

County Council

Meeting Venue

Hybrid meeting - Zoom - County Hall

Meeting date

Thursday, 18 May 2023

Meeting time

10.30 am

For further information please contact

Stephen Boyd

01597 826374

steve.boyd@powys.gov.uk



County Hall
Llandrindod Wells
Powys
LD1 5LG

12/05/2023

Mae croeso i chi siarad yn Gymraeg neu yn Saesneg yn y cyfarfod, a bydd gwasanaeth cyfieithu ar y pryd ar gael.

You are welcome to speak Welsh or English in the meeting, and a simultaneous translation service will be provided.

AGENDA

1.	ELECTION OF CHAIR
----	--------------------------

To elect the Chair of Council for the ensuing year.

2.	ELECTION OF VICE-CHAIR
----	-------------------------------

To elect the Vice-Chair of Council for the ensuing year.

3.	ELECTION OF ASSISTANT VICE-CHAIR
----	---

To elect the Assistant Vice-Chair of Council for the ensuing year.

4.	APOLOGIES
----	------------------

To receive apologies for absence.

5.	DECLARATIONS OF INTEREST
----	---------------------------------

To receive any declarations of interest from Members relating to items to be considered on the agenda.

6.	LEADER'S ANNOUNCEMENTS
-----------	-------------------------------

To receive any announcements from the Leader of Council.

7.	UPDATE FROM THE INTERIM CHIEF EXECUTIVE
-----------	--

To receive an update from the Interim Chief Executive.

8.	ALLOCATIONS, ELECTIONS AND APPOINTMENTS REQUIRED TO BE MADE AT THE ANNUAL MEETING OF THE COUNCIL
-----------	---

To receive and consider the report of the Head of Legal Services and Monitoring Officer.

(Pages 3 - 58)

9.	MEMBERS' SCHEDULE OF REMUNERATION
-----------	--

To receive and consider the report of the Head of Finance.

(Pages 59 - 100)

10.	CONSTITUTION - SECTION 4
------------	---------------------------------

To receive and consider the report of the Head of Legal Services and Monitoring Officer proposing amendments to Section 4 of the Constitution.

(Pages 101 - 104)

11.	NEW WAYS OF WORKING - MEMBER MEETINGS
------------	--

To consider a report on a new working model for Members attending council meetings.

(Pages 105 - 112)

12.	BUDGET VIREMENTS
------------	-------------------------

To consider budget virements requiring Council approval.

(Pages 113 - 116)

13.	INTERIM EXECUTIVE MANAGEMENT TEAM STRUCTURE CHANGES
------------	--

To consider a report by the interim Chief Executive.

(Pages 117 - 120)

CYNGOR SIR POWYS COUNTY COUNCIL.

COUNTY COUNCIL ANNUAL MEETING 18 May 2023

REPORT BY: Head of Legal and Monitoring Officer

SUBJECT: Allocations, Elections and Appointments required to be made at the Annual Meeting of the Council

REPORT FOR: Decision and Information

1. Introduction

1.1 This report addresses the various requirements, procedures and processes concerning allocations / elections / appointments which the Council / political groups are required to make at or in connection with the Annual Meeting in accordance with legislation and the Council's own Constitution.

1.2 The report is in two Sections:

- Section A – Background – For Information
- Section B – For Decision

Section A – Background - For Information.

2. Politically Balanced Appointments Generally

- 2.1 In accordance with the Local Government and Housing Act 1989 (“the 1989 Act”) groups of 2 or more Councillors can elect to be considered as a “political group”.
- 2.2 **Appendix 1** contains the details received by officers of which County Councillors belong to which Group and the identity of the Group Leaders and other representatives.
- 2.3 The existence of political groupings means that the Council must comply with the political balance regime contained in section 15 of the 1989 Act and the Local Government (Committees and Political Groups) Regulations 1990 (as amended).
- 2.4 To assist Members in understanding the statutory political balance requirements the following are attached as background information:
- (i) **Appendix 2** briefly outlines how political groups are established; the process for carrying out a review and determining the allocation of seats on committees and relevant outside bodies to groups; the principles and methodology to be applied to the allocations / appointments processes and the requirement to appoint in accordance with the wishes of groups in so far as their members are concerned.
 - (ii) **Appendix 3** outlines the overall entitlement to seats by political groups and entitlement to individual committee seats.
 - (iii) **Appendix 4** - The Ready Reckoner used in (ii) above to establish the entitlement to seats.
- 2.5 The major requirements of the 1989 Act and the related legislation concerning the political balance regime are that:
- (i) The Council’s main Committees and Sub-Committees (**except the Standards Committee**) have to be constituted so that they are politically balanced so far as is reasonably practicable. The main committees in this context and which must be politically balanced are (as amended by the County Council in March 2023):
 1. Economy, Residents and Communities Scrutiny Committee (11 Councillors plus 1 co-opted Member)
 2. Learning and Skills Scrutiny Committee (11 Councillors plus 4 co-opted Members)
 3. Health and Care Scrutiny Committee (11 Councillors)
 4. Governance and Audit Committee (6 Councillors plus 3 co-opted lay members) [in accordance with rule 116 of the Local Government and Elections (Wales) Act 2021].
 5. Democratic Services Committee (11 Councillors)
 6. Planning, Taxi Licensing and Rights of Way Committee (17 Councillors)
 7. Licensing Act 2003 Committee (11 Councillors)
 8. Employment & Appeals Committee (11 Councillors)

9. Pensions and Investment Committee (5 Councillors plus Co-Opted Members and Portfolio Holder for Finance)
10. Finance Panel (9 Councillors plus 1 co-opted member from the Governance and Audit Committee) [in accordance with the decision of Council in September 2021]
11. PSB Scrutiny Committee (2 representatives from each of the scrutiny committees = 6 Councillors on a politically balanced basis together with the 3 Vice-Chairs of the scrutiny committees)

The total number of seats (excluding co-optees) on all committees is therefore 109

- (ii) The appointments to the following outside bodies also have to comply with the 1989 Act political balance regime:
 - (a) Mid and West Wales Fire and Rescue Service (MWWFRS),
 - (b) Police and Crime Panel (PCP)
 - (c) Bannau Brycheiniog National Park Authority (BBNPA).

However, it is only the BBNPA appointments which are required to be undertaken annually. The appointments to the MWWFRS and PCP are for the period from the first Annual Meeting after the ordinary Council elections in 2022 until the next ordinary council elections in 2027.

3. Position of Sub-Committees

- 3.1 The political balance regime does also apply to the sub-committees of those committees to which the regime applies (i.e. any sub-committee of a Committee referred to above in Paragraph 2.5(i).
- 3.2 As such, the political balance requirements do not apply to a sub-committee of the Standards Committee.
- 3.3 Additionally the only other sub-committees / panels of committees which exist deal with regulatory and licensing matters and staffing appeals and either the Full Council or the Committee have resolved to exclude them from the requirement to be politically balanced on grounds of impracticability e.g. the licensing panels can only comprise 3 members and there can be difficulties around member availability.

4. Appointments of Chairs and the Position of Vice-Chairs

Chairs of Scrutiny Committees

- 4.1 The Chairs of the 3 Scrutiny Committees must be appointed by Full Council. As such Council will be asked in due course (see paragraph 7 below for the process of appointments) to appoint the Chairs to the following Scrutiny Committees:
 - Economy, Residents and Communities Scrutiny Committee;
 - Learning and Skills Scrutiny Committee;
 - Health and Care Scrutiny Committee

Governance and Audit Committee.

- 4.2 The Local Government (Wales) Measure 2011 stipulates that the Governance and Audit Committee (and not Full Council) is to appoint its Chair who must be a Lay (Independent) Member.

Chair of Democratic Services Committee

- 4.3 The Chair of the Democratic Services Committee is required to be appointed by the County Council. The Chair of the Democratic Services Committee cannot be a member from an Executive group. As such Council will be asked in due course (see paragraph 8 below) to appoint the Chair of the Democratic Services Committee.

Chairs of Other Non-Scrutiny Committees

- 4.4 There are no other statutory provisions relating to the process for the appointment of chairs of the other committees (Pensions and Investment, Employment and Appeals, Licensing Act 2003 Planning, Taxi-Licensing and Rights of Way, Finance Panel) and in particular there is no statutory requirement for such appointments to be politically balanced. The Council since 2011 has left it to each individual non-scrutiny committee to appoint its own Chair.

Vice-Chairs of All Committees.

- 4.5 It is the Council's convention to leave it to each individual Committee to appoint its Vice-Chair. With the exception of the appointment of the Vice Chair of the Governance and Audit Committee and the Vice Chair of the Democratic Services Committee (see below), the only restrictions on who can be a Vice Chair of a committee is that the Vice Chair of a Scrutiny Committee cannot be a co-opted Member.

Vice-Chair of the Governance and Audit Committee.

- 4.6 In respect of the Vice-Chair of the Governance and Audit Committee, the provisions of Section 82(5C) of the Local Government (Wales) Measure 2011 (the Measure) (as Amended) requires the Governance and Audit Committee to appoint a Vice / Deputy Chair who must not be a member of the local authority's executive or an assistant to its executive.

Vice-Chair of the Democratic Services Committee.

- 4.7 In respect of the Vice-Chair of the Democratic Services Committee, the provisions of Section 14(1) of the Local Government (Wales) Measure 2011 (the Measure) require the Democratic Services Committee to appoint a Vice / Deputy Chair who must not be a member of the local authority's executive or an assistant to its executive.

