

**COMBINED AUTHORITY MEETING**

**31 May 2024**

**REPORT OF INDEPENDENT REMUNERATION PANEL**

**Report of the Interim Deputy Monitoring Officer**

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**1.0 Purpose of the Report**

1.1 To receive and consider the recommendations of the Independent Remuneration Panel, in relation to the roles of Deputy Mayor, Deputy Mayor for Policing and Crime, Independent Member and Independent Person.

**2.0 Recommendations**

2.1 That the Combined Authority consider the recommendations of the Independent Remuneration Panel as set out below:

2.2 Recommendation 1: In line with the York and North Yorkshire Combined Authority Order 2023, if the Mayor appoints a Deputy mayor who is one of the Leaders of either constituent Authority, then no remuneration is paid. If a Deputy Mayor is appointed from another Combined Authority Member, the IRP defer making any further recommendation until the Mayor has appointed a Deputy Mayor.

2.3 Recommendation 2: That the total remuneration package for the York and North Yorkshire Deputy Mayor for Policing and Crime is £65,670, with the additional £3,000 allowance should the Mayor delegate Fire and Rescue functions to the role holder. In line with other similar roles both relating to the Police (Fire) and Crime Commissioner or Deputy Mayor for Policing and Crime roles, indexation should apply to this allowance.

2.4 Recommendation 3: That the remuneration for the Independent Member for the Audit and Governance Committee of the York and North Yorkshire Combined Authority is £1,500 per annum.

2.5 Recommendation 4: That the remuneration for the Independent Person for Standards at the York and North Yorkshire Combined Authority is £1,000 per annum.

2.6 Recommendation 5: Travel expenses are also payable, to be paid to all posts at the standard rate within the terms of Members Expenses of the Combined Authority.

- 2.7 Recommendation 6: The IRP also recommends that the allowance for all posts be reviewed in 12 months' time, at which time indexation will also be considered for all posts.

### **3.0 Background**

- 3.1 In accordance with the York and North Yorkshire Combined Authority Order 2023, the Combined Authority may establish an Independent Remuneration Panel to recommend a scheme to the Combined Authority regarding allowances payable to the Mayor, the Deputy Mayor, the Deputy Mayor for Policing and Crime and Independent Persons/Members. The Combined Authority must pay an allowance to these role holders, if it has considered a report published by the Independent Remuneration Panel established by one or more of constituent councils which contains recommendations for such an allowance. The Combined Authority is not bound to accept those recommendations, save that the allowance paid to the role holders cannot exceed the amount specified in the recommendations made by the Panel.
- 3.2 The Combined Authority at their Meeting on 22 January 2024 delegated the power to constitute an Independent Remuneration Panel to the Interim Monitoring Officer in order that the Panel could consider making recommendations to the Combined Authority Meeting in March 2024 in relation to the Mayor, in readiness for the election that was held in May 2024.
- 3.3 An Independent Remuneration Panel was constituted which initially included 2 Members from City of York Council Panel and 2 from the North Yorkshire Council Panel, for phase 1 of their review, which dealt with the allowance for the Mayor. Unfortunately, one Panel Member was unavailable and another Panel Member could not be sourced within the timescale required for phase 2 of their review.
- 3.4 The Panel have met on three occasions in relation to remuneration for the Deputy Mayor, Deputy Mayor for Policing and Crime and Independent Member/Person.
- 3.5 The full report of the Independent Remuneration Panel is set out at Appendix A, which sets out the evidence it considered and the methodology followed in making its recommendation.

### **4.0 Financial Implications**

- 4.1 The costs associated with the matters set out in this report are included in the proposed 2024/25 budget.

### **5.0 Legal Implications**

- 5.1 The approval of the matters set out in this report are part of the process of establishing the governance arrangements of the Combined Authority. The specific legal implications are set out in the body of this report.

## **6.0 Equalities Implications**

6.1 When setting allowances, consideration is given as to how the allowances enable the Combined Authority to attract high quality candidates to be Deputy Mayor, Deputy Mayor for Policing and Crime, Independent Member and Independent Person, from a wide variety of backgrounds, whilst also ensuring that financial barriers to anyone who wishes to apply for or accept these roles are minimised.

## **7.0 Environmental Implications**

7.1 There are no specific environmental implications arising out of the report of the Independent Remuneration Panel.

## **8.0 Combined Authority Areas Impacted (Council Areas/Wards/Divisions)**

8.1 York and North Yorkshire.

## **9.0 Recommendations**

9.1 That the Combined Authority consider the recommendations of the Independent Remuneration Panel as set out below:

9.2 Recommendation 1: In line with the York and North Yorkshire Combined Authority Order 2023, if the Mayor appoints a Deputy mayor who is one of the Leaders of either constituent Authority, then no remuneration is paid. If a Deputy Mayor is appointed from another Combined Authority Member, the IRP defer making any further recommendation until the Mayor has appointed a Deputy Mayor.

9.3 Recommendation 2: That the total remuneration package for the York and North Yorkshire Deputy Mayor for Policing and Crime is £65,670, with the additional £3,000 allowance should the Mayor delegate Fire and Rescue functions to the role holder. In line with other similar roles both relating to the Police (Fire) and Crime Commissioner or Deputy Mayor for Policing and Crime roles, indexation should apply to this allowance.

9.4 Recommendation 3: That the remuneration for the Independent Member for the Audit and Governance Committee of the York and North Yorkshire Combined Authority is £1,500 per annum.

9.5 Recommendation 4: That the remuneration for the Independent Person for Standards at the York and North Yorkshire Combined Authority is £1,000 per annum.

9.6 Recommendation 5: Travel expenses are also payable, to be paid to all posts at the standard rate within the terms of Members Expenses of the Combined Authority.

9.7 Recommendation 6: The IRP also recommends that the allowance for all posts be reviewed in 12 months' time, at which time indexation will also be considered for all posts.

## 10.0 Reasons For Recommendations

10.1 To ensure that the York and North Yorkshire Combined Authority provides a remuneration scheme for the Deputy Mayor, Deputy Mayor for Policing and Crime, Independent Person and Independent Member which operates in accordance with legal requirements.

## 11.0 Contact Details

For further information please contact the author of this Report.

