

<b><u>BLAENAU GWENT COUNTY BOROUGH COUNCIL</u></b>	
<b>Report to</b>	<b>The Chair &amp; Members of the Democratic Services Committee</b>
<b>Report Subject</b>	<b>Report of the Independent Remuneration Panel for Wales 2016/17</b>
<b>Report Author</b>	<b>Rhian Hayden, Head of Financial Services</b>
<b>Report date</b>	<b>4 April 2016</b>
<b>Directorate</b>	<b>Resources</b>
<b>Portfolio</b>	<b>Financial Management &amp; Strategy</b>
<b>Date of meeting</b>	<b>20 April 2016</b>
<b>Date signed off by Monitoring Officer</b>	
<b>Date signed off by Section 151 Officer</b>	
<b>Date signed off by Chair</b>	
<b>Key words</b>	<b>Independent Remuneration Panel for Wales 2016/17</b>

## Report Information Summary

<b>1.</b>	<b>Purpose of Report*</b>
1.1	To inform Members of the Determinations from the Independent Remuneration Panel for Wales for 2016/17.
<b>2.</b>	<b>Scope of the Report*</b>
2.1	The report considers the main determinations included within the 2016/17 annual report (Appendix 1) of the Independent Remuneration Panel for Wales (the Panel) as they relate to Blaenau Gwent County Borough Council.
<b>3.</b>	<b>Recommendation/s for Consideration*</b>
3.1	The Committee consider the determinations within the Panel's report for 2016/17 and make recommendations to Council on:-
3.2	The level of remuneration to be paid for - <ul style="list-style-type: none"> <li>• the Executive positions</li> <li>• the remunerated Committee Chairs</li> <li>• the Civic Head and Deputy</li> </ul>
3.3	The maximum number of days in a year for which co-opted members are to be paid (currently 10 days).

### Why this topic is a priority for the Council?\*

*Report author to identify links to the main corporate strategies.*

Single Integrated Plan (SIP)	Corporate Improvement Plan (CIP)	Performance Management Improvement Framework (PMIF)	Operating Model	Transforming Blaenau Gwent (TBG Programme)	Other (please state)
			X		

### Reporting Pathway\*

*Report author to identify proposed reporting pathway. (To include dates where possible)*

Directorate Management Team (DMT)	Corporate Management Team (CMT)	Audit	Democratic Services Committee	Scrutiny	Executive	Council	Other (please state)
6/4/16	12/4/16		20/04/16			04/05/16	

**\*Denotes mandatory section**

## Main Report

<b>1.</b>	<b>Background and Context*</b>															
1.1	The Local Government (Wales) Measure 2011 extended the responsibilities of the Panel and its powers under Section 142 to decide (prescribe) payments to members of relevant authorities. This enabled the Panel to move beyond the previous limitation of setting maximum limits for member payments and the Panel has been able to use this power of prescription from April 2012.															
1.2	On an annual basis the Panel publish its report on Members remuneration.															
<b>2.</b>	<b>Options for Consideration</b> (to be completed in every case where relevant to the report topic and information)															
2.1	Within the remuneration framework the Council can decide the remuneration levels for Executive Members, Committee Chairs and Civic Heads & Deputies. The remuneration levels should reflect the workload and level of responsibility of the specific positions.															
2.2	<p><b>Executive Members</b></p> <p>Senior salaries for Executive Members may be paid either at Level 1 (£26,000) or Level 2 (£23,400).</p>															
2.3	<p><b>Committee Chairs</b></p> <p>Senior salaries for Committee Chairs may be paid either at Level 1 (£22,000) or Level 2 (£20,000).</p>															
2.4	<p><b>Civic Heads and Deputies</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: center;"><b>Remuneration of civic heads and deputy civic heads (inclusive of basic salaries)</b></th> </tr> <tr> <th style="text-align: center;">Responsibility Level</th> <th style="text-align: center;">Civic Heads (Mayor)</th> <th style="text-align: center;">Deputy Civic Heads</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Level 1</td> <td style="text-align: center;">£24,000</td> <td style="text-align: center;">£18,000</td> </tr> <tr> <td style="text-align: center;">Level 2</td> <td style="text-align: center;">£21,500</td> <td style="text-align: center;">£16,000</td> </tr> <tr> <td style="text-align: center;">Level 3</td> <td style="text-align: center;">£19,000</td> <td style="text-align: center;">£14,000</td> </tr> </tbody> </table>	<b>Remuneration of civic heads and deputy civic heads (inclusive of basic salaries)</b>			Responsibility Level	Civic Heads (Mayor)	Deputy Civic Heads	Level 1	£24,000	£18,000	Level 2	£21,500	£16,000	Level 3	£19,000	£14,000
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2.5	<p><b>Co-opted Members</b></p> <p>The Council can also decide on the maximum number of days in any one year for which co-opted members may be paid. Blaenau Gwent County Borough Council has previously decided that 10 days is the maximum.</p>															

