



ANNUAL MEETING OF COUNCIL – 11TH MAY 2023

SUBJECT: INDEPENDENT REMUNERATION PANEL FOR WALES ANNUAL REPORT 2023/24 – SALARIES AND ALLOWANCES

REPORT BY: CORPORATE DIRECTOR OF EDUCATION AND CORPORATE SERVICES

1. PURPOSE OF REPORT

- 1.1 To inform Council of the publication of the 2023/24 Annual Report from the Independent Remuneration Panel for Wales which is attached at Appendix 1.
- 1.2 To ask Council to determine which roles should receive the senior salary payments, the appointment of civic roles and salaries together with the other ancillary matters the detail of which are set out in the report and recommendations below.

2. SUMMARY

- 2.1 Council is asked to note the recommendations of the Independent Remuneration Panel for Wales Report for 2023/24 and to decide on the allocation of senior and civic salaries together with ancillary matters set out in the report.

3. RECOMMENDATIONS

Council is asked:-

- 3.1 To note the determinations of the Independent Remuneration Panel for Wales as set out in the Annual Report for 2023/24.
- 3.2 To confirm which roles should attract a senior salary payment subject to a maximum cap of 18 members.
- 3.3 To advise if a Mayor and Deputy Mayor is to be appointed and if so whether the posts are to be remunerated.
- 3.4 To advise if a Presiding Member is to be appointed and if so whether they are to be remunerated. This remuneration will count towards the cap and may be paid a Band 3 salary.
- 3.5 To note the existing proforma Schedule of Remuneration set out at Appendix 2 and

- a) To continue with the cap on payments to co-opted members of 12 full days a year for each committee to which an individual may be co-opted and eligible to attend and
 - b) To note the continuation of the approved duties set out in Schedule 2.
- 3.6 To note the publicity requirements set out in the IRP report and in paragraph 5.10 of this report.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 To comply with the requirements of the Independent Remuneration Panel for Wales Annual Report for 2023/24.

5. THE REPORT

- 5.1 The Independent Remuneration Panel for Wales is currently the body tasked with setting the remuneration levels for members in Wales and publishes an Annual Report setting out their determinations for that coming financial year. The Annual Report for 2023/24 is attached at Appendix 1 and a summary of the determinations are as follows:-

Determination 1

The basic level of salary for elected members of principal councils will set at £17,600.

Determination 2

The salary of a leader of the largest (Group A) council will be £66,000. All other payments have been decided in reference to this and are set out in Table 1 which for this Council sets the remuneration payable as follows:-

Basic salary (payable to all elected members) £17,600

Band 1: leader £59,400

Band 1: deputy leader £41,580

Band 2: executive members £35,640

Band 3: committee chairs, civic head and presiding officer (if remunerated) £26,400

Band 4: leader of the largest opposition group £26,400.

Band 5: leader of other political groups and deputy civic head £21,340

Determination 3

The salary of a chair of a Joint Overview and Scrutiny Committee will be £8,800. The salary of vice-chair will be £4,400.

Determination 4

Members of Community and Town Councils will be paid £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home. And councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables.

Determination 5

The basic pay of members of National Park Authorities and Fire and Rescue Authorities has been increased by 4.76%. All payments are set out in Table 3.

Determination 6

All other Determinations set out in the 2022/23 [Annual Report](#) of the Panel remain valid and should be applied.

- 5.2 Council is asked to note the IRP report and consider the recommendations as required.
- 5.3 The decisions made as a result of the recommendations in this report will be populated into the Schedule of Remuneration the outline of which is attached at Appendix 2 and published in accordance with the requirements of the Panel's report.

5.4 **Salaries**

Basic Salary

The Basic Salary in 2023/24 for members of the Council will be £17,600.

5.5 **Senior salaries**

Senior salaries are payments to members who are executive, chairs of committees the leader of the largest opposition group [i.e. a political group other than the controlling group which has a greater number of members than any other political group in the authority] and leaders of other political groups [i.e. which must comprise not less than 10% of the members of council]

All senior salaries include the basic salary payment.

The limit on the number of senior salaries for Caerphilly remains at **18** and a decision is required as to which qualifying posts up to a maximum of 18 will be paid a Senior Salary for 2023/24.

In terms of the current municipal year the senior salaries paid are as follows:-

Leader
Deputy Leader
Cabinet Members x 8
Chair of Planning Committee
Chair of Licensing Committee
Chair of Policy and Resources Scrutiny Committee
Chair of Education Scrutiny Committee
Chair of Environment and Sustainability Scrutiny Committee
Chair of Housing and Regeneration Scrutiny Committee
Chair of Social Services Scrutiny Committee
Leader of the largest opposition Group*
*this must be made available

Council will be aware that the Chair of the Governance and Audit Committee must be a lay member as required by the Local Government and Elections Wales Act 2021, therefore a senior salary is not payable for this post.

