to any member appointed by it to the GMCA in respect of duties and responsibilities undertaken as a member of the GMCA

 - viii. These allowances include
 - a. The Leader appointed to the Greater Manchester Combined Authority
 - b. Wigan Council Members appointed to the Greater Manchester Combined Authority Transport Committee (GMCA TC), including when
 - i. A Wigan Member is Chair of the GMCA TC
 - ii. A Wigan Member is Vice Chair of the GMCA TC
 - iii. A Wigan Member is appointed as an ordinary Member of the GMCA TC
- III. In reaching its recommendations, the IRP is asked to take the following in to account:
 - a. The size and standing of the Authority;
 - b. Remuneration of other Local Authorities and public bodies within the region or nationally which the IRP believes to be comparative;
 - c. Interviews with a cross section of Members via personal interviews;
 - d. Written views of Members; and
 - e. Factual briefings on the Council from appropriate Officers.

- IV. The IRP has also specifically revisited recommendations made in previous reviews that it noted it would do so, namely
- a. The SRA paid to Lead Members
 - b. The remuneration paid to Tenant Representatives appointed to the Council's Housing Advisory Panel
 - c. The Mobile Telephone Allowance

The IRP

7. The IRP for this review were the same members who carried out the previous review in 2011 and 2016 and were reappointed. They are:
- Marion Andrews: formerly a bank manager employed at Halifax PLC, who has wider experience in the community, both volunteering and fundraising. Roles include membership of the Standish Community Forum; Secretary of the Borough-wide Community Network, a member of the steering group to form a Third Sector Assembly or Wigan and Leigh and a member of the Community Partnership.
 - Dr Declan Hall: an independent consultant specialising in members' allowances and support and a former academic (political science) at the Institute of Local Government, The University of Birmingham.
 - Martin Honor: retired, formerly employed by The Co-operative Bank as Community Banking National Relationship Manager; latterly assisted The Co-Operative Credit Union and was also involved as a school governor, board member for Groundwork Trust and Wigan Metropolitan Development Company. Currently, a board member of Douglas Valley Community Ltd.
8. The IRP was supported by Christine Charnock-Jones, Democratic Services Manager (Resources Directorate) and Rachel Gibbons, Democratic Services Officer, who were the organisational lead in facilitating the work of the IRP and generally supporting the IRP proceedings.

The Review Process and Methodology

9. Due to current Covid-19 pandemic the IRP met virtually via MS Teams on 27th-28th January 2021. The meetings were in closed session to enable the IRP to meet with Members and Officers and conduct its deliberations in confidence.
10. A representative range of Members were invited to meet with the IRP and any Member not invited, but who wanted to meet with the IRP was accommodated. In addition every Member was sent a short questionnaire through which they

could make their views known and raise any concerns directly with the IRP. The questionnaire also had the methodological advantage of ensuring that all Members were being asked a common set of questions. The main point being was that all Members had at least one opportunity to exercise their voice during the review.

11. In compliance with the terms of reference the IRP met with a number of Officers for factual briefings on the Council and constitutional changes since the last review and to obtain an overview on the challenges facing the Council. For benchmarking purposes the IRP was cognizant of the range and levels of allowances paid in comparable local authorities, namely the 9 other Greater Manchester Councils and Wigan's 10 'Nearest Neighbours' (2014 model) as defined by CIPFA¹.
12. The full range of written information received and considered by the Panel is listed in the appendices as follows:
 - **Appendix 1:** List of information and evidence that was included in the Information Pack for IRP Members
 - **Appendix 2:** Members/Tenant Representative who met with the IRP
 - **Appendix 3:** Members who made written submissions to the IRP
 - **Appendix 4:** Officers who briefed the IRP
 - **Appendix 5:** Summary of benchmarking of Wigan Council Allowances against 9 other GM Councils and Wigan's 10 CIPFA Nearest Neighbour Councils

Key Message: Scheme still broadly fit for purpose

13. On the whole the IRP concluded that the current Wigan Council Members' Allowances scheme was still broadly 'fit for purpose.' Representations were made to the IRP that argued that the current Basic Allowance and some (mainly executive) SRAs were on the low side. In particular, the Basic Allowance is not at a level that enables most people to be a Member without incurring personal sacrifice nor is it sufficient to attract a wider range of people to stand for Council.
14. The IRP recognises that where a Member is in full time employment they either have to have a very understanding and flexible employer or work reduced hours. The Basic Allowance is not a substitute for a full time salary. The prime function of an allowances scheme is to provide support to Members (current and prospective) to enable them to fulfil their roles and responsibilities.
15. Nor does the IRP accept that allowances should be at such a level that they "attract" candidates for Council. Aside from the ethical issue of whether it is appropriate to attract people to be Members of the Council for the money, the reality is that if allowances did 'attract' people to stand and remain on the Council they would be at such a level that not only would they be difficult for the public to accept, but for Members themselves to accept.

¹ This produced a benchmarking group of 17 Councils (including Wigan) rather than 20 as Bolton, Bury and Tameside fell into both benchmarking sub groups.

16. Regardless, even those representations received suggesting that there was a case to increase the Basic Allowance and some SRAs also acknowledged that now was not the appropriate time to do so, with the Covid-19 pandemic putting economic pressures on the citizens of the Borough. It was simply not appropriate for the Members to receive increased allowances at this juncture. Moreover, the vast majority of the representations and other evidence received supported the view that the current level and scope of allowances paid to Members of Wigan Council do not require revision.
17. Thus, the main function of this review has been to address anomalies arising since the previous review rather than undertake a fundamental revision of the allowances scheme. Consequently, the financial impact of the recommendations if accepted in full will be marginal.

The evidence considered: arriving at recommendations - the Basic Allowance

18. The methodology used to arrive at the Basic Allowance is that set out in the 2006 Statutory Guidance (paragraphs 67-69) which draws IRP's attention to the three variables that it is required to consider in arriving at a recommended Basic Allowance, namely:
 - Time required to fulfil the roles associated with the Basic Allowance
 - The voluntary element of that time as not all work as a Member is remunerated, often known as the 'Public Service Discount' (PSD)
 - The rate for remuneration, in other words the worth of a Members' time.

Recalibrating the Basic Allowance for 2020/21

19. The IRP did not receive any strong evidence supporting a revisiting of the Basic Allowance, but as a further check it 'recalibrated' the Basic Allowance by using the most recent data² available in assigning a value to the 3 variables utilised in arriving at the Basic Allowance.
20. The current Basic Allowance is based on an expected time input of 130 days per year. This is now out of date. The most recent data available, from the Councillors' Census 2018 by the LGA shows that Members of metropolitan Councils who hold no positions of responsibility put in on average 24 hours per week. The IRP has translated this into 156 days per year based on an eight hour working day. This increase in time estimation is in line with the upward trend in Members' reported average workload in the periodical Councillor's Census since time assessment was last revisited in 2006.
21. The applicable 'public service discount' (or PSD) was assessed at 35% going back to 2006; in other words 35% of the expected annual workload is not paid. The PSD is often conceptualised as the work that Members do on behalf of their ward and representing local communities and citizens. For a metropolitan

² The Basic Allowance is being recalibrated for 2020/21 rather than for 2021/22 as the most recent data on the rate for remuneration available is no later than November 2020.

