APPENDIX 6

Independent Remuneration Panel
Work Programme 2008-10

Date	Meeting/Event	Action/Information
7 November 2008 9.30am morning-only session 1st meeting	Panel meet to • appoint Chair • receive feedback from SE Regional Meeting • consider work programme and the format of the 2008/10 review	Panel members to attend
November/December 2008 SURVEY	Officers prepare electronic survey for • circulation to all councillors before the Christmas break	Panel members to comment and agree proposed questionnaire prior to circulation
12 January 2009 Survey responses	Deadline for survey responses	Officers to collate information received
16 January 2009 9.30am King's House morning-only session 2nd meeting	Panel meet to • receive initial survey results and discuss ideas/requirements • discuss draft work programme set by officers	Panel members to attend
6 February 2009 9.30am King's House morning-only session 3rd meeting	Panel consider • further survey results • draft information report to Governance Committee/Council Panel meet • Leader of the Council	Panel members to attend plus 1 councillor 10.00 – 10.30am
10 March 2009 report to Governance Committee	Panel submits information report to Governance Committee	For information only/Chair to attend (?)
19 March 2009 report to Full Council	Panel submits information report to Full Council	For information only/Chair to attend (?)

27 March 2009 9.15am all-day session King's House 4th meeting	Panel meet with • Deputy Leaders with/out portfolio • Individual Cabinet Members Panel receive evidence of the levels of SRAs paid by other authorities	Panel members to attend plus 9 councillors
17 April 2009 9.30am all-day session King's House 5th meeting	Panel meet with • O&S Chairmen and their Deputies Panel to receive • Evidence of the levels of allowances paid to O&S Chairmen and their Deputies in other local authorities	Panel members to attend plus 8 councillors and 1 officer
6 May 2009 10.00am – 3.30pm	Unitary Authorities' IRP and Officers' all-day networking event hosted by Brighton & Hove	Panel members and officers to attend
19 June 2009 9.30am all-day session King's House 6th meeting	Panel meet with • Regulatory Chairmen and their Deputies Panel receive • evidence of the levels of allowances paid to Regulatory Chairs and their Deputies in other local authorities	Panel members to attend plus 7 councillors
~~24 July 2009~~ ~~morning-only session~~ ~~King's House~~ ~~7th meeting~~ Meeting cancelled due to by-election. Meeting rescheduled later in the year.	~~Panel meet with~~ • ~~Leader of the Opposition~~ • ~~Deputy Leaders of the Opposition~~ • ~~Convenor/Leader of Minority Group~~ • ~~Leader of Liberal Democrat Group~~ • ~~Independent Member~~	~~Panel members to attend~~
August	Summer break – no meeting	

Date	Meeting/Event	Action/Information
4 September 2009 half-day session 7th meeting	Panel meet with • Chairman of Planning • Independent Chairman of Standards	Panel members to attend plus 1 councillor and 1 Independent Chairman
2 October 2009 morning-only session 8th meeting	Panel • Revisit the Basic Allowance • Receive national statistical evidence on allowances in other authorities • Receive feedback from networking meetings in the south Panel meet with • Backbench councillors to consider the Basic Allowance	Panel members to attend plus 5 councillors
6 November 2009 morning-only session 9th meeting	Panel • Receive report and statistics on Child & Dependant Care Panel meet with • Councillors to discuss child and dependant care	Panel members to attend plus 5 councillors
4 December 2009 all-day meeting 10th meeting	Panel • Receive information on allowances paid to Group Leaders and Deputies prior to • Meeting with Opposition Group Leaders and Deputies • Receive further information on child and dependant care.	Panel members to attend plus 7 councillors

15 January 2010 morning-only session 11th meeting	Panel to receive: • Basic Allowance comparison with Family Tree members • Arts Commission written submissions from council reps • Child & Dependant Care – professional organisations' responses plus those from councillors • Feedback from the Independent Member via the Chair Prior to Panel • Discussing first draft report.	Panel members to attend
5 February 2010 morning-only session 12th meeting	Panel to • Discuss and progress report	Panel members to attend
18 February 2010 morning-only session 13th meeting	Panel to • Discuss and finalise report	Panel members to attend
9 March 2010	IRP Report to Governance Committee	Chair to attend
18 March 2010	IRP Report to Full Council	Chair to attend