



GRAMPIAN JOINT POLICE BOARD

COMMITTEE: GRAMPIAN JOINT POLICE BOARD

DATE: 8TH JUNE 2012

TITLE OF REPORT: APPOINTMENT OF CONVENER AND VICE CONVENERS

1. PURPOSE OF REPORT

The purpose of this report is to advise Members of the Board in relation to the appointment of the Convener and Vice Conveners of the Grampian Joint Police Board.

2. RECOMMENDATION(S)

It is recommended that the Board:

- 2.1 Appoint a Convener from amongst its own number.
- 2.2 Consider how many Vice Conveners should be appointed and thereafter appoint the Vice Convener(s) (being from different constituent authorities and also from different constituent authorities from the Convener) from amongst its own number.

3. FINANCIAL IMPLICATIONS

None

4. SERVICE & COMMUNITY IMPACT

None

5. OTHER IMPLICATIONS

None

6. REPORT

- 6.1 Under the Grampian Combined Police Area Amalgamation Scheme 1995 and its own standing orders, the Board is required to, at its first meeting after an ordinary election of Councillors, to appoint the Convener and Vice Convener(s) from its own number.

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- 6.2 Under the Amalgamation Scheme, the Board may appoint up to two Vice Conveners, each of whom must be from a different authority and neither of whom may be from the same authority as the Convener.
- 6.3 The GJPB has a role description for the Convener and Vice Conveners, these are attached in Appendix A.
- 6.4 The Board are required to note that, although it is able to appoint up to two Vice Conveners, it can only pay remuneration to one Vice Convener. Regulation 12 of the Local Governance (Scotland) Act 2004 (Remuneration) Regulations 2007 states that:

12. – Joint Boards

- (1) *This regulation applies in relation to the payment of remuneration to those Councillors who, after 2nd May 2007, hold the offices of:*
- a. The Convener; or*
 - b. A Vice-Convener, of a Joint Board.*
- (2) *Remuneration shall be paid by the local authority of which the Convener or Vice Convener (as the case may be) is a member to:*
- a. One Convener and not more than two Vice Conveners (as the local authority determines), for each of Strathclyde Joint Police Board and Strathclyde Joint Fire and Rescue Board;*
 - and*
 - b. One Convener and one Vice Convener, for each other Joint Board.*
- (3) *No remuneration shall be paid to any member of a local authority who is a Convener or Vice Convener of a joint board (as opposed to amounts for reimbursement of expenses, allowances, or by way of pension), except where that is required by this regulation, but a Convener or Vice Convener is entitled to receive (in addition) any remuneration otherwise payable to them as a Councillor or a Senior Councillor.”*
- 6.5 In previous Boards, two Vice Conveners have been appointed as it is thought to be appropriate for the Convener and Vice Conveners to represent the three constituent authorities. In previous Board, the Vice Conveners have agreed between themselves who would receive the Vice Convener remuneration.
- 6.6 The amount payable by way of remuneration to the Convener and Vice Convener of the Board is set out in Regulation 12 of the Local Governance (Scotland) Act 2004 (Remuneration) Regulations 2007.

Convener

Regulation 12(5) states that the annual remuneration for a Convener of the Joint Police Board is:

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- Equal to 75 per cent of the amount payable to the Leader of the Council “of a local authority that is represented on the joint board and having the highest banding as provided in the Schedule”.
 - This sum is inclusive of the amount payable to the Convener by virtue of their position as a Councillor or Senior Councillor.
 - The highest band of the local authorities for the Grampian Joint Police Board is Band C. The total remuneration payable to the Leader of that Council is currently £37,880. Therefore the maximum amount payable to the Convener (including the amount payable as a Councillor or Senior Councillor) is £28,410.

Vice Convener

Regulation 12(6) states that the annual remuneration for the Vice Convener is calculated as follows:

- The total amount will be 75 per cent of the amount payable to the Convener
- Again, this is inclusive of any amount payable to the Vice Convener as a Councillor or Senior Councillor.
- Therefore the maximum amount payable to the Vice Convener (including the amount payable as a Councillor or Senior Councillor) is £21,307.50.
- However, where this amount equals less than the amount payable to the Vice Convener as a Councillor or Senior Councillor, the Vice Convener will be paid as a Councillor or Senior Councillor only.