### Author

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**Background papers** - The York and North Yorkshire Combined Authority Order 2023 – [The York and North Yorkshire Combined Authority Order 2023 \(legislation.gov.uk\)](https://legislation.gov.uk)

**Appendices** - Appendix A - Report of the Independent Remuneration Panel – May 2024

# **Report of the Independent Remuneration Panel 2024**

**A review of Remuneration for the Deputy  
Mayor, Deputy Mayor for Policing and Crime,  
Independent Member and Independent Person**

**York and North Yorkshire Combined Authority**

**By the**

**Independent Remuneration Panel**

**Elizabeth Heaps**

**Lucy Shaw**

**Keith Trotter**

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## **Introduction: Remit and Regulatory Context**

1. This report contains the analysis and recommendations of the Independent Remuneration Panel (Panel or IRP) appointed by York and North Yorkshire Combined Authority (Y&NYCA) to make recommendations to the Combined Authority on a number of matters as set out in the Panel's terms of reference. This report is further to the report of March 2024 prepared by the IRP relating to a recommendation of allowance for the Mayor upon their election in May 2024. The report was approved by the Combined Authority at their Meeting on Monday 18 March 2024.
2. The York and North Yorkshire Combined Authority was established in 2023 through [The York and North Yorkshire Combined Authority Order 2023 \(legislation.gov.uk\)](#).
3. Full details of this provision are detailed in the Order, in short, the Order states:
  - The Combined Authority may establish an Independent Remuneration Panel to recommend a scheme to the Combined Authority regarding the allowances payable to:
    - the Mayor;
    - the Deputy Mayor (provided that they are not a leader or elected mayor of a constituent council or the Chair of the Local Enterprise Partnership);
    - the Deputy Mayor for Policing and Crime provided that they are not the leader or elected mayor of a constituent council; and
    - Independent Persons/Members.
  - An Independent Remuneration Panel must consist of at least three members none of whom —
    - a) is also a member of the Combined Authority or is a member of a committee or sub-committee of the Combined Authority, or a member of a constituent council;
    - b) is disqualified from being or becoming a member of the Combined Authority.
  - An Independent Remuneration Panel must produce a report on behalf of the Combined Authority, making recommendations as to any allowances payable to the Mayor and Deputy Mayor.
  - No remuneration is payable by the Combined Authority to its members, other than allowances for travel and subsistence paid in accordance with a scheme drawn up by the Combined Authority.
  - The Combined Authority may pay the Mayor, Deputy Mayor and Deputy Mayor for Policing and Crime such allowances as it may agree, in accordance with any recommendations made by its Independent Remuneration Panel.

4. The Combined Authority agreed on 22 January 2024 to establish an Independent Remuneration Panel with agreed terms of reference and agreed membership for the review.
5. The two Constituent Councils are City of York Council (CYC) and North Yorkshire Council (NYC).
6. The costs of the Mayor (and their Deputies should they decide to appoint them) are borne by the Combined Authority, through funding from central government, rather than direct funding from City of York Council (CYC) and North Yorkshire Council (NYC).

### **The Panel**

7. All Panel Members have previously been members of either CYC or NYC Panels. The membership of the Panel which undertook this review was as follows:
  - Elizabeth Heaps (CYC IRP Member) – Trustee of York Civic Trust, Former Pro Vice-Chancellor of the University of York.
  - Lucy Shaw (CYC IRP Member) – York resident.
  - Keith Trotter (NYC IRP Member) –A Fellow of the Institute of Chartered Accountants, Member of the Institute of Consultants, and a Certified Management Consultant (retired).
8. The Interim Deputy Monitoring Officer and the Assurance and Governance Manager of the Combined Authority were appointed to provide professional guidance and support to the Panel as required.

### **Terms of Reference**

9. The terms of reference for this review followed the requirements of the Local Authorities (Members' Allowances)(England) Regulations 2003 and, in particular, the York and North Yorkshire Combined Authority Order 2023 and is set out below:
  - a. A review of allowance to be paid to the position of the Y&NYCA Mayor from May 2024 that is commensurate with the responsibilities of this position. This was reviewed as part one of the review and the Combined Authority has approved this allowance in March 2024;
  - b. A review of allowance to be paid to the position of the Y&NYCA Deputy Mayor appointed by the Mayor;
  - c. A review of allowance to be paid to the position of the Y&NYCA Deputy Mayor for Policing and Crime appointed by the Mayor;
  - d. A review of allowance to be paid to any Independent Person/Members.
10. The Panel determined that its review would take place in two parts. First, assessment and recommendations around the allowance to be paid to the Mayor, followed by a further assessment and recommendations to be made to any Deputy Mayor, Deputy Mayor for Policing and Crime , Independent Member and Independent Person.

11. The scope of this review therefore, was to recommend the level of allowance that should be provided to the position of Deputy Mayor, Deputy Mayor for Policing and Crime and Independent Persons/Members.

### **Approach and Evidence**

12. The IRP met on three occasions at the request of the Combined Authority, all by MS Teams.

13. The Panel received an initial bundle of background evidence and it was at the meetings that the IRP considered the range of information provided. For further details on the range of evidence the IRP considered in its deliberations and in arriving at its recommended allowances see:

- Appendix A – The range of information that was formally presented to and considered by the Panel and sent to the Panel prior to its formal meetings.
- Appendix B – Benchmarking data that was reviewed and considered by the Panel.
- Appendix C – Role Profiles for the roles under consideration.

### **Deputy Mayor**

14. The Mayor may appoint a Deputy Mayor, which must be one of the Members of the Combined Authority. The Deputy Mayor holds office until the end of the term of office of the Mayor. Non-constituent or associate Members cannot be appointed to the role of the Deputy Mayor, therefore, the Chair of the Business Committee, as an associate Member, cannot be appointed.

15. In terms of responsibilities for the Deputy Mayor, they will act in the place of the Mayor if for any reason the Mayor is unable to act, including if the office of Mayor is vacant. The Deputy Mayor will chair meetings of the Combined Authority in the Mayor's absence.

16. The Mayor may also choose to delegate Mayoral General Functions to the Deputy Mayor; other than policing, fire, and crime functions. The Mayor would remain accountable for all functions delegated.

17. An allowance may be paid to the Deputy Mayor provided they are not a leader of a constituent Council.

18. The IRP also considered the variants available for the appointment in terms of specific portfolios, delegation of functions and possible responsibilities.

**19. The IRP concluded, that in line with the Order, if the Mayor appoints a Deputy Mayor who is one of the Leaders of either constituent Authority, then no remuneration is paid. If a Deputy Mayor is appointed from another Combined Authority Member, the IRP defers making any recommendation until the Mayor has appointed a Deputy Mayor.**

## **Deputy Mayor for Policing and Crime**

20. For the duties of Police and Crime Commissioner (PCC) functions, the Mayor may appoint a Deputy Mayor for Policing and Crime. This appointment cannot be the person appointed as Deputy Mayor, a Police Constable, or other person as specified within the Police Reform and Social Responsibility Act 2011, which includes disqualified persons, MPs, Police Officers or staff, Police and Crime Commissioner staff. The Mayor may make arrangements for the duties of Fire and Rescue functions by the Deputy Mayor for Policing and Crime.

## **Deputy Mayor for Policing and Crime: Current Arrangements and the Future**

21. The Deputy Mayor for Policing and Crime is a member of staff of the Combined Authority unless they are a Member of the Combined Authority. It should be noted that the Mayor must notify the Police, Fire and Crime Panel of any proposed appointment to the role of Deputy Mayor for Policing and Crime.