Section B - For Decision.

5. Non-Politically Balanced Appointments to Council Committees.

Appointments to the Standards Committee

- 5.1 The Standards Committee comprises 9 Members consisting of 5 Independent (Lay) Members and 4 County Councillors. The Independent (Lay) Members are appointed for terms of between 4 and 6 years (with the option of a further 4 years).
- 5.2 The Council is required to appoint 4 County Councillors to the Standards Committee. Traditionally the Council has appointed those Members on the basis of 1 member each from each of the 4 largest political groups i.e. Liberal Democrats, Independents, Conservatives, Labour. County Councillors cannot serve more than 2 consecutive terms on the Standards Committee but there are no Councillors who are debarred from sitting on the Standards Committee for this reason.
- 5.3 The current membership of the Committee is as follows:

Political Group	Nomination
Welsh Liberal Democrats Group	Vacancy
Independent Group	Vacancy
Welsh Conservatives Group	County Councillor Iain McIntosh
Welsh Labour Group	County Councillor Liz Rijnenberg

- 5.4 The seats which need to be filled from 2 political groups are as follows:

Political Group	Nomination
Welsh Liberal Democrats Group	County Councillor William Powell
Independent Group	County Councillor Beverley Baynham

- 5.5 Council is requested to appoint 2 County Councillors to fill the vacant seats to serve on the Standards Committee until the next ordinary Council elections in 2027. This will require a proposer and seconder.**

Recommendation:	Reason for Recommendation:
<p>(i) To make appointments of 2 County Councillors to the Standards Committee as set out in paragraph 5.4 of the report, or</p> <p>(ii) To authorise the Monitoring Officer to make appointments in accordance with nominations received from the relevant Group Leaders and to notify Council.</p>	<p>To comply with the Council's Constitution in relation to the allocation and appointment of committees.</p>

6. Politically Balanced Appointments to Council Committees

- 6.1 The effect of the political balance regime is that at certain prescribed times / occasions the Council must REVIEW the representation by each of the political groups on the main Council Committees listed in 2.5 (i) above and then

DETERMINE the allocation of seats on those committees to which each political group is entitled. One such occasion is the Council's Annual Meeting.

6.2 This exercise will be undertaken having regard to the principles and the Methodology referred to in **Appendix 2**. Discussion normally also takes place with the Group Leaders. The final adjusted proposals for the allocation of seats to the groups on committees is set out on Page 2 of **Appendix 3**.

6.3 **Council will be required to approve the proposals set out on Page 2 of Appendix 3. This will require a proposer and seconder.**

Recommendation:	Reason for Recommendation:
To review and determine the allocation of seats on Council Committees to the different Political Groups in accordance with Page 3 of Appendix 3	To comply with statutory requirements (including those concerning the need for political balance) and the Council's Constitution in relation to the allocation and appointment of committee seats and Chairs.

6.4 In appointing Councillors to seats on committees allocated to the Groups in accordance with **Appendix 3** the Council must give effect to the wishes of the political groups.

6.5 The wishes of the political groups as to those Councillors from the respective groups to be appointed to committees is set out in **Appendix 5 (To Follow)**.

6.6 **Council will be required to appoint councillors to committees in accordance with the wishes of the groups as recorded in Appendix 5 (To Follow). This will require a proposer and seconder.**

Recommendation:	Reason for Recommendation:
(i) To make appointments to Committees in accordance with the wishes of the different Political Groups as set out in Appendix 5 (To Follow), or (ii) To authorise the Monitoring Officer to make appointments in accordance with nominations received from the relevant Group Leaders and to notify Council.	To comply with statutory requirements (including those concerning the need for political balance) and the Council's Constitution in relation to the allocation and appointment of committee seats and Chairs.

7. APPOINTMENTS TO CHAIRS OF SCRUTINY COMMITTEES

7.1 The appointment of the Chairs of the 3 Scrutiny Committees needs to be in accordance with the Local Government (Wales) Measure 2011 (the Measure)

7.2 Without oversimplifying the position the legislation provides that in situations such as those which exist in Powys in terms of the number of groups and scrutiny committees the allocation of scrutiny committee chairs is based firstly on working out the proportion of chairs which go to the "Executive" group(s) based on the

proportion which the members of the Executive group(s) bear to the overall membership of the council.

7.3 The chairs left over after this first exercise are allocated to the “Opposition” group(s). A possible alternative under the Measure would be for both chairs to be allocated to the “Opposition” groups provided this had cross group support.

7.4 The position is set out in **Appendix 6**.

7.5 The Council is required to allocate the 3 scrutiny chairs to the political groups as indicated above and to note the appointment of Chairs by those groups as below. This will require a proposer and seconder.

Economy, Residents and Communities Scrutiny Committee	County Councillor Angela Davies Nomination – Administration Groups.
Health and Care Scrutiny Committee	County Councillor Amanda Jenner Nomination – Welsh Conservative Group
Learning and Skills Scrutiny Committee	County Councillor Gwynfor Thomas (Conservative Group) Nomination – Independent Group

Recommendation:	Reason for Recommendation:
<p>(i) To allocate the 3 Scrutiny Committee Chairs to the Political Groups as set out in paragraph 7.5, and to note the political groups’ appointments in respect of Chairs, or</p> <p>(ii) To authorise the Monitoring Officer to make appointments in accordance with nominations received from the relevant Group Leaders and to notify Council.</p>	<p>To comply with statutory requirements (including those concerning the need for political balance) and the Council’s Constitution in relation to the allocation and appointment of committee seats and Chairs.</p>

8. Appointment of Chairs to the Democratic Services Committee

8.1 The Chair of the Democratic Services Committee is required to be appointed by the County Council. The Chair of the Democratic Services Committee cannot be a member from an Executive group.

8.2 The Council is required to appoint the Chair of the Democratic Services Committee. This will require a proposer and seconder. Nominations will be received from the floor.

Recommendation:	Reason for Recommendation:
------------------------	-----------------------------------

To appoint the Chair of the Democratic Services Committee.	To make appointments in accordance with statute and the Constitution.
---	--

9. Politically Balanced Appointments to Relevant Outside Bodies

Bannau Brycheiniog National Park Authority (BBNPA)

- 9.1 **Appendix 7** sets out details relating to the background to the proposed appointments to the BBNPA.
- 9.2 The allocation of the 6 seats on the BBNPA to the Political Groups in order to satisfy the political balance requirements has to be undertaken as though the allocation were in respect of a 6 Member committee.
- 9.3 The nominations from the political groups are as follows:

Welsh Liberal Democrats Group 2 seats	County Councillors: Gareth Ratcliffe William Powell
Independent Group 1 seats	County Councillor Edwin Roderick
Welsh Conservative Group 1 seat	VACANCY
Welsh Labour Group 1 seat	County Councillor Huw Williams
Independents Group 1 seat	County Councillor Ed Jones

- 9.4 **The Council is required to make appointments to the BBNPA in accordance with groups' nominations as set out in paragraph 9.3 above (or as amended). This will require a proposer and seconder.**

Recommendation:	Reason for Recommendation:
<p>(i) To make appointments to the Bannau Brycheiniog National Park Authority in accordance with the nominations of the political groups as set out in 9.3 above, or</p> <p>(ii) To authorise the Monitoring Officer to make appointments in accordance with nominations received from the relevant Group Leaders and to notify Council.</p>	To make appointments in accordance with statute and the Constitution.

- 9.5 The BBNPA is required to appoint a representative to the Mid Wales CJC when dealing with Strategic Development Planning matters. The BBNPA appointment to the CJC can only be the Chair, Deputy Chair of the BBNPA or the Chair of the committee responsible for planning matters. It is hoped that BBNPA appoint a Powys representative to at least one of those three posts to enable the Authority to appoint a Powys representative on the Mid Wales CJC

10. Non-Politically Balanced Appointments to Outside Bodies

Welsh Local Government Association (WLGA)

- 10.1 Powys County Council is a full member of the WLGA and under the constitution of that body is entitled to appoint 3 Members to the WLGA Council.
- 10.2 The appointments continue from one WLGA Annual Meeting to the next and, therefore, the County Council is required to undertake this appointments process at its own Annual Meeting each year.
- 10.3 The Council in past years has always appointed the Leader of Council as one of its representatives to the WLGA.
- 10.4 The nominations received from the political groups are as follows (To Follow):

Welsh Liberal Democrats	County Councillors:
Welsh Labour	County Councillor

- 10.5 The Council is required to make these appointments to the WLGA. This will require a proposer and seconder.**

Recommendation:	Reason for Recommendation:
To make 3 appointments to the Welsh Local Government Association.	To secure the Council's representative role.

Welsh Local Government Association (WLGA) Executive Board.

- 10.6 The Council is entitled to appoint one of its 3 representatives to serve on the WLGA Executive Board (previously known as the WLGA Co-ordinating Committee). The Council in past years has appointed the Leader of the Council to this position.
- 10.7 Council is required to appoint 1 of its representatives to the WLGA Executive Board. This will require a proposer and seconder. Nominations will be received from the floor.**

Recommendation:	Reason for Recommendation:
To appoint one of the Council's appointments to the WLGA as the Council's appointment to the WLGA Executive Board.	To secure the Council's representative role.

