



## **AN AGENDA FOR A MEETING OF THE COMMUNITY LIAISON COMMITTEE**

### **COMMITTEE SUMMONS**

C Hanagan  
Service Director of Democratic Services & Communication  
Rhondda Cynon Taf County Borough Council  
The Pavilions  
Cambrian Park  
Clydach Vale CF40 2XX

Meeting Contact: Sarah Daniel, Principal Democratic Services Officer (07385 086 169)

A meeting of the **COMMUNITY LIAISON COMMITTEE** will be held virtually on  
**Date:- Thursday, 17th November, 2022**  
**Time:- 9.30 am**

### **ITEMS FOR DISCUSSION**

#### **1. DECLARATIONS OF INTEREST**

To receive disclosures of personal interest from Members in accordance with the Code of Conduct

Note: Members are requested to identify the item number and subject matter that their interest relates to and signify the nature of the personal interest: and where Members withdraw from a meeting as a consequence of the disclosure of a prejudicial interest they must notify the Chairman when they leave.

#### **2. MINUTES**

To receive as an accurate record the minutes of the meeting on the 12 November 2022.

**(Pages 3 - 8)**

#### **3. COMMUNITY INFRASTRUCTURE LEVY - CIL 123 LIST**

To provide an update for Community and Town Councils in respect of the process involved in collecting and spending Community Infrastructure Levy (CIL) monies including the preparation of Infrastructure Lists

**(Pages 9 - 30)**

**4. INDEPENDENT REMUNERATION PANEL DRAFT ANNUAL REPORT 2023-24**

To inform members that under the requirements of the Local Government Measure 2011, the Independent Remuneration Panel for Wales has published its draft annual report 2023-24 for consultation

**(Pages 31 - 56)**

**5. BUDGET CONSULTATION 2023-24**

To receive a presentation on the 2023-24 Budget Consultation

**6. URGENT ITEMS**

To consider any urgent items as the Chairman feels appropriate.

**Circulation - Members of the Community Liaison Committee:-**

Deputy Leader of the Council, County Borough Councillor M.Webber (Chair) :and County Borough Councillor R Harris, Cabinet Member for Public Health and Communities

Chairs and Clerks of the Town Council of Pontypridd and the Community Councils of Ynysybwl & Coed y Cwm, Rhigos, Hirwaun & Penderyn, Llantwit Fardre, Llantrisant, Llanharan, Llanharry, Tonyrefail, Gilfach Goch, Pontyclun and Taffs Well & Nantgarw

Officers for Information.

Mr C Hanagan – Service Director of Democratic Services & Communication  
Mr.A Wilkins (Director, Legal Services),



## **RHONDDA CYNON TAF COUNCIL COMMUNITY LIAISON COMMITTEE**

Minutes of the virtual meeting of the Community Liaison Committee held on Friday, 12 November 2021 at 10.00 am

### **Community Liaison Committee Members in attendance:-**

Councillor M Webber – Deputy Leader and Cabinet Member Council Business **(Chairperson)**  
Councillor R Bevan – Cabinet Member Enterprise and Development  
Councillor R Jones – Hirwaun & Penderyn Community Council  
Councillor A Raines – Llantwit Fardre Community Council  
Councillor C Willis – Pontyclun Community Council  
Councillor C Woodley -  
Mr T Graham – Clerk Pontypridd Town Council  
Ms C Hendy – Assitant Clerk Llantwit Fardre Community Council  
Mr G Hopkins - Clerk Llantrisant Community Council  
Mr S Powell – Clerk Tonyrefail Community Council

### **Officers in attendance**

Mr C Hanagan, Service Director of Democratic Services & Communication  
Mrs S Daniel – Senior Democratic Services Officer

### **Others in attendance**

Ruth Glazzard – Independent Remuneration Panel Wales  
Helen Wilkinson – Independent Remuneration Panel Wales

### **Apologies**

Councillor T Burnell  
Councillor B James

## **34 Welcome and Apologies**

The Chairperson welcomed Ruth Glazzard and Helen Wilkinson from the Independent Remuneration Panel for Wales who were in attendance to answer members questions and receive their feedback into the consultation on their Draft Annual Report 2022/23

## **35 Declarations of Interest**

The following members declared personal interest in item 6, Local Boundary Changes

Councillor R Bevan  
Councillor S Powell  
Councillor G Hopkins

**36 Minutes**

**RESOLVED:** The minutes of the meeting held on July were approved as a true and accurate record of the meeting

**37 Diversity in Democracy**

The Service Director Democratic Services and Communications provided members with an update on the following areas:

- The last clerks meeting a number of areas of new requirements in Local Government and Elections (Wales) Act 2021 were discussed and Communications on development will continue with the clerks over next few months
- The Authority had made progress in moving to hybrid meetings including incremental discussion of live broadcasting of meetings.
- In terms of supporting virtual working the Democratic Services team had been working with finance colleagues to award Community Councils with funding from digital and democracy fund to support them in implementing measures in the Local Government and Elections (wales) Act to hold multi location meetings.
- Member safety was also being explored due to recent events and a number of safety documents had been shared with members.
- The Incident management team had issued stronger advice in school settings for wearing masks as infection rates were continuing to rise in younger age groups, though the rates for RCT were levelling off.

A Member asked if One Voice Wales had produced model standing orders to include the changes in the Local Government and Elections Wales Act.

The Service Director Democratic Services and Communications advised that they had not produced anything so far and that the Authority had only just had sight of them for the Authority from Welsh Government. He added that Welsh Government had also commissioned the Authority to produce a Democracy Handbook which once published can be shared with members.

A Member wished to pay thanks to the ICT team who had recently showed them around some of RCT's Hybrid meeting room set ups to enable to Community Council to look at different ICT solutions that would suit their model. He found the visit very helpful and urged other members to take up the offer to visit if they were struggling to visualise the equipment they required

The Service Director Democratic Services and Communications continued his update and informed the Committee that the first phase of budget consultation was live with a series of public events taking place in communities across RCT, he added that contributions to the consultation can also be made online too. He further advised members that the Council Tax Base report had also been approved at Council and contained information for Community Councils to consider whilst setting their pre-cept.

A Member stated that it was welcoming to hear that the Authority were able to hold events in the public we can no go out to the public as it was vitally important to reach all members of the Community and not just those that are able to respond online.