- Council a 35% PSD is at the top end of the normal range which is 30% - 35%. On this basis, the IRP has for recalibration purposes reset the PSD at one third. Thus of the 156 days per year expected workload one third (or 52 days) is deemed voluntary leaving 104 remunerated days per year.
22. In deciding the rate of remuneration the IRP originally adopted what was known as the 'Local Government Association (LGA) daily session' rate. Each year the LGA sent out an advisory circular to all Council Chief Executives and IRP Chairs that put a monetary value to the rate of remuneration. It had no legal standing but was issued as guidance to Panels by the LGA as part of their wider services and support to Councils. The LGA day rate at the time of the 2012 review was £152.77.³
23. However, for reasons primarily relating to changes in how average earnings are published and the fact that many IRPs felt it was too high, the LGA discontinued publishing the LGA day in 2012. In lieu of this advice IRPs have turned to a local rate for remuneration, typically the mean earnings of the residents of a Council. In other words, the common approach is now to base the calculation of the Basic Allowance on the mean earnings of those whom Members represent. For the purposes of recalibration the IRP has done the same and adopted £127.40 per day as the appropriate rate for remuneration. This figure is the mean gross daily earnings wage of all full time employees resident within Wigan.⁴
24. By applying the values at which the 3 variables have been assessed it produces a 'recalibrated' Basic Allowance as follows:
- 156 days per year workload minus 52 voluntary days X £127.40 per day
= £13,250
25. The recalibrated Basic Allowance suggests that the current Basic Allowance (£13,150) is not in need of revision. The difference between the current Wigan Council Basic Allowance and recalibrated Basic Allowance is so marginal as not to make a substantive difference.

Benchmarking the Basic Allowance

26. Benchmarking shows the current Wigan Council Basic Allowance (£13,150) is somewhat above the mean/median Basic Allowance of £11,406 and £11,471 respectively in the comparator Councils. As might be expected from the largest Council out of the 17 Councils in the benchmarking group Manchester pays the highest Basic Allowance (£16,635).
27. It has long been the case that the benchmarking group mean Basic Allowance is somewhat lower than that paid in Wigan, although that difference has narrowed over the years to where the Wigan Basic Allowance is approximately 15% higher than the mean Basic Allowance. Benchmarking does not present a compelling

³ See LGAlert 62/10 "Members Allowances" 23 June 2010.

⁴ Based on mean gross weekly salary for all full time employees resident in Wigan of £637.00, Annual Survey of Hourly Earnings (ASHE), Table 8.1a, Home Geography November 2020

case to marginally reduce the Wigan Basic Allowance so it is on nearer to the mean/median for the following reasons:

- Wigan is the ninth largest metropolitan council.
 - Wigan pays few SRAs (currently a maximum of 23 out of 75 Members, not including GMCA related SRAs) compared to other Councils. The Wigan Basic Allowance includes duties for which an SRA is often paid elsewhere. Where a comparator Council pays a 'low' Basic Allowance more SRAs are typically paid, e.g. all Committee or Panel Vice-Chairmen, sitting on licensing sub committees and adoption panels, Opposition Spokespersons and party group posts, thus enabling Members to 'top up' their Basic Allowance for what can be marginal additional workload and responsibilities.
 - The current Basic Allowance is inclusive of all in-authority travel (see below)
 - From 1 April 2014 all Members of English Councils were no longer permitted to join the Local Government Pension Scheme (LGPS), which is in effect a small pay cut for those elected Members who had joined the LGPS.⁵
28. As a final check the IRP sought to benchmark the Wigan Basic Allowance against remuneration paid to non-executive Directors (NED) of the Wrightington, Wigan and Leigh Foundation (WWL) NHS Trust. Although the roles of an NHS NED and an elected Member are not strictly analogous the IRP felt there was enough commonality to make a comparison. The WWL NHS Foundation Trust NEDs are public appointments to bodies that have at least a Borough wide remit and a budget in the millions where the actual delivery of their services is delivered by professional staff with the NEDs concentrating on policy and performance. Just as importantly NHS NEDs have an expected minimum time commitment for which they are remunerated. The NEDs of the WWL NHS Foundation Trust have an express time commitment of 3-4 days per month for which they are remunerated £13,000 per year⁶ although it is recognised that this time expectation is often an understatement, but the same applies to Councillors..
29. Taking into account comparative budgets, (WWL NHS Foundation Trust annual revenue budget is £272 million and Wigan Council gross annual budget is £864 million), differences in workloads and the fact that being a Member of Wigan Council entails greater public accountability and scrutiny than any NHS NED is ever subject to, then the Wigan Basic Allowance represents good value for money.

⁵ Ironically by devolving the local government function to the Scottish Parliament and Northern Irish and Welsh Assemblies councillors in these other UK nations continue to be members of the LGPS.

⁶ <https://www.jobs.nhs.uk/xi/vacancy/916341436>

The recommended Basic Allowance

30. **Bearing in mind the recalibrated Basic Allowance, benchmarking and the representations received the IRP recommends that the current Basic Allowance (£13,150) remains unchanged going forward subject to any annual indexation applied from date of the Councils' Annual Meeting on 26th May 2021 for the next 4 years.**

The Leader's SRA

31. The IRP has always been clear that being Leader of Wigan Council requires a full time commitment and certainly precludes employment in the normal sense. In normal times the Leader attends the Town Hall most days and even when not at the Council Offices the Leader has to be available to talk to or email Officers and other Members from early morning until late evening. In the current Covid-19 pandemic this type of contact with other Members and Officers has become more pronounced.
32. Then there are all the external demands on the Leader's time which increased particularly at the regional and sub-regional level with a Greater Manchester Combined Authority and devolution rolling out, which has only got larger since the 2016 review – dealt with further below.
33. What has also changed since the previous review is the work of the Leader (and relevant Portfolio Holders) vis-à-vis the health agenda as shown by the establishment by the Council and Wigan Borough Clinical Commissioning Group (CCG) of a Place Based Strategic Commissioning Function (SCF) for the Borough. Its decision making body is the Integrated Commissioning Committee (ICC). Voting members include the Leader and Chair of the CCG, plus four relevant Portfolio Holders from the Council and four clinical executives from the CCG. Its broad function is to maximise the deployment of the health and care budget in the place to improve population health outcomes and secure quality and integrated services for the benefit of Wigan Borough residents.
34. The Leader's SRA (£39,150 has been set at a multiple of three times the Basic Allowance in accordance with a methodology set out in the 2006 Statutory Guidance (paragraph 76). Benchmarking shows great variation in Leaders' SRAs, ranging from £25,851 in Rotherham to £54,654 in Salford (elected mayor) with a mean SRA of £34,967, which is approximately three times the mean Basic Allowance (£11,406). The IRP is not unduly concerned that the Leader's SRA is higher than the mean SRA for Leaders in the benchmarking group; the size of the authority, the additional workload of the Leader since the last review and the national dimension that the Leader brings to the role does more than justify such a marginal difference.
35. Again as another check the IRP extended benchmarking to a non-councillor role once more, in this case comparing role and remuneration of the Leader to that of the non-executive Chair of the WWL NHS Foundation, who receives an annual remuneration of approximately £44,100⁷ compared to the Leader's total

⁷ <https://www.jobs.nhs.uk/xi/vacancy/916340302>

remuneration (under the 2003 Regulations) of £52,906. Moreover the expressed time commitment for the non-executive Chair of the WWL NHS Foundation Trust is 3 days per week whereas the IRP has always viewed the role of Leader of Wigan Council the equivalent of full time. In this context the Leader's remuneration package as a Member and Leader of Wigan Council represents value for money. In addition, the Leader has a more enhanced public accountability, a wider role across a number of service areas with executive powers and responsibility for a larger budget.

