

# **WEST DUNBARTONSHIRE COUNCIL**

## **Report by the Chief Executive**

**Council : 25 April 2007**

---

### **Subject: New Councillor Remuneration Scheme**

#### **1. Purpose**

- 1.1** The purpose of this report is to update Council on the new remuneration scheme that will come into effect for West Dunbartonshire on 3 May 2007.

#### **2. Background**

- 2.1** The Local Governance (Scotland) Act 2004 (Remuneration) Regulations 2007 come into force as at 2 May 2007. The regulations make provision for the payment of allowances and expenses by local authorities to their members from and after the date of the next ordinary election that is held after 2 May 2007.

#### **3. Main Issues**

- 3.1** The new regulations will impact upon three main areas of remuneration, namely:-

Payment of Allowances  
Reimbursement of Expenses  
Access to a Pension Scheme

##### Payment of Allowances

- 3.2** Each local authority will have one Leader of the Council. For West Dunbartonshire Council, this post will attract a fixed allowance of £30,905 per annum. This figure is set by the regulations and the Council is not able to vary this remuneration level.
- 3.3** Each Council may also have one Civic Head. This post would attract an allowance up to a maximum of 75% of the Leader's allowance i.e. a maximum of £23,179 per annum. West Dunbartonshire Council has always recognised the post of Provost as representing the Civic Head.
- 3.4** In addition to the Leader and Civic Head, the Council will be entitled to appoint a maximum of ten Senior Councillors. If the Council decided to pay an allowance to a Deputy Leader and Deputy Civic Head (Deputy Provost), these posts would count toward the ten senior posts and the costs would come from the overall budget for Senior Councillors. The Council will have a budget of £193,600 for Senior Councillors and the maximum allowance payable to any Senior Councillor is 75% of the Leader's allowance i.e. £23,179. It will be for the Council to determine which posts are deemed to be a Senior Councillor. The Council will also decide the level of remuneration to be paid to each Senior Councillor as long no Councillor receives more than £23,179 per annum and the total sum paid out to Senior Councillors does not exceed £193,600.

- 3.5** All Councillors who do not hold the position of Leader, Civic Head or Senior Councillor will receive a basic remuneration of £15,452 per annum. This figure is set by the regulations and the Council is not able to vary this remuneration level.
- 3.6** Separate provisions will apply to the payments to Conveners and Depute Conveners of Joint Boards.

#### Reimbursement of Expenses

- 3.7** Claims for travel and subsistence can only be claimed when undertaking approved duties of the Council. The only allowance that is available to Councillors under the new regulations is for mileage. Claims for subsistence (meal expenditure) will be on the basis of receipted expenditure. The regulations prescribe the appropriate mileage rate as follows:-

49.3p per mile for travel by own car or van  
24p per mile for travel by motorcycle  
20p per mile for travel by bicycle  
5p per passenger per mile where both the passenger and the Councillor are carrying out approved duties

These rates are mandatory.

- 3.8** Meal expenditure cannot be reimbursed where a Councillor is carrying out Council business in his or her own ward or on Council premises within West Dunbartonshire. All claims must be accompanied by receipts and the maximum sums payable are:-

Breakfast (if no overnight claimed)	£ 8.00
Lunch	£12.00
Dinner	£25.00

- 3.9** The Council will also be allowed to reimburse actual and receipted expenditure incurred by the Civic Head in carrying out his or her civic duties. The Civic Head's expenses cannot exceed £3,000 per annum.
- 3.10** The existing arrangements for the reimbursement of telephone allowances and access to email and Internet will continue under the new regulations.

#### Pension Scheme

- 3.11** Councillors will be entitled to join the Local Government Pension Scheme (LGPS). The main features of the scheme are:-

A contribution rate of 6% of pay  
Defined benefit payout based upon career average earnings  
A pension of 1/80<sup>th</sup> of career average pay and a lump sum of 3/80<sup>th</sup> of career average pay for each year of membership.

**3.12** Councillors will be eligible to make additional contributions to the LGPS and to buy previous periods of Councillor service from 1 January 1995 to 2 May 2007.

#### **4. Personnel Issues**

**4.1** There are no personnel issues.

#### **5. Financial Implications**

**5.1** The costs associated with the new remuneration scheme are provided for within the Revenue Estimates for 2007/08

#### **6. Risk Analysis**

**6.1** The Council cannot exceed the limits set out in the regulations in respect of the number of posts, the allowances payable and the level of expenses reimbursed.

#### **7. Conclusions**

**7.1** The number of Senior Councillor posts and allowances payable is determined by the new regulations. These allowances will apply as from 3 May 2007 and it will be for the new Council to determine the posts deemed as being a senior Councillor and the level of remuneration applicable.

#### **8. Recommendations**

**8.1** The Council is asked to note the impact of the new remuneration regulations.

.....  
**David McMillan**  
**Chief Executive**  
**Date: 16 April 2007**

---

**Person to Contact:** Vincent Gardiner, Manager of Exchequer  
Council Offices, Garshake Road, Dumbarton, G82 3PU.  
Telephone (01389) 737192  
Email: [vincent.gardiner@west-dunbarton.gov.uk](mailto:vincent.gardiner@west-dunbarton.gov.uk)

**Appendix:** None

**Background Papers:** The Local Governance (Scotland) Act 2004 (Remuneration) Regulations 2007

**Wards Affected:** All Wards