22. Whilst it is not a requirement to appoint a Deputy Mayor for Policing and Crime, the Mayor has indicated that he will do so. This is due to the wide remit of the Mayoral role, including not just PCC functions, but also housing, transport and finance. Therefore, a Deputy Mayor for Policing and Crime will be appointed and hold the following responsibilities:

- Determining police and crime objectives;
- Attending the Police, Fire and Crime Panel;
- Preparing an annual report to the Police, Fire and Crime Panel;
- Holding the Chief Constable to account and monitoring performance;
- Consulting the public to ensure that their views and priorities on community safety issues feeds into the police and crime plan;
- Commissioning of services which includes supporting victims and tackling reoffending;
- Convening of wider community safety and criminal justice partners;
- Strengthening links such as between inclusive growth and community safety and cohesion;
- Engagement and representations in national policing matters.

23. The Mayor can arrange for the Deputy Mayor for Policing and Crime to exercise any PCC function save for the following:

- Issuing a police and crime plan;
- Appointing the Chief Constable, suspending the Chief Constable or calling upon the Chief Constable to retire or resign;
- Calculating the PCC component of council tax.

24. The Mayor may still seek assistance with the preparatory work in relation to these reserved functions, and as a minimum the Deputy Mayor for Policing and Crime will be consulted and asked for their input regarding these functions.

25. Given the wider responsibilities that the Mayor will have compared with the Police and Crime Commissioner, the expectation is that the Deputy Mayor for Policing and Crime will carry out many of the day-to-day responsibilities that are conducted by Police and Crime Commissioners in non-Mayoral areas and that this Deputy Mayor role will be a full-time position. If it is not a full-time position, then it is anticipated that the remuneration level would be reduced on a pro rata basis.
26. The Chief Constable remains a “corporate sole”, which means that they remain a legal entity in their own right. The Chief Constable heads the North Yorkshire Police Force. The Mayor will draw on their mandate to set and shape the strategic objectives of their force area in consultation with the Chief Constable.

### **Deputy Mayor for Policing and Crime: Accountability**

27. The Deputy Mayor for Policing and Crime will be accountable to the Mayor. The term of office of the Deputy Mayor is linked to that of the Mayor. The Police, Fire and Crime Panel may require the Deputy Mayor for Policing and Crime to attend the Panel at reasonable notice to answer any question which appears to the Panel necessary in order for it to carry out its functions.
28. In terms of conduct of the Deputy Mayor for Policing and Crime, complaints against this person (if an elected member of the Combined Authority) will be dealt with in accordance with the Combined Authority’s existing Members Code of Conduct. If the conduct involves a person who is not a member of the Combined Authority at the time the complaint is recorded, the Police, Fire and Crime Panel shall make arrangements for the complaint to be subject to informal resolution. Serious and criminal related complaints will be handled by the Independent Office for Police Conduct.
29. It is expected that the model applied for the Deputy Mayor for Policing and Crime would be a maximalist one, meaning that the Deputy Mayor will be delegated the full range of functions that is legally permissible and will also be involved alongside with the Mayor in carrying out those functions reserved to the Mayor, although it is noted that the Mayor will have sole responsibility for PCC functions and is ultimately accountable for the same functions.

### **Deputy Mayor for Policing and Crime: Benchmarking**

30. The IRP considered other relevant roles within Combined Authorities for benchmarking purposes to help it arrive at the recommended remuneration.
31. At the time of writing this report, the only other areas in England where there is a regional elected Mayor with responsibility for Police and Crime functions and where they appoint a Deputy Mayor for Policing and Crime are Greater Manchester Combined Authority and West Yorkshire Combined Authority. These Deputy Mayors for Policing and Crime are paid as follows:

- Greater Manchester £89,900 plus indexation (Dec 2022)
- West Yorkshire £72,000 plus indexation (April 2021)

32. The IRP has not taken the allowance of the London Deputy Mayor as a guide simply on the basis that the size of the police force and budget is much greater than in York and North Yorkshire.
33. The IRP considered the allowance set for Police and Crime Commissioners at the most recent review of allowances. It was noted that the North Yorkshire Police, Fire and Crime Commissioner's allowance was set at £71,400 per annum, however, indexation and the Fire responsibilities gave an up-to-date allowance of £76,300. The IRP then made a 10% deduction which reflected that whilst the Deputy mayor for Policing and Crime closely resembles the former role of the Police, Fire and Crime Commissioner, the Mayor retains ultimate accountability for Police, Fire and Crime Functions, giving a sub total of £68,670. The IRP then deducted £3,000 from this sub total to take account of the Fire responsibilities, bringing the final recommended remuneration to £65,670.
34. The Mayor of York and North Yorkshire Combined Authority may also make a decision to delegate Fire functions to the Deputy Mayor for Policing and Crime, or delegate to a Fire Committee. This is an unknown factor at this time; however, it is noted that the Senior Salary Review Board has recommended that where a PCC has responsibility for the governance of fire and rescue services that they should be paid an additional £3,000, which the Government accepted.
35. As the York and North Yorkshire Combined Authority elected Mayor has responsibility for Fire and Rescue and Deputy Mayor for Policing and Crime may have a delegation from the Mayor in respect of these functions, the IRP recommends that £3,000 is added to the role if Fire and Rescue functions are delegated to the Deputy Mayor for Policing and Crime.

### **Pension**

36. In respect of pension, there is legislation<sup>1</sup> in place which provides that pension is payable for services provided as a member of staff of the Combined Authority deployed in whole or in part with regards to Police and Crime Commissioner functions of the Mayor.

### **Indexation**

37. The IRP considered indexation and was of the opinion that it could be considered inconsistent if the Deputy Mayor for Policing and Crime did not receive indexation on their remuneration. The IRP indicated that it would support indexation, however, the IRP will review the allowance in 12 months' time, therefore, it will defer this element of the recommendation until that time.
38. **The IRP recommends that the total remuneration package for the York and North Yorkshire Deputy Mayor for Policing and Crime is £65,670, with the additional £3,000 allowance should the Mayor delegate Fire and Rescue functions to the role holder. In line with other similar roles both relating to the Police (Fire) and Crime Commissioner or Deputy Mayor for Policing and Crime roles, indexation should apply to this allowance.**

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<sup>1</sup> Pensions (Increase) Act 1971

39. **The IRP also recommends that the allowance for the Deputy Mayor for Policing and Crime be reviewed in 12 months' time, at which time indexation will also be considered.**

### **Independent Member**

40. The appointment of an Independent Member to the Audit and Governance Committee is a statutory requirement by virtue of the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017.