The Panel recognises that there is a significant variance in the responsibilities and functions of chairing different committees. Councils do not have to pay chairs of committees; each council can decide which if any chairs of committees they pay taking into account the differing levels of responsibility.

5.6 **Civic Heads and Deputies (Mayor and Deputy Mayor)**

It is a matter for the Council to decide whether it pays a Mayor or a deputy but where paid the Mayor must be paid Band 3 £26,400 and deputy mayor at Band 5 £21,340. These posts are not included in the cap of 18 (subject to not exceeding 50% of the Council membership).

5.7 **Presiding members**

The Local Government (Democracy) (Wales) Act 2013 allows councils to appoint a presiding member whose role is to chair meetings of the whole council. Where appointed there would be a consequential reduction in the responsibilities of the respective mayor. If a presiding member is appointed they do not have to be remunerated. **If they are the post will count towards the cap and be paid at a Band 3 salary of £26,400.** The post of deputy Presiding member is not remunerated.

5.8 The Panel's report stipulates the following:-

- The basic salary is based on a full time equivalent of three days a week and is paid to all elected members. It is remuneration for the responsibility of community representation and participation in local governance.
- The prescribed salary and expenses must be paid in full to each member unless an individual has independently and voluntarily opted in writing to the Council's Chief Executive to decline all or any element of the payment.
- An elected member must not be remunerated for more than one senior post within their authority.
- An elected member must not be paid a senior salary and a civic salary.
- All senior and civic salaries are paid inclusive of basic salary.
- If a council chooses to have more than one remunerated deputy leader, the difference between the senior salary for the deputy leader and other executive members should be divided by the number of deputy leaders and added to the senior salary for other executive members in order to calculate the senior salary payable to each deputy leader.
- members in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any NPA (National Parks Authority) or FRA (Fire and Rescue Authority) to which they have been appointed. They remain eligible to claim travel and subsistence expenses and contribution towards costs of care and personal assistance from the NPA or FRA.
- members in receipt of a Band 1 or Band 2 salary cannot receive any payment from a community or town council of which they are a member. They remain eligible to claim travel and subsistence expenses and contribution towards costs

of care and personal assistance from the community or town council. Where this situation applies, it is the responsibility of the individual member to comply.

5.9 Co-opted Members

There has been no change to the determinations relating to Co-opted members (who have voting rights) and the Council can continue to decide on the maximum number of days in any one year for which co-opted members may be paid. The number of days in any one year may vary to reflect the specific work discharged by each relevant committee.

Council previously endorsed a maximum number of 12 days per year to which an individual may be co-opted and eligible to attend and it is recommended that Council continues to maintain this cap.

5.10 Publicity requirements

The Council must as soon as practicable after determining its Schedule of Remuneration for the year under these Regulations and any Report of the Panel and not later than 31 July of the year to which the Schedule refers, arrange for the Schedule's publication within the authority's area and to notify the Panel.

As soon as practicable and no later than 30 September following the end of the financial year all relevant authorities must publicise within the authority's area and notify the Panel:

- the total sum paid by it to each member or co-opted member in respect of basic salary, senior salary, co-opted member fee, travel and subsistence payments.
- the total expenditure on contribution towards costs of care and personal assistance.

In the same timescale and in the same manner, an authority must publicise any further remuneration received by a member nominated or appointed to another relevant authority.

5.11 Conclusion

Council is asked to consider the detail of the report and make determinations in accordance with the recommendations.

Whilst not a matter for consideration under this report, members will note that the Schedule of Remuneration refers to the provision of home broadband lines or secure keys to members to access council emails. A review of this provision is required in order to ensure any support offered is consistent and reasonable and remains fit for purpose and as such a report will be taken to the Democratic Services Committee for discussion in the coming months.

6. ASSUMPTIONS

- 6.1 The report proposes that the cap on the number of meetings a co-opted member can attend remains at 12 per year. The remainder of the report contains information from the IRP report and requires a decision from Council on various salary appointments together with ancillary matters.

7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT

- 7.1 No Integrated Impact Assessment has been undertaken as the Independent Remuneration Panel for Wales has the power under the Local Government (Wales) Measure 2011 to set Members Allowances.

8. FINANCIAL IMPLICATIONS

- 8.1 The salary costs will be factored into the budget for the 2023/2024 financial year.

9. PERSONNEL IMPLICATIONS

- 9.1 There are no personnel implications arising from this report.

10. CONSULTATIONS

- 10.1 The report has been circulated to the consultees below and any responses have been incorporated within the report.

11. STATUTORY POWER

- 11.1 Local Government and Housing Act 1989, the Local Government Act 2000, Local Government Wales Measure 2011, Local Government (Democracy) (Wales) Act 2013 and Family Absence for Members of Local Authorities Wales Regulations 2013 (as amended).

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Appendix 1

[Independent Remuneration Panel for Wales - Annual Report - February 2023](#)

Appendix 2

Schedule of Remuneration Proforma