

## Eitem 13 ar y Rhaglen

| CYNGOR SIR YNYS MON / ISLE OF ANGLESEY COUNTY COUNCIL |   |
|---|---|
| CYFARFOD  | PWYLLGOR SAFONAU  |
| DYDDIAD:  | 12 RHAGFYR 2013   |
| TEITL YR ADRODDIAD:                                   | YMGYNGHORIAD Y PANEL ANNIBYNNOL AR GYDNABYDDIAETH ARIANNOL                    |
| PWRPAS YR ADRODDIAD:                                  | I DDARPARU DIWEDDARIAD YN DILYN YR YMGYNGHORIAD YM MIS MEDI 2013              |
| ADRODDIAD GAN:  | LYNN BALL PENNAETH SWYDDOGAETH (BUSNES Y CYNGOR) / SWYDDOG MONITRO            |
| SWYDDOG CYSWLLT:                                      | LYNN BALL PENNAETH SWYDDOGAETH (BUSNES Y CYNGOR) / SWYDDOG MONITRO (est 2586) |

### 1. RHAGARWEINIAD A CHEFNDIR

Erbyn hyn dim ond disgresiwn cyfyngedig sydd gan Awdurdodau Lleol mewn perthynas â thalu lwfansau i Aelodau etholedig; gyda'r rhan fwyaf o'r penderfyniadau yn awry n cael eu gwneud gan Banel Annibynnol Cymru ar Gydabyddiaeth Ariannol.

### 2. Y BROSES

Cyflwynodd y Panel Adroddiad Atodol Drafft mewn llythyr dyddiedig 1 Awst 2013 ar daliadau i Aelodau Cyfetholedig Awdurdodau Lleol, trwy gyfrwng ymgynghoriad. Mae copi o'r llythyr ynghlwm fel Atodiad 1. Mae'r cynigion yn cael effaith ar Aelodau Cyfetholedig y Pwyllgor Safonau (yn ogystal ag Aelodau Cyfetholedig y Pwyllgorau Archwilio a Sgriwtini).

### 3. YMATEB I'R YMGYNGHORIAD

Ar 26 Medi 2013, mi yrrwyd ymateb y Cyngor i'r Ymgynghoriad gan y Prif Weithredwr. Mae copi o'r llythyr ynghlwm. Atodiad 2.

### 4. CANLYNIAD

Ar 1 Tachwedd 2013, mi dderbyniwyd e-bost gan Lywodraeth Cymru yn cynnwys llythyr gan y Panel Annibynnol Cymru ar Gydabyddiaeth Ariannol yn nodi'r penderfyniad sydd yn dod i rym ar 1 Ionawr 2013, copi ynghlwm fel Atodiad 3.

### 5. ARGYMHELLIAD

I nodi cynnwys y llythyr atodol gan y Panel Annibynnol Cymru ar Gydabyddiaeth Ariannol.

**ATODIAD 1**



Our Ref: qA900196

To:

Leaders and Chief Executives of County and County Borough Councils

Chairs and Chief Executives of National Park Authorities

Chairs and Clerks of Fire and Rescue Authorities

Leader and Chief Executive of Welsh Local Government Association

Head of Democratic/Members Services of County and County

Borough Councils, National Park Authorities and Fire and Rescue Authorities

1 August 2013

Dear Colleagues

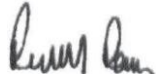
**Supplementary Report of the Independent Remuneration Panel In respect of payments to Co-opted Members**

I enclose a draft of the Supplementary Report that the Independent Remuneration Panel is issuing in respect of payments to co-opted members of local authorities. This arises from the issues that were raised with the Panel during our visits to the 22 Principal Authorities, the 3 National Park Authorities and the 3 Fire and Rescue Authorities. While these are matters that would normally be dealt with in our Annual Report, in the interests of fairness we consider that they should be resolved as soon as possible, rather than wait for the implementation of the next Annual Report in 2014.

The Panel welcomes all views on the proposals contained in the draft Report but would ask you to ensure that it is brought to the attention of all co-opted members of your authority so that they have an opportunity to feed in their views directly.

Responses to the draft are required by 26<sup>th</sup> September 2013.

