

**ITEM No ...10.....**

**REPORT TO: CITY COUNCIL – 23 MAY 2022**

**REPORT ON: MEMBERS SALARIES, PENSIONS & EXPENSES**

**REPORT BY: EXECUTIVE DIRECTOR OF CORPORATE SERVICES**

**REPORT NO: 136-2022**

**1 PURPOSE OF REPORT**

To recommend a scheme of salaries and expenses for elected members to be effective from 23 May 2022.

**2 RECOMMENDATIONS**

2.1 It is recommended that the Council:

- (a) approves the Member salaries as set out in Appendix A, effective from 23 May 2022; and
- (b) agrees that a Scheme of Salaries and Expenses based on this report be prepared and issued to all elected members.

**3 FINANCIAL IMPLICATIONS**

3.1 A provision for members' salaries, pensions and expenses of £787,000 is included in the Corporate Services 2022/23 Revenue Budget.

**4 BACKGROUND**

4.1 The Local Governance (Scotland) Act 2004 (Remuneration) Regulations 2007 sets out the framework for councillor salaries and The Local Governance (Scotland) Act 2004 (Remuneration) Regulations 2022 set out the current rates. Member expenses are governed by The Local Government (Allowances and Expenses) (Scotland) Regulations 2007.

4.2 Reference is made to Article XI of the minute of the meeting of the City Council of 22 May 2017 when Report 167-2017, which set out the current members' salaries, was approved.

**5 SALARIES, PENSIONS & EXPENSES**

5.1 Under the current regulations, the elected members' salaries for the City Council are as set out below.

- The Leader of the Administration shall receive a salary of £39,148.
- The Civic Head, i.e. the Lord Provost, shall receive a salary of £29,361.
- In addition to the Civic Head's remuneration, the Council may pay the Lord Provost a civic allowance of up to £3,000. This allowance shall be reimbursed in respect of receipted expenditure which has been incurred by the Civic Head.
- The City Council can pay remuneration to up to 13 Senior Councillors.
- Each local authority shall pay to each of its Senior Councillors an amount to be determined by the authority, but which shall be greater than the basic Councillor's salary.

- The total amount payable to Senior Councillors is determined by a formula set out in the regulations and for the City Council this total sum is £318,058.
- Each Council shall not pay its Senior Councillors any amount of remuneration as the Leader of Administration, the Civic Head or as a Basic Councillor.
- The remaining Councillors who are not the Leader of Administration, Civic Head or Senior Councillors shall each be a Basic Councillor and will receive remuneration of £19,571 per annum.
- In terms of the Tayside Valuation Joint Board and Tay Road Bridge Joint Board, the Convener shall be paid a total yearly amount of £24,467 (inclusive of any amount payable to the Convener as a Councillor or Senior Councillor), or if greater, the amount payable to the Convener as a Senior Councillor.
- The Vice Conveners of the two Joint Boards referred to immediately above shall be paid a total yearly amount of £23,244 (inclusive of any amount payable to the Vice Convener as a Councillor or Senior Councillor), or if greater, the amount payable to the elected member as a Senior Councillor.
- An elected member cannot receive more than one salary and they will receive the higher salary of the respective posts they are holding.
- If a member is suspended in terms of the Ethical Standards in Public Life etc (Scotland) Act 2000 for a period in excess of 2 calendar months, then the member's remuneration shall be reduced by 50%.

5.2 Elected members will have access to the Local Government Pension Scheme (LGPS) and will be automatically enrolled up to age 75 unless they opt out.

5.3 Normal pension age is linked to members' state pension age for all benefits built up from April 2015, and as such normal pension age will change in line with state pension age amendments. For Council members contributing to the LGPS prior to 1 April 2015, the normal pension age for benefits accrued to this date is age 65.

5.4 Tiered contributions as per the table below will be applied.

<b>Pensionable Pay (2022/2023)</b>	<b>Rate (%)</b>
On earnings up to and including £23,000	5.5%
On earnings above £23,001 and up to £28,100	7.25%
On earnings above £28,101 and up to £38,600	8.5%
On earnings above £38,601 and up to £51,400	9.5%
On earnings of £51,401 and above	12%

5.5 The pension is a career average related earnings scheme to reflect the possibility that elected members may hold positions of responsibility with higher remuneration at various points in their career.

5.6 Under the expenses regulations referred to in Paragraph 4.1, the following conditions will apply:

- Expenditure on travel, subsistence or other expenses by an elected member on approved duties must be receipted and will be reimbursed by the local authority.

