

Appendix 2

The Panel's Determinations for 2021/22

Principal Councils

1. Basic salary in 2021/22 for elected members of principal councils shall be £14,368 with effect from 1 April 2021.
2. Senior salary levels in 2021/22 for members of principal councils shall be as set out in Table 3 with effect from 1 April 2021.
3. 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.
4. Where appointed and if remunerated, a presiding member must be paid a Band 3 senior salary of £23,161.
5. The post of deputy presiding member will not be remunerated.
6.
 - a) An elected member must not be remunerated for more than one senior post within their authority.
 - b) An elected member must not be paid a senior salary and a civic salary.
 - c) All senior and civic salaries are paid inclusive of basic salary.
 - d) 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.
7. Members in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any NPA or FRA to which they have been appointed. They remain eligible to claim travel and subsistence expenses and reimbursement of costs of care from the NPA or FRA.
8. 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 reimbursement of costs of care from the Community or Town Council.
9. Each authority, through its Democratic Services Committee, must ensure that all its elected 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, email and internet facilities giving electronic access to appropriate information.

10. 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.

Specific or Additional Senior Salaries

11. Principal Councils can apply for specific or additional senior salaries that do not fall within the current Remuneration Framework.

Local Government Pension Scheme

12. The entitlement to join the Local Government Pension Scheme (LGPS) shall apply to all eligible elected members of principal councils.

Family Absence

13. 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.
14. When a senior salary holder is eligible for family absence, they will continue to receive the salary for the duration of the absence.
15. 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.
16. 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.
17. When a Council 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.
18. The Council's schedule of remuneration must be amended to reflect the implication of the family absence.

National Park Authorities

19. The basic salary for NPA ordinary members shall be £4,053 with effect from 1 April 2021.

20. The senior salary of the Chair of a NPA shall be £12,845 with effect from 1 April 2021.
21. A NPA senior salary of £7,792 must be paid to a Deputy Chair where appointed.
22. Committee Chairs or other senior posts must be paid a salary of £7,792.
23. Members must not receive more than one NPA senior salary.
24. A NPA senior salary is paid inclusive of the NPA basic salary.
25. Members of a principal council in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any NPA to which they have been appointed.

Fire and Rescue Authorities

26. The basic salary for FRA ordinary members shall be £2,026.
27. The senior salary of the chair of a FRA shall be £10,818.
28. A FRA senior salary of £5,765 must be paid to the Deputy Chair where appointed.
29. Chairs of Committees or other senior posts can be paid. This shall be paid at £5,765.
30. Members must not receive more than one FRA senior salary.
31. A FRA senior salary is paid inclusive of the FRA basic salary and must reflect significant and sustained responsibility.
32. 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.

Co-opted Members

33. Principal councils, NPAs and FRAs must pay the fees to co-opted members (who have voting rights) as set out in Table 6.
34. Reasonable time for pre meeting preparation is 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.
35. Travelling time to and from the place of the meeting is to be included in the claims for payments made by co-opted members (up to the maximum of the daily rate).
36. The appropriate officer within the authority must 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.

37. Fees must be paid for meetings and other activities including 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.
38. Each authority, through its Democratic Services Committee or other appropriate committee, must ensure that all voting co-opted members are given as much support as is necessary to enable them to fulfil their duties effectively. Such support should be without cost to the individual member.

Contribution towards costs of care and personal assistance

39. All relevant authorities must provide for the reimbursement of the contribution towards necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs as follows:
 - Formal (registered with Care Inspectorate Wales) care costs to be reimbursed in full.
 - Informal (unregistered) care costs to be reimbursed up to a maximum rate equivalent to the Real Living Wage at the time the costs are incurred.

Reimbursement must be for the additional costs incurred by members to enable them to carry out official business or approved duties. Each authority must ensure that any payments made are appropriately linked to official business or approved duty. Reimbursement shall only be made on production of receipts from the carer.

Community and Town Councils

40. All Community and Town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.
41. Community and Town councils in Group A must make available an annual payment of £500 each to a minimum of 1 and a maximum of 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.
42. Community and Town councils in Groups B or C can make an annual payment of £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.
43. Community and Town councils can make payments to each of their members in respect of travel costs for attending approved duties. (See footnote below) 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 mile per passenger carried on authority business.

- 24p per mile for private motor cycles.
 - 20p per mile for bicycles.
44. If a Community or Town council resolves that a particular duty requires an overnight stay, it can authorise reimbursement of subsistence expenses to its members at the maximum rates set out below on the basis of receipted claims:
- £28 per 24-hour period allowance for meals, including breakfast where not provided.
 - £200 – London overnight.
 - £95 – elsewhere overnight.
 - £30 – staying with friends and or family overnight.
45. Community and Town councils can pay financial loss compensation to each of their members, where such loss has occurred, for attending approved duties as follows:
- Up to £55.50 for each period not exceeding 4 hours.
 - Up to £110.00 for each period exceeding 4 hours but not exceeding 24 hours.
46. Community and Town councils can provide a payment to the mayor or chair of the council up to a maximum of £1,500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.
47. Community and Town councils can provide a payment to the deputy mayor or deputy chair of the council up to a maximum of £500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.
48. Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is Leader, Deputy Leader or Executive Member) cannot receive any payment from any community or town council, other than travel and subsistence expenses and reimbursement of costs of care.

Note: Where a member who is on official business is driven by a third party (not a member or officer of that authority), the member can claim mileage at the prescribed rates plus any parking or toll fees provided the authority is satisfied that the member has incurred these costs.