

Job Title:

Member of the Independent Remuneration Panel (IRP)

Location of work:

IRP meetings will be held virtually.

Salary:

A fee of £500 will be paid upon completion of each IRP report to Full Council.

Period of Office:

This appointment is for the duration of the period until the completion of the report.

About the Role

All members of the Council ("Councillors") receive a basic allowance. The Council must form an Independent Remuneration Panel (IRP) which is made up of people independent from the Council. The Panel's role is to consider the appropriate remuneration for Members and make recommendations to the Council. The Council may only pay allowances and expenses after considering a report from the IRP.

As a member of the IRP you will be asked to:

- Analyse and compare appropriate remuneration data from other councils and public bodies
- Hear evidence and consider representations from Councillors and senior officers
- Assess the roles and responsibilities of Members generally and of those with Special Responsibilities
- Consider Government guidance
- Analyse issues and evidence, to establish what needs to be done next and/or commission work as appropriate
- Make recommendations based on the above, with the intention of achieving an appropriate scheme of allowances for the Council

How much work is required, and how the Panel does that work, will be decided by the Panel. The time commitment therefore will be decided by the Panel, with assistance from Council staff. However, it is anticipated that the Panel will hold around 5 meetings prior to the report being produced.

About the Person

Ideally, you will be involved in the local community, but not politically active within it, and should have an interest in local government. The local community should recognise and respect you as bringing an independent, objective and informed perspective to the process. No particular professional background is specified, but the person should be able to demonstrate probity and high ethical standards. You should be able to interpret comparative data and economic trends, demonstrate respect for others, value diversity and respond sensitively to different circumstances.

You must not be disqualified from being a councillor, have been a member or officer of the council within the last 5 years and should not be the spouse, partner or close relation or friend of a councillor or officer.

The **essential qualities** for the position are that you:

- Have experience of public life;
- Have an interest in the work of the council;
- Have the ability to interpret comparative data and economic trends;
- Take a balanced, open-minded and objective approach, for example, in evaluating evidence;
- Can communicate effectively;
- Demonstrate respect for others, value diversity and respond sensitively to different circumstances;
- Must not be disqualified from being a councillor;
- Must not have been a member or officer of the council within the last 5 years; and
- Should not be the spouse, partner or close relation or friend of a councillor or officer.

Desirable:

- Knowledge/experience of the decision-making structures in Local Government and/or the public sector is desirable but not essential.
- Knowledge of the role of Members within local authorities is desirable but not essential.

How to apply

If you would like to apply, please send a copy of your CV or a summary of how you fill the above criteria as soon as possible to democraticservices@epsom-ewell.gov.uk and by no later than **Monday 9 September 2024**.

Additional Information

Training for IRP Members will be provided.

For an informal discussion about the role please email democraticservices@epsom-ewell.gov.uk.

Closing date: Monday 9 September 2024

Interview date: Monday 23 or Tuesday 24 September 2024