Yours sincerely



Richard Penn

Chair

Independent Remuneration Panel for Wales



Our Ref: qA900196

To:

Leaders and Chief Executives of County and County Borough Councils

Chairs and Chief Executives of National Park Authorities

Chairs and Clerks of Fire and Rescue Authorities

Leader and Chief Executive of Welsh Local Government Association

Head of Democratic/Members Services of County and Borough Councils

Borough Councils, National Park Authorities and Fire and Rescue Authorities

1 August 2013

Dear Colleagues

**DRAFTS SUPPLEMENTARY REPORT –  
PAYMENTS TO CO-OPTED MEMBERS OF LOCAL AUTHORITIES**

1. This constitutes Supplementary Report of the Independent Remuneration Panel for Wales (the Panel) in accordance with Section 147 of the Local Government Measure (Wales) 2011 (the Measure). It relates to payments made to co-opted members of Principal Authorities, National Park Authorities and Fire and Rescue Authorities, who have the right to vote.
2. During a 10 week period, from March to June 2013 the Panel visited each of the 28 authorities and a significant number of points were raised at these meetings. The Panel will be considering these over the coming months in relation to the next or future Annual Reports. However, issues came to light in respect of payments to co-opted members that the Panel believes should be actioned in advance of the next Annual Report which will not take effect until Spring 2014.

3. These issues are:

- i) Recognising that the preparation for meetings can be very time consuming but the current Remuneration Framework does not allow this time to be included for payment.
- ii) While co-opted members are entitled to claim travelling expenses, the Framework does not indicate whether travelling time to and from meetings can be counted in the assessment of whether a meeting is a full day or half day for payment purposes.
- iii) Several co-opted members expressed concerns that they were not made aware, in advance whether meetings were scheduled for a half day or a full day. This created difficulties for planning their diaries, particularly if the individual member had other work related activities to be planned. It was suggested that the Monitoring Officer (or other relevant officer) could be authorised to set a appropriate fee in advance having determined the likely time required to deal with the agenda.
- iv) There was a lack of clarity over what constituted a "meeting". The Panel was asked to consider whether it includes other committees or working groups (including task and finish groups) that co-opted members are requested to attend.

4. The Panel has considered these matters and has decided:

#### Determinations

- i) Time for preparation for meetings is eligible to be included in claims made by co-opted members to the extent of which can be determined by the appropriate officer in advance of the meeting.
- ii) 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 hourly rate).
- iii) 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 that determination even if the meeting finishes before four hours have elapsed.
- iv) Meetings eligible for the payment of fee include other committees and working groups (including task and finish groups) or any other formal meeting to which co-opted members are requested to attend. (pre meetings with officers, training and attendance at conferences are already eligible for payment)

Regards

Yours sincerely



Chair

Independent Remuneration Panel for Wales

## ATODIAD 2

### Lynn Ball

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**From:** Richard P. Jones  
**Sent:** 04 November 2013 09:27  
**To:** Ieuan Williams; Bob Parry; John Arwel Roberts; Clare J. Williams; Lynn Ball; J Huw. Jones; Hywel Eifion Jones  
**Subject:** FW: IRPW SUPPLEMENTARY REPORT IN RESPECT OF PAYMENTS TO CO-OPTED MEMBERS OF LOCAL AUTHORITIES IN WALES 2013

Er gwybodaeth / for information.