The Service Director Democratic Services and Communications continued by updating members on the work of the Authority in Diversity in Democracy where this had previously been the focus of meetings with the Community Council clerks and how together we can promote people standing for election in 2022. Work is also continuing to be developed on the Councils digital content and platforms to make them more accessible.

The Diversity Charter which was developed by WLGA was also supported by Council in May 2021 with a final version to be taken to the December meeting of Council

The Chairperson commented that they were continuing to push the Diversity agenda to ensure it reaches communities in the valleys and rural areas as it was acknowledged that there were challenges in achieving a diversity balance. She continued that it was important to give that level of encouragement and support as we don't want inequality in any area.

A Member commented that diversity was hard to achieve, particularly in some valley communities. He commented that he was the only person in his Community Council with a visible disability but still wanted to be involved in many of the campaigns that the Community Council are involve in and his disability should not be a barrier. He commented that funding could be made available to encourage people with disabilities to stand for election and therefore increase diversity in public life.

Another member agreed and stated that we also need to get younger people involved in our democracy and press the importance of political education in schools and colleges.

The Service Director Democratic Services and Communications agreed with comments and advised that we need the support of Welsh Government to take forward the proposed initiatives. He added that the Authority wanted to do a lot more in advance of elections to encourage 16&17 year olds to participate at Mays elections. He further added that we have worked with the YEPS Service, school councils and schools to encourage participation. As a council we want to engage 16 and 17 year olds, and we will send a more user friendly letter to encourage them to vote.

**RESOLVED: To note the contents of the report**

The Service Director Democratic Services and Communications presented the report to members which detailed the Electoral Arrangements Order 2021 which implements the recommendations of the Local Democracy and Boundary Commission for Wales

He confirmed to members that the changes affect areas that are not represented by Community Councils. He continued that there are a number of areas where there may need to be community reviews in the future, but this would not be possible to do now in advance of next year's Local Government elections so this will follow and will be discussed with Community Councils.

**RESOLVED:** Members noted the contents of the report.

### **39 Draft IRPW Annual Report**

Helen Wilkinson and Ruth Glazzard from the Independent Remuneration Panel Wales (IRPW) were welcomed to the meeting and thanked for attending to receive members feedback on their Draft Annual report 2022/23 which this year had a focus on fitting in with the diversity in Democracy agenda. Members heard as an example that reimbursement for the costs of care for example was a benefit that was rarely taken up and asked if members could shed any light on this.

One member commented that he thought the allowance was a great initiative and he was an advocate of encouraging members to claim where it was required and Councillors should not be left out of pocket for undertaking their role. He however did relay his concerns as a small community Council, the claims could have a significant impact on their budget. He asked if funding was available to support this, particularly for smaller Community Councils

Panel members replied that unfortunately funding was not within their gift and if they are asked for initiatives to increase diversity in democracy, they are very aware there is a cost to this. However, If there is an additional cost which is unsustainable then they are prepared to say that and reassured that affordability is taken into account. Panel members reassured the Committee that there is commitment within the panel to develop Community Councillors voice to create a more enabling environment at a more local level. They also acknowledged that they recognise payments have not kept pace with inflation and this needs to be addressed to ensure the roles are sustainable.

A Member stated that she felt there is a climate where Councillors are encouraged not to claim, particularly in Community Councils due to their smaller budgets. She commented that there could be a member that does need to claim but they do not want to say or claim the money.

She added that the climate has made it difficult for Councillors to claim as she felt it is seen as a badge of honour if you don't claim.

The panel members commented that they encourage every person who is entitled to make a claim to do so, therefore this would encourage others to make claims too. Their position was that they expect Councillors to make these claims and this will be strengthened in the final report.

**RESOLVED:** Members noted the report and agreed for their comments to be fed back into the consultation process

**CIlr M Webber  
Chairperson**

This page is intentionally left blank





## **RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**MUNICIPAL YEAR 2022-2023**

**COMMUNITY COUNCIL LIAISON COMMITTEE**

**17 NOVEMBER 2022**

**COMMUNITY INFRASTRUCTURE LEVY ('CIL') – CIL 123 LIST**

**REPORT OF THE HEAD OF PLANNING**

**Author: Jim Bailey, Head of Planning**

### **1.0 PURPOSE OF THE REPORT**

- 1.1 The purpose of the report is to provide an update for Community and Town Councils in respect of the process involved in collecting and spending Community Infrastructure Levy (CIL) monies including the preparation of Infrastructure Lists

### **2.0 RECOMMENDATIONS**

- 2.1 It is recommended that the Community/Town Councils consider the advice in the report and in particular the preparation of an 'Infrastructure (Regulation 123)' type List.

### **3.0 REASONS FOR RECOMMENDATIONS**

- 3.1 The reason for the recommendation is for the Community/Town Council to remain open and transparent and is a way of setting out the projects that the Community/Town Council propose to spend their CIL receipts.

### **4.0 BACKGROUND**

- 4.1 The Community Infrastructure Levy Regulations require charging authorities (the Council) to pass a proportion (15%) of CIL receipts to relevant Community and Town Councils arising from developments in their areas.

- 4.2 CIL receipts are passed twice a year by 28 April (for CIL receipts received between 1 October and 31 March) and by 28 October (for CIL receipts received between 1 April and 30 September).

## **5.0 CIL RECEIPTS PASSED TO COMMUNITY/TOWN COUNCILS**

- 5.1 Total receipts passed to Community/Town Councils (October 2022) are £1,180,889.07

- Taffs Well - £13,210.99
- Pontypridd - £54,861.51
- Llantrisant - £9277.31
- Tonyrefail - £62,417.14
- Hirwaun - £9,190.30
- Llanharan - £950,550.76
- Llanharry - £786.67
- Llantwit Fardre - £60,173.26
- Gilfach Goch - £6,174.74
- Other (areas where no community council) - £8478.82
- Pontyclun - £5767.57

- 5.2 Community Councils where no CIL income has been received to date are Ynysybwl and Coed-Y-Cwm and Rhigos.

