

Council, the Cabinet and Committees

The following is a brief guide to the structure of the Council and its respective Committees and their roles. More detailed information on each is contained in the [Council Constitution](#) [the relevant Section of the Constitution is given]. A diagram showing the Committees is provided at the end of this document.

Committee meetings are held either via Teams live or Zoom or in County Hall or by a hybrid system, where some members and officers will be in County Hall and others will attend remotely via Teams live or Zoom.

Full Council [Powys County Council] [Section 4]

The Full Council is where all 68 Members participate in discussions. Six meetings, including the AGM are held during the year.

The Council has very specific functions, which cannot be undertaken by the Cabinet or any Council Committee. The following are some of these functions:

- adopting and changing the Constitution;
- approving or adopting the policy framework, the budget, and any application to the Senedd in respect of any Housing Land Transfer;
- appointing and removing the Cabinet Leader;
- making appointments to the committees of the Council
- making appointments of Chairs of the Scrutiny and Democratic Services Committees of the Council
- agreeing and / or amending the terms of reference for committees, and deciding on their composition and making appointments to them;
- appointing representatives to outside bodies unless the appointment is an executive function or has been delegated by the Council;
- adopting an allowances scheme for Members [Councillors].
- making or confirming the appointment of the Chief Executive and other Chief Officers.
- making, amending, revoking, re-enacting or adopting bylaws and promoting or opposing the making of local legislation or private Bills.
- to determine the level, and any change in the level of the remuneration to be paid to a Chief Officer.

There are three types of Council meeting:

- the annual meeting;
- ordinary meetings;
- extraordinary meetings

and all will be conducted in accordance with the Council Procedure Rules in Section 4 of the Constitution.

The Cabinet [Section 5]

The Cabinet consists of the Cabinet Leader together with at least two, but no more than nine other councillors appointed to the Cabinet by the Cabinet Leader. The Cabinet is not required to be politically balanced.

The Cabinet meets once every three weeks.

The Cabinet carries out all of the authority's functions which are not the responsibility of any other part of the authority, whether by law or under the Constitution.

Certain functions cannot be undertaken by the Cabinet, or can be undertaken to a limited

extent or in specified circumstances. Subject to this and provisions in other legislation, all functions of a local authority are the responsibility of the Cabinet. The Cabinet Leader can delegate responsibility for specific functions [portfolios] to individual Cabinet Members, known as Portfolio Holders.

Council Committees

Scrutiny Committees [Section 7]

The Council has three Scrutiny Committees. These are:

- Learning and Skills Scrutiny Committee -
11 Members – Politically Balanced, plus
2 parent governor and 2 church Representatives, with voting rights, in respect of education functions.
- Economy, Residents and Communities Scrutiny Committee -
11 Members – Politically Balanced, plus
1 Non-Voting Co-optee from the Police and Crime Panel for crime and disorder functions.
- Health and Care Scrutiny Committee –
11 Members – Politically Balanced

- Public Service Board Scrutiny Committee [Section 7]

6 members and 3 co-opted lay members.

The purpose of the Public Service Board (PSB) is to work together to improve the economic, social, environmental and cultural well-being within Powys. The PSB scrutiny committee scrutinises the work of the PSB, ensuring they are working in a way consistent with the Sustainable Development Principle and supporting the meeting of well-being goals. The scrutiny committee has power to review the PSB's governance and delivery arrangements as well as any decisions made or actions taken by the PSB.

- Finance Panel [Section 7]

9 Members (politically balanced) together with an Independent Member nominated by the Governance and Audit Committee.

Meetings of the Finance Panel will be split between public meetings, to review budget monitoring reports for Revenue and Capital and any other monitoring and performance reports as appropriate, and closed confidential meetings to discuss the development of the budget, future planning and finance transformation, allowing a more frank, open and honest discussion, and providing an opportunity to consider proposals in closed session prior to formal inclusion in the budget and public engagement. These would be scheduled as separate meetings.