41. The role includes the following responsibilities:

- To assist the Audit and Governance Committee with scrutinising the Authority's statement of accounts for its approval.
- Reviewing the Authority's corporate governance arrangements.
- Receiving reports and presentations from the internal audit management and consideration of the main issues identified and monitoring management action in response.
- Receiving and considering the external auditor's opinion and reports and to monitor management action in response to any issues raised.
- Consideration of the effectiveness and adequacy of the Authority's risk management arrangements, the control environment and associated anti-fraud and anti-corruption arrangements.
- Consideration of the adequacy of action being taken on risk related issues identified by auditors and inspectors.
- Ensuring effective scrutiny of the Authority's Treasury Management Strategy and policies.

42. There are specific requirements of the role holder, which include:

- Knowledge/understanding of public sector corporate governance arrangements, including financial management.
- Knowledge of the role of internal audit.
- Knowledge or understanding of risks involved in major infrastructure delivery, risk management or assurance frameworks.
- Business management experience at a senior level, or previous experience as an Audit and Governance Committee Member.
- Communication and interpersonal skills, desire to serve the local community and an understanding of standards of accountability and objectivity.

43. It is expected that the role holder would provide an independent and impartial presence on the Committee, which comprises ten Members, four co-opted Members from each constituent Council, an independent Person who attends the Committee to deal with matters relating to Member conduct and ethical standards (see below) and the Independent Member. The Committee usually meets formally up to four times a year, with provision for an additional one or two meetings on an "exception" basis if required, including ongoing training and briefing.

44. In terms of benchmarking, the data available provided remuneration anywhere in the region of £650 to £1,250 per annum, with additional sums payable if the Member were also the Chair of the Committee, which in this instance, it is not expected that they will be.
45. The IRP considered that any allowance would have to take into account the Meetings and also training, which may be ongoing during each Municipal year, as a result it is estimated that they would be required to attend circa six meetings per year. Time taken to read papers in readiness for a Committee Meeting and any preparation associated with this also needed to be considered.
- 46. The IRP recommends that the remuneration for the Independent Member for the Audit and Governance Committee of the York and North Yorkshire Combined Authority is £1,500 per annum.**
- 47. The IRP also recommends that the allowance for the Independent Member be reviewed in 12 months' time, at which time indexation will also be considered.**

### **Independent Person**

48. The appointment of an Independent Person for standards is a statutory requirement by virtue of the Localism Act 2011. Every Combined Authority is required to adopt a code of conduct to regulate the behaviour of its Councillors. The Combined Authority has arrangements in place to deal with complaints against its Members. The Independent Person deals with complaints on a case-by-case basis as notified by the Monitoring Officer.
49. The Independent Person will have an interest in democracy and governance with the ability to operate apolitically, respect confidentiality and exercise sound judgment in a proportionate and pragmatic manner. Their responsibilities include:
- Supporting the Combined Authority and in particular the Monitoring Officer and the Audit and Governance Committee in promoting and maintaining high standards.
  - Working with the Monitoring Officer and the Committee to identify any areas of concern with regard to standards or wider governance issues and to identify any specific training needs which may arise.
  - Reporting to the Combined Authority periodically on the work of the Independent Person and how the Combined Authority is promoting and maintaining high standards.
  - Giving their views to the Combined Authority as required under the Constitution on complaints that the Code of Conduct may have been breached.
  - Providing independent advice to the Monitoring Officer, the Combined Authority's Audit and Governance Committee and any Hearings Sub-Committee that is convened and the subject of any complaint, to assist in determining how complaints should be dealt with.
50. Requirements of the role include:

- A keen interest in promoting high ethical standards in local government and to have a general understanding of the principles behind the Members Code of Conduct.
- Good communication and interpersonal skills, and to be able to operate with tact and diplomacy.
- A desire to serve the local community and uphold local democracy.
- Ability to demonstrate an understanding of the standards of accountability and objectivity demanded of public authorities, and the continuous scrutiny under which they are placed.
- An awareness of the importance of ethical behaviours.
- Ability to use logical reasoning and bring qualities of open-mindedness and impartiality and sound decision making skills.
- Ability to deal with substantial documentation and to analyse, interpret and absorb information and evidence effectively and quickly and understand and comply with confidentiality requirements.
- Ability to attend meetings and be available for telephone or email consultation, sometimes at short notice.
- Knowledge and/or experience of Local Government or other public service and/or of large complex organisations and awareness of and sensitivity to the political process.
- Knowledge and/or understanding of judicial/quasi-judicial or complaints processes.

51. It is expected that the role holder would provide an independent and impartial presence on the Committee, limited to matters relating to Member conduct and ethical standards. Whilst the Committee usually meets formally up to four times a year, with provision for an additional one or two meetings on an “exception” basis if required, including ongoing training and briefing, the standards remit of the Independent Person means that they may not be required to attend every Meeting. Their availability may be increased in relation to advice to the Monitoring Officer, or dealing with a party to a complaint if necessary.

52. In terms of benchmarking, the data available provided remuneration anywhere in the region of £275 to £1,250 per annum, with one Combined Authority paying a rate of £268 per day. Additional sums are payable if the Member is also the Chair of the Hearing Sub-Committee, which in this instance, it is not expected that they will be.

**53. The IRP recommends that the remuneration for the Independent Person for Standards at the York and North Yorkshire Combined Authority is £1,000 per annum.**

**54. The IRP also recommends that the allowance for the Independent Person be reviewed in 12 months’ time, at which time indexation will also be considered.**

### **Recommendations**

55. After consideration of all of the evidence available to the Panel, through briefings, legal advice, benchmarking and review of documentation, the Panel has agreed upon the following recommendations:

- 56. Recommendation 1: In line with the York and North Yorkshire Combined Authority Order 2023, if the Mayor appoints a Deputy Mayor who is one of the Leaders of either constituent Authority, then no remuneration is paid. If a Deputy Mayor is appointed from another Combined Authority Member, the IRP defers making any further recommendation until the Mayor has appointed a Deputy Mayor.**
- 57. Recommendation 2: That the total remuneration package for the York and North Yorkshire Deputy Mayor for Policing and Crime is £65,670, with the additional £3,000 allowance should the Mayor delegate Fire and Rescue functions to the role holder. In line with other similar roles both relating to the Police (Fire) and Crime Commissioner or Deputy Mayor for Policing and Crime roles, indexation should apply to this allowance.**
58. The reasoning for these recommendations is set out above, the most significant of which are as follows:
- a. By virtue of the Order to include Police, Crime and Fire and Rescue functions, the allowance should be less than, but based on, the allowance paid to the Police, Fire and Crime Commissioner for North Yorkshire, the reduction being due to the Mayor remaining accountable for the functions.
  - b. The Police (Fire) and Crime functions bring significant assets and financial responsibilities and budget.
  - c. The transition of Police (Fire) and Crime functions into the Combined Authority has only just taken place at the time of writing, therefore, a review in 12 months allows for future remuneration to be proportionate to the role and responsibilities as they emerge.
- 59. Recommendation 3: That the remuneration for the Independent Member for the Audit and Governance Committee of the York and North Yorkshire Combined Authority is £1,500 per annum.**
- 60. Recommendation 4: That the remuneration for the Independent Person for Standards at the York and North Yorkshire Combined Authority is £1,000 per annum.**
- 61. Recommendation 5: Travel expenses are also payable, to be paid to all posts at the standard rate within the terms of Members Expenses of the Combined Authority.**
- 62. Recommendation 6: The IRP also recommends that the allowance for all posts be reviewed in 12 months' time, at which time indexation will also be considered for all posts.**