## **6.0 HOW CAN THE FUNDS RECEIVED BY COMMUNITY/TOWN COUNCILS BE SPENT?**

- 6.1 The CIL Regulations state that the proportion of funds passed to a Community/Town Council must be used to support the development of the local area by funding:

- (a) *the provision, improvement, replacement, operation or maintenance of infrastructure; or*
- (b) *anything else that is concerned with addressing the demands that development places on an area.*

- 6.2 This is a wider definition of what the County Borough Council can use CIL funds for (which is restricted to infrastructure to support the development of the area). These wider spending powers allow the local community to decide what they need to help mitigate the impacts of development.

- 6.3 Community/Town Councils should carefully consider whether the expenditure of CIL receipts address the extra demand on infrastructure

that are caused by development within their area and be clear on the links between infrastructure and growth. CIL should not be used as a replacement for everyday Community/Town Council expenditure and misspent CIL can be claimed back by the County Borough Council.

## **7.0 COMMUNITY AND TOWN COUNCIL VERSION OF A REGULATION 123 (INFRASTRUCTURE) LIST**

7.1 RCT Council identifies the infrastructure on which it intends to spend its CIL receipts through what is known as a Regulation 123 List (Appendix 1). This list is published on the Council's web-site and is reviewed annually. Any change/s to the list has to be agreed by Cabinet and is subject to a consultation process.

7.2 The production of a Community/Town Council's own version of an Infrastructure (Regulation 123) List can be a useful starting point for the prioritisation of infrastructure projects and the demands that development places on its area.

7.3 Community and Town Council Infrastructure Lists although not mandatory provide an open and transparent way of setting out the projects that the Community/Town Council propose to spend their CIL receipts on. The list can be amended/added to at any time in line with the Community/Town Council's own procedures for updating/amending the list, such as, consultation with existing groups and local residents within the area.

7.4 Examples of Infrastructure that can be provided or maintained by Community/Town Council's may include (not exhaustive):

- Acquire and maintain open spaces
- Acquire, provide and furnish a community building/public building/village hall
- Acquire land for play areas, recreation grounds, public walks, including their maintenance
- Repair and maintain public footpaths and bridleways
- Lighting for roads and public places
- Provide parking places
- Traffic Calming measures
- Provision of allotments
- Provide public toilets (does not include employee wages)
- Maintain, repair and protect War Memorials
- Provision of bus shelters
- Provision of litter bins
- Provide public clock

- 7.5 Liaison with the relevant section of the Council e.g. a proposal to provide traffic calming measures will need to be discussed/agreed with the Council's Transportation Section and check whether the proposal requires planning permission.
- 7.6 CIL monies can be used to provide match funding with other income streams to make the most efficient use of funding to benefit the community.
- 7.7 The Community/Town Council should also work closely with their neighbouring Community/Town Councils, and RCT Council to agree on infrastructure spending priorities. If the Community/Town Council shares RCT Council's priorities, they may agree that the Council should retain the CIL to spend on specific infrastructure (which may not be in the Community/Town Council administrative area) but will support the development of the area.
- 7.8 Decisions on how the funds are spent are at the discretion of the Community/Town Council provided it is in accordance with the CIL Regulations.

## **8.0 EQUALITY AND DIVERSITY IMPLICATIONS / SOCIO-ECONOMIC DUTY**

- 8.1 An Equality Impact Assessment is not required because the contents of the report are for information purposes only.

## **9.0 CONSULTATION / INVOLVEMENT**

- 9.1 There is no requirement for consultation in respect of this report.

## **10.0 WELSH LANGUAGE IMPLICATIONS**

- 9.1 There are no Welsh Language implications as the contents of the report are for information purposes only.

## **11.0 FINANCIAL IMPLICATION(S)**

- 11.1 There are no financial implications as the contents of this report are for information purposes only.

## **12.0 LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

12.1 There are no legal implications as the contents of this report are for information purposes only.

### **13.0 LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT**

13.1 All developments will directly contribute to the goals of the Well Being of Future Generations Act. In particular, the economic and environmental well-being of Wales, supporting the delivery of a prosperous Wales, a more resilient Wales and a Wales of cohesive communities.

### **14.0 STRATEGIC OR RELEVANT TO ELECTORAL WARDS**

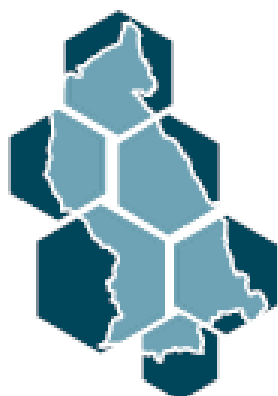
14.1 Successful application of CIL receipts passed to local Councils to support the development of the local Council's area, or any part of that area, will be relevant to electoral wards.

### **14.0 CONCLUSION**

14.1 It is recommended that Community and Town Councils, in the interest of transparency and fairness prepare their own Infrastructure List to help mitigate the impacts of development in their area.

#### **Other Information:-**

**Contact Officer:**  
***Jim Bailey, Head of Planning***



rhondda cynon taf  
**community infrastructure levy**  
*ardoll seilwaith cymunedol*

**Regulation 123 List of Infrastructure**  
**List Updated 23 September 2021**

In accordance with the requirement of Community Infrastructure Levy Regulations 2010 (as amended) the following table comprises the Rhondda Cynon Taf County Borough Council Infrastructure List. The list includes the infrastructure the Council considers it is likely to apply Community Infrastructure Levy (CIL) revenue to:

**Education Projects:**

- New/additional education provision to serve the land at Mwyndy / Talbot Green;
- New/additional education provision to serve Trane Farm, Tonyrefail;
- New/additional education provision to serve Taffs Well
- New/additional education provision at the former open cast site north of A473, Llanilid

**Transportation Projects:**

- Provision of the A473/A4119 Talbot Green to Ynysmaerdy Relief Road;
- A4119/A4093 roundabout, Tonyrefail – signalised junction and active travel improvements
- Llanharan By-pass
- Cynon Gateway (A465)
- South Coed Ely Link Dualling - upgrade the A4119 between Talbot Green and Coedely to dual carriageway standard
- A4119 Castell Mynach signalised junction
- Llanharan Community Route – Construction of new active travel routes
- Trefforest Industrial Estate – Construction of new active travel routes
- Trefforest Industrial Estate - New Railway Station
- Aberdare – Hirwaun extension of passenger rail services
- A473 between Tonteg roundabout and Upper Boat Roundabout