Each Scrutiny Committee meets at least four times per annum. Scrutiny Working Groups are established to consider specific issues/topics. These are time limited Groups and meet as required to undertake its work.

Scrutiny Committees have a range of functions which includes the following:

- pre-scrutiny of draft or amended policies;
- Conduct research, site visits, community and other consultation in the analysis of policy issues;
- review and scrutinise decisions made, and performance of the Cabinet and

- Council Officers in relation to individual decisions;
- make reports and recommendations to the Cabinet and / or the Council, arising from the outcome of the scrutiny process;
- call-in, for reconsideration, decisions made but not yet implemented, by the Cabinet, a member of the Cabinet, an officer exercising functions delegated by the Cabinet,. (For further information see Call-In Procedure in Section 7 of the Constitution)
- liaising with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working.

Regulatory Committees [Section 9]

The Council has five regulatory committees. These have a Quasi-Judicial role. As far as practicable each Regulatory Committee will have a politically balanced membership.

These Committees are:

- Planning, Taxi Licensing & Rights of Way Committee
17 Members – Politically Balanced

This committee considers:

- Planning Matters - determines planning and other related applications and functions relating to town and country planning and development control. [See Planning Protocol - Section 19 of the Constitution]
- Licensing Matters – has a range of functions relating to the licensing of hackney carriages and private hire vehicles and other non-Licensing Act 2003 policies and issues.
- Rights of Way Matters - has a range of functions including determining Definitive Map Modification Orders [DMMOs], the registration and deregistration of Common Land and determining controversial or contested Public Path Orders [PPOs].

This Committee meets once every three weeks to ensure that planning applications are dealt with within statutory deadlines. Taxi Review Panels meet when necessary.

- Licensing Act 2003 Committee
11 Members – Politically Balanced

This Committee considers functions relating to the licensing and registration of premises and policies reflecting licensing laws. It also deals with the functions under part 8 of the Gambling Act 2005. Sub-Committees meet when necessary and within statutory timescales.

- Employment and Appeals Committee
11 Members - Politically Balanced. This Committee meets four times a year. The Committee is responsible for short listing the Chief Executive, Executive Directors and Directors, the short listing and appointment of Heads of Service.

- Pensions and Investments Committee

5 Councillors - Politically balanced, plus an employer representative (to represent both admitted and scheduled bodies), a staff member representative (to represent existing members, deferred members and pensioners), and the Portfolio Holder for Finance. Only councillors have voting rights. This Committee meets five times a year.

The Committee's role is to consider all functions relating to local government pensions.

- Governance and Audit Committee
6 members – politically balanced plus
3 Co-opted Lay Member with voting rights.

This committee considers matters relating to the finances of the Council, including approving the statement of accounts, internal audit and Welsh Audit Office reports, risk management and internal control and performance monitoring.

Other Committees

The following Committees have also been established.

Standards Committee [Section 8]

4 County Councillors and five 'Independent' (Lay) Members. This Committee does not need to be a politically balanced. This Committee meets at least three times a year.

The Committee has a number of roles and functions, which include:

- promoting and maintaining high standards of conduct by councillors and co-opted members, church and parent governor representatives;
- advising the Council on the adoption or revision of the Members' Code of Conduct and monitoring the operation of this Code;
- granting dispensations to councillors, co-opted members and church and parent governor representatives from requirements relating to interests set out in the Members' Code of Conduct;
- dealing with any reports from a case tribunal or interim case tribunal, and any report from the Monitoring Officer on any matter referred to that officer by the Public Services Ombudsman for Wales.
- determining appropriate action on matters referred to it by the Public Services Ombudsman for Wales.
- monitor group leaders' compliance with the duties, and provision of advice and training;
- make an annual report

Democratic Services Committee [Section 9]

11 Members - Politically Balanced.

The Committee is required to designate one of the Council's officers as the Head of Democratic Services and will also have responsibilities in relation to overseeing staff and resources concerning the democratic services functions and review the adequacy of provision by the authority of staff, accommodation and other resources to discharge the democratic services functions.