36. Yet the IRP has not chosen to increase the Leader's SRA in Wigan. The increased workload is balanced by the benchmarking and the representation received that mainly argued that there was not a compelling case to increase the Leader's SRA.
37. **As such the IRP recommends that the Leader's SRA remains at £39,450 subject to any annual indexation applied from the date of the Councils' Annual Meeting on 26th May 2021 for the next 4 years.**

Arriving at other SRAs - the Deputy Leader

38. In recommending SRAs the Panel has always followed the approach laid out in the 2006 Statutory Guidance (paragraph 76) which states:

A good starting point in determining special responsibility allowances may be to agree the allowance which should be attached to the most time consuming post on the Council (this maybe the elected mayor or the leader) and pro rata downwards for the other roles which it has agreed ought to receive an extra allowance.

39. This is known as the 'pro rata' approach. The Panel has chosen to maintain this approach and adjusted the ratio for SRAs where there is a demonstrable case to do so.
40. Originally, the SRA (£25,644) for the Deputy Leader was set at 60% of the Leader's SRA⁸, subsequently increased to 65% in the 2016 review. Benchmarking shows that the mean SRA paid to Deputy Leaders in comparator Councils is £20,033. The Deputy Leader retains a portfolio (for Adult Social Care) that requires the post holder to be one of the Council appointees to the ICC. The Deputy Leader has all the powers of the Leader in their absence, a function the Deputy Leader regularly fulfils.
41. The Deputy Leader is also the Leader's Deputy at the GMCA. No evidence was received to suggest the Deputy Leader's role at the GMCA merits remuneration under the GMCA Order. Whilst the Leader has had to concentrate on his policy remit at the GMCA and the devolution agenda in general, the Deputy Leader has had to step in to fill the gaps more than in the past. This is not to say that the workload and responsibility of the Leader has diminished in the Wigan context rather that between Wigan, the GMCA and the broader Northern devolution

⁸ There is slight variation in current ratios from the original ratios due to the rounding up and down after the application of indexation over the years.

agenda the demands on the Leader have increased to the extent so the Deputy Leader has had to handle some of the 'overflow.' To a large extent most Deputy Leaders of the Greater Manchester metropolitan Councils, at least will also have had to do this to a greater or lesser extent. Besides the enhanced role of the Deputy Leader was recognised in the 2016 by resetting it at 65% of the Leader's SRA.

42. Nonetheless, based on the benchmarking and the representation received the IRP concluded that there was no compelling evidence to change the SRA for the Deputy Leader.
43. **The IRP recommends that the Deputy Leader's SRA is remains at 65% of the Leader's SRA (£39,450) and paid at £25,644 subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years.**

The Executive Portfolio Holders (6)

44. The IRP considered whether there was merit in differentiating between the SRAs paid to Portfolio Holders according to the size of the Portfolios. In other words pay a higher SRA to those with the larger remits. It is clear that some Portfolios are larger than others, for example those Portfolio Holders who are on the ICC or by simply by virtue of the scope of their Portfolio.
45. The IRP noted that as an almost universal rule other IRPs do not make this distinction and in the main Executive Portfolio Holders are paid an equal SRA. The reasons are both two-fold; first, is the problem of meaningful metrics - how to measure distinctions in between Portfolios? A Portfolio may have a large budgetary responsibility to deliver services but much of the spend could be routine while another Portfolio may have a smaller budgetary responsibility, but that spend may be more driven local priorities rather than national directive which gives the 'smaller' Portfolio Holder greater discretion within their remit. Secondly, there is now a mechanism to even out glaring distinctions between Portfolios. The remit of a particular Portfolio is now the responsibility of the Leader and they can rebalance Portfolios if it was felt necessary. Consequently the IRP is not making a recommendation to pay differential SRAs to Executive Portfolio Holders.
46. The current SRA (£17,776) for the Executive Portfolio Holders was originally set at 45% of the Leader's SRA. Benchmarking shows that the mean SRA paid to other Executive Members in the comparator Councils to be somewhat lower at £14,488. However, this does not take into account those Councils that pay the maximum number of other Executive Members which is 8 thus paying a higher total for the other executive Leaders than is the case in Wigan. Finally there was no representation received that argued the SRAs paid to Portfolio Holders needed to be revised.
47. **Consequently the IRP recommends that the Executive Portfolio Holders' SRA remains at £17,776 subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years.**

The Lead Members (6)

48. The SRA for the Lead Members was established following a Supplementary Review in June 2017. It was originally set at 50 per cent of the then SRA paid to Executive Members on the basis that there are no more than four Lead Members in place. Since then the Council has added two more Lead Members and have taken the total paid to four Lead Members and divided it across six Lead Members who are currently paid £5,280. This is an SRA the IRP said it would specifically return to at the time of the next full review.
49. The IRP is still convinced of the significance of the role of Lead Member in that it merits an SRA. While they have no formal executive responsibilities they do provided an important supportive role in that they are asked by their relevant Portfolio Holder to investigate on a particular issue within their remit and it is seen very much as a development role for future Executive Members.
50. However, so as to future proof the allowances scheme i.e., to take into account any future decrease in the numbers of Lead Members without the Council having to refer back to the IRP, it has decided it is best to set a fixed SRA for the Lead Members – as is done elsewhere where such an equivalent post is remunerated in the comparator Councils. It is noted that an equivalent post is remunerated in 10 out of the 16 other comparator Councils with a mean SRA of £5,928. The feedback received by the IRP indicated that the workload and responsibility of the Lead Members was not 50 per cent of that of the Executive Members and a more appropriate ratio would be 33 per cent, thus bringing it more in line with that paid in the comparator Councils. Consequently, the IRP has reset the SRA for Lead Members (regardless of how many are appointed) at 33 per cent of the SRA (£17,776) paid to Executive Members, which equates to £5,866.
51. **Consequently the IRP recommends that the Lead Members' SRA is reset at £5,866 and paid regardless of how many Leader Member are appointed, subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years.**

Regulatory Committees: Chairman of the Licensing & Regulation and Planning Committees

52. The current SRA (£11,849) for the Chairman of the Planning Committee has been set at 30% of the Leader's SRA. The mean SRA for Chairmen of Planning Committees in the benchmarking group is £9,050. Although Wigan is the highest paid Chairman of Planning, it is broadly on a par with that paid to Chairmen of Planning in the other large GM Councils: Trafford (£10,807), Manchester (£10,494) and Tameside (£10,345).
53. Nonetheless, the Planning Committee remains an active one with 12 scheduled meetings per year, and this year due to demand more meetings have been scheduled. It is a statutory committee exercising a quasi-judicial function that deals with what are often sensitive and occasionally high profile issues. The Chairman needs to understand planning legislation and be able to chair what can be raucous meetings. They are also subject to a much higher degree of public