11. Appointments to Other Outside Bodies and Council Working Groups.

- 11.1 The Council is required to make appointments to other outside bodies and working groups for the term of the Council to May 2027. The appointments required to fill vacancies are to the following bodies:

Outside Body/Working Group	Required
Tenants Scrutiny Panel	1 from Montgomeryshire to fill a vacant seat.

11.2 A nomination process has been undertaken and the details of those nominated is set out below:

Outside Body/ Council Working Group	Nominee
Tenants Scrutiny Panel	County Councillor: Joy Jones

11.3 Council is required to appoint representatives to the outside bodies and working groups set out in paragraph 11.2 above. This will require a proposer and seconder.

Recommendation:	Reason for Recommendation:
<p>(i) To appoint representatives to outside bodies and working groups as set out in paragraph 11.2 above for the term of the Council to May 2027, or</p> <p>(ii) To authorise the Monitoring Officer to make appointments in accordance with nominations received from the relevant Group Leaders and to notify Council.</p>	To secure the Council's representative role.

Person(s) To Action Decision:	Steve Boyd, Cabinet Manager		
Date By When Decision To Be Actioned:	31 May 2022		
Relevant Policy (ies):	Council's Constitution.		
Within Policy:	Y	Within Budget:	Y

Contact Officer:	Wyn Richards, Scrutiny Manager and Head of Democratic Services.
Tel:	01597-826375
Email:	wyn.richards@powys.gov.uk

Political Group Information – February 2023

Summary:

	No.	%
Welsh Liberal Democrats Group	20	29.41
Welsh Conservatives Group	14	20.59
Welsh Labour Group	9	13.24
Independent Group	8	11.76
Independents for Powys	6	8.82
Plaid Cymru Group	3	4.41
Non-Affiliated Members	8	11.76
Vacancy	0	0.00
Total	68	100.00

Group Information:

Independent Group	Members:8
--------------------------	------------------

Joint Group Leader:	Heulwen Hulme
Group Deputy Leader(s):	

County Councillors:

Gareth D Jones	Graham Breeze
Heulwen Hulme	Arwel Jones
Michael Williams	Edwin Roderick
Peter James	Beverley Baynham

Independents for Powys Group	Members:6
-------------------------------------	------------------

Joint Group Leader:	Jeremy Pugh
Group Deputy Leader(s):	Ange Williams

County Councillors:

Jeremy Pugh	Gareth E. Jones
Bryan Davies	Claire Mills
Ange Williams	Ed Jones

Welsh Liberal Democrats Democratiaid Rhyddfrydol Cymru	Members:20
---	-------------------

Group Leader:	James Gibson-Watt
Group Chair:	David Selby
Group Secretary:	Glyn Preston
Group Party Whip:	Richard Church

County Councillors:

Political Group Information – February 2023

James Gibson-Watt	Carol Robinson
Danny Bebb	William Lloyd
Gareth Ratcliffe	Corinna Kenyon-Wade
Jake Berriman	Josie Ewing
Pete Roberts	Sian Cox
Jackie Charlton	Gareth Morgan
Glyn Preston	David Selby
Kelly Healy	Adam Kennerley
Angela Davies	Anita Cartwright
William Powell	Richard Church

Welsh Labour Llafur Cymru	Members:9
--------------------------------------	------------------

Group Leader:	Matthew Dorrance
Group Deputy Leader:	Susan McNicholas
Group Secretary:	Huw Williams
Group Party Whip:	Sandra Davies
Group Chair:	Sarah Williams

County Councillors:

Matthew Dorrance	Susan McNicholas
Sandra Davies	Huw Williams
Sarah Williams	David Thomas
Liz Rjinenberg	Chris Walsh
David Meredith	

Welsh Conservatives Ceidwadwyr Cymreig	Members:14
---	-------------------

Group Leader:	Aled Davies
Deputy Leader:	Amanda Jenner
Group Secretary:	Ian Harrison
Group Chair:	Lucy Roberts

County Councillors:

Aled Davies	Ian Harrison
Benjamin Breeze	Lucy Roberts
Gwynfor Thomas	Les George
Jonathan Wilkinson	Amanda Jenner
Peter Lewis	Pete Lewington
Iain McIntosh	Gareth Pugh
Karl Lewis	Adrian Jones

Political Group Information – February 2023

Plaid Cymru	Members:3
--------------------	------------------

Group Leader:	Elwyn Vaughan
Deputy Leader:	
Group Secretary:	

County Councillors:

Bryn Davies	Elwyn Vaughan
Gary Mitchell	

Non Affiliated:

(Individual members of the Council who have decided not to join a Powys County Council political group. Non-Affiliated Members are not a political group for the allocation of seats on committees)

Non-Affiliated Members	Members:8
-------------------------------	------------------

County Councillors:

Little Brighthouse	Jeremy Thorp
Geoff Morgan	Deb Edwards
Joy Jones	Sarah-Jane Beecham
Matt Beecham	Tom Colbert

Vacancies.

Electoral Divisions:

Dated: 12 May 2023

This page is intentionally left blank

This paper seeks to assist Members in understanding the statutory political balance requirements by briefly setting out how political groups are established; how Councillors become members of a political group; the process for carrying out a review and determining the allocation of committee seats to groups; the principles and methodology to be applied to the allocations/appointments processes and the requirement to appoint in accordance with the wishes of groups.

IMPLICATIONS OF MEMBERS DIVIDED INTO POLITICAL GROUPS

Where political groups exist:-

- (a) **All Committees** including the **Scrutiny** Committees have to be **constituted** so as to be **politically balanced** e.g. a political group composed of **one third of the whole membership** of the Council would be entitled to **one third of the seats** on a committee. In the case of a committee of **15** this would give the group **5** seats. **Sub-Committees** would **also** have to be politically balanced.

NB – The Cabinet is not a committee of the Council and the political balance requirements do not apply to it.

- (b) Each **Political Group** (and not the Council) **selects** (in relation to the seats allocated to that group) which councillors **sit on which committee/Sub-Committee** (save for those members **not** in a group).
- (c) Those members **not in a Group** receive a **proportionate allocation** of seats on each Committee/Sub-Committee and the **Council** determines the **appointment** of those independent members to Committees/Sub-Committees in whatever method it deems appropriate.
- (d) **Only** the **Standards Committee**, Sub-Committees / Panels which exist to deal with regulatory and licensing matters and staffing matters, and Member/Officer **Working Groups** are **exempt** from the political balance requirements.
- (e) Appointments to the relevant outside bodies i.e. **Brecon Beacons National Park Authority, Dyfed Powys Police and Crime Panel** and **Mid and West Wales Fire and Rescue Authority** are required to be **politically balanced** (appointments to other outside bodies are not required to be politically balanced)

To look at some points in slightly more detail.

A “**political group**” comes in to existence when at least **two** Councillors deliver to the Proper Officer, a notice in writing stating that they wish to be treated as a “**political group**”, stating the **name of the group** and the **name of its leader** and (optional) the name of one other authorised to act in place of the leader (the representative). By **signing** the notice Councillors **become members** of that Group. Only **one** political group need declare for the political balance regime to apply.

If one or more **political groups** are formed then the **Full County Council** must as soon as reasonably practical **REVIEW** the representation of political groups on the Council’s committees, and those relevant **outside** bodies referred to above. Where a **committee** has power to appoint to a **sub-committee** (or appoint to a relevant **outside** body) the **Committee** similarly must conduct a review. It is an **annual requirement to review** the

Appendix 2

representation of the different political groups at the Annual Meeting. There is also a requirement to undertake this exercise whenever a Member forms a Group.

Once the review exercise is completed the Council/Committee must **DETERMINE** the **allocation of seats** on committees and sub-committees and appointments on relevant outside bodies **to the different political groups**. That **determination** must be carried out in a way which, **so far as reasonably practicable**, gives effect to the **PRINCIPLES** set out in the Local Government and Housing Act 1989, namely:-

- (a) that not all the seats on the Council's committees and sub-committees are allocated to the same political group (**no one-party committees/sub-committees**).
- (b) that if there is a majority group/party (**i.e. in the case of Powys a group with 35 or more members**) it should have a **majority of all the seats** on the Council's committees and sub-committees.
- (c) subject to (a) and (b) that the total **aggregate** number of seats on **all the committees** allocated to a particular political group reflect that group's **proportion** of the membership of the Council.
- (d) subject to (a) to (c) that the number of seats on each **individual** committee/sub-committee/outside body are allocated to a particular political group to reflect that group's **proportion** of the membership of the Council.

Once a determination has been made, it becomes the duty of the Council (or committee) to **exercise** the power to **MAKE APPOINTMENTS** as soon as practicable and to give effect to the **wishes of the political groups** as to **WHO** is to be appointed to the **individual seats** allocated to those groups. Similar arrangements apply to the appointment to the **relevant outside bodies**.

Theoretically the Council could, **if all 68 members agreed**, put in place **different arrangements**, in part or in whole, to those outlined in this paper in relation to allocating seats on Committees (and similarly Committees can put different arrangements in place for their Sub-Committees).