Y Cyngor, y Cabinet a'r Pwyllgorau

Arweiniad byr yw'r canlynol i strwythur y Cyngor a'i wahanol Bwyllgorau a'u rolau. Ceir gwybodaeth fanylach am bob un yng Nghyfansoddiad y Cyngor [Council Constitution](#) (nodir yr adran berthnasol o'r Cyfansoddiad). Ceir diagram sy'n dangos y Pwyllgorau ar ddiwedd y ddogfen hon.

Caiff cyfarfodydd pwyllgorau eu cynnal un ai drwy Teams neu Zoom neu yn Neuadd y Sir neu drwy system hybrid, ble fydd rhai aelodau a swyddogion yn Neuadd y Sir ac eraill yn bresennol o bell drwy Teams neu Zoom.

Y Cyngor Llawn [Cyngor Sir Powys] [Adran 4]

Mae'r Cyngor Llawn yn digwydd pan fydd pob un o'r 68 o aelodau'n cymryd rhan mewn trafodaethau. Cynhelir chwe chyfarfod gan gynnwys y Cyfarfod Blynyddol yn ystod y flwyddyn.

Mae gan y Cyngor swyddogaethau penodol iawn na chaiff y Cabinet nac unrhyw un o Bwyllgorau'r Cyngor ymgymryd â nhw. Mae rhai o'r swyddogaethau hyn fel a ganlyn:

- mabwysiadu a newid y Cyfansoddiad;
- cymeradwyo neu fabwysiadu'r fframwaith polisi, y gyllideb ac unrhyw gais i'r Senedd ynglŷn ag unrhyw Drosglwyddiad Tir Tai;
- penodi a chael gwared ar Arweinydd y Cabinet;
- gwneud penodiadau i bwyllgorau'r Cyngor;
- penodi Cadeiryddion Pwyllgorau Craffu a Gwasanaethau Democrataidd y Cyngor;
- cytuno â, a/neu, newid cylch gorchwyl pwyllgorau a phenderfynu ar eu cyfansoddiad a gwneud penodiadau iddynt;
- penodi cynrychiolwyr i gyrff allanol oni bai mai swyddogaeth weithredol yw'r penodiad neu un sydd wedi'i ddirprwyo gan y Cyngor;
- mabwysiadu cynllun lwfansau i Aelodau [Cynghorwyr];
- penodineu gadarnhau penodiad y Prif Weithredwr a Phrif Swyddogion eraill;
- gwneud, newid, dirymu, ailddeddfu neu fabwysiadu is-ddeddfau a hybu neu wrthwynebu llunio deddfwriaeth leol neu Fesurau preifat;
- penderfynu lefel ac unrhyw newid yn lefel y tâl i Brif Swyddog.

Ceir tri math o gyfarfod Cyngor:

- y cyfarfod blynyddol;
- cyfarfodydd arferol;
- cyfarfodydd eithriadol

a chynhelir y cwbl yn unol â Rheolau Gweithdrefnau'r Cyngor yn Adran 4 y Cyfansoddiad.

Y Cabinet [Adran 5]

Mae'r Cabinet yn cynnwys Arweinydd y Cabinet ynghyd ag o leiaf dau, ond dim mwy na naw cynghorydd arall, a benodir i'r Cyngor gan Arweinydd y Cabinet. Nid yw'n ofynnol i'r Cabinet fod yn wleidyddol gytbwys.

Mae'r Cabinet yn cyfarfod unwaith bob tair wythnos.

Mae'r Cabinet yn cyflawni holl swyddogaethau'r awdurdod nad ydynt yn gyfrifoldeb i unrhyw ran arall o'r awdurdod, boed yn ôl y gyfraith neu o dan y Cyfansoddiad.

