

# Cornwall and Isles of Scilly Local Enterprise Partnership



CORNWALL &  
ISLES OF SCILLY  
LOCAL ENTERPRISE PARTNERSHIP

## Remuneration Policy

**Date:** March 2019

### Introduction

The Cornwall and Isles of Scilly Local Enterprise Partnership (LEP) was launched in May 2011. Private sector-led, it is a partnership between the private and public sectors and is driving the economic strategy for the area, determining local priorities and undertaking activities to drive growth and the creation of local jobs.

The LEP Board is the strategic lead for Cornwall and Isles of Scilly's Strategy Economic Plan: Vision 2030. The LEP Board is also the decision maker and makes decisions on where funding is distributed. Cornwall Council (Accountable Body) carries out and administers those decisions, either by directly incurring expenditure or the distribution of grants.

### LEP Chair

The role of Chair is a high profile role and requires direct and pro-active leadership and such a greater time commitment than that required from any other member of the LEP Board. It also carries specific responsibility under the assurance process for governance and transparency arrangements. In recognition of this, the role of Chair receives an annual remuneration of £20,000 (accurate as at the date the Local Assurance Framework is signed) and all expenses incurred in attending meeting or other relevant partnership activities are also reimbursed. Further details can be found in the LEP's Expenses and Hospitality Policy.

The remuneration payment is set at a level which is considered appropriate to attract and retain the calibre of individual required by the LEP Board. This payment is reviewed by the LEP's Audit and Assurance Committee.

## **LEP Non-Executive Directors**

Whilst the role of Non-Executive Director is unremunerated, travel expenses to and from Board meetings and other agreed meetings on behalf of the LEP, can be claimed at the prevalent local government rate or standard rail fares for journeys outside Cornwall.

Further details relating to Director expenses can be found within the LEP's Expenses and Hospitality Policy.

The LEP website also includes a quarterly update of Non-Executive Director expenses payments.

## **CloS LEP Executive Team**

The CloS LEP Chief Executive is appointed through a formal recruitment and selection process. An interview panel comprising private sector Board Directors and public sector Local Authority representatives (Cornwall Council and Council of the Isles of Scilly) will be convened to shortlist and interview candidates and to select the appointee.

The interview process will also include a stakeholder panel session in order to take into account the perspectives of local stakeholders. There is also an employee panel, comprising of a cross section of employees from across the Council's Economic Growth Service.

The CloS LEP Chief Executive's salary, job description, responsibilities, budgets and numbers of staff is available on the LEP website, in line with the Localism Act and associated guidance.

CloS LEP staff are employed by Cornwall Council and as such follows the Council's job evaluation process in order to set the salary grade for staff joining the LEP Executive. The Council uses the Hay job evaluation scheme to evaluate the senior management roles within the LEP Executive. The Council uses the GLPC (Greater

London Provincial Council) scheme to evaluate the remainder of the roles within the team. Where the job is new the evaluation process will require the completion of two documents – a role profile and a role information questionnaire (RIQ). A panel comprising of a Job Evaluation Specialist and other trained staff, including a Trade Union representative will assess the information in the Role Profile and the RIQ against the GLPC scheme.