

**ANNUAL COUNCIL:**

**27 MAY 2021**

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**REPORT OF THE CHIEF EXECUTIVE**

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**MEMBERS' SCHEDULE OF REMUNERATION 2021 – 2022**

**Reason for this Report**

1. To approve the Members' Schedule of Remuneration 2021-22, as required in accordance with the Council Meeting Procedure Rules.

**Background**

2. The Independent Remuneration Panel for Wales (IRPW) (*the Panel*) is a statutory body 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. Council is required, at its Annual meeting, to approve a Scheme of Members Allowances to meet the requirements of the Council Meeting Procedure Rules, Rule 2(b) (xvi).
4. The Independent Remuneration Panel for Wales Annual Report 2021, published on 24 February 2021, detailed its determinations on the payment of remuneration and allowances in 2021 – 2022 to Elected Members and Co-opted Members by principal councils from 1st April 2021. The Panel's Annual Report for 2021 is attached at **Appendix A**.

**Issues**

Determinations of the Panel

Basic Salary

5. The Panel determined that the annual Basic Salary in 2021/22 for elected members of principal councils in Wales for 2021 – 2022 shall be increased to £14,368.

## Senior Salaries

6. The annual Senior Salaries (*inclusive of Basic Salary*) payable in 2021 - 2022 as prescribed by the Panel and applicable to the Council are increased at the same rate as basic salaries and are as follows:

<b>Bands of Responsibility</b>	<b>Role(s)</b>	<b>Senior Salaries determined by the Panel for 2021/22 (inclusive of Basic Salary)</b>
Band 1	Leader	£55,027
	Deputy Leader	£38,858
Band 2	Cabinet Members	£33,805
Band 3	Committee Chairs (if remunerated)	£23,131
Band 4	Leader of largest Opposition Group	£23,131
Band 5	Leader(s) of other political group(s) ' <i>a political group other than controlling/ largest opposition group (if any) which comprises not less than ten per cent of the members of the Council</i> ' (if remunerated)	£18,108

## Allocation of Senior Salary Positions

7. The Panel has determined that there is no change to the maximum number of the Council's membership that is eligible to receive a Senior Salary in 2021/22. In Cardiff (Population Group A), the maximum number of Senior Salary positions is **19**, excluding Civic Salary positions.
8. The following 19 posts are currently in receipt of senior salary:
- (1) Leader
  - (2) Deputy Leader & Cabinet Member for Education, Employment and Skills
  - (3) Cabinet Member for Children and Families
  - (4) Cabinet Member for Clean Streets, Recycling and Environment
  - (5) Cabinet Member for Culture and Leisure
  - (6) Cabinet Member for Finance, Modernisation and Performance
  - (7) Cabinet Member for Housing and Communities
  - (8) Cabinet Member for Investment and Development
  - (9) Cabinet Member for Social Care, Health and Well-being
  - (10) Cabinet Member for Strategic Planning and Transport
  - (11) Chairperson of Children and Young People Scrutiny Committee
  - (12) Chairperson of Community and Adult Services Scrutiny Committee
  - (13) Chairperson of Economy and Culture Scrutiny Committee
  - (14) Chairperson of Environmental Scrutiny Committee
  - (15) Chairperson of Policy Review and Performance Scrutiny Committee
  - (16) Chairperson of Planning Committee
  - (17) Chairperson of Licensing & Public Protection Committees

- (18) Leader of the Largest Opposition Group (Conservative Group)
- (19) Leader of the Liberal Democrat Group

9. Council is requested to agree to retain the current number and allocation of Senior Salary positions, as set out in paragraph 8 of this report.

#### Civic Salaries

10. The IRPW has determined that where paid, a Civic Head must be paid a Band 3 salary of £23,161 and, where paid, a Deputy Civic Head must be paid a Band 5 salary of £18,108 with effect from 1 April 2021.

#### Payments to Co-opted Members of Principal Councils

11. The Panel prescribed an increase of £12 to £210 daily rate for ordinary co-opted members (with voting rights) to recognise the important role that co-opted members undertake. Payment must be made for travel and preparation time; committee and other types of meetings as well as other activities, including training, as set out in Determinations 36 to 39 of the Annual Report.
12. A further review of the support provided to Co-opted Members will be undertaken to confirm that the current arrangements are still fit for purpose.