**Please note:**

*The Regulation 123 list is not prioritised and projects can be added to the list or removed at the discretion of the Council, subject to appropriate consultation.*

*The inclusion of a project or type of infrastructure on the list does not signify a commitment from the Council to fund (either in whole or part) the listed project or type of infrastructure. The order of the list does not imply any preference or priority*

*Infrastructure not contained within the Regulation 123 List may be required by developer contributions or in-kind via a section 106 agreement. Such contributions will accord with Regulation 122 and 123 of the Community Infrastructure Levy Regulations 2010*

This page is intentionally left blank





rhondda cynon taf  
community infrastructure levy  

---

*ardoll seilwaith cymunedol*



# Community Infrastructure Levy (CIL)

## What is CIL?

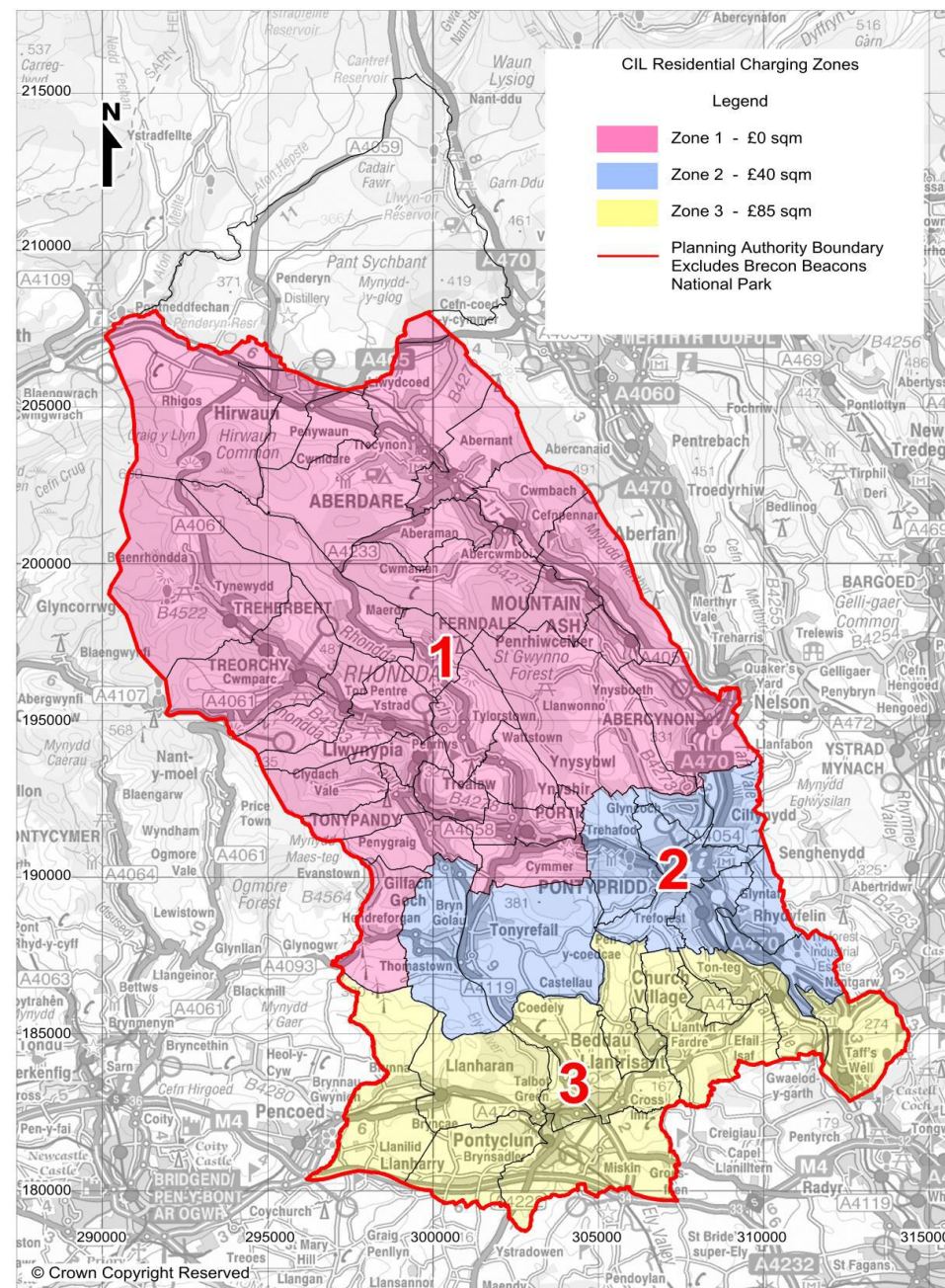
- CIL is a relatively new levy that local authorities in Wales and England can choose to charge on new developments in their area.
- CIL has been devolved to Welsh Government under the Wales Act 2017.

## How is CIL charged?

In accordance with the Council's Charging Schedule:

- CIL is charged where the gross internal area of new build exceeds 100 sqm, or;
- involves the creation of a dwelling even when below 100 sq. m. (including changes of use).

# The Charging Zones



# CIL Charging Schedule

Development Type	CIL rate £/sq m
<i>Residential</i>	
Zone 1	£0
Zone 2	£40
Zone 3	£85
Retail A1	£100
All other Development Types	£0

Please note that indexation charges are also added to the CIL rate £/sq m and this is calculated by using the index figure in which the charging schedule took effect and the index figure for the year planning permission was first granted.

## Passing CIL receipts to Community/Town Councils

The Community Infrastructure Levy (CIL) Regulations require charging authorities (the council) to pass 15% of CIL receipts to the relevant community/town council from development that takes place in their area.

CIL receipts are passed twice a year

- by 28 April – for receipts received between 1 October and 31 March
- by 28 October – for receipts received between 1 April and 30 September

# CIL receipts passed to Community/Town Councils

Total receipts passed to Community/Town Councils up to October 2022 are £1,180,889.07

- Taffs Well - £13,210.99
- Pontypridd - £54,861.51
- Llantrisant - £9277.31
- Tonyrefail - £62,417.14
- Hirwaun - £9,190.30
- Llanharan - £950,550.76
- Llanharry - £786.67
- Llantwit Fardre - £60,173.26
- Gilfach Goch - £6,174.74
- Other (areas where no community council)- £8478.82
- Pontyclun - £5767.57

Community Councils where no CIL income has been received to date are Ynysybwl and Coed-Y-Cwm and Rhigos.