## **Appendix A: List of information considered by the Panel**

1. The York and North Yorkshire Combined authority Order 2023 [The York and North Yorkshire Combined Authority Order 2023 \(legislation.gov.uk\)](https://www.legislation.gov.uk)
2. IRP reports for the following Combined Authorities:
  - a. Tees Valley Combined Authority – 2023;
  - b. North of Tyne Combined Authority – 2019;
  - c. South Yorkshire Combined Authority – 2020;
  - d. West of England Combined Authority – 2022;
  - e. Cambridgeshire and Peterborough Combined Authority – 2022;
  - f. Liverpool City Region – 2022;
  - g. West Midlands – 2022;
  - h. Greater Manchester Combined Authority – 2020;
  - i. West Yorkshire Combined Authority – 2022.
3. Map showing Devolution Deals and City and Growth Deals.
4. Levelling up white paper – Extract
5. LGA guidance produced for police (fire) and crime panel chairs entitled “Policing and fire governance guidance for police and crime panels”
6. Technical paper on Level 4 devolution framework from Government website.
7. York and North Yorkshire devolution deal from Government website.

## Appendix B: Benchmarking Information

<b>Combined Authority Populations 2021 (office of National Statistics)</b>		
<b>Combined Authority</b>	<b>Population</b>	<b>Geographical Area Size (sq mile)</b>
York and North Yorkshire	818,300	3208
North of Tyne	839,500	2016
Cambridgeshire and Peterborough	859,800	1310
West Yorkshire	2,345,200	784
South Yorkshire	1,415,000	599
Greater Manchester	2,848,300	494
West of England	950,000	368
West Midlands	2,939,900	348
Tees Valley	667,200	307
Liverpool City Region	1,564,000	283

<b>Remuneration paid to other public posts</b>	
<b>York and North Yorkshire Local Authority/Combined Authority Chief Officers (plus pension)</b>	
Head of Paid Service – York and North Yorkshire Combined Authority	£124,656 (2023/2024)
Chief Executive Officer – North Yorkshire Council	£205,897 (from 1 April 2024)
Chief Operating Officer – City of York Council	£145,816 - £154,117 (2023/24)
Chief Executive – Office of Police, Fire and Crime Commissioner	£94,346 (2023/24)
<b>York and North Yorkshire Local Authority Leaders</b>	
Leader of North Yorkshire Council (2024/25)	Basic Allowance - £17,000 Special Responsibility Allowance - £40,447  Total - £57,447
Leader of City of York Council (last review December 2019)	Basic Allowance - £11,282.04

	Special Responsibility Allowance - £33,842
	Total - £45,124.04

<b>Allowance paid to Elected Mayors in English Combined Authorities</b>		
<b>Combined Authority</b>	<b>Allowance and date of IRP Report</b>	<b>Current Allowance</b>
West Yorkshire	£105,000* (2021)	£111,217.84**
Greater Manchester	£110,000* (2020)	£110,000**
West Midlands	£95,000 (2022)	£95,000**
York and North Yorkshire	£81,300 (2024)	£81,300
Liverpool City Region	£81,000 (2022)	£86,223**
Cambridgeshire and Peterborough	£80,000 (2022)	£86,121**
West of England	£72,000 (2022)	£82,000 (£5,000 increment each year)
South Yorkshire	£79,000 (2020)	£79,000
North of Tyne	£65,000 (2019)	£65,000 (annual review proposed)
Tees Valley	£65,000 (2023)	£65,000 (to increase to £80,000 in May 2024)
* Includes PCC and/or Fire responsibilities		
** Indexation applied		

<b>Police and Crime Commissioner Allowances as at 2018<sup>2</sup> (indexation will have been applied since)</b>	
£66,300	Cumbria* Dyfed-Powys Gloucestershire Lincolnshire Warwickshire
£71,400	Bedfordshire Cambridgeshire Cleveland Dorset Durham

<sup>2</sup> Plus pension.

	Gwent Norfolk North Wales North Yorkshire* Northamptonshire* Suffolk Surrey Wiltshire
£76,500	Cheshire Derbyshire Hertfordshire Humberside Leicestershire Nottinghamshire Staffordshire* West Mercia
£86,700	Avon and Somerset Devon and Cornwall Essex* Hampshire Kent Lancashire Merseyside Northumbria South Wales South Yorkshire Sussex Thames Valley
£100,000	Greater Manchester (pre-Mayoral) West Midlands West Yorkshire (pre-Mayoral)
<p>* Police and Crime Commissioners with Fire responsibilities – they receive an additional award of £3,000 per annum.</p> <p>Greater Manchester and West Yorkshire both have a Mayor with Police and Crime responsibilities.</p> <p>The salary scales are set by recommendation of the Review Body on Senior Salaries, determined by the Government, therefore, they are set nationally.</p>	

Deputy Police and Crime Commissioner Allowances where available/applicable (not every PCC area has a Deputy Police and Crime Commissioner)	
Cambridgeshire	£28,560 (part time 2.5 days per week) based on 80% of PCC salary (2021)

Dorset	£44,000 (2016)
Gwent	£55,692 (2021)
North Wales	£54,660 (2024)
Surrey	£54,975 (2023)
Wiltshire	£19,411 (part time 2 days per week) (2019)

Name of CA and last IRP review	Number of Constituent Authorities	Deputy Mayor Allowance	Deputy Mayor for Policing and Crime Allowance	Independent Member Allowance	Independent Person (Standards) Allowance
<b>Tees Valley Combined Authority</b> <b>April 2023</b>	<p style="text-align: center;"><b>5</b></p> <p>Darlington Borough Council</p> <p>Hartlepool Borough Council</p> <p>Middlesbrough Borough Council</p> <p>Redcar and Cleveland Borough Council</p> <p>Stockton-on-Tees Borough Council</p>	<p>Leader of Darlington BC is Deputy Mayor.</p> <p>Order provides that remuneration only payable to Mayor.</p> <p>£24,495 (subject to indexation) - 2023/2024</p>	N/A	Allowance only paid to Mayor	Allowance only paid to Mayor
<b>North of Tyne</b> <b>January 2019</b>	<p style="text-align: center;"><b>3</b></p> <p>Newcastle City Council</p> <p>North Tyneside MBC</p>	<p>North Tyneside MBC Mayor (Leader) is Deputy Mayor.</p>	N/A	Independent Member chairs Audit & Standards Committee annual	