#### Contribution towards Costs of Care and Personal Assistance (CPA)

13. To enable people who have personal support needs and or caring responsibilities to carry out their duties effectively as a member of an authority, the Panel believes that additional costs of care required to carry out approved duties should not deter any individual from becoming and remaining a member of an authority or limit their ability to carry out the role. The Panel has adopted specific principles related to support for the costs of care which were the subject of a Supplementary Report published in February 2020.
14. The Panel reviewed the maximum monthly payment in recognition that this has not changed for several years. Information indicates that monthly costs and claims vary considerably. These can depend on the number of dependants, their ages and other factors. Therefore the monthly cap will be replaced with the following arrangements:
- Formal (registered with Care Inspectorate Wales) care costs to be paid as evidenced.
  - Informal (unregistered) care costs to be paid up to a maximum rate equivalent to the Real UK Living Wage at the time the costs are incurred.
15. Claims must be for the additional costs incurred by members to enable them to carry out official business or approved duties. The authority must ensure that any payments made are appropriately linked to official business or approved duty. Payment shall only be made on production of receipts from the care provider. The Panel has clarified that care costs cannot be paid to someone who is a part of a member's household.

## Members' Schedule of Remuneration 2021-2022

16. The IRPW has issued a revised Schedule of Remuneration proforma which has been amended in line with Section 10 of the Panel's annual report - Contribution towards Costs of Care and Personal Assistance.
17. It has recommended its 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 can 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.
18. The Council is recommended to adopt this revised proforma for use as the basis for the Members' Schedule of Remuneration for 2021-22 and future years. 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.
19. To facilitate the requirements of the IRPW Annual Report, a number of changes have been made to update the Schedule of Remuneration as attached at **Appendix B**.
20. The Council is recommended to agree the Members' Schedule of Remuneration 2021/22, as set out in **Appendix C** to this report for adoption and publication. 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.

## **Legal Implications**

21. 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).
22. 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.
23. All Members entitled to receive payment have a personal interest in this report which should be declared. However, paragraph 12.2 (b)(iv) 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**

24. The overall financial allocation for Members' Remuneration in 2021/22 is £1.641 million, the costs are to be contained within the budget allocated.

## **RECOMMENDATIONS**

The Council is recommended to:

- a. note the determinations of the Independent Remuneration Panel for Wales (IRPW) in its Annual Report published on 24 February 2021 attached as **Appendix A**.
- b. agree to retain the current number and allocation of Senior Salary positions, as set out in paragraph 8 of this report;
- c. note the actions to be taken to address the determinations of the IRPW in respect of arrangements for the Contribution towards Costs of Care and Personal Assistance (CPA) , as set out in paragraphs 9-11 of this report;
- d. adopt the revised Schedule of Remuneration Proforma as recommended by the IRPW and attached at **Appendix B**;
- e. approve the Members' Schedule of Remuneration 2021/22, as set out in **Appendix C** to this report for adoption and publication; and
- f. delegate authority to the Monitoring Officer to update the Members' Schedule of Remuneration in the Constitution and to make any necessary amendments to the 2021-2022 Schedule 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**  
**21 May 2021**

The following Appendix is attached to this report:

APPENDIX A	Independent Remuneration Panel for Wales Annual Report February 2021
APPENDIX B	Revised Schedule of Remuneration Proforma
APPENDIX C	Members' Schedule of Remuneration 2021 – 2022

## **Background Papers:**

Independent Remuneration Panel for Wales Annual Report (February 2021)

English:

[WG42164 Independent Remuneration Panel for Wales Annual Report \(gov.wales\)](#)

Cymraeg:

[WG42164 Panel Annibynnol Cymru ar Gydabyddiaeth Ariannol Adroddiad Blynnyddol \(llyw.cymru\)](#)

Independent Remuneration Panel for Wales Supplementary Report 2020

English:

[Independent Remuneration Panel for Wales: supplementary report May 2020 | GOV.WALES](#)

Cymraeg:

[Panel Annibynnol Cymru ar gydnabyddiaeth ariannol: adroddiad atodol Mai 2020 | LLYW.CYMRU](#)