## What are Infrastructure Needs

- Community/town councils should carefully consider whether the expenditure addresses the extra demand on infrastructure that are caused by development within their area and be clear on the links between infrastructure and growth
- CIL cannot be a replacement for everyday community/town council expenditure and misspent CIL can be claimed back by RCT
- The production of a community/town council own version of an Infrastructure (Regulation 123) List can be a useful starting point for the prioritisation of infrastructure projects and demands development places on its area



## Infrastructure Lists

Community and Town Council Infrastructure Lists although not mandatory provide an open and transparent way of setting out the projects that the Community/Town Council proposes to spend their CIL receipts on.

The list can be amended/added to at any time in line with the Community/Town Council's own procedures for updating/amending the list, such as, consultation with existing groups and local residents within the area.

# Examples of Infrastructure that can be provided or Maintained by Community/Town Councils

- Acquire and maintain open spaces
- Acquire, provide and furnish a community building/public building/village hall
- Acquire land for play areas, recreation grounds, public walks, including their maintenance
- Repair and maintain public footpaths and bridleways
- Lighting for roads and public places, Provide parking places, Traffic Calming measures
- Provision of allotments
- Provide public toilets (does not include employee wages)
- Maintain, repair and protect War Memorials
- Provision of bus shelters
- Litter bins
- Provide a public clock

## Infrastructure Lists

CIL monies can be used to provide match funding with other income streams to make the most efficient use of funding to benefit the community.

The Councils “RCT Together” Community Development Team provides support, advice & guidance to community groups and works collaboratively with Town and Community Councils, Neighbourhood Network partners and funders to maximise match-funding opportunities that enable the delivery and sustainability of community based services. Access to this support is strongly encouraged. See link to [RCT Together Team](#)

The Community/Town Council should also work closely with their neighbouring Community/Town Councils, and RCT Council to agree on infrastructure spending priorities. If the Community/Town Council shares RCT Council’s priorities, they may agree that the Council should retain the CIL to spend on specific infrastructure (which may not be in the Community/Town Council administrative area) but will support the development of the area.

## Infrastructure Lists

To conclude:

Decisions on how the funds are spent are at the discretion of the Community/Town Council provided it is in accordance with the CIL Regulations.

It is recommended that Community and Town Councils, in the interest of transparency and fairness prepare their own Infrastructure List to help mitigate the impacts of development in their area.

**Any Questions?**

This page is intentionally left blank



## RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

17<sup>TH</sup> NOVEMBER 2022

### COMMUNITY LIAISON COMMITTEE

#### REPORT OF THE SERVICE DIRECTOR, COMMUNICATIONS & DEMOCRATIC SERVICES

#### INDEPENDENT REMUNERATION PANEL FOR WALES – DRAFT ANNUAL REPORT 2023-24

#### 1. PURPOSE OF THE REPORT

- 1.1 To inform members that under the requirements of the Local Government Measure 2011, the Independent Remuneration Panel for Wales has published its draft annual report 2023-24 for consultation as attached at Appendix A

#### 2. RECOMMENDATION

- 2.1 That member's note that the consultation on the draft annual report 2023-24 is open for members to respond to until 1<sup>st</sup> December 2022. Members are also able to respond to the consultation by emailing [IRPmailbox@gov.wales](mailto:IRPmailbox@gov.wales)

#### 3. REASONS FOR RECOMMENDATIONS

- 3.1 To ensure all members are provided with the opportunity to submit their representations on the draft annual report 2023-24, specifically in relation to section 13 of the report which relates to Town and Community Councils.

#### 4. EQUALITY AND DIVERSITY IMPLICATIONS

- 4.1 The proposal set out within the report is based on the principle of all elected Members being treated equally and consistently. As a result, no Equality Impact Assessment is deemed required for the purposes of this report.

5. **LINKS TO CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT.**

- 5.1 The provision of appropriate support and resources to elected Members is critical in ensuring the interests of local people are represented, governance of local communities is undertaken and value-for-money public services are secured for local tax-payers through effective scrutiny. The continued ability to effectively fulfil these duties will make a positive contribution to the Council's Corporate Plan priorities and the Well-being of Future Generations Act.





Llywodraeth Cymru  
Welsh Government

REPORT

# Independent Remuneration Panel for Wales: draft annual report 2023 to 2024

Sets the range and level of payments for the financial year  
2023 to 2024.

**First published:** 6 October 2022

**Last updated:** 6 October 2022

This document was downloaded from GOV.WALES and may not be the latest version.

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

# Contents

[Introduction](#)

[Role and responsibilities of the Panel](#)

[Summary of deliberations and determinations](#)

**This document was downloaded from GOV.WALES and may not be the latest version.**

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

# Introduction

Welcome to the draft report of the Independent Remuneration Panel for Wales, setting the decisions and determinations on pay, expenses and benefits for elected members of principal councils, community and town councils, national park authorities and fire and rescue authorities for implementation from April 2023.

This is my first report as Chair of the Panel, having been appointed in June this year. I would like to take this opportunity to thank John Bader, the outgoing Chair, for his service over many years and who led the Panel through 2 significant pieces of work last year, the Independent 10 year review of the Panel and restoring the link between elected members salaries and average earnings in Wales. I also thank Joe Stockley for his service and I am pleased to announce the appointment of Bev Smith in June this year. Saz Willey, Vice Chair, and Ruth Glazzard have continued to lead the work of the Panel during this period of change and I thank them for the support they have given both Bev and I, as new members.

This year the Panel has continued to focus on and take forward the recommendations from the 10 year review. There are 4 key strands to this work, review the way we work, set out a 3 year strategy for the Panel, improve how we communicate and engage with stakeholders and build a robust evidence base to inform decisions.

We have embarked on the recommended effectiveness review of the way we work and have started developing our longer-term strategy with a panel development day in August. We have agreed that our mission should be to deliver a fair and accountable reward framework for Wales' communities to have their voices heard within our democracy. We will use our expertise and professionalism to build trusting, sustainable partnerships to inform our work and deliver the changes Wales needs.

