

## **Terms of Reference**

### **Local Authority Elected Members Role & Remuneration Review**

The Minister for Housing, Planning and Local Government and the Minister of State with special responsibility for Local Government and Electoral Reform, in conjunction with the Minister for Finance, Public Expenditure and Reform will commission a review of the role of elected members of local authorities as well as remuneration and other supports provided to assist members in carrying out their duties.

The review will be conducted by an individual appointed by the Minister, in consultation with the Minister for Finance, Public Expenditure and Reform.

The Review will be undertaken in consultation with elected members and their representative organisations (the Association of Irish Local Government (AILG) and Local Authority Members Association (LAMA)), County and City Management Association (CCMA) and wider consultation as appropriate.

The Review will be informed by inputs from officials from the Department of Public Expenditure & Reform as may be appropriate.

This Review will produce an interim report within five months of commencement that provides a full update on progress in fulfilling the mandate of these terms of reference.

When the review is completed, its findings will be the subject of discussion between the Departments of Housing, Planning and Local Government and Public Expenditure and Reform in the context of the arrangements provided for elected members under section 142 of the Local Government Act 2001, as amended and will be submitted thereafter for the consideration of the Government.

When reaching its findings the Review shall have regard to:

- a) Data, research and evidence relevant to the issues under review including the commissioning of relevant material thereto;
- b) the performance by local authority elected members of their functions generally (at both plenary and municipal level), the number and range of meetings attended, and related issues, including appropriate training needs;
- c) the leadership role of elected members in relation to major decisions of policy and how this role is influenced by current arrangements;
- d) the governance role of elected members, including in relation to oversight, risk and audit practices of the local authority;

- e) the representational role that elected members perform in service provision/access to services and the associated workload;
- f) the report of the LEA Committees set up to review LEAs for all 31 local authorities;
- g) the overall workload of elected members including advising on the amount of time reasonably required to enable them to undertake their duties;
- h) factors influencing gender and wider diversity representation among elected members;
- i) existing payments and allowances including the representational payment, annual expenses allowance, mobile phone allowance, travel and subsistence allowances, chairpersons allowances and gratuity payments including whether the existing statutory link between the representational payment and the Senators' basic salary is appropriate in all the circumstances;
- j) the future impact on remuneration for elected members of local authorities of the further restoration of pay and allowances under the Public Service Pay and Pensions Act, 2017.
- k) the need for a consistent and administratively simplified mechanism for providing sufficient remuneration to elected members to offset the costs of travel related expenses, in particular given the plurality of public bodies to which elected members may be voluntarily nominated as well as their need to meet with constituents
- l) Full account of the wider public pay and industrial relations context and the potential, in this regard, for changes to the supports provided to elected members giving rise to claims from other groups.
- m) The findings of the report in respect of the measures to do with i) local government reforms and ii) remuneration supports to be treated as an integrated package for purposes of implementation.