- accountability and exposure than most other Chairmen and can be subject to a great deal of lobbying. The Panel received no evidence to suggest the current SRA required revisiting.
54. **The IRP recommends that the SRA for the Chairman of the Planning Committee remains at £11,849, subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years.**
 55. The Licensing and Regulation Committees are two separate committees each with their own remit and schedule of meetings, but the membership of each committee is the same, they also have the same Chairman and Vice-Chairman. This would be the case regardless of the individuals who were Chairman and Vice-Chairman.
 56. The Licensing Committee deals with matters relating to the Licensing Act 2003 (which came into force on 24 November 2005) and essentially deals with the sale of alcohol and premises from which alcohol is sold, including any appeals against applications to vary licensing conditions, etc., e.g., extended licensing hours. The full committee meets no more than once per year these days. Most of this work is actually carried out via Licensing Sub-Committees which meet on average about 8-10 times per year and the Chairman of the Licensing Committee is always asked to chair these sub-committees in the first instance and in fact does actually chair the vast majority of them, with the Vice Chairman stepping in when required.
 57. The Regulation Committee deals with other regulatory issues, entertainment, and other general licensing issues. These days it meets about 6-8 times per year. Both Licensing Sub-Committees and Regulation Committee are day time meetings.
 58. Consequently the Chairman of the Licensing and Regulation Committees is paid an SRA to recognise this dual role both at full and sub-committee level. The current SRA (£14,633) for the Chairman of the Licensing and Regulation Committees (the highest non-executive SRA payable) was arrived at by amalgamating the previous SRAs paid the respective Chairmen of each committee with an efficiency or synergy discount applied, this explains the anomalous ratio of the SRA being 37% of the Leader's SRA.
 59. Benchmarking shows that the mean SRA paid to Chairmen of Licensing Committees is substantially less at £8,292. Again this needs to be put into context as it does not take into account those councils where a separate SRA is paid for another regulation chair or where some of the regulatory functions might lie with Officers or another committee. While the Vice Chairman of the Licensing and the Regulation Committees in Wigan does receive an SRA, which also occurs in six out of 16 councils in the benchmarking group councils, there are another six that also remunerate the Chairs of their Licensing Sub-Committees and three that remunerate Members of their Licensing Sub Committees and one that remunerates the Vice Chairman of its Licensing Sub-Committee. In effect the SRA for the Chairman of the Licensing and Regulation Committee in Wigan recognises the concentration of responsibilities that may be more dispersed elsewhere.

60. However, the SRA for the Chairman of Licensing and Regulation Committees was set when the number of full Licensing Committee meetings was much higher which undermines the current level of SRA. On the other hand, the IRP notes that it is convention in Wigan Council that the post of chairing the Planning and Licensing/Regulation Committees is held by the one individual. In this context the IRP is content with the current SRA paid to the Chairman of the Licensing/Regulation Committee as there is a savings by not paying the SRA for the Chairman of the Planning Committee (under the 1-SRA only rule), in effect it is a triple role.
61. **Consequently the IRP Panel recommends that the SRA for the Chairman of the Licensing and Regulation Committees remains at £14,633, subject to any annual indexation applied from Councils' Annual Meeting on 26th May 2021 for the next 4 years, on the basis that the same individual also chairs the Planning Committee.**

When Chairman of Planning and Licensing/Regulations Committees are held separately

62. The IRP notes that is convention rather than set out in the Constitution that the same individual chairs the Planning and Licensing/Regulation Committees. Thus, to future proof the scheme if and when the chairing of the Planning and Licensing/Regulation Committees is not held by the same individual the IRP is making a recommendation in this regards. The IRP has concluded that where the posts are separated then the Chairman of the Licensing and Regulation Committees should be paid an SRA on a par with that currently paid to the Chairman of the Planning Committee.
63. **The IRP recommends that if the same individual no longer chairs the Planning and Licensing/Regulation Committees that the SRA for the Chairman of the Licensing and Regulation Committees should be reset at £11,849, subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years**

Vice- Chairmen of the Licensing and Regulation and Planning Committees (2)

64. Currently the Vice Chairman of the Licensing and Regulation Committees and Vice Chairman of the Planning Committee each receive an SRA of £3,658 and £3,084 respectively, being set at 25% of their own Chairman's SRA. Benchmarking shows a mean SRA of £3,002 paid to Licensing Vice Chairmen and £3,116 for Planning Vice Chairmen although only seven out of 16 other Councils in the benchmarking group remunerate Planning Vice Chairmen, and six councils remunerate their Licensing Vice-Chairmen.
65. These are the only Vice Chairmen in Wigan to retain an SRA. The IRP was content that they did merit an SRA - regulatory committees timetables are driven by statute and in the main cannot be postponed or cancelled and the Vice Chairman is required to step in the absence of or where a conflict of interest arises for the Chairman. It is why the highest incidence of Vice-Chairman's SRA

in the benchmarking group is for the regulatory committees. Moreover the IRP received no evidence to suggest that their current SRAs required revisiting.

66. **The IRP recommends that the SRAs for the Vice-Chairman of the Licensing and Regulation Committee and the Vice-Chairman of the Planning Committee remain at £3,658 and £3,084 respectively, subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years.**

SRA for Vice Chairman of Licensing/Regulation Committees when Chairmanship is held by single individual

67. To future proof the scheme the IRP is making a recommendation for the SRA for the Vice Chairman of the Licensing/Regulation Committees if and when the Chairman does not also chair the Planning Committee. In this instance the SRA for the Vice Chairman of the Licensing/Regulation Committee should be reset at the same SRA (£3,084) paid the Vice Chairman of the Planning Committee. The IRP has made the assumption that in such an instance the Chairman of the Licensing/Regulation Committees only will have a greater capacity to chair Licensing Sub-Committees thus marginally reducing the workload of the Vice Chairman of the Licensing/Regulation Committee.
68. **The IRP recommends that the SRA for the Vice Chairman of the Licensing and Regulation Committees when the Chairmanship of the same committee does not also hold the Chair of the Planning Committee is reset at £3,084, subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years.**

Chairmen of the Overview and Scrutiny Committees (4)

69. The current SRA (£7,901) for the Chairman of the four Overview and Scrutiny Committees has been set at 20% of the Leader's SRA. Benchmarking shows that the mean SRA for equivalent posts is £7,818. Overview and Scrutiny remains a statutory function that has to be discharged by 1 or more committees. The IRP received no evidence to suggest that their current SRAs required revisiting.
70. **The IRP recommends that the SRA for the Chairman of the four Overview and Scrutiny Committees remains at £7,901, subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years.**

The Audit, Governance and Standards Committees

71. The SRA (£7,901) for the Chairman of the Audit, Governance and Standards Committee was set at 20% of the Leader's SRA at the last (2016) full review. It was done in advance of the merger of the Audit and Governance and Standards