3.	<b>Performance Evidence and Information*</b>																																	
3.1	Given the continuing constraints on local government spending, the Panel has decided that there will be no increase in remuneration for 2016/17.																																	
3.2	<p>The Panel has determined that the limit on the number of senior salaries payable will remain in place (for Blaenau Gwent CBC this is 17), it has however made a number of changes to the Payment of senior salaries as a result of its further consideration of these aspects of the framework as follows:-</p> <table border="1" data-bbox="320 674 1399 1335"> <thead> <tr> <th></th> <th style="text-align: center;"><u>2015/16</u> £</th> <th style="text-align: center;"><u>2016/17</u> £</th> </tr> </thead> <tbody> <tr> <td>Basic Salary</td> <td style="text-align: center;">13,300</td> <td style="text-align: center;">13,300</td> </tr> <tr> <td colspan="3"><i>Senior Salaries:</i></td> </tr> <tr> <td>Leader</td> <td style="text-align: center;">43,000</td> <td style="text-align: center;">43,000</td> </tr> <tr> <td>Deputy Leader</td> <td style="text-align: center;">30,000</td> <td style="text-align: center;">30,000</td> </tr> <tr> <td>Executive Members - Level 1</td> <td style="text-align: center;">26,000</td> <td style="text-align: center;">26,000</td> </tr> <tr> <td>Executive Members - Level 2</td> <td></td> <td style="text-align: center;">23,400</td> </tr> <tr> <td>Committee Chairs – Level 1</td> <td style="text-align: center;">22,000</td> <td style="text-align: center;">22,000</td> </tr> <tr> <td>Committee Chairs – Level 2</td> <td></td> <td style="text-align: center;">20,000</td> </tr> <tr> <td>Leader of Largest Opposition Group</td> <td style="text-align: center;">22,000</td> <td style="text-align: center;">22,000</td> </tr> <tr> <td>Leader of other political groups</td> <td style="text-align: center;">17,000</td> <td style="text-align: center;">17,000</td> </tr> </tbody> </table>		<u>2015/16</u> £	<u>2016/17</u> £	Basic Salary	13,300	13,300	<i>Senior Salaries:</i>			Leader	43,000	43,000	Deputy Leader	30,000	30,000	Executive Members - Level 1	26,000	26,000	Executive Members - Level 2		23,400	Committee Chairs – Level 1	22,000	22,000	Committee Chairs – Level 2		20,000	Leader of Largest Opposition Group	22,000	22,000	Leader of other political groups	17,000	17,000
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3.3	<p><b>Executive</b></p> <p>Although many Councils operate with a cabinet of 10 (the statutory maximum) others choose to have a smaller cabinet and the range of individual portfolios is much greater. In recognition of the variety of arrangements currently operating the Panel have concluded that this should be reflected in the remuneration framework.</p> <p>The Panel has therefore determined that Executive Members may be paid at either of the two senior salary levels :</p> <p>Level 1 – to be paid a salary of £26,000</p> <p>Level 2 – to be paid a salary of £23,400</p>																																	
3.4	It is a matter for each Council to determine the structure of its cabinet and the implementation of the determinations within these specific structures. The determinations provide flexibility																																	