- Each local authority shall not make any payments to its members by way of travel or subsistence allowances (as opposed to the reimbursement of receipted expenditure incurred) in respect of carrying out any approved duty, except where that is permitted by these Regulations.
- A member of a local authority shall be entitled to receive payments by way of a mileage allowance in respect of travelling (whether inside or outside the United Kingdom) which is reasonably incurred by them for the purpose of enabling them to perform any approved duty as a member of that local authority. The mileage allowance in respect of the types and rates of travelling are as follows:

car or van	25 pence per mile*
motorcycle	24 pence per mile
bicycle	20 pence per mile
	and
passengers (where both the member and passengers are carrying out approved duties)	5 pence per mile per passenger

\* The mileage allowance per the Scottish Government Regulations is 45p per mile for a car or van, however, the Council approved a reduced rate of 25p per mile in 2013. Any member may apply in writing to the Executive Director of Corporate Services should they wish to receive the full HMRC mileage rate.

- Any member of a local authority may claim amounts of expenditure or allowance by completing and lodging a claim form with the local authority.
- The maximum subsistence rates payable by the local authority are as follows:

breakfast (where no overnight subsistence is claimed)	£8 per day
lunch	£12 per day
dinner	£25 per day

- Overnight accommodation away from home and local authority premises:

within London	£131
elsewhere	£110
staying with friends or family	£25

- For visits abroad overnight is deemed to cover 24 hours per the London limit of £131.
- The above limits are the maximum amount within which subsistence expenses may be incurred.
- If all accommodation/meals etc are provided by host/conference/residential course then a maximum allowance of £40 per 24 hour period may be claimed to cover out of pocket expenses (e.g. coffees, incidental expenses etc.) including hospitality, provided receipts are submitted.

- Other transport costs (parking charges, road and bridge tolls, ferry fares, taxi fares, public transport fares etc.) will be reimbursed based on receipted expenditure, with the exception of road and bridge tolls which do not require receipts.
- Telephone and computer line rental for use of personal telephone and computer for approved duties will be reimbursed 50% of line rental costs.
- Members will be offered a Council contract mobile phone.
- Other telephone and computer costs (including business calls) required for approved duties will be reimbursed based on receipted costs.
- All expenditure (except for road and bridge tolls) will only be reimbursed on production of valid receipts.
- Every local authority shall keep a record of the payments of expenditure and allowances made by it in accordance with these Regulations and these are published annually.

5.7 The Remuneration Regulations make provision for local authorities to make payments either calendar monthly or every 4 weeks.

5.8 Dundee City Council payments of salaries and expenses will be paid on a calendar monthly basis.

## 6 **POLICY IMPLICATIONS**

6.1 This report has been subject to an assessment of any impacts on Equality and Diversity, Fairness and Poverty, Environment and Corporate Risk. There are no major issues.

## 7 **CONSULTATIONS**

7.1 The Council Leadership Team were consulted in the preparation of this report.

## 8 **BACKGROUND PAPERS**

8.1 None.

**ROBERT EMMOTT**  
**EXECUTIVE DIRECTOR OF CORPORATE SERVICES**

**16 MAY 2022**

## APPENDIX A

## Member Salaries (as at 1 April 2022 rates)

Appointment	£	£
<b>Council Leader</b>		<b>39,148</b>
<b>Lord Provost</b>		<b>29,361</b>
<b>Senior Councillors</b>		
Depute Lord Provost	22,018	
Depute Convener, Policy & Resources Committee (specific responsibility for Finance)	25,996	
Lead Member for Health and Social Care	25,996	
Convener, Scrutiny Committee (Leader of Major Opposition Group)	25,996	
Convener, City Development Committee	25,996	
Convener, Neighbourhood Services Committee	25,996	
Convener, Community Safety and Public Protection Committee	25,996	
Convener, Children and Families Services Committee	25,996	
Convener, Licensing Committee	-	
Convener, Licensing Board	-	
Convener, Planning Committee	25,996	
Depute Convener, City Development Committee	22,018	
Depute Convener, Neighbourhood Services Committee	22,018	
Depute Convener, Community Safety and Public Protection Committee	-	
Depute Convener, Children and Families Services Committee	22,018	
Depute Convener, Planning Committee	22,018	
<b>Total for Senior Councillors</b>		<b>318,058</b>
<b>Basic Councillor Salaries (14 x £19,571)</b>		<b>273,994</b>
<b>Total Salaries</b>		<b>660,561</b>

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