- Committees, without experience of how the merged committee would pan out in practice.
72. The benchmarked mean SRA for the equivalent post is £7,071, although seven of the comparator councils retain a separate Standards Committee with a mean SRA for their Chairmen of £4,530. Nonetheless, the IRP is content with the current SRA for the Chairman of the Audit, Governance and Standards Committee as the standards aspect of the work of the committee is not significant these days. Moreover, there was no representation to suggest this SRA required revision.
73. **The IRP recommends that the SRA for the Chairman of the Audit, Governance and Standards Committee remains at £7,901, subject to any annual indexation applied from Councils' Annual Meeting on 26th May 2021 for the next 4 years.**

Chairing a Standards Hearing

74. The IRP did receive representation that when a Member has to chair a Standards Hearings (which is on an ad hoc basis) that responsibility is not recognised. They can be involved with not insignificant preparation/reading beforehand. The IRP thought this should be recognised and decided that an SRA should be paid for chairing a Standards Hearings on a per meeting basis. The IRP has been guided by the rate of remuneration that it has utilised in arriving at the recalibrated Basic Allowance, namely £127 which is based on the mean gross daily earnings wage of all full time employees resident within Wigan.
75. **The IRP recommends that when a Member chairs a Standards Hearing that they are paid an SRA of £127 per meeting, subject to any annual indexation applied from Councils' Annual Meeting on 26th May 2021 for the next 4 years. This SRA is also intended to recognise reading and preparation time so should be paid regardless of the length of meeting. This SRA should also not be subject to the 1-SRA only rule and can be paid if and when in the unlikely event a Standards Hearings is chaired by the Chairman of the Audit, Governance and Standards Committee.**

Main Opposition Group Leader

76. The SRA for the Main Opposition Group Leader is based on two elements. A standard SRA of £1,975 (5% of the Leader's SRA) plus £479 per Group Member. At present the Main Opposition Group has seven members so the variable element is £3,353, which when added to the standard element equates to the current SRA (£5,328) that is paid to the Leader of the Main (Conservative) Opposition. Benchmarking shows that the mean SRA paid to Main Opposition Leaders is £9,691. The higher mean SRA is a function of larger Main Opposition Groups elsewhere. This scenario is catered for in Wigan by having the variable element in calculating the Main Opposition Leader's SRA and if the Main Opposition Group increases in size so does their SRA.

77. **The IRP recommends that the method used in arriving at the SRA for the Leader of the Main Opposition Group is maintained; namely having a standard element set at 5% (£1,975) of the Leader's SRA plus £479 per Group Member. As such the IRP recommends no change to the current SRA (£5,328) paid to the Leader of the Main Opposition, subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years.**

Where there are two Main Opposition Groups of Equal size

78. **The IRP further recommends that if there are two Main Opposition Groups of equal size then each Main Opposition Group Leader should be able to receive an Opposition SRA based on current formula subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years.**

Deputy Leader of the Main Opposition Group

79. Currently the Deputy Leader of the Main Opposition Group does not receive an SRA, largely on the grounds that their Opposition Group is of insufficient size. However, in the 2016 review the IRP in order to future proof the scheme it recommended that if the size of the Main Opposition Group was to dramatically increase in size, set at a minimum of 20% of the Council membership or 15 Members, then the Main Deputy Opposition Deputy Group should receive an SRA. It is at this point the group management and council business roles become significantly larger rather than the Deputy Leader of the Main Opposition simply supporting their Group Leader.
80. **The IRP recommends that the allowance scheme continues to include provision for an SRA for the Deputy Leader of the Main Opposition Group if the Group has a minimum of 15 Members. The SRA is to be paid at £50 per Group Member subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years.**

Leaders of Other Opposition Groups

81. At the time of writing, there are currently two Other Opposition Groups each consisting of four and three Members respectively. but they are not paid an SRA. No evidence was received for the IRP to alter this situation.
82. **The IRP is not making a recommendation for an SRA in regards to the Leaders of the Other Opposition Groups.**

The Co-optees' Allowance

– Audit, Governance & Standards Committee Co-optees (4)

83. There is provision for two Co-opted Members on the Audit, Governance and Standards Committee, each eligible for a Co-optees' Allowance of £1,185 per

year. They are full members of the committee and are appointed for their knowledge and expertise. No evidence was received to change this allowance. **Thus, the IRP recommends no change to the Co-optees' Allowance for the (Independent) Co-opted Members of the Audit, Governance and Standards Committee, which is currently £1,185, subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years.**

84. The Council has chosen to retain two co-opted Members on the Audit, Governance, and Standards Committee to represent the Parish Councils in case of a Standards Hearings regarding parish councils is required. They are paid a £59 per half day and £118 for a full day for any Standards Hearings. The IRP received no evidence to alter this situation.
85. **The IRP recommends that the two Parish Council Co-optees continue to receive a variable Co-optees' Allowance for when they sit on a Standards Committee Sub-Committee to determine complaints at £59 per half day/£118 full day rate, subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years.**

The Dependants' Carers' Allowance (DCA)

86. There was general acceptance in the representation received that the DCA should be maintained. It is also almost universally paid in other local authorities. While no issues were raised with the Panel regarding the DCA it is noted that it has not been claimed for a number of years despite a number of Members being eligible to claim it. The IRP understands that there may be reluctance on the part of eligible Members to claim the DCA as it appears as a published expense against a Members' name in the annual statutory publication of remuneration and reimbursements received by each Member.
87. The IRP takes this opportunity to point out that this allowance was given recognition in statute and is specifically designed to reduce a potential barrier to being an elected Member for those with caring responsibilities. The IRP suggests that if it is known that a Member has caring responsibilities then the DCA is specifically brought to their attention. It should be also pointed out that the approved duties for which this allowance may be claimed is governed by statute.
88. The only other issue arising is a minor one, namely the maximum hourly rates that can be claimed under the scheme for childcare and other type of care (elderly and/or disabled dependant). The specified rates are out of date. It would be more helpful if the specified rates were no longer included and simply linked to an automatically indexed rate.
89. **The IRP recommends that the DCA should be altered by removing specified hourly rates for care to be replaced with the following:**
- **Childcare: maximum rate claimable at the National Living Wage**
 - **Other care: maximum rate claimable at the rate charged by the Council for the employment of a personal assistant**

for care for elderly or people with disabilities.**Travel and Subsistence Allowances - Within the Authority**

90. At the previous full review (2016) the IRP recommended that the right of Members to claim in-authority travel and subsistence be discontinued with the Basic Allowance being deemed to be sufficient to cover the largely marginal expenses involved vis-à-vis the administrative cost. Representation was received that this discriminated against those Members who lived at the extremities of the Borough and/or had more in-authority meetings to attend than others.
91. While the IRP had some sympathy to this view it also noted that the Basic Allowance and SRAs were generally above the benchmarked mean and that accounts for a large part of the marginal cost involved by attending in-authority meetings. It further noted that it is almost the universal practice amongst the benchmarked councils to include in-authority travel and subsistence within the Basic Allowance. Finally, there are less meeting to physically attend during the Covid pandemic and while it is expected that the pandemic will finally end that going forward there may well be continued use of virtual meetings (to some extent).
92. **Therefore, the IRP recommends that the Basic Allowance continues to be deemed to cover all in-authority travel and subsistence costs.**