**From:** Matthews, Lauren (LGC - DEP) [mailto:Lauren.Matthews2@Wales.GSI.Gov.UK]  
**Sent:** 01 November 2013 09:12  
**To:** [Hedley.McCarthy@blaenau-gwent.gov.uk](mailto:Hedley.McCarthy@blaenau-gwent.gov.uk); [David.waggett@blaenau-gwent.gov.uk](mailto:David.waggett@blaenau-gwent.gov.uk); [Cllr.MEJ.Nott@bridgend.gov.uk](mailto:Cllr.MEJ.Nott@bridgend.gov.uk); [darren.mepham@bridgend.gov.uk](mailto:darren.mepham@bridgend.gov.uk); [harryandrews@caerphilly.gov.uk](mailto:harryandrews@caerphilly.gov.uk); [HJoyce@cardiff.gov.uk](mailto:HJoyce@cardiff.gov.uk); [c.salter@cardiff.gov.uk](mailto:c.salter@cardiff.gov.uk); [KMadge@sirgar.gov.uk](mailto:KMadge@sirgar.gov.uk); [mjames@carmarthenshire.gov.uk](mailto:mjames@carmarthenshire.gov.uk); [eathomas@carmarthenshire.gov.uk](mailto:eathomas@carmarthenshire.gov.uk); [ellen.apgwynn@ceredigion.gov.uk](mailto:ellen.apgwynn@ceredigion.gov.uk); [bronwenm@ceredigion.gov.uk](mailto:bronwenm@ceredigion.gov.uk); [cllr.dilwyn.roberts@conwy.gov.uk](mailto:cllr.dilwyn.roberts@conwy.gov.uk); [iwan.davies@conwy.gov.uk](mailto:iwan.davies@conwy.gov.uk); [hugh.evans@denbighshire.gov.uk](mailto:hugh.evans@denbighshire.gov.uk); [mohammed.mehmet@denbighshire.gov.uk](mailto:mohammed.mehmet@denbighshire.gov.uk); [Aaron.shotton@flintshire.gov.uk](mailto:Aaron.shotton@flintshire.gov.uk); [chief\\_executive@flintshire.gov.uk](mailto:chief_executive@flintshire.gov.uk); [Cynghorydd.Dyfededwards@gwynedd.gov.uk](mailto:Cynghorydd.Dyfededwards@gwynedd.gov.uk); [harrythomas@gwynedd.gov.uk](mailto:harrythomas@gwynedd.gov.uk); Ieuan Williams; Richard P. Jones; [democratic@merthyr.gov.uk](mailto:democratic@merthyr.gov.uk); [chief\\_executive@merthyr.gov.uk](mailto:chief_executive@merthyr.gov.uk); [peterfox@monmouthshire.gov.uk](mailto:peterfox@monmouthshire.gov.uk); [paulmatthews@monmouthshire.gov.uk](mailto:paulmatthews@monmouthshire.gov.uk); [leader@npt.gov.uk](mailto:leader@npt.gov.uk); [s.phillips@npt.gov.uk](mailto:s.phillips@npt.gov.uk); [Bob.bright@newport.gov.uk](mailto:Bob.bright@newport.gov.uk); [will.godfrey@newport.gov.uk](mailto:will.godfrey@newport.gov.uk); [leader@pembrokeshire.gov.uk](mailto:leader@pembrokeshire.gov.uk); [chief\\_executive@pembrokeshire.gov.uk](mailto:chief_executive@pembrokeshire.gov.uk); [Anthony.christopher@rhondda-cynon-taff.gov.uk](mailto:Anthony.christopher@rhondda-cynon-taff.gov.uk); [keith.griffiths@rhondda-cynon-taff.gov.uk](mailto:keith.griffiths@rhondda-cynon-taff.gov.uk); [david.phillips@swansea.gov.uk](mailto:david.phillips@swansea.gov.uk); [jack.straw@swansea.gov.uk](mailto:jack.straw@swansea.gov.uk); [leader@torfaen.gov.uk](mailto:leader@torfaen.gov.uk); [alison.ward@torfaen.gov.uk](mailto:alison.ward@torfaen.gov.uk); [NMoore@valeofglamorgan.gov.uk](mailto:NMoore@valeofglamorgan.gov.uk); [sdavies@valeofglamorgan.gov.uk](mailto:sdavies@valeofglamorgan.gov.uk); [cllr.david.jones@powys.gov.uk](mailto:cllr.david.jones@powys.gov.uk); [jeremyp@powys.gov.uk](mailto:jeremyp@powys.gov.uk); [Neil.rogers@wrexham.gov.uk](mailto:Neil.rogers@wrexham.gov.uk); [chiefexecutive@wrexham.gov.uk](mailto:chiefexecutive@wrexham.gov.uk)  
**Cc:** Lakeman, Sarah (LGC - DEP); Cuthbert, Frank (LGC - DEP)  
**Subject:** IRPW SUPPLEMENTARY REPORT IN RESPECT OF PAYMENTS TO CO-OPTED MEMBERS OF LOCAL AUTHORITIES IN WALES 2013

Annwyl gydweithiwr,

Gweler isod line i'r Adroddiad Atodol mewn perthynas â thaliadau i aelodau cyfetholedig awdurdodau lleal yng Nghymru a gyhoeddwyd gan Banel Annibynnol Cymru ar Gydnabyddiaeth Ariannol heddiw.

<http://wales.gov.uk/irpwsb/home/publication/201314/supplementary-report-2013/?lang=cy>

Gyda phob hwyl,

Lauren

Dear Colleague,

Please find below a link to the Supplementary Report in respect of payments to co-opted members of local authorities in Wales by the Independent Remuneration Panel for Wales.

<http://wales.gov.uk/irpwsb/home/publication/201314/supplementary-report-2013/?lang=en>

Kind regards,

Lauren

## Lauren Matthews

Cymorth Tim / Team support

Partnerlaeth Llywodraethu ac Effeithiolrwydd / Partnership Governance and Effectiveness

Yr Is-adran Democratiaeth, Moeseg a Phartneriaeth / Democracy, Ethics & Partnership Division

Llywodraeth Cymru / Welsh Government

Pare Cathays / Cathays Park

Caerdydd / Cardiff

Ffon / Phone: 02920 825 401

[lauren.matthews2@cymru.gsi.gov.uk](mailto:lauren.matthews2@cymru.gsi.gov.uk)

*Hapus i gyfathrebu yn Gymraeg.*

On leaving the Government Secure Intranet this email was certified virus free. Communications via the GSi may be automatically logged, monitored and/or recorded for legal purposes.

Wrth adael Mewnrwyd Ddiogel y Llywodraeth nid oedd unrhyw feirws yn gysylltiedig a'r neges hon.

Mae'n ddigon posibl y bydd unrhyw ohebiaeth drwy'r GSi yn cael ei logio, ei monitro a/neu ei chofnodi yn awtomatig am resymau cyfreithiol.