	Northumberland County Council	Order provides that constituent council may provide a SRA in respect of duties and responsibilities undertaken by member of CA.  £68,499 per annum (subject to indexation) – 2022/2023.		allowance of £1000 paid	
<b>South Yorkshire</b> <b>December 2020</b>	<b>4</b>  Barnsley MBC Doncaster MBC Rotherham MBC Sheffield City Council	No remuneration paid to Deputy Mayor. Deputy Mayor appointed from Combined Authority Membership	N/A	£1250 per annum	
<b>West of England</b> <b>January 2022</b>	<b>3</b>  Bristol City Council	No allowance paid by Combined Authority	N/A	£650 per annum	Referred to as Independent Chair of Hearings

	South Gloucestershire Council Bath and North East Somerset Council				Sub Committee paid £268 per day
<b>Cambridgeshire and Peterborough</b> <b>April 2022</b>	7 Cambridge City Council Cambridgeshire County Council East Cambridgeshire District Council Fenland District Council Huntingdonshire District Council Peterborough City Council South Cambridgeshire District Council	No allowance paid by Combined Authority	N/A	£1000 per annum	£275 per annum

<b>York and North Yorkshire Combined Authority</b>	<b>2</b> City of York Council North Yorkshire Council				
<b>Liverpool City Region</b>  <b>March 2022</b>	<b>6</b> Halton Borough Council Knowlsey MBC Liverpool City Council Sefton MBC St Helens MBC Wirral MBC	No allowance paid by Combined Authority	N/A	Allowance only paid to Mayor	Allowance only paid to Mayor
<b>West Midlands</b>  <b>May 2022</b>	<b>7</b> Birmingham City Council	£31,675	N/A	Independent Member chairs Audit, Risk and Assurance Committee annual allowance of £9500 paid	

	<p>Wolverhampton City Council</p> <p>Coventry City Council</p> <p>Dudley MBC</p> <p>Sandwell MBC</p> <p>Solihull MBC</p> <p>Walsall MBC</p>				
<p><b>Greater Manchester</b></p> <p><b>March 2020</b></p>	<p><b>10</b></p> <p>Bolton MBC</p> <p>Bury MBC</p> <p>Manchester City Council</p> <p>Oldham MBC</p> <p>Rochdale MBC</p> <p>Salford City Council</p> <p>Stockport MBC</p> <p>Tameside MBC</p>	<p>No allowance paid by Combined Authority</p>	<p>£89,900 plus indexation as at December 2022</p>	<p>£1652 as at 2022/23 plus indexation</p> <p>£4129 as at 2022/23 plus indexation if also the Chair of Audit Committee</p>	<p>£1003 as at 2022/23 plus indexation</p> <p>£1253 as at 2022/23 plus indexation if also the Chair of the Standards Committee</p>

	Trafford MBC Wigan MBC				
<b>West Yorkshire Combined Authority</b> <b>March 2021</b>	<b>5</b>  Bradford City Council  Calderdale MBC  Kirklees MBC  Leeds City Council  Wakefield MBC	No allowance paid by Combined Authority	As at April 2021  £72,000 for maximalist model (maximum PCC functions delegated)  £48,000 for substantial model (2/3 size of role of maximalist model)  Both models include additional indexation	£1000 per annum (at a rate of £250 per day for 4 days work) as at November 2023	

## Appendix C: Draft Role Profiles

### **Role Profile – Deputy Mayor and Deputy Mayor for Policing and Crime**

#### Overview

This role profile sets out information regarding the roles of Deputy Mayor and Deputy Mayor for Policing and Crime, including who is eligible for each role, what their responsibilities may be and any allowances that will be paid.

#### Information

##### **Deputy Mayor**

###### **Eligibility**

The Mayor is required to appoint one of the Members of the Combined Authority to the role of Deputy Mayor. The Deputy Mayor holds office until the end of the term of office of the Mayor.

Non-constituent or associate members cannot be appointed to the role of Deputy Mayor, therefore, the Chair of the Business Committee, as an associate member, cannot be appointed.

###### **Responsibilities**

- The Deputy Mayor will act in place of the Mayor if for any reason the Mayor is unable to act, including if the office of Mayor is vacant. The Deputy Mayor will chair meetings of the Combined Authority in the Mayor's absence.
- The Mayor may also choose to delegate Mayoral General Functions (Mayoral Functions which are not PCC Functions) to the Deputy Mayor. They may also delegate Mayoral Functions to another Member of the Combined Authority or an Officer of the Combined Authority.
- The Mayor will remain accountable for all Mayoral General Functions, whether or not they are delegated.

###### **Allowances**

**An allowance may be paid to the Deputy Mayor if they are not a leader of a constituent Council. Any allowance would be approved by the Combined Authority, following consideration of a report from an Independent Remuneration Panel (IRP). Any allowance paid cannot exceed the amount recommended by the IRP.**

## Deputy Mayor for Policing and Crime (DMPC)

### Eligibility

For the exercise of Police and Crime Commissioner Functions, the Mayor may nominate a Deputy Mayor for Policing and Crime. This appointment cannot be the person appointed as Deputy Mayor, a Police Officer, or other person specified in legislation (see appendix 1 for full details of restrictions).

The Deputy Mayor for Policing and Crime is a member of staff of the Combined Authority, unless they are a Member of the Combined Authority.

It should be noted that the Mayor must notify the Police, Fire and Crime Panel (PFCP) of any proposed appointment to the role of DMPC. The PFCP will then review and report on the recommendation, and the report must include a recommendation as to whether or not the candidate should be appointed. The Mayor may accept or reject the recommendation of the PFCP as to whether or not the candidate should be appointed.

### Responsibilities

The Mayor may delegate PCC Functions to a DMPC with the exception of:

- Issuing a police and crime plan
- Calculating the level of the PCC component council tax requirement
- Appointing, suspending or requiring a Chief Constable to retire or resign

This means that the Mayor could delegate the following PCC Functions and day to day operations:

- Determining police and crime objectives;
- Attending the Police, Fire and Crime Panel;
- Preparing an annual report to the Police Fire and Crime Panel;
- Holding the Chief Constable to account and monitoring performance;
- Consulting the public to ensure that their views and priorities on community safety issues informs the police and crime plan;
- Commissioning of services which includes supporting victims and tackling reoffending;
- Convening of wider community safety and criminal justice partners;
- Strengthening links such as between inclusive growth and community safety and cohesion;
- Engagement and representations in national policing matters.

The Mayor and the DMPC can also authorise arrangements for another person, such as an Officer of the Combined Authority, to exercise Functions (subject to statutory restrictions).