Travel and Subsistence Allowances - Outwith the Authority

93. It is a different context when a Member has to travel outwith the Authority to represent the Council at regional and national meetings or attend conferences. In these cases Members are incurring expenses that are beyond 'incidental' and are not typically incurred through a Member's routine work. The IRP received no evidence to change the current rates and conditions by which the Travel and Subsistence Allowances may be claimed outwith the Authority.
94. However, to future proof the scheme the IRP has noted that the Office for Low Emission Vehicles gives advice on the appropriate mileage rate for when a Member is claiming mileage in a hybrid/electric vehicle. The same tax free mileage rate of 45p per mile is also applicable in this situation.⁹
95. **The IRP recommends that the current rates and terms and conditions for claiming Travel and Subsistence Allowances outwith the Authority are maintained and it is added to schedule that when a Member is claiming for outwith the authority for mileage while driving a hybrid/electric vehicle that the same rate (45p per mile) for claims when driving a petrol or diesel vehicle is also applicable.**

⁹ https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/709655/ultra-low-emission-vehicles-tax-benefits.pdf

Recommendations under the GMCA Order 2011

96. In accordance with Greater Manchester Combined Authority (GMCA) Order 2011 as amended in March 2015 the IRP considered whether SRAs should be recommended to any Wigan Members appointed to the GMCA or its committees. It is the agreed policy of the GMCA as set out by the Order that any remuneration paid to GM Council appointees should be delivered via their home council allowances scheme. Currently, the Wigan scheme contains provision for the payment of Members it is required to appoint to the GMCA Transport Committee (GMCA TC) as follows:
- Ordinary Members No SRA
 - If Wigan Member is a Vice Chair of GMCA TC: No SRA
 - If Wigan Member is Chair of GMCA TC: £5,139
97. The IRP received representation particularly regarding the SRA paid to when a Wigan Member is appointed as Chair of the GMCA TC in that the current SRA (£5,139) does not fully recognise the role. After exploring the issue further the IRP concluded that the role of the GMCA TC is more akin to that of an Overview and Scrutiny Committee. As such the IRP has decided to reset the SRA paid to the Wigan Member appointed as Chair of the GMCA TC on a par with the current SRA (£7,901) paid to the Chair of Wigan Council Overview and Scrutiny Committees.
98. **The IRP recommends that the SRA for the Wigan Member when appointed Chair of the GMCA TC be reset at £7,901, subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years.**
99. **The IRP did not receive any evidence to change the current position regarding the appointment of a Wigan Member as ordinary Member of the GMCA TC and/or if they are appointed Vice Chair of the GMCA TC and is not making any recommendations in this regard.**
100. The only other SRA (£10,367) paid to a Wigan Member is that paid to the Leader. The Leader is a full voting Member of the GMCA and while no longer chairing the Association of Greater Manchester Authorities (AGMA) does sit on its executive board. The Leader also has a Portfolio (Finance & Resources) at the GMCA, and it is an area of work that has increased since the last review as indicated by the Leader also being appointed to the Joint GMCA/AGMA Committee (with the Deputy Leader being the substitute)
101. The IRP anticipated the continued roll out of the work of the Leader at the GMCA by recommending an SRA (currently £10,061) at the 2016 review. It further noted that only three other GM Council pay such an SRA to their Leader for GMCA related duties as follows:
- Oldham: £5,985
 - Rochdale: £5,722
 - Trafford: £9,979

102. When taking into account the GMCA SRA paid to the Wigan Leader this produces a mean SRA of £8,013. No representation was received to suggest the GMCA SRA paid to the Leader of Wigan Council merited revision.
103. **The IRP recommends that the SRA payable to the Leader under the amended GMCA Order is maintained at £10,367, subject to any annual indexation applied from the Councils' Annual Meeting on 26th May 2021 for the next 4 years.**

Other Issues – Remuneration paid to Tenant Representatives appointed the Council's Housing Advisory Panel (HAP)

104. In a supplementary review (November 2019) the IRP recommended that the Tenant Representatives appointed the Council's Housing Advisory Panel (HAP) should be paid an allowance of £600 per year. It was by no means designed to provide a recompense for the meetings/training sessions that Tenant Representatives are required to attend but more of a means to attract candidates as there were issues in getting tenant representatives to put themselves forward. It was an issue the IRP said it would revisit.
105. The IRP was informed that by and large the payment of £600 per year had addressed the issue of recruitment. It did however affect particular benefits that some Tenant Representatives received but this is an issue outside the remit of the IRP apart from pointing out that it is the choice of any individual Tenant Representative whether to claim the payment or not.
106. More pertinently for the IRP there was representation that the £600 current payment is a long way short of recognising the time commitment required from the Tenant Representatives appointed to HAP. The IRP accepted this view and has reset the payment to Tenant Representatives appointed to HAP at £900 per year. Again, this is not a full recompense of the time required from Tenant Representatives appointed to HAP but bears a closer relationship that is currently the case.
107. **The IRP recommends that the payment made to Tenant Representatives appointed to HAP is reset at £900 per year. The IRP is not recommending that this payment is indexed.**

Other Issues – The Mobile Phone Allowance

108. Similarly, in the supplementary review (November 2019) the IRP recommended that the Council discontinue the direct provision of mobile phones and in its stead Members should receive a Mobile Telephone Allowance of £10 per month (net) for use of their own personal mobile phones for Council related calls. The IRP said it would revisit this issue.
109. The IRP received no evidence that this situation needed revisiting, it appears that Members have accepted the end of the direct provision of Council mobile phones and are content with the £10 per month (net) Mobile Phone Allowance in its stead.

110. **The IRP is recommending no change to the current Mobile Phone Allowance of £10 per month (net).**

Issues Arising – Provision of iPads and Laptops

111. An issue that arose during the review was that there is now duplication in the IT equipment provided to Members. Historically, Members have been provided with an iPad so as to access Council, papers. Since the start of the Covid 19 pandemic they have also been provided with a laptop to enable them to log into virtual Council, meetings which need an external broadcast.
112. This appears to be duplication; it is hard to justify having two devices. In particular, the iPads are not fit for purpose regarding the logging into virtual meetings. If a Member feels they need a device to read Council papers (which is not necessary if they use split screen on their laptops) they must do so by buying a tablet paying out of their Basic Allowance.
113. **Thus, the IRP recommends that Members are no longer issued with iPads, they can keep the ones they have until the end of their life but will no longer be provided going forward. Instead, all Members should continue to receive laptops so as to enable them to log into virtual Council meetings.**

Indexation

114. Historically, the IRP has always recommended that the main allowances are indexed to the same annual percentage cost of living increase that Officers receive. It is also the most common index that is utilised across UK local government. The IRP received no evidence to change this situation.
115. **The IRP recommends that the following indices are applied to the remuneration and allowances paid to Members of Wigan Council from the Council's Annual Meeting on 26th May 2021 for the next 4 years, up to the end of the municipal year 2024/25:**
- v. **Basic Allowance, SRAs (including those paid in accordance with the GMCA Order) and Co-optees' Allowances:**
 - Indexed to the annual percentage salary increase for local government staff (at spinal column 49) as agreed each year by the National Joint Council for Local Government Services; to be implemented from the start of the municipal year, for which it is applicable.
 - vi. **Mileage Allowance (Outwith only):**
 - Members' mileage allowances rates indexed to HMRC AMAP rates.
 - vii. **Subsistence Allowances (Outwith only):**
 - The subsistence allowances should continue to be indexed to the same rates that are applicable to Officers.