Ni all y Cabinet ymgymryd â rhai swyddogaethau neu, gall ymgymryd â nhw i raddau cyfyngedig neu o dan amgylchiadau penodol. Yn amodol ar hyn a darpariaethau mewn deddfwriaeth arall, cyfrifoldeb y Cabinet yw holl swyddogaethau awdurdod lleol. Gall Arweinydd y Cabinet ddirprwyo cyfrifoldeb am swyddogaethau penodol [portffolios] i

aelodau unigol o'r Cabinet a adwaenir fel Deiliaid Portffolios.

Pwyllgorau'r Cyngor

Pwyllgorau Craffu [Adran 7]

Mae gan y Cyngor dri Phwyllgor Craffu, sef:

- Pwyllgor Craffu Dysgu a Sgiliau -
11 Aelod – sy'n wleidyddol gytbwys, ynghyd â
2 gynrychiolydd sy'n rhiant-lywodraethwyr a 2 gynrychiolydd eglwysig, sydd â hawliau pleidleisio o ran swyddogaethau addysg.
- Pwyllgor Craffu'r Economi, Preswylwyr a Chymunedau –
11 aelod sy'n wleidyddol gytbwys, ac
1 aelod cyfetholedig heb hawliau pleidleisio o Banel Heddlu a Throseddau a swyddogaethau anrhefn.
- Pwyllgor Craffu Iechyd a Gofal –
11 aelod – sy'n wleidyddol gytbwys.

- Pwyllgor Craffu Bwrdd Gwasanaethau Cyhoeddus [Adran 7]

6 aelod a 3 aelod lleig cyfetholedig.

Diben y Bwrdd Gwasanaethau Cyhoeddus (BGC) yw cydweithio er mwyn gwella llesiant economaidd, cymdeithasol, amgylcheddol a diwylliannol Powys. Mae pwyllgor craffu'r BGC yn craffu ar waith y BGC i sicrhau eu bod yn gweithio mewn ffordd sy'n gyson ag Egwyddor Datblygu Cynaliadwy, a chefnogi bodloni'r nodau llesiant. Mae gan y pwyllgor craffu'r grym i adolygu trefniadau llywodraethu a chyflenwi'r BGC yn ogystal ag unrhyw benderfyniadau a wneir, neu unrhyw gamau a gymerir gan y BGC.

- Panel Cyllid [Adran 7]

9 Aelod (gwleidyddol gytbwys) ynghyd ag Aelod Annibynnol a enwebwyd gan y Pwyllgor Llywodraethu ac Archwilio.

Bydd cyfarfodydd y Panel Cyllid wedi eu hollti rhwng cyfarfodydd cyhoeddus, i adolygu adroddiadau monitro cyllideb ar gyfer Refeniw a Chyfalaf ac unrhyw adroddiadau eraill o ran monitro a pherfformiad fel sy'n briodol, a chyfarfodydd caeëdig a chyfrinachol i drafod datblygiad y gyllideb, cynllunio i'r dyfodol a thrawsnewidiad cyllidol, sy'n caniatáu trafodaeth fwy plaen, agored a gonest, ac yn darparu cyfle i ystyried ceisiadau mewn sesiwn gaeëdig cyn cynhwysiant ffurfiol yn y gyllideb ac ymgysylltiad cyhoeddus. Byddai'r rhain yn cael eu hamserlennu fel cyfarfodydd ar wahân.

Mae pob Pwyllgor Craffu'n cwrdd o leiaf pedair gwaith y flwyddyn. Sefydli'r Gweithgorau Craffu i ystyried materion/testunau penodol. Grwpiau sy'n gyfyngedig o ran amser yw'r rhain ac maent yn cwrdd fel bo angen i ymgymryd â'u gwaith.