	<p>for each council to decide the appropriate range of portfolios to meet local needs, recognising that there may be a variation on the level of responsibility and workload.</p>
3.5	<p><b>Committee Chairs</b></p> <p>Whilst the Panel takes the view that the responsibility and function of chairing a committee is not generally influenced by the population of the authority, the Panel recognises that the specific responsibility and workload of some chairs is greater than others and consider that this should be reflected in the remuneration framework.</p> <p>The Panel is therefore introducing two levels of remuneration for chairs of committees:</p> <ul style="list-style-type: none"><li>• Level 1 – to be paid a salary of £22,000</li><li>• Level 2 – to be paid a salary of £20,000</li></ul>
3.6	<p>If remunerated it is a matter for individual councils to decide at which level a chair is paid to reflect the appropriate responsibility attached to the specific post. Previously all Chairs, where paid, were remunerated at £22,000.pa.</p>
3.7	<p><b>Leader of Largest Opposition Group</b></p> <p>The Panel remains of the view that a council must make a senior salary available to the leader of the largest opposition group and has determined that this role should be remunerated at £22,000 There is therefore no change to the remuneration for this position (the Panels draft report proposed remuneration of £20,000).</p>
3.8	<p><b>Civic Heads and Deputies</b></p> <p>The Panel has made no change to the determinations in respect of Civic salaries.</p>
3.9	<p>There continues to be 3 possible levels of civic salary, higher, mid and lower. Each authority will decide which level (if any) is to be paid for each of these roles according to local factors. For example the civic head of a small council may be paid at the highest rate, whilst that of a large council may be paid the lowest. The remuneration levels set by each council will reflect the workload and responsibility of Civic Heads and Deputies.</p>

<b>Remuneration of civic heads and deputy civic heads (inclusive of basic salaries)</b>		
Responsibility Level	Civic Heads (Mayor)	Deputy Civic Heads
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3.10 **Presiding Member**  
 The Local Government (Democracy)(Wales) Act 2013 allows councils to appoint a presiding member whose role it will be to chair meetings of the whole council. Where appointed, there would be a consequential reduction in the responsibilities of the respective Civic Head.  
 The Panel has therefore determined the following:-

- Presiding Member, where appointed and if remunerated, to be paid a salary of £22,000.
- Deputy Presiding member will be unpaid.

3.11 **Supporting the Work of Elected members**  
 The Panel held a series of meetings in 2015 with Chairs and members of Democratic Services Committees and Heads of Democratic Services and following this the Panel remains concerned that there continues to be a variation and inconsistency of support provided to members.

3.12 The Panel expects that the support provided, including training, should take account of the specific needs of individual members. It is considered necessary for each elected member to have ready use of telephone and e-mail services, and to have electronic access to appropriate information via an internet connection (it is not considered appropriate that such facilities are only available within Council offices within office hours).

3.13 The functions of the Democratic Services Committees include a requirement to review the level of support provided to members to carry out their duties, bringing forward proposals to full council as to what is considered to be reasonable.