Committee Allocations	12/05/2023			
Councillor Seats on Committees				
Health and Care	11			
Learning and Skills	11			
Economy Residents Communities	11			
Planning, Taxi Licensing, Rights of Way	17			
Employment Appeals	11			
Governance and Audit	6			
Democratic Services	11			
Pensions and Investment	5			
Licensing Act 2003	11			
Finance Panel	9			
PSB Scrutiny Committee	6			
Total	109			
Individual Group Multiplier	Group Number	Multiplier (Note 1)		
Independents	8	0.11765		
Welsh Conservatives	14	0.20588		
Welsh Liberal Democrats	20	0.29412		
Welsh Labour	9	0.13235		
Plaid Cymru	3	0.04412		
Independents for Powys	6	0.08824		
	0	0.00000		
Non- Affiliated	8	0.11765		
Totals	68			
Aggregate Seats Entitlement (109 seats)				
	Group Number	Aggregate Seats (Note 2)	Rounded Up	
Independents	8	12.824	13	
Welsh Conservatives	14	22.441	22	
Welsh Liberal Democrats	20	32.059	32	
Welsh Labour	9	14.426	14	
Plaid Cymru	3	4.809	5	
Independents for Powys	6	9.618	10	
	0	0.000	0	
Non- Affiliated	8	12.824	13	
Totals	68	109.000	109	
Note 1.				
Multiplier = No of Members on group divided by the Number of Members on the Council				
Note 2.				
Aggregate seats = number of seats on all committees allocated to the political groups to reflect that group's proportion of the membership of the Council. This is based on a total of 109 maximum number of seats on all committees. The seats are calculated by multiplying the multiplier for each group by the total number of seats.				

Committee	Committee Seats	Independents	Welsh Conservatives	Welsh Liberal Democrats	Welsh Labour	Plaid Cymru	Independents for Powys	0	Non-Affiliated	Total Allocation of Seats	+ / -	Group to which Vacant Seat to be allocated
		8	14	20	9	3	6	0	8	68		
Pensions and Investment	5	1	1	1	1	0	0	0	1	4	-1	(1) Lib Dems
Learning and Skills Scrutiny Committee	11	1	2	3	1	0	1	0	1	8	-3	(1) Plaid; (2) Labour; (3) Independents
Economy, Residents and Communities Scrutiny Committee	11	1	2	3	1	0	1	0	1	8	-3	(1) Plaid; (2) Labour; (3) Independents
Health and Care Scrutiny Committee	11	1	2	3	1	0	1	0	1	8	-3	(1) Plaid; (2) Labour; (3) Independents
PSB Scrutiny Committee	6	1	1	2	1	0	1	0	1	6	0	
Governance and Audit	6	1	1	2	1	0	1	0	1	6	0	
Employment and Appeals	11	1	2	3	1	0	1	0	1	8	-3	(1) Plaid; (2) Labour; (3) Independents
Licensing Act 2003	11	1	2	3	1	0	1	0	1	8	-3	(1) Plaid; (2) Labour; (3) Independents
Democratic Services	11	1	2	3	1	0	1	0	1	8	-3	(1) Plaid; (2) Labour; (3) Independents
Planning, Taxi Licensing and Rights of Way	17	2	4	5	2	1	2	0	2	16	-1	(1) Labour
Finance Panel	9	1	2	3	1	0	1	0	1	8	-1	(1) Plaid
Total Seats on Committees	109	11	19	28	11	1	10	0	11	100		
Overall Aggregate Entitlement		13	22	32	14	5	10	0	13	109		
+ Vacant Seats												
+ / -		-2	-3	-4	-3	-4	0	0	-2			

NB No seats are not automatically allocated to Non-Affiliated Members.

Individual Committee Allocations Based on the Ready Reckoner					12/05/2023	
Committee of 5 (Pensions and Investment Committee)						
Group	Group Number	Multiplier from Ready Reckoner	Seats	Rounded	Differential to next whole seat	Vacant Seat
Independents	8	0.1176	0.59	1	0.41	RU
Welsh Conservatives	14	0.2059	1.03	1	0.97	D
Welsh Liberal Democrats	20	0.2941	1.47	1	0.53	1
Welsh Labour	9	0.1324	0.66	1	0.34	RU
Plaid Cymru	3	0.0441	0.22	0	0.78	D
Independents for Powys	6	0.0882	0.44	0	0.56	D
0	0	0.0000	0.00	0	0.00	
Non- Affiliated	8	0.1176	0.59	1	0.41	
				4		
Vacant Seats to be allocated by Group Leaders				1		
Total Seats on Committee				5		
NB No seats are not automatically allocated to Non-Affiliated Members.						

Individual Committee Allocations Based on the Ready Reckoner					12/05/2023	
Committee of 6 (Governance and Audit / Bannau Brycheiniog National Park)						
Group	Group Number	Multiplier from Ready Reckoner	Seats	Rounded	Differential to next whole seat	Vacant Seat
Independents	8	0.1176	0.71	1	0.29	
Welsh Conservatives	14	0.2059	1.24	1	0.76	
Welsh Liberal Democrats	20	0.2941	1.76	2	0.24	
Welsh Labour	9	0.1324	0.79	1	0.21	
Plaid Cymru	3	0.0441	0.26	0	0.74	
Independents for Powys	6	0.0882	0.53	1	0.47	
0	0	0.0000	0.00	0	0.00	
Non- Affiliated	8	0.1176	0.71	1	0.29	
				6		
Vacant Seats to be allocated by Group Leaders				0		
Total Seats on Committee				6		
NB No seats are not automatically allocated to Non-Affiliated Members.						

Individual Committee Allocations Based on the Ready Reckoner					12/05/2023	
Committee of 9						
Group	Group Number	Multiplier from Ready Reckoner	Seats	Rounded	Differential to next whole seat	Vacant Seat
Independents	8	0.1176	1.06	1	0.94	D
Welsh Conservatives	14	0.2059	1.85	2	0.15	U
Welsh Liberal Democrats	20	0.2941	2.65	3	0.35	U
Welsh Labour	9	0.1324	1.19	1	0.81	D
Plaid Cymru	3	0.0441	0.40	0	0.60	1
Independents for Powys	6	0.0882	0.79	1	0.21	U
0	0	0.0000	0.00	0	0.00	
Non- Affiliated	8	0.1176	1.06	1	0.94	
				8		
Vacant Seats to be allocated by Group Leaders				1		
Total Seats on Committee				9		
NB No seats are not automatically allocated to Non-Affiliated Members.						

Individual Committee Allocations Based on the Ready Reckoner					12/05/2023	
Committee of 11						
Group	Group Number	Multiplier from Ready Reckoner	Seats	Rounded	Differential to next whole seat	Vacant Seat
Independents	8	0.1176	1.29	1	0.71	3
Welsh Conservatives	14	0.2059	2.26	2	0.74	D
Welsh Liberal Democrats	20	0.2941	3.24	3	0.76	D
Welsh Labour	9	0.1324	1.46	1	0.54	2
Plaid Cymru	3	0.0441	0.49	0	0.51	1
Independents for Powys	6	0.0882	0.97	1	0.03	U
0	0	0.0000	0.00	0	0.00	
Non- Affiliated	8	0.1176	1.29	1	0.71	D
				8		
Vacant Seats to be allocated by Group Leaders				3		
Total Seats on Committee				11		
NB No seats are not automatically allocated to Non-Affiliated Members.						

Individual Committee Allocations Based on the Ready Reckoner					12/05/2023	
Committee of 17						
Group	Group Number	Multiplier from Ready Reckoner	Seats	Rounded	Differential to next whole seat	Vacant Seat
Independents	8	0.1176	2.00	2	0.00	RU
Welsh Conservatives	14	0.2059	3.50	4	0.50	RU
Welsh Liberal Democrats	20	0.2941	5.00	5	0.00	RU
Welsh Labour	9	0.1324	2.25	2	0.75	1
Plaid Cymru	3	0.0441	0.75	1	0.25	RU
Independents for Powys	6	0.0882	1.50	2	0.50	RU
0	0	0.0000	0.00	0	0.00	
Non- Affiliated	8	0.1176	2.00	2	0.00	
				16		
Vacant Seats to be allocated by Group Leaders				1		
Total Seats on Committee				17		
NB No seats are not automatically allocated to Non-Affiliated Members.						

