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**REPORT OF THE CHIEF EXECUTIVE**

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**MEMBERS' SCHEDULE OF REMUNERATION 2018- 2019**

**Reason for this Report**

1. To approve the Members' Schedule of Remuneration 2018 – 2019, in accordance with the Independent Remuneration Panel for Wales Regulations, for publication by 31 July 2018.

**Background**

2. The Independent Remuneration Panel for Wales (IRPW) (*'the Panel'*) is a statutory body that was established initially by the Welsh Government in January 2008 to recommend the levels of salaries, allowances and expenses payable to Councillors and Co-opted Members. The Local Government (Wales) Measure 2011 gave the Panel additional powers to prescribe the levels of Member remuneration and allowances. The Panel also received further powers following the introduction of the Local Government (Democracy) (Wales) Act 2013.
3. The Panel's Annual Report was published in February 2018, and sets out its determinations on the payment of remuneration and allowances to Elected Members and co-opted members from the date of its Annual Meeting. The report is available on the Independent Remuneration Panel for Wales website via the following link:  
<http://gov.wales/docs/dsjlg/publications/localgov/180226-annual-report-2018-en.pdf>
4. The Council at its Annual Meeting 24 May 2018 approved recommendations of the Panel on:
  - the Basic Elected Member Salary level;
  - the Senior Salary payable to Cabinet Members;
  - the Senior Salary payable to Committee Chairs;
  - the allocation of the 19 Senior Salary positions payable;
  - the Civic Salary payable; and
  - the cap on the maximum payment of co-opted Members fees.
5. In accordance with the IRPW Regulations and guidance set out in the Panel's Annual Report for 2018 - 2019, the Council must produce and maintain an annual Schedule of Remuneration (*'the Schedule'*), which sets out details of the approved payments it intends to make to Elected Members and co-opted members in accordance with the levels of remuneration and

allowances determined by the Panel in its Annual or Supplementary Reports.

#### Basic Salary

6. The Panel determined that the Basic Salary payable to Elected Members of all principal councils in Wales will be £13,600 in 2018 - 2019.

#### Senior Salaries

7. In Cardiff (Population Group A), the maximum number of Senior Salary positions is 19, excluding Civic Salary positions.
8. The Council agreed the following allocation of 19 Senior Salaries for 2018/19 at the Annual Meeting of the Council on 24 May 2018:

| <b>Bands of Responsibility</b> | <b>Role(s)</b>   | <b>No. of Senior Salary Positions</b> |
|--------------------------------|--|---------------------------------------|
| Band 1                         | Leader   | 1                                     |
|                                | Deputy Leader  | 1                                     |
| Band 2                         | Other Cabinet Members  | 8                                     |
| Band 3                         | Scrutiny Committee Chairs  | 5                                     |
|                                | Planning Committee Chair   | 1                                     |
|                                | Licensing / Public Protection Committees Chair   | 1                                     |
| Band 4                         | Leader of largest opposition group   | 1                                     |
| Band 5                         | Leader(s) of other political group(s) comprising at least 10% membership of the Authority (if remunerated) | 1                                     |
| <b>Total</b>                   |  | <b>19</b>                             |

9. The Annual Council on 24 May 2018 agreed the Senior Salaries (*inclusive of basic salary*) payable in 2018 - 2019 as prescribed by the Panel and applicable to the Council:
  - Band 1: Leader and Deputy Leader as £53,300 and £37,300 respectively;
  - Band 2: Other Cabinet Members = £32,300
  - Band 3: Committee Chairs = £22,300
  - Band 4: Leader of largest opposition group = £22,300
  - Band 5: Leader of other political group(s) comprising at least 10% membership of the Authority = £17,300

## Members' Schedule of Remuneration 2018-2019

10. The IRPW has developed and issued a proforma Schedule of Remuneration for recommended use by all local authorities in order to promote best practice and assist with consistency in the production of such schedules within Wales. Specific sections within the document are to be amended in order to suit each Authority's own particular circumstances; however, it should be noted that use of the proforma is not mandatory. The Council in May 2016 adopted this proforma for use as the basis for the Members' Schedule of Remuneration for future years and the 2018-2019 Schedule is set out in **Appendix A** to this report.
11. Any amendments to the Schedule made during the municipal year must be conveyed to the Panel as soon as practicable after the amendments are made. It is proposed that authority should be delegated to the Monitoring Officer to make any necessary amendments to the Schedule in order to reflect any changes in membership of the Council, Cabinet or Committees or as a result of any Supplementary Reports issued by the Panel.
12. In accordance with the IRPW Regulations, the Council must make arrangements for the publication of the Schedule within the authority area and the Schedule must be sent to the IRPW as soon as practicable after determination and not later than 31 July in the year to which it applies.

## **Legal Implications**

13. The legal framework is set by Part 8 of the Local Government (Wales) Measure 2011 ("the Measure"), under which the Independent Remuneration Panel for Wales ("the Panel") is given functions relating to payments to Councillors and Councillors' pensions (s.142 of the Measure). The Panel is required to publish an annual report on the exercise of its functions with respect to each financial year (s.143 of the Measure); and the Council must comply with the requirements imposed on it by the Panel's Annual Report (s.153 of the Measure).
14. As set out in the body of the report, the Council is required to produce and maintain an annual Schedule of Remuneration (*'the Schedule'*), which must be published and sent to the IRPW as soon as practicable after determination and not later than 31 July in the year to which it applies.
15. All Members entitled to receive payment have a personal interest in this report which should be declared. However, paragraph 12.2 of the Code of Conduct states that you will not be regarded as having a prejudicial interest in any business of the Council relating to remuneration or an allowance or payment or pension made in accordance with the Local Government (Wales) Measure 2011 or the Local Government and Housing Act 1989. This means all Members may debate and vote on the recommendations in this report.

## **Financial Implications**

16. The financial cost of approving the Member's Schedule of Remuneration will be approximately £35,000. The overall financial allocation for Members Allowances is £1.564 million and the 2018/19 increase can be met from within this budget.

## **RECOMMENDATIONS**

The Council is recommended to:

1. approve the Members' Schedule of Remuneration 2018- 2019, as set out in Appendix A to this report for publication by 31 July 2018; and
2. delegate authority to the Monitoring Officer to update the Members' Schedule of Remuneration and to make any necessary amendments to the 2018-2019 Schedule (published within the Constitution) from time to time during the municipal year in order to reflect any changes in membership of the Council, Cabinet or Committees or as a result of any Supplementary Reports issued by the Independent Remuneration Panel for Wales.

**PAUL ORDERS**  
**Chief Executive**  
**14 June 2018**

The following Appendix is attached to this report:

**APPENDIX A:** Members' Schedule of Remuneration 2018-19

## **Background Papers**

Council Report, 24 May 2018 – Members' Schedule of Remuneration 2018/19

Independent Remuneration Panel for Wales Annual Report 2018

<http://gov.wales/docs/dsjlg/publications/localgov/180226-annual-report-2018-en.pdf>