3.14	<p><b>Reimbursement of Mileage, Other Travel &amp; Subsistence Costs</b>          The Panel has determined that there will be no change to mileage rates which members are entitled to claim.</p>								
3.15	<p>The Subsistence rates will be as follows, these rates are in line with Welsh Government Rates:-</p> <table border="1" data-bbox="320 546 1401 768"> <tr> <td data-bbox="320 546 592 633">£28 per day</td> <td data-bbox="592 546 1401 633">Day allowance for meals, including breakfast, where not provided in the overnight charge</td> </tr> <tr> <td data-bbox="320 633 592 678">£200 per night</td> <td data-bbox="592 633 1401 678">London (an increase from £150)</td> </tr> <tr> <td data-bbox="320 678 592 723">£95 per night</td> <td data-bbox="592 678 1401 723">Elsewhere</td> </tr> <tr> <td data-bbox="320 723 592 768">£30 per night</td> <td data-bbox="592 723 1401 768">Stay with friends / family (increase from £25)</td> </tr> </table>	£28 per day	Day allowance for meals, including breakfast, where not provided in the overnight charge	£200 per night	London (an increase from £150)	£95 per night	Elsewhere	£30 per night	Stay with friends / family (increase from £25)
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3.16	<p>Recommended practice is that overnight accommodation should usually be reserved and paid for on behalf of members by the Authority, in which case the authority may set its own reasonable limits.</p>								
3.17	<p><b>Reimbursement of Costs of Care</b>          There is no change to the reimbursement of Costs of Care, this remains at a maximum of £403 per month upon production of receipts from the carer.</p>								
3.18	<p><b>Entitlement to Family Absence</b>          There is no change to this entitlement.          An elected member is entitled to retain a basic salary when taking family absence.          When a senior salary holder is eligible for family absence, he/she will continue to receive the salary for the duration of the absence. It is matter for the authority to decide whether or not to make a substitute appointment.</p>								
3.19	<p><b>Payments to Co-opted Members</b>          The Panel has determined that a daily/half daily fee remains appropriate remuneration for the role undertaken by co-opted members of the Council as follows:-</p>								

	Chairs of Standards and Audit Committees	£256 (4 hours & over) £128 (up to 4 hours)
	Ordinary members of standards committees who also chair standards committees for community & town councils	£226 (4 hours & over) £113 (up to 4 hours)
	Ordinary members of standards committees, education scrutiny committee, crime & disorder scrutiny committee and audit committee	£198 (4 hours & over) £99 (up to 4 hours)
3.20	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.	
3.21	Travelling time to and from the place of the meeting can be included in the claims for payments made by the co-opted member (up to the daily rate).	
3.22	The appropriate officer within the authority can determine in advance whether the meeting is programmed for a full day and the meeting will be paid on this basis even if the meeting finishes before four hours has elapsed.	
3.23	Meetings eligible for the payment of fees include other committees and working groups (including task & 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.	
3.24	The Council can decide on the maximum number of days in any one year for which co-opted members may be paid. Blaenau Gwent County Borough Council has previously decided that 10 days is the maximum.	
3.25	<p><b>Specific or additional senior salaries</b></p> <p>Councils can apply for specific or additional salaries that do not fall within the current Remuneration Framework or which could not be accommodated within the maximum number of senior</p>	

3.26	<p>salaries.</p> <p><b>Future Considerations</b>          The Local Government (Wales) Act 2015 provides additional powers and responsibilities for the Panel. These on a temporary basis extends its functions relating to Heads of Paid Service to Chief Officers of principal local authorities. In addition the Act provides that the Panel be given powers to determine remuneration for Members of shadow authorities and newly forming principal councils.</p>
<b>4.</b>	<b>Impact Assessment Against Proposals / Options*</b>
4.1	The proposals will impact upon the payments made to members of the Council.
<b>5.</b>	<b>Financial Implications*</b>
5.1	The financial implications are highlighted in section 3.
<b>6.</b>	<b>Risk Implications*</b>
6.1	Failure to comply with the Panel's determinations will result in reputational damage for the Council.
<b>7.</b>	<b>Staffing/Workforce Development Implications*</b>
7.1	There are no direct staffing implications from this report.
<b>8.</b>	<b>Conclusion*</b>
8.1	The Panel has determined that there will be no increases to basic or senior salaries for members for 2016/17.
8.2	The Panel has introduced some flexibility within the remuneration framework, with the Council to decide the remuneration levels for Executive positions and Committee Chairs (depending upon workload and responsibility levels).
8.3	There has been some minor changes to subsistence rates (see 3.15).
8.4	The current arrangements for other costs e.g. mileage, cost of care, payments to co-opted members etc. have been retained.

**\*Denotes mandatory section**