This page is intentionally left blank

Political Group Ready Reckoner - Committees of 3 - 8

No of Members of Group	No of Members on Council	% of Council	Committee of 8	Proportion on Cttee 8	Act no of seats on Cttee 8	Committee of 7	Proportion on Cttee 7	Act no of seats on Cttee 7	Committee of 6	Proportion on Cttee 6	Act no on Cttee 6	Committee of 5	Proportion of seats on Cttee 5	Act no of seats on Cttee 5	Committee of 4	Proportion on Cttee 4	Act no of seats on Cttee 4	committee of 3	Proportion on cttee 3	Act no on cttee 3
1	68	1.47	8	0.12	0	7	0.10	0	6	0.09	0	5	0.07	0	4	0.06	0	3	0.04	0
2	68	2.94	8	0.24	0	7	0.21	0	6	0.18	0	5	0.15	0	4	0.12	0	3	0.09	0
3	68	4.41	8	0.35	0	7	0.31	0	6	0.26	0	5	0.22	0	4	0.18	0	3	0.13	0
4	68	5.88	8	0.47	0	7	0.41	0	6	0.35	0	5	0.29	0	4	0.24	0	3	0.18	0
5	68	7.35	8	0.59	1	7	0.51	1	6	0.44	0	5	0.37	0	4	0.29	0	3	0.22	0
6	68	8.82	8	0.71	1	7	0.62	1	6	0.53	1	5	0.44	0	4	0.35	0	3	0.26	0
7	68	10.29	8	0.82	1	7	0.72	1	6	0.62	1	5	0.51	1	4	0.41	0	3	0.31	0
8	68	11.76	8	0.94	1	7	0.82	1	6	0.71	1	5	0.59	1	4	0.47	0	3	0.35	0
9	68	13.24	8	1.06	1	7	0.93	1	6	0.79	1	5	0.66	1	4	0.53	1	3	0.40	0
10	68	14.71	8	1.18	1	7	1.03	1	6	0.88	1	5	0.74	1	4	0.59	1	3	0.44	0
11	68	16.18	8	1.29	1	7	1.13	1	6	0.97	1	5	0.81	1	4	0.65	1	3	0.49	0
12	68	17.65	8	1.41	1	7	1.24	1	6	1.06	1	5	0.88	1	4	0.71	1	3	0.53	1
13	68	19.12	8	1.53	2	7	1.34	1	6	1.15	1	5	0.96	1	4	0.76	1	3	0.57	1
14	68	20.59	8	1.65	2	7	1.44	1	6	1.24	1	5	1.03	1	4	0.82	1	3	0.62	1
15	68	22.06	8	1.76	2	7	1.54	2	6	1.32	1	5	1.10	1	4	0.88	1	3	0.66	1
16	68	23.53	8	1.88	2	7	1.65	2	6	1.41	1	5	1.18	1	4	0.94	1	3	0.71	1
17	68	25.00	8	2.00	2	7	1.75	2	6	1.50	2	5	1.25	1	4	1.00	1	3	0.75	1
18	68	26.47	8	2.12	2	7	1.85	2	6	1.59	2	5	1.32	1	4	1.06	1	3	0.79	1
19	68	27.94	8	2.24	2	7	1.96	2	6	1.68	2	5	1.40	1	4	1.12	1	3	0.84	1
20	68	29.41	8	2.35	2	7	2.06	2	6	1.76	2	5	1.47	1	4	1.18	1	3	0.88	1
21	68	30.88	8	2.47	2	7	2.16	2	6	1.85	2	5	1.54	2	4	1.24	1	3	0.93	1
22	68	32.35	8	2.59	3	7	2.26	2	6	1.94	2	5	1.62	2	4	1.29	1	3	0.97	1
23	68	33.82	8	2.71	3	7	2.37	2	6	2.03	2	5	1.69	2	4	1.35	1	3	1.01	1
24	68	35.29	8	2.82	3	7	2.47	2	6	2.12	2	5	1.76	2	4	1.41	1	3	1.06	1
25	68	36.76	8	2.94	3	7	2.57	3	6	2.21	2	5	1.84	2	4	1.47	1	3	1.10	1
26	68	38.24	8	3.06	3	7	2.68	3	6	2.29	2	5	1.91	2	4	1.53	2	3	1.15	1
27	68	39.71	8	3.18	3	7	2.78	3	6	2.38	2	5	1.99	2	4	1.59	2	3	1.19	1
28	68	41.18	8	3.29	3	7	2.88	3	6	2.47	2	5	2.06	2	4	1.65	2	3	1.24	1
29	68	42.65	8	3.41	3	7	2.99	3	6	2.56	3	5	2.13	2	4	1.71	2	3	1.28	1
30	68	44.12	8	3.53	4	7	3.09	3	6	2.65	3	5	2.21	2	4	1.76	2	3	1.32	1
31	68	45.59	8	3.65	4	7	3.19	3	6	2.74	3	5	2.28	2	4	1.82	2	3	1.37	1
32	68	47.06	8	3.76	4	7	3.29	3	6	2.82	3	5	2.35	2	4	1.88	2	3	1.41	1
33	68	48.53	8	3.88	4	7	3.40	3	6	2.91	3	5	2.43	2	4	1.94	2	3	1.46	1

Political Group Ready Reckoner - Committees of 3 - 8

No of Members of Group	No of Members on Council	% of Council	Committee of 8	Proportion on Cttee 8	Act no of seats on Cttee 8	Committee of 7	Proportion on Cttee 7	Act no of seats on Cttee 7	Committee of 6	Proportion on Cttee 6	Act no on Cttee 6	Committee of 5	Proportion of seats on Cttee 5	Act no of seats on Cttee 5	Committee of 4	Proportion on Cttee 4	Act no of seats on Cttee 4	committee of 3	Proportion on cttee 3	Act no on cttee 3
34	68	50.00	8	4.00	4	7	3.50	4	6	3.00	3	5	2.50	3	4	2.00	2	3	1.50	2
35	68	51.47	8	4.12	4	7	3.60	4	6	3.09	3	5	2.57	3	4	2.06	2	3	1.54	2
36	68	52.94	8	4.24	4	7	3.71	4	6	3.18	3	5	2.65	3	4	2.12	2	3	1.59	2
37	68	54.41	8	4.35	4	7	3.81	4	6	3.26	3	5	2.72	3	4	2.18	2	3	1.63	2
38	68	55.88	8	4.47	4	7	3.91	4	6	3.35	3	5	2.79	3	4	2.24	2	3	1.68	2
39	68	57.35	8	4.59	5	7	4.01	4	6	3.44	3	5	2.87	3	4	2.29	2	3	1.72	2
40	68	58.82	8	4.71	5	7	4.12	4	6	3.53	4	5	2.94	3	4	2.35	2	3	1.76	2
41	68	60.29	8	4.82	5	7	4.22	4	6	3.62	4	5	3.01	3	4	2.41	2	3	1.81	2
42	68	61.76	8	4.94	5	7	4.32	4	6	3.71	4	5	3.09	3	4	2.47	2	3	1.85	2
43	68	63.24	8	5.06	5	7	4.43	4	6	3.79	4	5	3.16	3	4	2.53	3	3	1.90	2
44	68	64.71	8	5.18	5	7	4.53	5	6	3.88	4	5	3.24	3	4	2.59	3	3	1.94	2
45	68	66.18	8	5.29	5	7	4.63	5	6	3.97	4	5	3.31	3	4	2.65	3	3	1.99	2
46	68	67.65	8	5.41	5	7	4.74	5	6	4.06	4	5	3.38	3	4	2.71	3	3	2.03	2
47	68	69.12	8	5.53	6	7	4.84	5	6	4.15	4	5	3.46	3	4	2.76	3	3	2.07	2
48	68	70.59	8	5.65	6	7	4.94	5	6	4.24	4	5	3.53	4	4	2.82	3	3	2.12	2
49	68	72.06	8	5.76	6	7	5.04	5	6	4.32	4	5	3.60	4	4	2.88	3	3	2.16	2
50	68	73.53	8	5.88	6	7	5.15	5	6	4.41	4	5	3.68	4	4	2.94	3	3	2.21	2
51	68	75.00	8	6.00	6	7	5.25	5	6	4.50	5	5	3.75	4	4	3.00	3	3	2.25	2
52	68	76.47	8	6.12	6	7	5.35	5	6	4.59	5	5	3.82	4	4	3.06	3	3	2.29	2
53	68	77.94	8	6.24	6	7	5.46	5	6	4.68	5	5	3.90	4	4	3.12	3	3	2.34	2
54	68	79.41	8	6.35	6	7	5.56	6	6	4.76	5	5	3.97	4	4	3.18	3	3	2.38	2
55	68	80.88	8	6.47	6	7	5.66	6	6	4.85	5	5	4.04	4	4	3.24	3	3	2.43	2
56	68	82.35	8	6.59	7	7	5.76	6	6	4.94	5	5	4.12	4	4	3.29	3	3	2.47	2
57	68	83.82	8	6.71	7	7	5.87	6	6	5.03	5	5	4.19	4	4	3.35	3	3	2.51	3
58	68	85.29	8	6.82	7	7	5.97	6	6	5.12	5	5	4.26	4	4	3.41	3	3	2.56	3
59	68	86.76	8	6.94	7	7	6.07	6	6	5.21	5	5	4.34	4	4	3.47	3	3	2.60	3
60	68	88.24	8	7.06	7	7	6.18	6	6	5.29	5	5	4.41	4	4	3.53	4	3	2.65	3
61	68	89.71	8	7.18	7	7	6.28	6	6	5.38	5	5	4.49	4	4	3.59	4	3	2.69	3
62	68	91.18	8	7.29	7	7	6.38	6	6	5.47	5	5	4.56	5	4	3.65	4	3	2.74	3
63	68	92.65	8	7.41	7	7	6.49	6	6	5.56	6	5	4.63	5	4	3.71	4	3	2.78	3
64	68	94.12	8	7.53	8	7	6.59	7	6	5.65	6	5	4.71	5	4	3.76	4	3	2.82	3
65	68	95.59	8	7.65	8	7	6.69	7	6	5.74	6	5	4.78	5	4	3.82	4	3	2.87	3
66	68	97.06	8	7.76	8	7	6.79	7	6	5.82	6	5	4.85	5	4	3.88	4	3	2.91	3

