

## ***FULL COUNCIL REPORT***

Date Written	20 <sup>th</sup> May 2015
Report Author	Ann Taylor
Service Area	Democratic Services
Exempt/Non Exempt	Non Exempt
Committee Date	17 <sup>th</sup> June 2015

*To: Mayor, Ladies and Gentlemen*

# **Independent Remuneration Panel for Wales (IRPW) Annual Report 2015-2016**

### **PURPOSE OF THE REPORT:**

To inform Councillors of the Independent Remuneration Panel for Wales (IRPW) Annual Report regarding payments to local authority elected members and Heads of Paid Service in Wales.

## **1.0 INTRODUCTION AND BACKGROUND**

- 1.1 The 2015-2016 Annual Report from the IRPW is the seventh since the Panel was established in 2008; and the fourth since the approval of the Local Government Measure (Wales) 2011, which extended their powers to prescribe members' salaries.
- 1.2 In conjunction with the annual IRPW, recipient authorities must also maintain and publish a Schedule of Remuneration each year in accord with the Panel's published determinations on member salary and co-opted member payments.
- 1.3 A copy of the full Annual Report from the IRPW is attached as a background paper this, together with the Merthyr Tydfil County Borough Council Schedule of Remuneration for 2015-2016 will also be published on the authority's website.

## **2.0 PANEL DETERMINATIONS FOR 2015/2016**

- 2.1 Attached at Appendix 1 is a list of the financial determinations contained within the IRPW Annual Report for 2015-2016 which came into effect from the date of AGM which was 20<sup>th</sup> May 2015.

2.2 A full list of these and all the other determinations made in the 2015-2016 IRPW Annual Report can be found at Appendix 2.

### **3.0 FINANCIAL IMPLICATION(S)**

3.1 The salary levels have been maintained at the bands set in 2014/2015, so there are no additional financial implications this financial year as a result of the report.

### **4.0 SINGLE INTEGRATED PLAN AND SUSTAINABILITY IMPACT SUMMARY**

4.1 The Single Integrated Plan & Sustainability Impact Assessment has been completed and there will be no impact on the Corporate Plan and Single Integrated Plan.

### **5.0 EQUALITY IMPACT ASSESSMENT**

5.1 An Equality Impact Assessment (EqIA) form has been prepared for the purpose of this report. It has been found that a full assessment is not required at this time. The form can be accessed on the Council's website/intranet via the 'Equality Impact Assessment' link.

### **6.0 RECOMMENDATIONS**

6.1 The content of the Annual Report of the IRPW for 2015/2016 be noted.

6.2 The roles of Civic Head and Deputy Civic Head continue to be paid at Level C within the approved range; as agreed at Full Council on 23<sup>rd</sup> April 2014.

**GARETH CHAPMAN**  
**CHIEF EXECUTIVE**

<b>BACKGROUND PAPERS</b>		
<i>Title of Document(s)</i>	<i>Document(s) Date</i>	<i>Document Location</i>
IRPW Annual Report	2015-2016	MTCBC website
Schedule of Member Remuneration	2015-2016	MTCBC Website

***Consultation has been undertaken with Executive Board in respect of each proposal(s) and recommendation(s) set out in this report.***

**IRPW FINANCIAL DETERMINATIONS FOR 2015/2016**

<b>BASIC SALARY</b> (ONLY payable to all elected members who are not in receipt of a senior salary)	£13,300
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**SENIOR SALARIES**

**Band 1 – Leader & Deputy Leader**

Leader	£43,000
Deputy Leader with Portfolio for Chief Executive's Services	£30,000

**Band 2 – Other Executives (i.e. Members of Cabinet)**

Cabinet Member with Portfolio for Technical & Environmental Services	£26,000
Cabinet Member with Portfolio for Business & Regulatory Services	£26,000
Cabinet Member with Portfolio for Social Services & Social Regeneration	£26,000
Cabinet Member with Portfolio for Schools	£26,000

**Band 3 – Committee Chairs**

Chair of Audit Committee <sup>1</sup>	£0
Chair of Democratic Services Committee <sup>1</sup>	£0
Chair of Planning & Regulatory Committee	£22,000
Chair of Chief Executive's Scrutiny	£22,000
Chair of Customer Services Scrutiny	£22,000
Chair of Social Services & Social Regeneration Scrutiny	£22,000
Chair of Schools Scrutiny	£22,000