**This document was downloaded from GOV.WALES and may not be the latest version.**

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

We aim to improve the way we communicate and engage both with our immediate stakeholders and the general public. As a first step we now publish a summary of our monthly meetings on our website, but recognise there is much more to do. We aim to improve the accessibility and ease of use of our website and develop it into a more useful resource tool for people. We intend it to be an easy to use store of information on our determinations, and, building on our current frequently asked questions page, develop our guidance on how all decisions should be applied.

Whilst we are an independent body, we will continue to work collaboratively with key stakeholders engaged in promoting participation in local democracy. We look forward to participating in the forthcoming events hosted by the Welsh Government and Minister for Finance and Local Government, to share knowledge, experience, and best practice across a range of subjects related to the role of a councillor to develop a shared understanding of how we can take collective action to increase diversity in local democracy.

The Welsh Government will soon be publishing research which explores the barriers to standing for elected office and the changing role of the councillor and is developing a programme of work around the role of the community and town councils.

The Panel has decided that this year will be a year of consolidation. Major changes were put in place last year, and a significant uplift in salary levels was agreed. We wish to allow time for last year's determinations to bed in and to allow the Panel to continue its development of a research and evidence base to inform future decisions and move to a longer term planning cycle. This report reflects that decision.

During the past few years, we have been considering the structure of our reports and how we can make them more accessible to all. We have concluded that much of the information published replicates previous years, often without significant change. For this report we decided to focus on the changes made as

a result of the proposals. We have therefore decided that the majority of the content set out in previous reports will be removed from the report and placed on the Panel's website. We will make arrangements for those who are unable to access the website.

This change has significantly reduced the size of the report and made it more manageable to navigate. This approach is also in line with our efforts to respect the challenges facing us in protecting our planet.

This is a work in progress, and we would be interested in your views about this approach and so have specifically asked for some feedback as part of our consultation questions at the end of the report.

## Panel Membership

- Frances Duffy, Chair
- Saz Willey, Vice Chair
- Ruth Glazzard
- Bev Smith

Detailed information about the members can be found on the [Panel website](#).

## Role and responsibilities of the Panel

### Role of the Panel

The Panel is responsible for setting the levels and arrangements for the remuneration of members of the following organisations:

- principal councils, county and county borough councils

This document was downloaded from GOV.WALES and may not be the latest version.

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

- community and town councils
- national park authorities
- fire and rescue authorities
- corporate joint committees

The Panel is an independent body and is able to make decisions about:

- the salary structure within which members are remunerated
- the type and nature of allowances to be paid to members
- whether payments are mandatory or allow a level of local flexibility
- arrangements in respect of family absence
- arrangements for monitoring compliance with the Panel's decisions

The Panel is an independent organisation and the organisations listed above are required, by law, to implement the decisions it makes.

The Panel is also consultee for proposed changes to the pay of principal council Chief Executives.

## Principles

The work of the Panel is underpinned by a set of principles which guides its approach, methodology and decision making. They are:

- upholding trust and confidence: citizens rightly expect that all those who choose to serve in local authorities uphold the public trust by embracing the values and ethics implicit in such public service
- simplicity: the Framework is clear and understandable
- remuneration: the Framework provides for payment to members of authorities who carry a responsibility for serving their communities. The level of payment should not act as a barrier to taking up or continuing in the post
- diversity: democracy is strengthened when the membership of authorities

**This document was downloaded from GOV.WALES and may not be the latest version.**

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

adequately reflects the demographic and cultural make-up of the communities such authorities serve

- accountability: taxpayers and citizens have the right to receive value for money from public funds committed to the remuneration of those who are elected, appointed or co-opted to serve in the public interest
- fairness: the Framework will be capable of being applied consistently to members of all authorities within the Panel's remit as a means of ensuring that levels of remuneration are fair, affordable and generally acceptable
- quality: the Panel recognises that the complex mix of governance, scrutiny and regulatory duties incumbent upon members requires them to engage with a process of continuous quality improvement
- transparency: transparency of members' remuneration is in the public interest

## Summary of deliberations and determinations

### Methodology

Each year the Panel engages with members of the bodies for which it sets remuneration levels, officers within those organisations, clerks, Welsh Local Government Association, One Voice Wales and the Society for Local Council Clerks. It does this through a range of meetings which, at the moment, remain mostly online. The Panel will continue with these discussions. They provide an opportunity for the Panel to explore views about existing arrangements, the impact decisions are having on individuals, how the arrangements are operating in practice and any issues or concerns individuals wish to raise. It also provides an opportunity for discussion about emerging situations which the Panel may need to consider in respect of its decision making.

The draft report is published widely and members of the public are encouraged to and have provided valuable feedback and we welcome this.

**This document was downloaded from GOV.WALES and may not be the latest version.**

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

The Panel also considers feedback from the publishing of the Annual Report in the previous year. The changes made in last year's Report, in particular the uplift in the basic salary, seem to have been well received by stakeholders. The issues raised with the Panel have all been centred around the detail of the Determinations, asking for guidance on how they should be applied or asking for points of clarification where the text of the Report was unclear.

The Panel has therefore agreed to review the format and structure of the main Report and make better use of the Panel website to provide information and guidance.

The Panel has a duty to set payments that are fair and that encourage and enable democratic participation. It must also take account of affordability and acceptability.

In making its determinations for this Draft Report, the Panel considered a range of benchmarks, including past, current and projected indices and actual figures and the known and forecast extent and impact of multiple economic and social factors. These included post Brexit and COVID work environments and the cost of living, energy and climate crises.

The Panels proposals are consulted on and following consideration of the views received in response to its consultation the Panel makes its final determinations which are published each year in its Annual Report.

## **Panel's Determinations for 2023 to 2024**

### **Basic salary for elected members of principal councils: determination 1**

The basic salary, paid to all elected members, is remuneration for the

**This document was downloaded from GOV.WALES and may not be the latest version.**

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).



responsibility of community representation and participation in the scrutiny, regulatory and related functions of local governance. It is based on a full time equivalent of 3 days a week. The Panel regularly reviews this time commitment and no changes are proposed for 2023 to 2024.