To:

Leaders and Chief Executives of County and County Borough Councils

Chairs and Chief Executives of National Park Authorities

Chairs and Clerks of Fire and Rescue Authorities

Leader and Chief Executive of the Welsh Local Government Association

Heads of Democratic/Member Services of County and County Borough Councils, National Park and Fire and Rescue Authorities

### **SUPPLEMENTARY REPORT IN RESPECT OF PAYMENTS TO CO-OPTED MEMBERS OF LOCAL AUTHORITIES IN WALES**

1. This constitutes a Supplementary Report of the Independent Remuneration Panel for Wales (the Panel) in accordance with Section 147 of the Local Government Measure (Wales) 2011 (the Measure). It relates to payments made to co-opted members of Principal Authorities, National Park Authorities and Fire and Rescue Authorities, who have the right to vote.
2. During a 10 week period, from March to June 2013 the Panel visited each of the 28 authorities and issues were raised in respect of payments to co-opted members. The Panel considers that there are matters that need to be rectified and that this should be actioned in advance of the next Annual Report which will not take effect until Spring 2014.
3. These issues are:
  - i) Recognising that the preparation for meetings can be very time consuming but the current Remuneration Framework does not allow this time to be included for payment.
  - ii) While co-opted members are entitled to claim travelling expenses, the Framework does not indicate whether travelling time to and from meetings can be counted in the assessment of whether a meeting is a full day or half day for payment purposes.
  - iii) Several co-opted members expressed concerns that they were not made *aware*, in advance whether meetings were scheduled for a half day or a full day. This created difficulties for planning their diaries, particularly if the individual member had other work related activities to be planned. It was suggested that the Monitoring Officer (or other relevant officer) could be authorised to set the appropriate fee in advance having determined the likely time required to deal with the agenda.
  - iv) There was a lack of clarity over what constituted a "meeting". The Panel was asked to consider whether it includes other committees or working groups (including task & finish groups) that co-opted members are requested to attend.



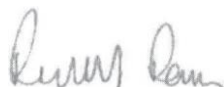
A draft Supplementary Report was issued on the 1<sup>st</sup> August 2013 and the Panel has examined the responses received. The majority were in favour of the proposed determinations contained in the draft Report.

4. The Panel has decided:

**Determinations**

- i) 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.
  - ii) 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).
  - iii) 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.
  - iv) Meetings eligible for the payment of fee include other committees and working groups (including task and finish groups) or any other formal meeting to which co-opted members are requested to attend. (pre meetings with officers, training and attendance at conferences are already eligible for payment).
5. These determinations will take effect on the 1<sup>st</sup> January 2014.

Yours sincerely



Richard Penn

Chair



**CYNGORSIR  
YNYSMON  
ISLE OF ANGLESEY  
COUNTY COUNCIL**

Richard Penn  
Cadeirydd  
Panel Annibynnol ar Gynabyddiaeth  
Ariannol Cymru

RICHARD PARRY JONES, M.A.  
Prif Weithredwr  
Chief Executive

CYNGOR SIR YNYS MON  
ISLE OF ANGLESEY COUNTY COUNCIL  
Swyddfa'r Sir  
LLANGEFNI  
Ynys MOn - Anglesey  
LL77 7TW

Gofynnwch am - Please ask for: Carol Roberts

**W** (01248) 752102(01248)750839

E-Bost-E-mail: richardparryjones@anglesey.gov.uk

Ein Cyf - Our Ref. RPJ/CR  
Eich Cyf - Your Ref. qA900196

26 Medi 2013

Annwyl Mr Penn,

**ADRODDIAD ATODOL PANEL ANNIBYNNOL CYMRU  
AR GYDNABYDDIAETH ARIANNOL MEWN PERTHYNAS A  
THALIADAU I AELODAU CYFETHOLEDIG**

Cyfeiriaf at eich llythyr, dyddiedig 1 Awst 2013, ynglyn a'r mater uchod.

Dymunaf eich hysbysu fod cynnwys eich llythyr wedi ei drafod gyda Arweinyddion y Grwpiau Gwleidyddol y Cyngor Sir, ynghyd a'r aelodau rheini sydd wedi eu cyfethol i'r Pwyllgor Safonau.

Awdurdodwyd fi i ysgrifennu atoch i'ch hysbysu fod y Cyngor hwn yn cefnogi'r pedwar argymhelliad yn eich drafft o Adroddiad Atodol, a byddwn yn ddiolchgar pe gallech adrodd hynny i aelodau eich Panel.

Edrychwn ymlaen at dderbyn eich llythyr terfynol ar y mater maes o law.

Yn gywir,

*tj) Jr*

**Richard Parry Jones  
Prif Weithredwr**