**Band 4 – Opposition Leader**

Leader of Largest Opposition Group	£22,000
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**Band 5 - Other Leaders**

Leader of political groups not less than 10% of all council members <sup>2</sup>	£0
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**Civic Salaries (Inclusive of basic Salary)**

Civic Head (Mayor)	£19,000
Deputy Civic Head (Deputy Mayor)	£14,000

**CO-OPTED MEMBERS WITH VOTING RIGHTS**

Chair of Standards Committee & Audit Committee	£256 (4 hrs & over) £128 (up to 4 hours)
Ordinary members of standards committees who also Chair standards committees for community and town councils	£226 (4 hrs & over) £113 (up to 4 hours)
Ordinary members of standards committees; education scrutiny committee; crime and disorder scrutiny committee and audit committee	£198 (4 hrs & over) £99 (up to 4 hours)

**CO-OPTED MEMBERS WITH NO VOTING RIGHTS**

On Scrutiny Committees	Travelling Expenses Only
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<sup>1</sup> The Chair of Audit and Democratic Services Committee is also the Leader of the Opposition. Each individual Councillor is only entitled to one senior salary, so we do not pay a senior salary for these two posts.

<sup>2</sup> MTCBC has no Cllrs in this category

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**IRPW FULL LIST OF DETERMINATIONS FOR 2015/2016**

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- (5) Basic salary in 2015/16 for elected members of principal local authorities shall remain at £13,300.
- (5) The Panel has concluded that senior salary levels in 2015/16 for members of principal councils shall remain as set out.
- (5) The Panel has determined that (where paid) civic salaries are payable within the allowable levels and will be applied by authorities as each considers appropriate, taking account of the anticipated workloads and responsibilities.
- (5) The Panel has determined that, where appointed and if remunerated, a presiding member must be paid a Band 3 senior salary of £22,000. This post will count towards the cap.
- (5) The Panel has determined that the post of deputy presiding member will not be remunerated.
- (6) The Panel has determined that each authority, through its Democratic Services Committee, must ensure that all its members are given as much support as is necessary to enable them to fulfil their duties effectively. All elected members should be provided with adequate telephone and email facilities and electronic access to appropriate information.
- (7) The Panel has determined that such support should be without cost to the individual member. Deductions must not be made from members' salaries by the respective authority as a contribution towards the cost of support which the authority has decided necessary for the effectiveness and/or efficiency of members.
- (8) All authorities must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) up to a maximum of £403 per month. Reimbursements shall only be made on production of receipts from the carer.
- (9) An elected member is entitled to retain a basic salary when taking family absence under the regulations irrespective of the attendance record immediately preceding the commencement of the family absence.
- (10) When a senior salary holder is eligible for family absence, he/she will continue to receive the salary for the duration of the absence.
- (11) It is a matter for the authority to decide whether or not to make a substitute appointment. The elected member substituting for a senior salary holder taking family absence will be eligible to be paid a senior salary, if the authority so decides.

- (12) If the paid substitution results in the authority exceeding the maximum number of senior salaries which relates to it, as set out in the Panel's Annual Report, an addition to the maximum will be allowed for the duration of the substitution. However, this will not apply to the Isle of Anglesey or Merthyr Tydfil Councils if it would result in the number of senior salaries exceeding fifty percent of the Council membership. Specific approval of Welsh Ministers is required in such circumstances.
- (13) When an authority agrees a paid substitution for family absence, the Panel must be informed, within 14 days of the date of the decision, of the details including the particular post and the duration of the substitution.
- (14) The schedule of remuneration must be amended to reflect the implication of the family absence.
- (15) The chair of a Joint Overview and Scrutiny Committee is eligible for a salary equivalent to that part of a Band 3 senior salary that remunerates a committee chair of a principal authority, £8,700.
- (16) In cases where the chair is already in receipt of a senior salary for a Band 3, 4 or 5 role the payment will be £4,350.
- (17) The chair of a sub-committee of a Joint Overview and Scrutiny Committee is eligible for a salary of £2,175.
- (18) In cases where the chair of the sub-committee is already in receipt of a senior salary for a Band 3, 4 or 5 role the payment will be £1,090.
- (19) Payments to chairs of task and finish sub committees are to be pro-rated to the duration of the task.
- (20) Payments made to a chair of a JOSC, or a chair of a sub-committee of a JOSC, are additional to the maximum proportion of the authority's membership eligible for a senior salary. It should be noted that the statutory limit of no more than 50% of a council's membership receiving a senior salary applies. (Section 142 (5) of the Local Government (Wales) Measure 2011) (the Measure)
- (21) A deputy chair of a JOSC or sub-committee is not eligible for payment.
- (22) Co-optees to a JOSC or to a sub-committee are not eligible for a co-opted member fee unless they are appointed by an authority under Section 144(5) of the Measure.
- (23) The entitlement to join the Local Government Pension Scheme (LGPS) shall apply to all eligible elected members of principal councils.
- (24) The basic salary for NPA ordinary members should be £3,600 ( $42/156 \times £13,300$ )
- (25) The senior salary of the chair of an NPA should be £12,300 ( $£3,600 + £8,700$ )