Last year the Panel reset the basic salary to align with the **2020 Annual Survey of Hours and Earnings (ASHE)** published by the Office of National Statistics. This reduced the imbalance that had arisen between the basic salary of members of principal councils and the average salaries of their constituents. The change took effect from the May 2022 local elections. The rationale for this significant step can be found in last year's **Annual Report** and a detailed explanatory paper setting out the historical context and analysis is available on the **Panel's website**.

Building on this decision the Panel has determined that for the financial year 1 April 2023 to 31 March 2024 it is right to retain a link between the basic salary of councillors and the average salaries of their constituents. The basic salary will be aligned with 3 fifths of the all Wales **2021 ASHE**, the latest figure available at drafting. This will be £17,600. This will represent a 4.76% increase in the basic salary.

## **Salaries paid to Senior, Civic and Presiding members of principal councils: determination 2**

The limit on the number of senior salaries payable (“the cap”) will remain in place. At the 2022 local elections boundary reviews changed the number of members for some councils. The Panel adjusted the senior salary cap for these councils in its 2022 to 2023 Annual Report. As there are no further changes for 2023 to 2024, the maximum number of senior salaries payable within each council remains as set out in the **2022 to 2023 Report**.

All senior salaries include the basic salary payment. The different levels of

**This document was downloaded from GOV.WALES and may not be the latest version.**

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

additional responsibility of and between each role is recognised in a banded framework. The framework was revised last year after a review of differentials and market comparators. No changes to banding are proposed this year. Early next year the Panel will gather evidence from principal councils to explore whether and how the workload of elected members has changed.

The **ASHE 2021** increase applies to the role element of Band 1 and Band 2 salaries, leader, deputy leader and executive members.

To complete the last year's realignment of the framework, Band 3 and Band 4 salary holders will receive a small increase to the role element of their pay and the role element of Band 5 pay will remain frozen. The increase in basic salary will apply.

The salary of a leader of the largest (Group A) council will therefore be £66,000. All other payments have been decided in reference to this and are set out in Table 1.

## **Table 1: salaries payable to basic, senior, civic and presiding members of principal councils**

### **Group A**

- Cardiff
- Rhondda Cynon Taf
- Swansea

**Description**

	<b>Remuneration</b>
<b>Basic salary (payable to all elected members)</b>	£17,600
<b>Band 1: leader</b>	£66,000
<b>Band 1: deputy leader</b>	£46,200
<b>Band 2: executive members</b>	£39,600
<b>Band 3: committee chairs, civic head and presiding officer (if remunerated)</b>	£26,400
<b>Band 4: leader of the largest opposition group</b>	£26,400
<b>Band 5: leader of other political groups and deputy civic head</b>	£21,340
<b>Band 5: deputy presiding member (no role payment)</b>	£17,600

This document was downloaded from GOV.WALES and may not be the latest version.

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

## Group B

- Bridgend
- Caerphilly
- Carmarthenshire
- Conwy
- Flintshire
- Gwynedd
- Newport
- Neath Port Talbot
- Pembrokeshire
- Powys
- Vale of Glamorgan
- Wrexham

### Description

	Remuneration
<b>Basic salary (payable to all elected members)</b>	£17,600
<b>Band 1: leader</b>	£59,400
<b>Band 1: deputy leader</b>	£41,580
<b>Band 2: executive members</b>	£35,640

This document was downloaded from GOV.WALES and may not be the latest version.

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

	<b>Remuneration</b>
<b>Band 3: committee chairs, civic head and presiding officer (if remunerated)</b>	£26,400
<b>Band 4: leader of the largest opposition group</b>	£26,400
<b>Band 5: leader of other political groups and deputy civic head</b>	£21,340
<b>Band 5: deputy presiding member (no role payment)</b>	£17,600

## **Group C**

- Blaenau Gwent
- Ceredigion
- Denbighshire
- Merthyr Tydfil
- Monmouthshire
- Torfaen
- Isle of Anglesey

**This document was downloaded from GOV.WALES and may not be the latest version.**

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

**Description**

	<b>Remuneration</b>
<b>Basic salary (payable to all elected members)</b>	£17,600
<b>Band 1: leader</b>	£56,100
<b>Band 1: deputy leader</b>	£39,270
<b>Band 2: executive members</b>	£33,660
<b>Band 3: committee chairs, civic head and presiding officer (if remunerated)</b>	£26,400
<b>Band 4: leader of the largest opposition group</b>	£26,400
<b>Band 5: leader of other political groups and deputy civic head</b>	£21,340
<b>Band 5: deputy presiding member (no role payment)</b>	£17,600

There are no further changes to the payments and benefits paid to elected members and therefore all other Determinations from 2022 to 2023 still stand and should be applied in 2023 to 2024, including those covering:

**This document was downloaded from GOV.WALES and may not be the latest version.**

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

- travel and subsistence
- care and personal assistance
- sickness absence
- corporate joint committees
- assistants to the executive
- additional salaries and job sharing arrangements
- co-opted Members

### **Salaries for joint overview and scrutiny committees: determination 3**

The salary of a chair of a Joint Overview and Scrutiny Committee will be £8,800.

The salary of vice-chair will be £4,400.

There are no other changes.

### **Payments towards costs and expenses of members of community and town councils: determination 4**

Last year the Panel carried out a major review of the remuneration framework for community and town councils and undertook a comprehensive consultation exercise with the sector. The Framework was updated then and this year the Panel has decided to make limited but important changes.

The Panel recognise that all members of community and town councils necessarily spend time working from home on council business. This was the case before and during COVID and is continuing. As a result, members have extra domestic costs and also need office consumables.

The Panel considers members should not be out of pocket for carrying out their duties. It therefore proposes the following.

**This document was downloaded from GOV.WALES and may not be the latest version.**

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

## **Basic payment for extra costs of working from home**

All councils must pay their members £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home.

## **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.

The level of payments is set out in Table 2.