The Mayor will remain accountable for all PCC Functions, whether or not they are delegated to a DMPC or other person.

**Allowances** –The Mayor must notify the Police, Fire and Crime Panel of any such DMPC proposed appointment, including the terms and conditions of the DMPC.

In accordance with the York and North Yorkshire Combined Authority Order 2023, the Combined Authority may establish an Independent Remuneration Panel to recommend a scheme to the Combined Authority regarding the allowances payable to the DMPC provided they are not a leader of either of the constituent councils.

## Appendix 1 – Eligibility Criteria Deputy Mayor Policing and Crime (DMPC)

The eligibility criteria for the DMPC is as follows:

### None of the following may be appointed as the DMPC<sup>3</sup>:

- a person who has not attained the age of 18 on the day of the appointment;
- a person who is subject to a relevant disqualification (see below);
- a Member of the House of Commons;
- a member of the European Parliament;
- a member of the National Assembly for Wales;
- a member of the Scottish Parliament;
- a member of the Northern Ireland Assembly.

### A relevant disqualification<sup>4</sup>, is one of the following:

- is disqualified from being a member of the House of Commons
- is a member of—
  - o the British Transport Police Force;
  - o the Civil Nuclear Constabulary;
- is a special constable appointed under section 27 of the Police Act 1996 for a police area or the City of London police area, or under section 25 of the Railways and Transport Safety Act 2003 (British Transport Police Force);
- is a member of staff of the chief officer of police of any police force maintained for a police area;
- is a member of staff of:
  - o a police and crime commissioner
  - o the Mayor’s Office for Policing and Crime;
- is the Mayor of London;
- is a member of the Common Council of the City of London or a member of staff of that Council in its capacity as a police authority;
- is a member (including a member who is chairperson or chief executive), or member of staff of:
  - o the British Transport Police Authority;
  - o the Civil Nuclear Police Authority;
  - o the Independent Office for Police Conduct;
  - o the Serious Organised Crime Agency;
- holds any employment in an entity which is under the control of:
  - o a local policing body;
  - o the British Transport Police Authority;

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<sup>3</sup> Para 8(2), Schedule 1 of the Police Reform and Social Responsibility Act 2011

<sup>4</sup> Para 8(6), Schedule 1 of the Police Reform and Social Responsibility Act 2011

- o the Civil Nuclear Police Authority;
- o the Independent Office for Police Conduct;
- o the Serious Organised Crime Agency;
- o the chief officer of police for any police force including the British Transport Police Force or the Civil Nuclear Constabulary.
- The person does not satisfy the citizenship condition in accordance with section 68 of the Police Reform and Social Responsibility Act 2011.
- The person is the subject of a debt relief restrictions order under paragraph 1 of schedule 4ZB of the Insolvency Act 1986, or a bankruptcy restrictions interim order under paragraph 5 of that schedule.
- The person has been convicted in the United Kingdom, the Channel Islands, or the Isle of Man of any imprisonable offence (whether or not sentenced to a term of imprisonment in respect of the offence); or
- The person is incapable of being elected as a member of the House of Commons, or is required to vacate a seat in the House of Commons, under Part 3 of the Representation of the People Act 1983 (consequences of corrupt or illegal practices).

NB: this doesn't prevent the DMPC being elected as Mayor if a vacancy arises.

## **Role Profile – Independent Member for Audit and Governance Committee**

### **Overview**

This role profile sets out information regarding the role of Independent Member for the Audit and Governance Committee, including who is eligible for the role, what their responsibilities may be and any allowances that will be paid.

Led by a Mayor, the York and North Yorkshire Combined Authority brings together the Local Enterprise Partnership, the Office for Police, Fire and Crime and the Fire and Rescue Authority and works with the 2 constituent councils (City of York and North Yorkshire Councils), communities, other public services and industry to deliver for the region.

The Independent Member will provide an independent and impartial presence on the Audit and Governance Committee. It is an opportunity to make a contribution to the Governance of the Authority.

The Committee comprises of ten Members, four co-opted elected Members from each of the constituent Councils, an Independent Person who attends the Committee to deal with matters relating to member conduct and ethical standards and the Independent Member. The role of the Committee is to provide independent assurance to the Combined Authority regarding the adequacy and effectiveness of its governance, internal control and risk management arrangements and to oversee the statutory financial reporting process.

The Audit and Governance Committee usually meets formally up to four times a year. An additional one or two meetings on an “exception” basis if required may take place, these may include ongoing training and briefing.

### **Information**

#### **Eligibility**

A person cannot be appointed as an Independent Member if they are, or were within a period of five years prior to the appointment:

- (a) A Member, substitute Member, co-opted Member or Officer of the York and North Yorkshire Combined Authority or the constituent Councils (North Yorkshire Council or City of York Council);
- (b) A Member, or co-opted Member or Officer of a Town or Parish Council within the area of North Yorkshire Council or City of York Council;
- (c) Is a relative or close friend of a person in (a) or (b) above.

A relative is defined as<sup>5</sup>:

- (a) Spouse or civil partner;
- (b) Living as husband and wife or as if civil partners;
- (c) Grandparent;
- (d) Lineal descendant of a grandparent;
- (e) Parent, sibling or child of spouse or civil partner (or living with as if husband and wife/civil partners);
- (f) Spouse or civil partner of grandparent, lineal descendant of grandparent or parent, sibling or child of person; or

<sup>5</sup> Article 2(2) of the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017

- (g) Living with grandparent, lineal descendant of grandparent or parent, sibling or child of person as husband and wife or as if civil partners.

An Independent Member must not have any unspent criminal convictions or be an undischarged bankrupt. They should have no conflicts of interest with the Combined Authority and must complete a declaration of relevant interests. The Independent Member will be required to sign an undertaking to comply with the Combined Authority's Code of Conduct.

An Independent Member must have local connections and live within the York or North Yorkshire area to carry out the main part of their work in the region.

## Responsibilities/Requirements

### Responsibilities

- To assist the Audit and Governance Committee with scrutinising the Authority's statement of accounts for its approval.
- To review the Authority's corporate governance arrangements.
- To receive reports and presentations from the internal audit manager, consider the main issues identified and monitoring management action in response.
- To receive and consider the external auditor's opinion and reports and to monitor management action in response to any issues raised.
- To consider the effectiveness and adequacy of the Authority's risk management arrangements, the control environment and associated anti-fraud and anti-corruption arrangements.
- To consider the adequacy of the action being taken on risk related issues identified by auditors and inspectors.
- To ensure effective scrutiny of the Authority's Treasury Management Strategy and policies.