Mae gan Bwyllgorau Craffu amrywiaeth o swyddogaethau sy'n cynnwys y canlynol:

- cyn-graffu ar bolisiau drafft neu ddiwygiedig;
- cynnal ymchwil, ymweliadau â safleoedd, ymgynghori â chymunedau ac eraill wrth ddadansoddi materion polisi;
- adolygu a chraffu ar benderfyniadau a wneir ac ar berfformiad y Cabinet a Swyddogion y Cyngor mewn cysylltiad â phenderfyniadau unigol;
- adrodd wrth a gwneud argymhellion i'r Cabinet a/neu'r Cyngor, sy'n deillio o ganlyniad i'r broses craffu;
- galw i mewn, i'w hailystyried, benderfyniadau sydd wedi'u gwneud ond sydd heb eto eu rhoi ar waith gan y Cabinet, aelod o'r Cabinet neu swyddog yn cyflawni

swyddogaethau sydd wedi'u dirprwyo gan y Cabinet. (Am wybodaeth bellach, gweler y Weithdrefn Galw i Mewn yn Adran 7 y Cyfansoddiad.)

- cysylltu â sefydliadau allanol eraill sy'n gweithredu yn yr ardal, boed yn genedlaethol, yn rhanbarthol neu'n lleol, i sicrhau bod buddiannau pobl leol yn cael eu helaethu drwy gydweithio.

Pwyllgorau Rheoleiddio [Adran 9]

Mae gan y Cyngor bum pwyllgor rheoleiddio. Mae gan y rhain rôl led-farnwrol. Cyn belled ag sy'n ymarferol, bydd gan bob Pwyllgor Rheoleiddio aelodaeth sy'n wleidyddol gytbwys.

Y Pwyllgorau hyn yw:

- Pwyllgor Cynllunio, Trwyddedu Tacsis a Hawliau Tramwy
17 o Aelodau – sy'n wleidyddol gytbwys

Mae'r pwyllgor hwn yn ystyried:

- Materion Cynllunio – gan benderfynu ceisiadau cynllunio a cheisiadau a swyddogaethau cysylltiedig eraill sy'n ymwneud â chynllunio gwlad a thref a rheoli datblygu. [Gweler Protocol Cynllunio - Adran 19 y Cyfansoddiad]
- Materion Trwyddedu - mae ganddo ystod o swyddogaethau sy'n gysylltiedig â thrwyddedu cerbydau hacni a cherbydau hurio preifat a pholisïau a materion eraill nad ydynt yn ymwneud â Deddf Trwyddedu 2003.
- Materion Hawliau Tramwy – mae ganddo ystod o swyddogaethau gan gynnwys penderfynu Gorchmynion Addasu Mapiau Diffiniol, cofrestru a dadgofrestru Tir Comin a phenderfynu Gorchmynion Llwybrau Cyhoeddus dadleuol neu sy'n cael eu herio.

Mae'r Pwyllgor hwn yn cwrdd bob tair wythnos i sicrhau yr ymdrinnir â cheisiadau cynllunio o fewn dyddiadau cau statudol. Mae'r Is-bwyllgorau Tacsis yn cwrdd pan fo angen.

- Pwyllgor Deddf Trwyddedu 2003

11 o Aelodau – sy'n wleidyddol gytbwys.

Mae'r Pwyllgor hwn yn ystyried swyddogaethau sy'n ymwneud â thrwyddedu a chofrestru adeiladau/safleoedd a pholisïau sy'n adlewyrchu cyfreithiau trwyddedu. Mae hefyd yn ymdrin â swyddogaethau o dan ran 8 Deddf Gamblo 2005. Bydd Is-bwyllgorau'n cwrdd pan fo angen ac o fewn amserlenni statudol.

- Pwyllgor Cyflogaeth ac Apeliadau

11 o Aelodau – sy'n wleidyddol gytbwys.

Mae'r Pwyllgor hwn yn cwrdd pedair gwaith y flwyddyn.

Mae'r Pwyllgor yn gyfrifol am lunio rhestr fer ar gyfer swyddi Prif Weithredwr, Cyfarwyddwyr Gweithredol a Chyfarwyddwyr, llunio rhestr fer ar gyfer swyddi Penaethiaid Gwasanaethau a'u penodi.