Political Group Ready Reckoner - Committees of 3 - 8

No of Members of Group	No of Members on Council	% of Council	Committee of 8	Proportion on Citee 8	Act no of seats on Citee 8	Committee of 7	Proportion on Citee 7	Act no of seats on Citee 7	Committee of 6	Proportion on Citee 6	Act no on Citee 6	Committee of 5	Proportion of seats on Citee 5	Act no of seats on Citee 5	Committee of 4	Proportion on Citee 4	Act no of seats on Citee 4	committee of 3	Proportion on citee 3	Act no on citee 3
67	68	98.53	8	7.88	8	7	6.90	7	6	5.91	6	5	4.93	5	4	3.94	4	3	2.96	3
68	68	100.00	8	8.00	8	7	7.00	7	6	6.00	6	5	5.00	5	4	4.00	4	3	3.00	3

Political Group Ready Reckoner Committees of 9-15

No of Members of Group	No of Members on Council	% of Council	Committee of 15	Proportion on Ctte of 15	Act no of seats on cttee 15	Committee of 14	Proportion on Cttee of 14	Act no on cttee 14	Committee of 13	Proportion on cttee 13	Act no of cttee 13	Committee 12	Proportion on Cttee 12	Act no of seats on Cttee 12	Committee 11	Proportion on Committee 11	Act no of seats on Cttee 11	Committee of 10	Proportion on Cttee 10	Act no of seats on Cttee 10	Committee of 9	Proportion on Cttee 9	Act no of seats on Cttee 9
1	68	1.47	15	0.22	0	14	0.21	0	13	0.19	0	12	0.18	0	11	0.16	0	10	0.15	0	9	0.13	0
2	68	2.94	15	0.44	0	14	0.41	0	13	0.38	0	12	0.35	0	11	0.32	0	10	0.29	0	9	0.26	0
3	68	4.41	15	0.66	1	14	0.62	1	13	0.57	1	12	0.53	1	11	0.49	0	10	0.44	0	9	0.40	0
4	68	5.88	15	0.88	1	14	0.82	1	13	0.76	1	12	0.71	1	11	0.65	1	10	0.59	1	9	0.53	1
5	68	7.35	15	1.10	1	14	1.03	1	13	0.96	1	12	0.88	1	11	0.81	1	10	0.74	1	9	0.66	1
6	68	8.82	15	1.32	1	14	1.24	1	13	1.15	1	12	1.06	1	11	0.97	1	10	0.88	1	9	0.79	1
7	68	10.29	15	1.54	2	14	1.44	1	13	1.34	1	12	1.24	1	11	1.13	1	10	1.03	1	9	0.93	1
8	68	11.76	15	1.76	2	14	1.65	2	13	1.53	2	12	1.41	1	11	1.29	1	10	1.18	1	9	1.06	1
9	68	13.24	15	1.99	2	14	1.85	2	13	1.72	2	12	1.59	2	11	1.46	1	10	1.32	1	9	1.19	1
10	68	14.71	15	2.21	2	14	2.06	2	13	1.91	2	12	1.76	2	11	1.62	2	10	1.47	1	9	1.32	1
11	68	16.18	15	2.43	2	14	2.26	2	13	2.10	2	12	1.94	2	11	1.78	2	10	1.62	2	9	1.46	1
12	68	17.65	15	2.65	3	14	2.47	2	13	2.29	2	12	2.12	2	11	1.94	2	10	1.76	2	9	1.59	2
13	68	19.12	15	2.87	3	14	2.68	3	13	2.49	3	12	2.29	2	11	2.10	2	10	1.91	2	9	1.72	2
14	68	20.59	15	3.09	3	14	2.88	3	13	2.68	3	12	2.47	2	11	2.26	2	10	2.06	2	9	1.85	2
15	68	22.06	15	3.31	3	14	3.09	3	13	2.87	3	12	2.65	3	11	2.43	2	10	2.21	2	9	1.99	2
16	68	23.53	15	3.53	4	14	3.29	3	13	3.06	3	12	2.82	3	11	2.59	3	10	2.35	2	9	2.12	2
17	68	25.00	15	3.75	4	14	3.50	4	13	3.25	3	12	3.00	3	11	2.75	3	10	2.50	3	9	2.25	2
18	68	26.47	15	3.97	4	14	3.71	4	13	3.44	3	12	3.18	3	11	2.91	3	10	2.65	3	9	2.38	2
19	68	27.94	15	4.19	4	14	3.91	4	13	3.63	4	12	3.35	3	11	3.07	3	10	2.79	3	9	2.51	3
20	68	29.41	15	4.41	4	14	4.12	4	13	3.82	4	12	3.53	4	11	3.24	3	10	2.94	3	9	2.65	3
21	68	30.88	15	4.63	5	14	4.32	4	13	4.01	4	12	3.71	4	11	3.40	3	10	3.09	3	9	2.78	3
22	68	32.35	15	4.85	5	14	4.53	5	13	4.21	4	12	3.88	4	11	3.56	4	10	3.24	3	9	2.91	3
23	68	33.82	15	5.07	5	14	4.74	5	13	4.40	4	12	4.06	4	11	3.72	4	10	3.38	3	9	3.04	3
24	68	35.29	15	5.29	5	14	4.94	5	13	4.59	5	12	4.24	4	11	3.88	4	10	3.53	4	9	3.18	3
25	68	36.76	15	5.51	6	14	5.15	5	13	4.78	5	12	4.41	4	11	4.04	4	10	3.68	4	9	3.31	3
26	68	38.24	15	5.74	6	14	5.35	5	13	4.97	5	12	4.59	5	11	4.21	4	10	3.82	4	9	3.44	3
27	68	39.71	15	5.96	6	14	5.56	6	13	5.16	5	12	4.76	5	11	4.37	4	10	3.97	4	9	3.57	4
28	68	41.18	15	6.18	6	14	5.76	6	13	5.35	5	12	4.94	5	11	4.53	5	10	4.12	4	9	3.71	4
29	68	42.65	15	6.40	6	14	5.97	6	13	5.54	6	12	5.12	5	11	4.69	5	10	4.26	4	9	3.84	4
30	68	44.12	15	6.62	7	14	6.18	6	13	5.74	6	12	5.29	5	11	4.85	5	10	4.41	4	9	3.97	4
31	68	45.59	15	6.84	7	14	6.38	6	13	5.93	6	12	5.47	5	11	5.01	5	10	4.56	5	9	4.10	4
32	68	47.06	15	7.06	7	14	6.59	7	13	6.12	6	12	5.65	6	11	5.18	5	10	4.71	5	9	4.24	4
33	68	48.53	15	7.28	7	14	6.79	7	13	6.31	6	12	5.82	6	11	5.34	5	10	4.85	5	9	4.37	4
34	68	50.00	15	7.50	8	14	7.00	7	13	6.50	7	12	6.00	6	11	5.50	6	10	5.00	5	9	4.50	5
35	68	51.47	15	7.72	8	14	7.21	7	13	6.69	7	12	6.18	6	11	5.66	6	10	5.15	5	9	4.63	5
36	68	52.94	15	7.94	8	14	7.41	7	13	6.88	7	12	6.35	6	11	5.82	6	10	5.29	5	9	4.76	5
37	68	54.41	15	8.16	8	14	7.62	8	13	7.07	7	12	6.53	7	11	5.99	6	10	5.44	5	9	4.90	5
38	68	55.88	15	8.38	8	14	7.82	8	13	7.26	7	12	6.71	7	11	6.15	6	10	5.59	6	9	5.03	5