**Table 2: payments to community and town councils**

Type of payment	Group	Requirement
Extra costs payment	1 (Electorate over 14,000)	Mandatory for all members
Senior role	1 (Electorate over 14,000)	Mandatory for 1 member; optional for up to 7
Mayor or chair	1 (Electorate over 14,000)	Optional: up to a maximum of £1,500
Deputy mayor or deputy chair	1 (Electorate over 14,000)	Optional: up to a maximum of £500
Attendance allowance	1 (Electorate over 14,000)	Optional
Financial loss	1 (Electorate over 14,000)	Optional
Travel and subsistence	1 (Electorate over 14,000)	Optional
Costs of care or personal assistance	1 (Electorate over 14,000)	Mandatory
Extra costs payment	2 (Electorate over 10,000 to 13,999)	Mandatory for all members
Senior role	2 (Electorate over 10,000 to 13,999)	Mandatory for 1 member; optional up to 5

**This document was downloaded from GOV.WALES and may not be the latest version.**

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

Mayor or chair	2 (Electorate over 10,000 to 13,999)	Optional: up to a maximum of £1,500
Deputy mayor or deputy chair	2 (Electorate over 10,000 to 13,999)	Optional: up to a maximum of £500
Attendance allowance	2 (Electorate over 10,000 to 13,999)	Optional
Financial loss	2 (Electorate over 10,000 to 13,999)	Optional
Travel and subsistence	2 (Electorate over 10,000 to 13,999)	Optional
Costs of care or personal assistance	2 (Electorate over 10,000 to 13,999)	Mandatory
Extra costs payment	3 (Electorate over 5,000 to 9,999)	Mandatory for all members
Senior role	3 (Electorate over 5,000 to 9,999)	Optional up to 3 members
Mayor or chair	3 (Electorate over 5,000 to 9,999)	Optional: up to a maximum of £1,500
Deputy mayor or deputy chair	3 (Electorate over 5,000 to 9,999)	Optional: up to a maximum of £500
Attendance allowance	3 (Electorate over 5,000 to 9,999)	Optional

**This document was downloaded from GOV.WALES and may not be the latest version.**

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

Financial loss	3 (Electorate over 5,000 to 9,999)	Optional
Travel and subsistence	3 (Electorate over 5,000 to 9,999)	Optional
Costs of care or personal assistance	3 (Electorate over 5,000 to 9,999)	Mandatory
Extra costs payment	4 (Electorate over 1,000 to 4,999)	Mandatory for all members
Senior role	4 (Electorate over 1,000 to 4,999)	Optional up to 3 members
Mayor or chair	4 (Electorate over 1,000 to 4,999)	Optional: up to a maximum of £1,500
Deputy mayor or deputy chair	4 (Electorate over 1,000 to 4,999)	Optional: up to a maximum of £500
Attendance allowance	4 (Electorate over 1,000 to 4,999)	Optional
Financial loss	4 (Electorate over 1,000 to 4,999)	Optional
Travel and subsistence	4 (Electorate over 1,000 to 4,999)	Optional
Cost of care or personal assistance	4 (Electorate over 1,000 to 4,999)	Mandatory

**This document was downloaded from GOV.WALES and may not be the latest version.**

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

Basic costs payment	5 (Electorate less than 1,000)	Mandatory for all members
Senior role	5 (Electorate less than 1,000)	Optional up to 3 members
Mayor or chair	5 (Electorate less than 1,000)	Optional: up to a maximum of £1,500
Deputy mayor or deputy chair	5 (Electorate less than 1,000)	Optional: up to a maximum of £500
Attendance allowance	5 (Electorate less than 1,000)	Optional
Financial loss	5 (Electorate less than 1,000)	Optional
Travel and subsistence	5 (Electorate less than 1,000)	Optional
Cost of care or personal allowance	5 (Electorate less than 1,000)	Mandatory

There are no further changes to the payments and benefits paid to elected members and therefore all other Determinations from 2022 to 2023 still stand and should be applied in 2023 to 2024, including those covering:

- payments for undertaking senior roles
- contributions towards costs of care and personal assistance
- reimbursement of travel and subsistence costs
- compensation for financial loss

**This document was downloaded from GOV.WALES and may not be the latest version.**

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

- attendance allowance
- co-opted members

## **Payments to national parks authorities and fire and rescue authorities: determination 5**

The 3 national parks in Wales: Brecon Beacons, Pembrokeshire Coast and Snowdonia were formed to protect spectacular landscapes and provide recreation opportunities for the public. **The Environment Act 1995** led to the creation of a national park authority (NPA) for each park.

National park authorities comprise members who are either elected members nominated by the principal councils within the national park area or are members appointed by the Welsh Government through the Public Appointments process. The Welsh Government appointed and council nominated members are treated equally in relation to remuneration.

The 3 fire and rescue services (FRAs) in Wales: Mid and West Wales, North Wales and South Wales were formed as part of local government re-organisation in 1996. FRAs comprise elected members who are nominated by the Principal Councils within each fire and rescue service area.

Payments will increase as a result of the uplift proposed for elected members of principal councils. Therefore, there will also be an uplift of 4.76% in the basic salary element.

The remuneration for Chairs will remain linked to a Band 3 senior salary of principal councils. Therefore there will be a small increase to the role element of their pay. Deputy Chairs, Committee Chairs and other senior roles will remain linked to Band 5. Therefore their role element of pay will remain frozen. The increase in basic salary will apply. Full details of the levels of remuneration for members of national park authorities and fire and rescue authorities, is set out in

Table 3.

**Table 3: payments to national parks authorities and fire and rescue authorities**

**National parks authorities**

	<b>Amount</b>
Basic salary for ordinary member	£4,964
Chair	£13,764
Deputy chair (where appointed)	£8,704
Committee chair or other senior post	£8,704

**Fire and rescue authorities**

	<b>Amount</b>
Basic salary for ordinary member	£2,482
Chair	£11,282
Deputy chair (where appointed)	£6,222

This document was downloaded from GOV.WALES and may not be the latest version.

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

---

	<b>Amount</b>
Committee chair or other senior post	£6,222

---

All other Determinations for 2022 to 2023 will still stand and should be applied in 2023 to 2024, including those covering:

- contributions towards costs of care and personal assistance
- reimbursement of travel and subsistence costs
- compensation for financial loss
- co-opted members
- restrictions on receiving double remuneration where a member holds more than one post

**This document may not be fully accessible.**

For more information refer to our [accessibility statement](#).

**This document was downloaded from GOV.WALES and may not be the latest version.**

Go to <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024-html> for the latest version.

Get [information on copyright](#).

This page is intentionally left blank