- Pwyllgor Pensiynau a Buddsoddiadau

5 Cynghorydd – sy'n wleidyddol gytbwys, ynghyd â chynrychiolydd sy'n gyflogwr (i gynrychioli cyrff derbyniedig a rhestredig), cynrychiolydd sy'n aelod o staff (i gynrychioli'r aelodau presennol, aelodau gohriedig a phensiynwyr) a Deiliad y Portffolio Cyllid. Dim ond cynghorwyr sydd â hawliau pleidleisio. Mae'r Pwyllgor hwn yn cwrdd bum gwaith y flwyddyn.

Rôl y Pwyllgor yw ystyried yr holl swyddogaethau sy'n ymwneud â phensiynau llywodraeth leol.

- Pwyllgor Llywodraethu ac Archwilio

6 aelod – gwleidyddol gytbwys a'r canlynol

3 Aelod Cyfetholedig Lleyg â hawliau pleidleisio

Mae'r pwyllgor hwn yn ystyried materion sy'n berthnasol i gyllid y Cyngor, gan gynnwys cymeradwyo'r datganiad o gyfrifon, archwiliad mewnol ac adroddiadau Swyddfa Archwilio Cymru, rheoli risg a rheolaeth fewnol a monitro perfformiad.

Pwyllgorau Eraill

Mae'r Pwyllgorau canlynol hefyd wedi'u sefydlu.

Pwyllgor Safonau [Adran 8]

4 Cynghorydd Sir a phum Aelod 'Annibynnol' (Lleyg). Does dim rhaid i'r Pwyllgor hwn fod yn wleidyddol gytbwys. Mae'n cwrdd o leiaf deirgwaith y flwyddyn.

Mae nifer o rolau a swyddogaethau gan y Pwyllgor sy'n cynnwys:

- hybu a chynnal safonau ymddygiad uchel gan gynghorwyr ac aelodau cyfetholedig, cynrychiolwyr eglwysig ac sy'n rhiant-lywodraethwyr;
- cynghori'r Cyngor ar fabwysiadu neu ddiwygio Cod Ymddygiad yr Aelodau a monitro sut mae'r Cod hwn yn cael ei weithredu;
- caniatáu gollyngiadau i gynghorwyr, aelodau cyfetholedig, cynrychiolwyr eglwysig ac sy'n rhiant-lywodraethwyr rhag gofynion sy'n ymwneud â buddiannau a nodir yng Nghod Ymddygiad yr Aelodau;
- ymdrin ag unrhyw adroddiadau gan dribiwnlys achos neu dribiwnlys achos interim ac unrhyw adroddiad gan y Swyddog Monitro am unrhyw fater a gyfeirir at y swyddog hwnnw gan Ombwdsmon Gwasanaethau Cyhoeddus Cymru.
- penderfynu camau gweithredu priodol ynglŷn â materion a gyfeirir ato gan Ombwdsmon Gwasanaethau Cyhoeddus Cymru.
- monitro cydymffurfiaeth arweinyddion grwpiau gyda'r dyletswyddau, a darparu cyngor a hyfforddiant;
- llunio adroddiad blynyddol.