Political Group Ready Reckoner Committees of 9-15

No of Members of Group	No of Members on Council	% of Council	Committee of 15	Proportion on Ctte of 15	Act no of seats on cttee 15	Committee of 14	Proportion on Cttee of 14	Act no on cttee 14	Committee of 13	Proportion on cttee 13	Act no of cttee 13	Committee 12	Proportion on Cttee 12	Act no of seats on Cttee 12	Committee 11	Proportion on Committee 11	Act no of seats on Cttee 11	Committee of 10	Proportion on Cttee 10	Act no of seats on Cttee 10	Committee of 9	Proportion on Cttee 9	Act no of seats on Cttee 9
39	68	57.35	15	8.60	9	14	8.03	8	13	7.46	7	12	6.88	7	11	6.31	6	10	5.74	6	9	5.16	5
40	68	58.82	15	8.82	9	14	8.24	8	13	7.65	8	12	7.06	7	11	6.47	6	10	5.88	6	9	5.29	5
41	68	60.29	15	9.04	9	14	8.44	8	13	7.84	8	12	7.24	7	11	6.63	7	10	6.03	6	9	5.43	5
42	68	61.76	15	9.26	9	14	8.65	9	13	8.03	8	12	7.41	7	11	6.79	7	10	6.18	6	9	5.56	6
43	68	63.24	15	9.49	9	14	8.85	9	13	8.22	8	12	7.59	8	11	6.96	7	10	6.32	6	9	5.69	6
44	68	64.71	15	9.71	10	14	9.06	9	13	8.41	8	12	7.76	8	11	7.12	7	10	6.47	6	9	5.82	6
45	68	66.18	15	9.93	10	14	9.26	9	13	8.60	9	12	7.94	8	11	7.28	7	10	6.62	7	9	5.96	6
46	68	67.65	15	10.15	10	14	9.47	9	13	8.79	9	12	8.12	8	11	7.44	7	10	6.76	7	9	6.09	6
47	68	69.12	15	10.37	10	14	9.68	10	13	8.99	9	12	8.29	8	11	7.60	8	10	6.91	7	9	6.22	6
48	68	70.59	15	10.59	11	14	9.88	10	13	9.18	9	12	8.47	8	11	7.76	8	10	7.06	7	9	6.35	6
49	68	72.06	15	10.81	11	14	10.09	10	13	9.37	9	12	8.65	9	11	7.93	8	10	7.21	7	9	6.49	6
50	68	73.53	15	11.03	11	14	10.29	10	13	9.56	10	12	8.82	9	11	8.09	8	10	7.35	7	9	6.62	7
51	68	75.00	15	11.25	11	14	10.50	11	13	9.75	10	12	9.00	9	11	8.25	8	10	7.50	8	9	6.75	7
52	68	76.47	15	11.47	11	14	10.71	11	13	9.94	10	12	9.18	9	11	8.41	8	10	7.65	8	9	6.88	7
53	68	77.94	15	11.69	12	14	10.91	11	13	10.13	10	12	9.35	9	11	8.57	9	10	7.79	8	9	7.01	7
54	68	79.41	15	11.91	12	14	11.12	11	13	10.32	10	12	9.53	10	11	8.74	9	10	7.94	8	9	7.15	7
55	68	80.88	15	12.13	12	14	11.32	11	13	10.51	11	12	9.71	10	11	8.90	9	10	8.09	8	9	7.28	7
56	68	82.35	15	12.35	12	14	11.53	12	13	10.71	11	12	9.88	10	11	9.06	9	10	8.24	8	9	7.41	7
57	68	83.82	15	12.57	13	14	11.74	12	13	10.90	11	12	10.06	10	11	9.22	9	10	8.38	8	9	7.54	8
58	68	85.29	15	12.79	13	14	11.94	12	13	11.09	11	12	10.24	10	11	9.38	9	10	8.53	9	9	7.68	8
59	68	86.76	15	13.01	13	14	12.15	12	13	11.28	11	12	10.41	10	11	9.54	10	10	8.68	9	9	7.81	8
60	68	88.24	15	13.24	13	14	12.35	12	13	11.47	11	12	10.59	11	11	9.71	10	10	8.82	9	9	7.94	8
61	68	89.71	15	13.46	13	14	12.56	13	13	11.66	12	12	10.76	11	11	9.87	10	10	8.97	9	9	8.07	8
62	68	91.18	15	13.68	14	14	12.76	13	13	11.85	12	12	10.94	11	11	10.03	10	10	9.12	9	9	8.21	8
63	68	92.65	15	13.90	14	14	12.97	13	13	12.04	12	12	11.12	11	11	10.19	10	10	9.26	9	9	8.34	8
64	68	94.12	15	14.12	14	14	13.18	13	13	12.24	12	12	11.29	11	11	10.35	10	10	9.41	9	9	8.47	8
65	68	95.59	15	14.34	14	14	13.38	13	13	12.43	12	12	11.47	11	11	10.51	11	10	9.56	10	9	8.60	9
66	68	97.06	15	14.56	15	14	13.59	14	13	12.62	13	12	11.65	12	11	10.68	11	10	9.71	10	9	8.74	9
67	68	98.53	15	14.78	15	14	13.79	14	13	12.81	13	12	11.82	12	11	10.84	11	10	9.85	10	9	8.87	9
68	68	100.00	15	15.00	15	14	14.00	14	13	13.00	13	12	12.00	12	11	11.00	11	10	10.00	10	9	9.00	9

Political Group Calculations - Committees of 16-21

No of Members of Group	No Members on Council	% of Council	Committee of 16	Proportion on Cttee of 16	No of seats on cttee 16	Committee of 17	Proportion on Cttee of 17	No of seats on cttee 17	Committee of 18	Proportion on cttee 18	No of seats of cttee 18	Committee 19	Proportion on Cttee 19	No of seats on Cttee 19	Committee 20	Proportion on Cttee 20	No of seats on Cttee 20	Committee of 21	Proportion on Cttee 21	Noo of seats on Cttee 21
1	68	1.47	16	0.24	0	17	0.25	0	18	0.26	0	19	0.28	0	20	0.29	0	21	0.31	0
2	68	2.94	16	0.47	0	17	0.50	1	18	0.53	1	19	0.56	1	20	0.59	1	21	0.62	1
3	68	4.41	16	0.71	1	17	0.75	1	18	0.79	1	19	0.84	1	20	0.88	1	21	0.93	1
4	68	5.88	16	0.94	1	17	1.00	1	18	1.06	1	19	1.12	1	20	1.18	1	21	1.24	1
5	68	7.35	16	1.18	1	17	1.25	1	18	1.32	1	19	1.40	1	20	1.47	1	21	1.54	2
6	68	8.82	16	1.41	1	17	1.50	2	18	1.59	2	19	1.68	2	20	1.76	2	21	1.85	2
7	68	10.29	16	1.65	2	17	1.75	2	18	1.85	2	19	1.96	2	20	2.06	2	21	2.16	2
8	68	11.76	16	1.88	2	17	2.00	2	18	2.12	2	19	2.24	2	20	2.35	2	21	2.47	2
9	68	13.24	16	2.12	2	17	2.25	2	18	2.38	2	19	2.51	3	20	2.65	3	21	2.78	3
10	68	14.71	16	2.35	2	17	2.50	3	18	2.65	3	19	2.79	3	20	2.94	3	21	3.09	3
11	68	16.18	16	2.59	3	17	2.75	3	18	2.91	3	19	3.07	3	20	3.24	3	21	3.40	3
12	68	17.65	16	2.82	3	17	3.00	3	18	3.18	3	19	3.35	3	20	3.53	4	21	3.71	4
13	68	19.12	16	3.06	3	17	3.25	3	18	3.44	3	19	3.63	4	20	3.82	4	21	4.01	4
14	68	20.59	16	3.29	3	17	3.50	4	18	3.71	4	19	3.91	4	20	4.12	4	21	4.32	4
15	68	22.06	16	3.53	4	17	3.75	4	18	3.97	4	19	4.19	4	20	4.41	4	21	4.63	5
16	68	23.53	16	3.76	4	17	4.00	4	18	4.24	4	19	4.47	4	20	4.71	5	21	4.94	5
17	68	25.00	16	4.00	4	17	4.25	4	18	4.50	5	19	4.75	5	20	5.00	5	21	5.25	5
18	68	26.47	16	4.24	4	17	4.50	5	18	4.76	5	19	5.03	5	20	5.29	5	21	5.56	6
19	68	27.94	16	4.47	4	17	4.75	5	18	5.03	5	19	5.31	5	20	5.59	6	21	5.87	6
20	68	29.41	16	4.71	5	17	5.00	5	18	5.29	5	19	5.59	6	20	5.88	6	21	6.18	6
21	68	30.88	16	4.94	5	17	5.25	5	18	5.56	6	19	5.87	6	20	6.18	6	21	6.49	6
22	68	32.35	16	5.18	5	17	5.50	6	18	5.82	6	19	6.15	6	20	6.47	6	21	6.79	7
23	68	33.82	16	5.41	5	17	5.75	6	18	6.09	6	19	6.43	6	20	6.76	7	21	7.10	7
24	68	35.29	16	5.65	6	17	6.00	6	18	6.35	6	19	6.71	7	20	7.06	7	21	7.41	7
25	68	36.76	16	5.88	6	17	6.25	6	18	6.62	7	19	6.99	7	20	7.35	7	21	7.72	8
26	68	38.24	16	6.12	6	17	6.50	7	18	6.88	7	19	7.26	7	20	7.65	8	21	8.03	8
27	68	39.71	16	6.35	6	17	6.75	7	18	7.15	7	19	7.54	8	20	7.94	8	21	8.34	8
28	68	41.18	16	6.59	7	17	7.00	7	18	7.41	7	19	7.82	8	20	8.24	8	21	8.65	9
29	68	42.65	16	6.82	7	17	7.25	7	18	7.68	8	19	8.10	8	20	8.53	9	21	8.96	9
30	68	44.12	16	7.06	7	17	7.50	8	18	7.94	8	19	8.38	8	20	8.82	9	21	9.26	9