viii. **The Dependants' Carers' Allowance:**

- Childcare rate: maximum hourly rate claimable indexed to the National Living Wage.
- Other care rate: maximum hourly rate claimable indexed to the hourly rate charged by the Council for the employment of a personal assistant for care for elderly or people with disabilities

Implementation

116. **The IRP recommends that the new scheme of allowances based on the recommendations contained in this report is adopted from the date of the Councils' Annual Meeting on 26th May 2021.**

APPENDIX ONE - Information reviewed by the IRP

1. IRP Member biographies
2. IRP Terms of Reference
3. Wigan Council Members' Members Allowances Scheme 2020/21
4. Wigan Council Statutory Publication of Members' Allowances & Expenses received 2019/20
5. Independent Remuneration Panel, Review of Allowances, October 2016 Report
6. Council Report and Minutes from 2nd November 2016
7. IRP – a review of SRAs for Lead Members – Supplementary Report, June 2017
8. Council Report and Minutes from 12th July 2017
9. IRP, Review of SRAs for Members appointed to the Greater Manchester Transport Committee, to Tenants Representatives on the Housing Advisory Panel and the Mobile Phone Allowance – A Supplementary Report, November 2019
10. Council Report and Minutes, 4th March 2020 – Supplementary Report
11. Wigan Council Committee Structure Diagram including political makeup of Council
12. Schedule of Council Meetings 2020/21 and 2021/22
13. Report of Wigan Council to LGBCE – Electoral Review of Wigan Council, submission on Council size, which included information on
 - a. Role Profiles/specifications for Member roles
 - b. Committee membership, including Chairs and Vice Chairs and terms of reference
 - c. Memberships on Committees with names
 - d. Cabinet roles
 - e. Lead Members
14. Paper outlining summary of main changes to the Constitution since May 2016
15. Copy of Questionnaire sent to all Councillors, including all replies
16. New Council Constitution: Guidance on Regulation for Local Authority Allowances, Department of Communities and Local Government, May 2006
17. Local Government Association, summary of hours worked (Mean Per Week/Type of Council) by Councillors, Census of Councillors 2018
18. NJC for Local Government Services Pay Increase 2020/21 (24th August 2021)

19. Statutory Instrument 2003 No. 1021, *The Local Authorities (Members' Allowances) (England) Regulations* 1st May 2003
20. Office of National Statistics (ONS), Annual Survey of Hours and Earnings, Wigan Mean Weekly Pay - Gross (£) - for all full time employees November 2020, (£637.00), Table 8.1a Home Geography
21. Benchmarking data - NHS, Structure to align remuneration for Chairs and Non-Executive Directors of NHS Trusts and NHS Foundation Trusts on for NEDs, November 2019
22. Benchmarking data - Allowance Schemes from comparator authorities, Wigan Council CIPFA 10 Nearest Neighbours (2014 model) and the other Greater Manchester metropolitan councils
23. List of Wigan Council, outside appointments for Members
24. Copy of presentation by Declan Hall (Chair of Panel): Reviewing Allowances: The Wigan Council remuneration model, regulatory requirements, issues and approaches
25. Office for Low Emissions Vehicles, Ultra Low Emission Vehicles Tax Benefits 2018
26. Sarah Calkin, LGC article, "Please don't put local democracy on mute Mr Jenrick", 21st January 2021
27. List of meetings (2019/20 and 2020/21 to date) of
 - a. The Licensing Committee
 - b. The Planning Committee
 - c. The Regulation Committee
 - d. The Licensing Sub-Committees
28. Wigan Place Based Strategic Commissioning Function, Integrated Commissioning Committee, Terms of Reference
29. Outline of Wigan Service Delivery Footprint and Place Based Working

APPENDIX TWO - Members who met with the IRP

Cllr M. Aldred:	Vice-Chair of the Children & Young People Scrutiny Committee and Wigan appointee to & currently Chair of Greater Manchester Transport Committee (Labour)
Cllr J. Brown:	Independent Member (No group)
Cllr K. Cunliffe:	Deputy Leader of Council/Portfolio Holder for Adult Social Care (Labour)
Cllr S. Gambles:	Lead Member – Youth Opportunities (Labour)
Cllr S.J. Hellier:	Chairman of Licensing, Regulation and Planning Committees (Labour)
Cllr J. Hodgkinson:	Leader of the Independent Network Group
Cllr D.T. Molyneux:	Leader of the Council and Executive Leader of Cabinet and GMCA Member/Portfolio Holder for Economic Development and Regeneration (Labour)
Cllr J. Moodie:	Lead Member – Leisure & Public Health (Labour)
Cllr J.D. O'Brien:	Chairman of Confident Places Scrutiny Committee & Chair of GMCA Health Scrutiny Committee (Labour)
Cllr P. Prescott:	Portfolio Holder for Planning, Environmental Services and Transport (Labour)
Cllr C. Ready:	Portfolio Holder for Communities, Public Relations, Corporate Land, Community Assets and Culture (Labour)
Cllr C Rigby:	Chairman of the Audit, Governance & Standards Committee (Labour)
Cllr M.W. Winstanley:	Leader of Main (Conservative) Opposition Group

In accordance with the IRP terms of reference the IRP was interviewed:

Tom Dalton:	Tenant Representative on Housing Advisory Panel
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APPENDIX THREE - Members who made written submissions

CLlr J.D. O'Brien: Chairman of Confident Places Scrutiny Committee & Chair of GMCA Health Scrutiny Committee (Labour)

APPENDIX FOUR - Officers who briefed the IRP

Alison McKenzie-Folan: Chief Executive

Paul McKeivitt: Director of Resources & Contracts (Deputy Chief Executive)