### Requirements

- To have a knowledge/understanding of public sector corporate governance arrangements.
- To have a knowledge of the role of Internal Audit.
- To have a knowledge of Financial Management.
- To have a knowledge/understanding of risks involved in major infrastructure delivery.
- To have an understanding of risk management or assurance frameworks.
- Business management experience of working at a senior level in a complex organisation, or alternatively, previous experience as an Audit and Governance Committee Member, or other experience that would give a similar understanding.
- To have good communication and interpersonal skills, and to be able to operate with tact and diplomacy.
- To have a desire to serve the local community and uphold local democracy.
- To be able to demonstrate and understanding of the standards of accountability and objectivity demanded of public authorities, and the continuous scrutiny under which they are placed.
- To be able to use logical reasoning and bring qualities of open-mindedness and impartiality.
- To be able to deal with substantial documentation and to analyse, interpret and absorb information and evidence effectively and quickly.
- To understand and comply with confidentiality requirements.
- To be a person of good standing in whose impartiality and integrity elected Members and the general public can have confidence.
- Not to be a member of any political party or have a public profile in relation to political activities.

- To be willing to disclose to the Authority any matter which, if it became public, might cause the Authority to reconsider the appointment.
- To have a knowledge and/or experience of Local Government or other public service and/or of large complex organisations and awareness of and sensitivity to the political process.

This is not a job vacancy, therefore, the role holder is not an employee of the Combined authority.

The term of office will be for a fixed term as notified to the Independent Member on appointment and will be subject to the Independent Member maintaining high standards of personal conduct. The Combined Authority may terminate the appointment at any time.

### **Allowances**

In accordance with the York and North Yorkshire Combined Authority Order 2023, the Combined Authority may establish an independent remuneration panel to recommend a scheme to the Combined Authority regarding the allowances payable to the Independent Member.

## Role Profile – Independent Person (Standards)

### Overview

This role profile sets out information regarding the role of Independent Person (Standards), including who is eligible for the role, what their responsibilities may be and any allowances that will be paid.

The Independent Person will have an interest in democracy and governance with the ability to operate apolitically, respect confidentiality and exercise sound judgment in a proportionate and pragmatic manner.

Every Combined Authority is required to adopt a code of conduct to regulate the behaviour of its Councillors. The current code of conduct can be found on the Combined Authority website (see link below):

[York and North Yorkshire Combined Authority Members Code of Conduct \(yorknorthyorks-ca.gov.uk\)](http://yorknorthyorks-ca.gov.uk)

The Combined Authority also has arrangements in place to deal with complaints against its Members. The Independent Person deals with complaints on a case-by-case basis as notified by the Monitoring officer.

### Information

#### Eligibility

A person cannot be appointed as an Independent person if they are, or were within a period of five years prior to the appointment:

- (d) A Member, substitute Member, co-opted Member or Officer of the York and North Yorkshire Combined Authority or the constituent Councils (North Yorkshire Council or City of York Council);
- (e) A Member, or co-opted Member or Officer of a Town or Parish Council within the area of North Yorkshire Council or City of York Council;
- (f) Is a relative or close friend of a person in (a) or (b) above.

A relative is defined as<sup>6</sup>:

- (h) Spouse or civil partner;
- (i) Living as husband and wife or as if civil partners;
- (j) Grandparent;
- (k) Lineal descendant of a grandparent;
- (l) Parent, sibling or child of spouse or civil partner (or living with as if husband and wife/civil partners);
- (m) Spouse or civil partner of grandparent, lineal descendant of grandparent or parent, sibling or child of person; or
- (n) Living with grandparent, lineal descendant of grandparent or parent, sibling or child of person as husband and wife or as if civil partners.

An Independent Member must not have any unspent criminal convictions or be an undischarged bankrupt. They should have no conflicts of interest with the Combined Authority and must complete a

<sup>6</sup> Article 2(2) of the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017

declaration of relevant interests. The Independent Member will be required to sign an undertaking to comply with the Combined Authority's Code of Conduct.

An Independent Member must have local connections and live within the York or North Yorkshire area to carry out the main part of their work in the region.

## Responsibilities/Requirements

### Responsibilities

- Supporting the Combined Authority, and in particular the Monitoring Officer and Audit and Governance Committee (in relation to standards matters) in promoting and maintaining high standards.
- Working with the Monitoring Officer and the Committee to identify any areas of concern with regard to standards or wider governance issues and to identify any specific training needs which may arise.
- Report to the Combined Authority periodically on the work of the Independent Person and how the Combined Authority is promoting and maintaining high standards.
- Give its views to the Combined Authority as required under the Constitution on complaints that the Code of Conduct may have been breached.
- To provide independent advice to the Monitoring Officer, the Combined Authority's Audit and Governance Committee (in relation to Standards matters) and any Hearings Sub-Committee that is convened and the subject of any complaint to assist in determining how complaints should be dealt with.

### Requirements

- To demonstrate a keen interest in promoting high ethical standards in local government and to have a general understanding of the principles behind the Members Code of Conduct.
- To have good communication and interpersonal skills, and to be able to operate with tact and diplomacy.
- To have a desire to serve the local community and uphold local democracy.
- To be able to demonstrate and understanding of the standards of accountability and objectivity demanded of public authorities, and the continuous scrutiny under which they are placed.
- To have an awareness of the importance of ethical behaviours.
- To be able to use logical reasoning and bring qualities of open-mindedness and impartiality.
- To have sound decision making skills.
- To be able to deal with substantial documentation and to analyse, interpret and absorb information and evidence effectively and quickly.
- To understand and comply with confidentiality requirements.
- To be a person of good standing in whose impartiality and integrity elected Members and the general public can have confidence.
- To be able to attend meetings and be available for telephone or email consultation, sometimes at short notice.
- Not to be a member of any political party or have a public profile in relation to political activities.
- To be willing to disclose to the Authority any matter which, if it became public, might cause the Authority to reconsider the appointment.
- To have a knowledge and/or experience of Local Government or other public service and/or of large complex organisations and awareness of and sensitivity to the political process.
- To have knowledge and/or understanding of judicial/quasi-judicial or complaints processes.

The Independent Person will need to be contactable at all times during normal working hours by telephone or by email and will need to be available to attend hearings which may be held in the day time and at relatively short notice.

The Independent person will be invited to attend any meeting of the Audit and Governance Committee which is considering an allegation of a breach of the code of conduct. As well as dealing with complaints, the Committee meets to deal with corporate governance and financial management matters concerning the Combined Authority. The Independent Person is invited to attend meetings where member conduct and ethical standards are on the agenda.

This is not a job vacancy, therefore, the role holder is not an employee of the Combined authority.

The term of office will be for a fixed term as notified to the Independent person on appointment and will be subject to the Independent Person maintaining high standards of personal conduct. The Combined Authority may terminate the appointment at any time.

### **Allowances**

In accordance with the York and North Yorkshire Combined Authority Order 2023, the Combined Authority may establish an independent remuneration panel to recommend a scheme to the Combined Authority regarding the allowances payable to the Independent Person.