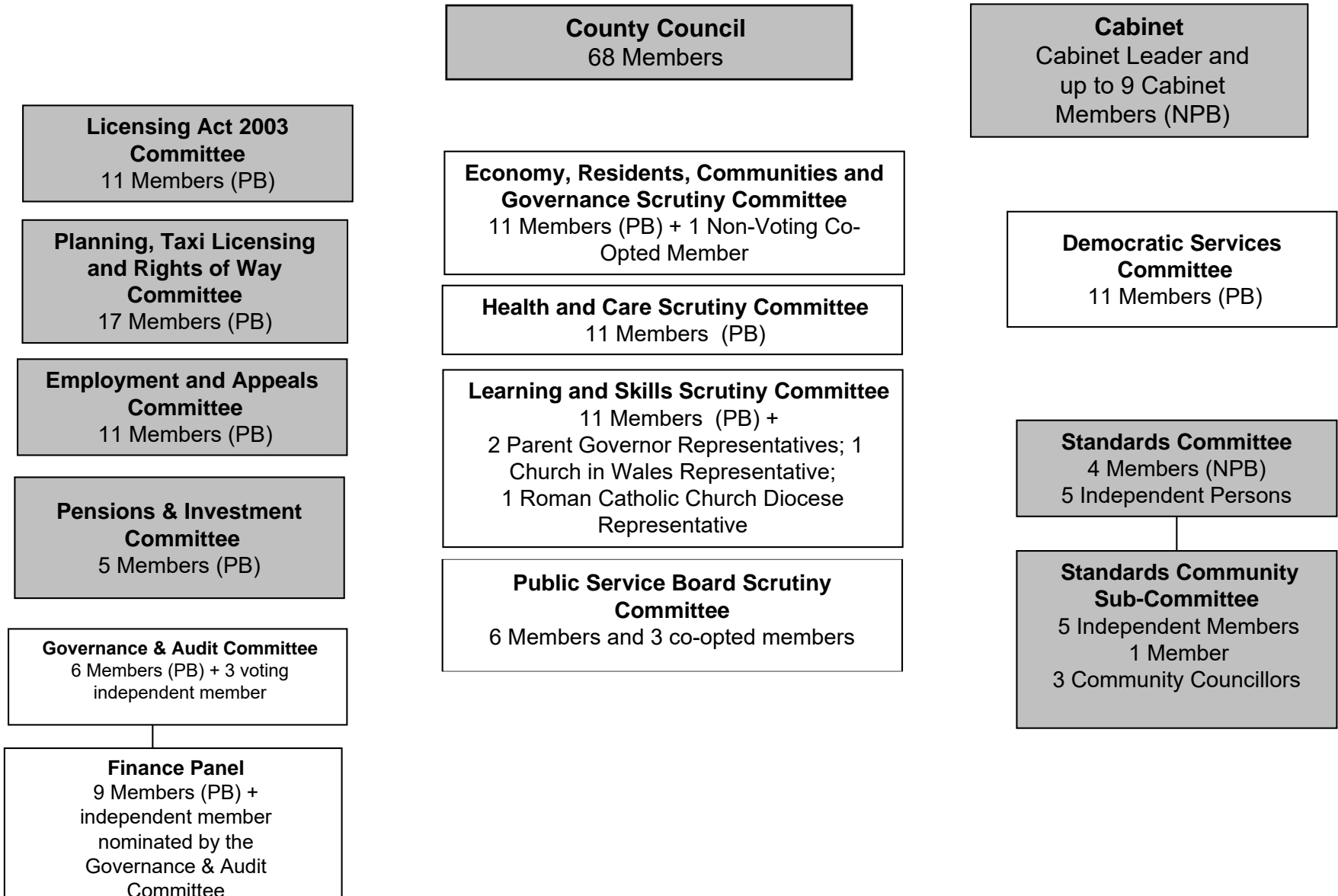
Pwyllgor Gwasanaethau Democrataidd [Adran 9]

11 o Aelodau – sy'n wleidyddol gytbwys.

Gofynnir bod y Pwyllgor yn dynodi un o swyddogion y Cyngor fel Pennaeth

Gwasanaethau Democrataidd a bydd gan y Pwyllgor hefyd gyfrifoldebau mewn perthynas â goruchwyllo staff ac adnoddau sy'n ymwneud â swyddogaethau'r gwasanaethau democrataidd gan adolygu digonolrwydd darpariaeth yr awdurdod o ran staff, llety ac adnoddau eraill i'w cyflawni.

County Council Committee and Cabinet Structure 2022



KEY: PB = Politically Balanced; NPB = Non Politically Balanced; Decision Making Body = Shaded box
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Pwyllgor y Cyngor Sir a Strwythur y Cabinet 2023