Christine Charnock-Jones: Democratic Services Manager

Rachel Gibbons: Democratic Services Officer,

APPENDIX FIVE - Benchmarking

BM1 Wigan BM Group - 10 CIPFA Nearest Neighbour + Other GM Mets: BA + Exec + Scrutiny SRAs (20/21 unless indicated)										
Comparator Council	Basic Allowance	Leader or Elected Mayor	Leader Total	Deputy Leader	Executive Members	Assistant or Deputy Execs	Chair Main O&S	Chairs/Lead Scrutiny	V/Chairs Scrutiny	Chairs Scrutiny Panels/WGs
Tameside (19/20)	£12,567	£38,907	£51,474	£25,368	£21,701	£9,018		£10,345	£3,449	
Rotherham	£11,471	£25,851	£37,322	£14,218	£12,925		£12,925	£8,617	£1,220	
St Helens	£8,094	£35,064	£43,158	£19,554	£16,182		£8,094	£5,127		
Doncaster	£13,216	£52,864	£66,080	£16,519	£13,216		£7,929	£3,304		
Bolton (19/20)	£11,644	£31,294	£42,938	£18,775	£7,140			£5,100		
Wakefield (19/20)	£12,035	£36,721	£48,756	£19,209	£14,426	£5,478	£9,643	£9,643	£3,240	
Barnsley	£11,309	£27,255	£38,564	£17,716	£13,627	£3,149		£8,722		£2,181
Bury	£8,708	£27,303	£36,011	£16,387	£10,923	£1,433	£6,829			
Kirklees	£14,002	£26,364	£40,366	£19,772	£12,863		£11,577	£6,432		£40 p/day
Stoke-on-Trent	£12,000	£36,000	£48,000	£18,000	£12,000	£6,000		£9,000		
Manchester	£16,635	£41,543	£58,178	£17,472	£17,472	£6,990		£10,494		
Oldham	£9,976	£29,929	£39,905	£20,951	£17,958	£7,482		£8,978		
Rochdale*	£10,873	£32,620	£43,493	£32,610	£14,679	£2,936	£8,155	£8,155		
Salford (19/20)	£11,043	£54,654	£65,697	£22,253	£14,253	£10,689		£8,910		
Stockport (19/20)	£10,430	£31,290	£41,720	£17,210	£15,645			£6,258		£1,252
Trafford(19/20)	£6,754	£27,017	£33,771	£18,910	£13,508	£6,753	£8,104	£8,104	£4,052	
Wigan	£13,150	£39,756	£52,906	£25,644	£17,776	£5,280		£7,901		
Mean	£11,406	£34,949	£46,355	£20,033	£14,488	£5,928	£9,157	£7,818	£2,990	
Median	£11,471	£32,620	£43,158	£18,910	£14,253	£6,000	£8,099	£8,361	£3,345	
Highest	£16,635	£54,654	£66,080	£32,610	£21,701	£10,689	£12,925	£10,494	£4,052	
Lowest	£6,754	£25,851	£33,771	£14,218	£7,140	£1,433	£6,829	£3,304	£1,220	
Mean Ratios	Leader = 3 X BA	100%		57%	41%	17%	26%	22%		

* Rochdale figure reflects extra marginal cost for 2 Deputy Leaders @ £16,310 SRA apiece

BM2 Wigan BM Group - 10 CIPFA Nearest Neighbours Other GM Mets: Regulatory SRAs (20/21 unless indicated)									
Comparator Council	Chair of Planning	V/Chair of Planning	Chair of Licensing	V/Chair Licensing	Chairs Liquor Licensing Panels/Subs	Chair of Audit &/or Governance	V/Chair Audit	Chair Standards	V/Chair Standards
Tameside (19/20)	£10,345	£3,449	£6,692	£2,492	£6,692	£10,345	£3,449	£6,692	£2,492
Rotherham	£8,617	£1,220	£8,617	£1,220		£8,617	£1,220	£3,460	£1,730
St Helens	£8,094		£8,094			£8,094			
Doncaster	£8,457	£3,569	£7,929	£3,569		£7,929	£2,511		
Bolton (19/20)	£8,177	£2,813	£7,740	£2,521					
Wakefield (19/20)	£9,643	£3,240	£9,069		£5,478	£5,478		£9,069	
Barnsley	£8,722		£8,722			£8,722		£124 p/mtng	£42 p/half day
Bury	£6,829		£6,829			£6,829			
Kirklees	£6,432		£5,147		£3,860	£2,572		£2,572	
Stoke-on-Trent	£9,000		£6,000		£3,000	£6,000		£3,000	
Manchester	£10,494	£3,500	£10,494	£3,500					
Oldham	£8,978		Inc. in Planning			£6,396			
Rochdale	£10,681		Inc. in Planning			£6,409			
Salford (19/20)	£8,910		£8,910			£8,910			
Stockport (19/20)	£7,823		£4,694		£3,755	£3,755			
Trafford (19/20)	£10,807	£4,052	£10,807	£4,052	£3,377	£8,104	£4,052	£2,387	
Wigan	£11,849	£3,084	£14,633	£3,658		£7,901			
Mean	£9,050	£3,116	£8,292	£3,002	£4,360	£7,071	£2,808	£4,530	£2,111
Median	£8,910	£3,345	£8,094	£3,500	£3,808	£7,901	£2,980	£3,230	£2,111
Highest	£11,849	£4,052	£14,633	£4,052	£6,692	£10,345	£4,052	£9,069	£2,492
Lowest	£6,432	£1,220	£4,694	£1,220	£3,000	£2,572	£1,220	£2,387	£1,730
Mean Ratios	26%		24%		12%	20%		13%	

BM3 Wigan BM Group - 10 CIPFA Nearest Neighbours + Other GM Mets: Opposition & Other & GMCA SRAs (20/21 unless indicated)								
Comparator Council	Main Opposition Leader	Main Opposition Deputy Leader	Opposition Lead or Shadow Exec	Other Opposition Group Leaders	Area Chairs	CA Leader SRA	CA SRA - Other	Other SRAs/Comments
Tameside (19/20)	£12,168			£2,492	£10,345			Chair Council Business £12,701, Dep Chairs Liquor Licensing Panels £2,492, Dep Area Chairs £3,449, Cllr Member of Standards £1,636
Rotherham (17/18)	£8,617							
St Helens	£5,127	£1,617		£1,617			Chair LCR TC £5,675	
Doncaster	£1,321			£2,424				Main O&S V/Chair £3,304, Chair Elections & Democratic Committee £1,321
Bolton (19/20)	£10,555	£6,333	£2,940					Chair Bolton Cares Steering Committee £8,085, Chairs Bolton at Home £5,500
Wakefield (12/20)	£7,290				£3,240			Group Business Managers £9,643/£5,478/£3,240 Chair Corporate Parenting Committee £9,643
Barnsley	£2,725 + £31 p/Mbr			£2,725 + £31 p/Mbr	£8,722			Community Cohesion Champion £2,698
Bury	£9,013	£3,602		£4,508				Dep Leader Minority Opposition Group £1,622, Mbrs Licensing Hearing Panels £25 p/day/£12.50 2-4 hours/£6 up to 2 hours
Kirklees	£10,291	£3,860		£10,291				Group Business Managers £10,291/£5,147/£2,572, Place Partnership Leads £5,147, Adoption Panel Mbr £1,285
Stoke-on-Trent	NA							Chair of HR Committee £6,000
Manchester	£17,472	£6,990						Opposition Lead Mbr Finance £1,750, Mbr Adoption Panel £5,630, Mbr Fostering Panel + City Centre Spokesperson £6,990, Airport Group Brd Mbr £10,494, Mbrs Licensing Appeals £526
Oldham	£14,965	£5,986	£2,993		£7,182 - £5,387	£5,985		Chairs H&Wellbeing + Miocare + Unity Partnership £8,978,
Rochdale	£11,417				£8,155	£5,722		
Salford (19/20)	£8,910			£8,910				
Stockport (19/20)	£9,387			£1,051 + £315 p/Mbr	£4,694			
Trafford (19/20)	£13,508	£2,700	£2,700	£2,700		£9,979	Chair GMTC £5.139	Opposition Spokespersons (Planning + Licensing) £2,387, Shadow Deputy Executives £1,349
Wigan	£5,328					£10,367		
Mean	£9,691	£4,441	£2,878	£4,706	£7,002	£8,013		
Median	£9,387	£3,860	£2,940	£2,700	£8,011	£7,982		
Highest	£17,472	£6,990	£2,993	£10,291	£10,345	£10,061		
Lowest	£1,321	£1,617	£2,700	£1,617	£3,240	£5,610		
Mean Ratios	27.7%		8.2%		20.0%			