

**LLANTWIT FARDRE COMMUNITY COUNCIL**  
**CYNGOR CYMUNED LLANILLTUD FAERDREF**



**COUNCIL MEETING**

**31<sup>ST</sup> OCTOBER, 2022**

**REPORT OF THE CLERK AND EXECUTIVE OFFICER**

**1. INDEPENDENT REMUNERATION PANEL FOR WALES – DRAFT ANNUAL REPORT 2023/24**

- 1.1 In accordance with the requirements of Section 147 of the Local Government (Wales) Measure, 2011, the Independent Remuneration Panel for Wales have prepared their Draft Annual Report for 2023/24.
- 1.2 The link to the report was emailed to the Clerk on the 4<sup>th</sup> October, 2022.
- 1.3 From the 2018 Annual Report onwards, the Panel formed three groups of Community and Town Councils which reflected the differences based on the level of income or expenditure, whichever was the highest, in the previous financial year. However, this changed last year and five groups were established based on the size of the Council's electorate, replacing the three groups, as shown below:-

Type of Payment	Requirement
<b>Group 1</b>	<b>(Electorate over 14,000)</b>
Extra Costs Payment	Mandatory for all Members
Senior Role Payment	Mandatory for 1 Member; optional for up to 7
Mayor or Chair	Optional – Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	Optional – Up to a maximum of £500
Attendance Allowance	Optional
Financial Loss	Optional
Travel and Subsistence	Optional

Costs of Care or Personal Assistance	Mandatory
<b>Group 2</b>	<b>(Electorate 10,000 to 13,999)</b>
Extra Costs Payment	Mandatory for all Members
Senior Role Payment	Mandatory for 1 Member; option up to 5
Mayor or Chair	Optional – Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	Optional – Up to a maximum of £500
Attendance Allowance	Optional - Each Council can decide to introduce an attendance allowance for Members. The amount of each payment must not exceed £30.  A Member in receipt of financial loss will not be entitled to claim attendance allowance for the same event.  Councils that intend to introduce a system of attendance allowances must set out the details of the scheme and publish on their website.
Financial Loss	Optional
Travel and Subsistence	Optional
Cost of Care or Personal Assistance	Mandatory
<b>Group 3</b>	<b>(Electorate 5,000 to 9,999)</b>
Extra Costs Payment	Mandatory for all Members
Senior Role Payment	Optional up to 3 Members
Mayor or Chair	Optional – Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	Optional – Up to a maximum of £500
Attendance Allowance	Optional
Financial Loss	Optional
Travel and Subsistence	Optional
Cost of Care or Personal Assistance	Mandatory
<b>Group 4</b>	<b>(Electorate 1,000 to 4,999)</b>
Extra Costs Payment	Mandatory for all Members
Senior Role Payment	Optional up to 3 Members
Mayor or Chair	Optional – Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	Optional – Up to a maximum of £500
Attendance Allowance	Optional
Financial Loss	Optional
Travel and Subsistence	Optional
Cost of Care or Personal Assistance	Mandatory
<b>Group 5</b>	<b>(Electorate less than 1,000)</b>
Extra Costs Payment	Mandatory for all Members
Senior Role Payment	Optional – Up to 3 Members
Mayor or Chair	Optional – Up to a maximum of £1,500

Deputy Mayor or Deputy Chair	Optional – Up to a maximum of £500
Attendance Allowance	Optional
Financial Loss	Optional
Travel and Subsistence	Optional
Cost of Care or Personal Assistance	Mandatory

- 1.4 This Council is in Group 2 as its income or expenditure exceeds £200,000 a year and this is another factor when determining which group the Council is placed.
- 1.5 The Draft Report for 2023/24 has significantly reduced in size to the ten previously published and the changes affecting Town and Community Councils are set out below:-

(a) **Basic Payment for Extra Costs of Working from Home**

This was previously the Basic Payment (Members' Allowance) of £150 and has now increased to £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home.

(b) **Set Payment for Consumables**

Councils must either pay their Members £52 a year for the cost of office consumables required to carry out their role, or alternatively, Councils must enable Members to claim full reimbursement for the cost of their office consumables. It is a matter for each Council to make and record a policy decision in respect of when and how the payments are made and whether they are paid, monthly, yearly or otherwise. The policy should also state whether and how to recover any payments made to a Member who leaves or changes their role during the financial year.

## **Taxation**

- 1.6 The issue of the taxation of the £156 payment has been raised on many occasions and the Panel has no remit in respect of matters of taxation but has been kept informed of the discussion between the Welsh Government and HMRC to establish a possible exemption applying to all Community and Town Councils. If there is a positive outcome and if it is achieved before the publication of the final Report the Panel will take the opportunity to restructure the arrangements for this payment, and if appropriate adjust by determination the amount to be paid.
- 1.8 An individual may decline to receive part, or all, of the payments if they so wish. This must be done in writing and is an individual matter. A Community Councillor wishing to decline payments must themselves write to the Clerk.

## **Publicity Requirements**

- 1.9 There is a requirement on Community and Town Councils to publish details of all payments made to individual Members in an Annual Statement of Payments for each financial year. This information must be published on Council noticeboards and or websites and provided to the Panel by email or by post no later than the 30<sup>th</sup> September following the end of the previous financial year.

## **2. RECOMMENDATION**

It is recommended that Members:-

- 2.1 Note the information as outlined in the report;
- 2.2 Note that any representations need to be made by the 1<sup>st</sup> December, 2022;
- 2.3 That the determinations of the Panel as outlined in this report be considered at a meeting of the Finance and Policy Committee to assist in making an informed recommendation to Council in respect of determining the budget and precept for 2023/2024.