

Annex 1: The Panel's determinations for 2016/17

1. Basic salary in 2016/17 for elected members of principal councils shall remain at £13,300.
2. The Panel has determined that senior salary levels in 2016/17 for members of principal councils shall be as set out in table 2.
3. The Panel has determined that (where paid) civic salaries at the following levels are payable (Table 3) and will be applied by principal councils as each considers appropriate, taking account of the anticipated workloads and responsibilities.
4. The Panel has determined that, where appointed and if remunerated, a presiding member must be paid a Band 3 Level 1 senior salary. This post will count towards the cap.
5. The Panel has determined that the post of deputy presiding member will not be remunerated.
6. The Panel has determined that each authority, through its Democratic Services Committee, must ensure that all its 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 and email facilities and electronic access to appropriate information.
7. The Panel has determined that 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.
8. All authorities must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) up to a maximum of £403 per month. Reimbursement shall only be made on production of receipts from the carer.
9. 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.
10. When a senior salary holder is eligible for family absence, he/she will continue to receive the salary for the duration of the absence.
11. 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.

12. 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.
13. 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.
14. The Council's schedule of remuneration must be amended to reflect the implication of the family absence.
15. The chair of a Joint Overview and Scrutiny Committee is eligible for a salary equivalent to that part of a Band 3 Level 2 senior salary that remunerates a committee chair of a principal authority, (£6,700).
16. In cases where the chair is already in receipt of a senior salary for a Band 3, 4 or 5 role the payment will be £3,350.
17. The chair of a sub committee of a JOSC is eligible for a salary of £1,675.
18. In cases where the chair of the sub committee is already in receipt of a senior salary for a Band 3, 4 or 5 role the payment will be £837.
19. Payments to chairs of task and finish sub committees are to be pro-rated to the duration of the task.
20. Payments made to a chair of a JOSC, or a chair of a sub committee of a JOSC, are additional to the maximum proportion of the authority's membership eligible for a senior salary. It should be noted that the statutory limit of no more than 50% of a council's membership receiving a senior salary applies (Section 142 (5) of the Measure).
21. A deputy chair of a JOSC or sub committee is not eligible for payment.
22. Co-optees to a JOSC or to a sub committee are not eligible for a co-opted member fee unless they are appointed by an authority under Section 144(5) of the Measure.
23. The entitlement to join the Local Government Pension Scheme (LGPS) shall apply to all eligible elected members of principal councils.
24. The basic salary for NPA ordinary members should be £3,600 ($42/156 \times £13,300$).

25. An NPA senior salary can be paid to the chair, deputy chair, and up to two committee chairs.
26. The senior salary of the chair of an NPA should be £12,300.
27. The senior salary of a deputy chair and chairs of NPA committees can be paid at either of the following levels to be decided by the authority to reflect the appropriate responsibility:

£6,000 or £7,300
28. Members must not receive more than one NPA senior salary.
29. An NPA senior salary is paid inclusive of the NPA basic salary.
30. Members of principal local authorities in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any NPA to which they have been appointed.
31. The basic salary for FRA ordinary members should be £1,700 ($20/156 \times £13,300$).
32. A Fire & Rescue Authority senior salary can be paid to the chair, deputy chair, and up to two chairs of committees.
33. The senior salary of the chair of an FRA should be £10,400.
34. The senior salary of a deputy chair of an FRA, with significant and sustained senior responsibility, should be £5,400.
35. The senior salary of a chair of an FRA committee should be £5,400.
36. Members must not receive more than one FRA senior salary.
37. An FRA senior salary is paid inclusive of the FRA basic salary.
38. 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.
39. Principal councils, NPAs & FRAs must pay the following fees to co-opted members (Table 4) (who have voting rights).
40. 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.
41. Travelling time to and from the place of the meeting can be included in the claims for payments made by co-opted members (up to the maximum of the daily rate).

42. The appropriate officer within the authority can 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.
43. Meetings eligible for the payment of fees include 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.
44. The Panel has determined to include a provision for specific or additional senior salaries that do not fall within the current Remuneration Framework.
45. Community and town councils are authorised to make a payment to each of their members of a maximum amount of £100 per year for costs incurred in respect of telephone usage, information technology, consumables etc.
46. Community and town councils are authorised to make an annual payment not exceeding £500 to up to 3 members in recognition of specific responsibilities.
47. Community and town councils are authorised to provide a civic allowance to the mayor/chair and deputy mayor/chair of the council at an amount that they deem appropriate to undertake the functions of that office.
48. Community and town councils are authorised to make payments to each of their members in respect of travel costs for attending approved duties both within and outside the area of the council.¹⁵ 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 passenger per mile – passenger supplement.
 - 24p per mile for private motor cycles.
 - 20p per mile for bicycles.
49. Community and town councils are authorised to reimburse subsistence expenses to their members for attending approved duties outside the area of the council at the maximum rates set out below on the basis of receipted claims:
 - £28 per day allowance for meals, including breakfast where not provided.
 - £200 – London overnight.
 - £95 – elsewhere overnight.
 - £30 – staying with friends and/or family overnight.

¹⁵ Authorities should pay mileage at the prescribed rates to a member who has been a passenger in a vehicle driven by someone else provided the authority is satisfied that a cost has been incurred by the member.