- (26)** The senior salary of a deputy chair and chairs of NPA committees can be paid at either of the following levels to be decided by the authority to reflect the appropriate responsibility:  
Level 1: £7,300 (£3,600 + £3,700)  
Level 2: £6,000 (£3,600 + £2,400)
- (27)** Members must not receive more than one NPA senior salary.
- (28)** An NPA senior salary is paid inclusive of the NPA basic salary.
- (29)** Members of principal councils in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any NPA to which they have been appointed.
- (30)** The basic salary for FRA ordinary members should be £1,700 ( $20/156 \times £13,300$ ).
- (31)** The senior salary of the chair of an FRA should be £10,400 (£1,700 + £8,700).
- (32)** The senior salary of a deputy chair and chairs of committees of FRAs should be £5,400 (£1,700 + £3,700).
- (33)** Members must not receive more than one FRA senior salary.
- (34)** An FRA senior salary is paid inclusive of the FRA basic salary.
- (35)** Members of a principal council in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any FRA to which they have been nominated.
- (36)** Principal Councils, NPAs & FRAs must pay the appropriate fees to co-opted members (who have voting rights).
- (37)** Reasonable time for pre meeting preparation is eligible to be included in claims made by co-opted members the extent of which can be determined by the appropriate officer in advance of the meeting.
- (38)** Travelling time to and from the place of the meeting can be included in the claims for payments made by co-opted members (up to the maximum of the daily rate).
- (39)** The appropriate officer within the authority can determine in advance whether a meeting is programmed for a full day and the fee will be paid on the basis of this determination even if the meeting finishes before four hours has elapsed.
- (40)** Meetings eligible for the payment of fees include other committees and working groups (including task and finish groups), pre-meetings with officers, training and attendance at conferences or any other formal meeting to which co-opted members are requested to attend.
- (41)** The Panel has determined to include a provision for development posts within the Remuneration Framework.

- (42)** Community and town councils are authorised to make a payment to each of their members of a maximum amount of £100 per year for costs incurred in respect of telephone usage, information technology, consumables etc.
- (43)** Community and town councils are authorised to make payments to each of their members in respect of travel costs for attending approved duties outside the area of the council. Such payments must be the actual costs of travel by public transport or the HMRC mileage allowances as below:
- 45p per mile up to 10,000 miles in the year.
  - 25p per mile over 10,000 miles.
  - 5p per passenger per mile – passenger supplement.
  - 24p per mile for private motor cycles.
  - 20p per mile for bicycles.
- (44)** Community and town councils are authorised to reimburse subsistence expenses to their members for attending approved duties outside the area of the council at the maximum rates set out below on the basis of receipted claims:
- £28 per day allowance for meals, including breakfast where not provided.
  - £150 – London overnight.
  - £95 – elsewhere overnight.
  - £25 – staying with friends and/or family overnight.
- (45)** Community and town councils are authorised to pay an Attendance Allowance to each of their members for attending approved duties outside the area of the council as follows:
- £16.23 for a period not exceeding 4 hours.
  - £32.46 for a period exceeding 4 hours but not exceeding 24 hours.
- (46)** Community and town councils are authorised to pay a Financial Loss Allowance to each of their members where such loss has actually occurred, for attending approved duties outside the area of the council as follows:
- £30.05 for a period not exceeding 4 hours.
  - £60.11 for a period exceeding 4 hours but not exceeding 24 hours.
  - £60.11 plus such amount as is payable under (a) and (b) above as appropriate for a period exceeding 24 hours.
- (47)** Community and town councils are authorised to provide a civic allowance to the mayor/chair and deputy mayor/chair of the council of an amount that they deem appropriate to undertake the functions of that office.