7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

None

Karen M Donnelly
Depute Clerk
31st May 2012

APPENDIX A - ROLE DESCRIPTION – CONVENER OF GRAMPIAN JOINT POLICE BOARD

In addition to the roles, tasks and responsibilities expected of Board Members, the following is expected of the Convener –

Key Purpose/Role

- To represent the Board on public occasions;
- To provide leadership in relation to policy formulation, implementation and monitoring of the Board's policies, budgets and strategies, and scrutiny of service delivery and financial performance; and to contribute to the effective governance of the Board;
- To provide strategic leadership and clear direction and guidance to promote the best interests of the Board and the community and thereby to improve the quality of life, safety and wellbeing of the community and its citizens;
- To chair meetings of the Board and allocated Sub-Committees and Working Groups and to ensure that they are undertaken in line with the Board's Standing Orders Relating to the Conduct of Meetings and Scheme of Delegation to Committees, Sub-Committees/Working Groups and Officers;
- To represent the Board on the Scottish Police Authorities Conveners' Forum, the Scottish Police Board and on COSLA's Community Safety Executive Group as appropriate; and
- To develop and maintain partnership working with other agencies and to ensure the maintenance of links between the Board and the Constituent Authorities' Community Planning Partnerships.

Key Tasks/Accountabilities

- To ensure that decisions are taken properly, openly and, where appropriate, publicly;
- To liaise with the Chief Constable and the Clerk to the Board in discussions and negotiations with national bodies;
- To provide an external focus for the views of the Board in handling media and press enquiries subject always to the advice of the Clerk or other relevant officers;
- To ensure that Members of the Board are treated responsibly, responsively and with respect at all times;
- To maintain and promote the highest standards of conduct in the Board's affairs;
- To develop and maintain effective working relationships with Board Members and staff and with Officers/staff of Grampian Police;
- To have an overview of corporate and cross cutting risks/issues as they impact on the Board and the community; and
- To promote and support open and transparent government.

ROLE DESCRIPTION – VICE-CONVENER OF GRAMPIAN JOINT POLICE BOARD

In addition to the roles, tasks and responsibilities expected of Board Members, the following is expected of the Vice-Convenor –

Key Purpose/Role

- To represent the Board on public occasions as required;
- To support the Convenor in providing leadership in relation to policy formulation, implementation and monitoring of the Board's policies, budgets and strategies, and scrutiny of service delivery and financial performance; and to contribute to the effective governance of the Board;
- To support the Convenor in providing strategic leadership and clear direction and guidance to promote the best interests of the Board and the community and thereby to improve the quality of life, safety and wellbeing of the community and its citizens;
- To chair meetings of the Board, in the absence of the Convenor, and meetings of allocated Sub-Committees and Working Groups, and to ensure that they are undertaken in line with the Board's Standing Orders Relating to the Conduct of Meetings and Scheme of Delegation to Committees, Sub- Committees/Working Groups and Officers;
- To represent the Board on any external bodies to which appointed, e.g. Community Planning Partnership Performance Board, and to substitute for the Convenor on external bodies where appropriate; and
- To develop and maintain partnership working with other agencies.

Key Tasks/Accountabilities

- To ensure that decisions are taken properly, openly and, where appropriate, publicly;
- To liaise with the Convenor, Chief Constable and Clerk to the Board in discussions and negotiations with national bodies;
- To support the Convenor in providing an external focus for the views of the Board in handling media and press enquiries subject always to the advice of the Clerk of other relevant officers;
- To ensure that Members of the Board are treated responsibly, responsively and with respect at all times;
- To maintain and promote the highest standards of conduct in the Board's affairs;
- To develop and maintain effective working relationships with Board Members and staff and with officers/staff of Grampian Police;
- To have an overview of corporate and cross cutting risks/issues as they impact on the Board and the community; and
- To promote and support open and transparent government