Political Group Calculations - Committees of 16-21

No of Members of Group	No Members on Council	% of Council	Committee of 16	Proportion on Cttee of 16	No of seats on cttee 16	Committee of 17	Proportion on Cttee of 17	No of seats on cttee 17	Committee of 18	Proportion on cttee 18	No of seats of cttee 18	Committee 19	Proportion on Cttee 19	No of seats on Cttee 19	Committee 20	Proportion on Cttee 20	No of seats on Cttee 20	Committee of 21	Proportion on Cttee 21	No of seats on Cttee 21
31	68	45.59	16	7.29	7	17	7.75	8	18	8.21	8	19	8.66	9	20	9.12	9	21	9.57	10
32	68	47.06	16	7.53	8	17	8.00	8	18	8.47	8	19	8.94	9	20	9.41	9	21	9.88	10
33	68	48.53	16	7.76	8	17	8.25	8	18	8.74	9	19	9.22	9	20	9.71	10	21	10.19	10
34	68	50.00	16	8.00	8	17	8.50	9	18	9.00	9	19	9.50	10	20	10.00	10	21	10.50	11
35	68	51.47	16	8.24	8	17	8.75	9	18	9.26	9	19	9.78	10	20	10.29	10	21	10.81	11
36	68	52.94	16	8.47	8	17	9.00	9	18	9.53	10	19	10.06	10	20	10.59	11	21	11.12	11
37	68	54.41	16	8.71	9	17	9.25	9	18	9.79	10	19	10.34	10	20	10.88	11	21	11.43	11
38	68	55.88	16	8.94	9	17	9.50	10	18	10.06	10	19	10.62	11	20	11.18	11	21	11.74	12
39	68	57.35	16	9.18	9	17	9.75	10	18	10.32	10	19	10.90	11	20	11.47	11	21	12.04	12
40	68	58.82	16	9.41	9	17	10.00	10	18	10.59	11	19	11.18	11	20	11.76	12	21	12.35	12
41	68	60.29	16	9.65	10	17	10.25	10	18	10.85	11	19	11.46	11	20	12.06	12	21	12.66	13
42	68	61.76	16	9.88	10	17	10.50	11	18	11.12	11	19	11.74	12	20	12.35	12	21	12.97	13
43	68	63.24	16	10.12	10	17	10.75	11	18	11.38	11	19	12.01	12	20	12.65	13	21	13.28	13
44	68	64.71	16	10.35	10	17	11.00	11	18	11.65	12	19	12.29	12	20	12.94	13	21	13.59	14
45	68	66.18	16	10.59	11	17	11.25	11	18	11.91	12	19	12.57	13	20	13.24	13	21	13.90	14
46	68	67.65	16	10.82	11	17	11.50	12	18	12.18	12	19	12.85	13	20	13.53	14	21	14.21	14
47	68	69.12	16	11.06	11	17	11.75	12	18	12.44	12	19	13.13	13	20	13.82	14	21	14.51	15
48	68	70.59	16	11.29	11	17	12.00	12	18	12.71	13	19	13.41	13	20	14.12	14	21	14.82	15
49	68	72.06	16	11.53	12	17	12.25	12	18	12.97	13	19	13.69	14	20	14.41	14	21	15.13	15
50	68	73.53	16	11.76	12	17	12.50	13	18	13.24	13	19	13.97	14	20	14.71	15	21	15.44	15
51	68	75.00	16	12.00	12	17	12.75	13	18	13.50	14	19	14.25	14	20	15.00	15	21	15.75	16
52	68	76.47	16	12.24	12	17	13.00	13	18	13.76	14	19	14.53	15	20	15.29	15	21	16.06	16
53	68	77.94	16	12.47	12	17	13.25	13	18	14.03	14	19	14.81	15	20	15.59	16	21	16.37	16
54	68	79.41	16	12.71	13	17	13.50	14	18	14.29	14	19	15.09	15	20	15.88	16	21	16.68	17
55	68	80.88	16	12.94	13	17	13.75	14	18	14.56	15	19	15.37	15	20	16.18	16	21	16.99	17
56	68	82.35	16	13.18	13	17	14.00	14	18	14.82	15	19	15.65	16	20	16.47	16	21	17.29	17
57	68	83.82	16	13.41	13	17	14.25	14	18	15.09	15	19	15.93	16	20	16.76	17	21	17.60	18
58	68	85.29	16	13.65	14	17	14.50	15	18	15.35	15	19	16.21	16	20	17.06	17	21	17.91	18
59	68	86.76	16	13.88	14	17	14.75	15	18	15.62	16	19	16.49	16	20	17.35	17	21	18.22	18
60	68	88.24	16	14.12	14	17	15.00	15	18	15.88	16	19	16.76	17	20	17.65	18	21	18.53	19

Page 33 of 33

Political Group Calculations - Committees of 16-21

No of Members of Group	No Members on Council	% of Council	Committee of 16	Proportion on Cttee of 16	No of seats on cttee 16	Committee of 17	Proportion on Cttee of 17	No of seats on cttee 17	Committee of 18	Proportion on cttee 18	No of seats of cttee 18	Committee 19	Proportion on Cttee 19	No of seats on Cttee 19	Committee 20	Proportion on Cttee 20	No of seats on Cttee 20	Committee of 21	Proportion on Cttee 21	Noo of seats on Cttee 21
61	68	89.71	16	14.35	14	17	15.25	15	18	16.15	16	19	17.04	17	20	17.94	18	21	18.84	19
62	68	91.18	16	14.59	15	17	15.50	16	18	16.41	16	19	17.32	17	20	18.24	18	21	19.15	19
63	68	92.65	16	14.82	15	17	15.75	16	18	16.68	17	19	17.60	18	20	18.53	19	21	19.46	19
64	68	94.12	16	15.06	15	17	16.00	16	18	16.94	17	19	17.88	18	20	18.82	19	21	19.76	20
65	68	95.59	16	15.29	15	17	16.25	16	18	17.21	17	19	18.16	18	20	19.12	19	21	20.07	20
66	68	97.06	16	15.53	16	17	16.50	17	18	17.47	17	19	18.44	18	20	19.41	19	21	20.38	20
67	68	98.53	16	15.76	16	17	16.75	17	18	17.74	18	19	18.72	19	20	19.71	20	21	20.69	21
68	68	100.00	16	16.00	16	17	17.00	17	18	18.00	18	19	19.00	19	20	20.00	20	21	21.00	21

Appointment of Councillors to Committees 2023-2024

Learning and Skills Scrutiny Committee (11 Councillors plus 4 Co-Opted Members)
--

Independents	1 seat(s) + 1 additional seat
---------------------	--------------------------------------

County Councillors:
 Gareth D. Jones
 Gwynfor Thomas (Conservatives)

Conservatives	2 seat(s)
----------------------	------------------

County Councillors:
 Lucy Roberts
 Aled Davies

Liberal Democrats	3 seat(s)
--------------------------	------------------

County Councillors:
 Matt Beecham (Non-Affiliated)
 Danny Bebb
 VACANCY

Labour	1 seat(s) + 1 additional seat
---------------	--------------------------------------

County Councillors:
 David Meredith
 To be Confirmed

Plaid Cymru	0 seat(s) + 1 additional seat
--------------------	--------------------------------------

County Councillors:
 Bryn Davies

Independent's for Powys	1 seat(s)
--------------------------------	------------------

County Councillor:
 Geoff Morgan (Non-Affiliated)

Health and Care Scrutiny Committee (11 Councillors)
--

Independents	1 seat(s) + 1 additional seat
---------------------	--------------------------------------

County Councillors:
 Edwin Roderick
 Heulwen Hulme

Conservatives	2 seat(s)
----------------------	------------------

County Councillors:
 Amanda Jenner
 Benjamin Breeze

Liberal Democrats	3 seat(s)
County Councillors: Josie Ewing Carol Robinson Little Brighthouse (Non-Affiliated)	
Labour	1 seat(s) + 1 additional seat
County Councillors: Liz Rijnenberg Chris Walsh	
Plaid Cymru	0 seat(s) + 1 additional seat
County Councillors: Elwyn Vaughan	
Independent's for Powys	1 seat(s)
County Councillor: Gareth E Jones	
Economy, Residents and Communities Scrutiny Committee (11 Councillors and 1 Co-Opted Member)	
Independents	1 seat(s) + 1 additional seat
County Councillors: Arwel Jones Peter James	
Conservatives	2 seat(s)
County Councillors: Adrian Jones Karl Lewis	
Liberal Democrats	3 seat(s)
County Councillors: Angela Davies Corinna Kenyon-Wade Glyn Preston	
Labour	1 seat(s) + 1 additional seat
County Councillors: Sarah Williams Liz Rijnenberg	
Plaid Cymru	0 seat(s) + 1 additional seat
County Councillors: Gary Mitchell	

Independent's for Powys	1 seat(s)
--------------------------------	------------------

County Councillor:
Bryan Davies

Public Service Board Scrutiny Committee

- **2 representatives of each of the scrutiny committees on a political balanced basis = 6 Councillors (and who preferably represent the Council on BBNP / PTHB / MAWWFFRA and PAVO)**
 - **3 Vice-Chairs of the Scrutiny Committees)**

Independents	1 seat(s)
---------------------	------------------

County Councillors:
Gareth D Jones

Conservatives	1 seat(s)
----------------------	------------------

County Councillors:
Adrian Jones.

Liberal Democrats	2 seat(s)
--------------------------	------------------

County Councillors:
Glyn Preston
Corinna Kenyon-Wade

Labour	1 seat(s)
---------------	------------------

County Councillors:
To be Confirmed

Plaid Cymru	0 seat(s)
--------------------	------------------

County Councillors:

Independent's for Powys	1 seat(s)
--------------------------------	------------------

County Councillor:
Ange Williams

**Governance and Audit Committee
(6 Councillors plus 3 Lay Member)**

Independents	1 seat(s)
---------------------	------------------

County Councillors:
Graham Breeze

Conservatives	1 seat(s)
----------------------	------------------

County Councillors:
Pete Lewington

Liberal Democrats	2 seat(s)
County Councillors: William Powell Gareth Ratcliffe	
Labour	1 seat(s)
County Councillor: Chris Walsh	
Plaid Cymru	0 seat(s)
County Councillors:	
Independent's for Powys	1 seat(s)
County Councillor: Ange Williams	
Democratic Services Committee (11 Councillors)	
Independents	1 seat(s) + 1 additional seat
County Councillors: Graham Breeze Heulwen Hulme	
Conservatives	2 seat(s)
County Councillors: Peter Lewis Pete Lewington	
Liberal Democrats	3 seat(s)
County Councillors: Anita Cartwright Danny Bebb Kelly Healy	
Labour	1 seat(s) + 1 additional seat
County Councillor: David Meredith Sarah Williams	
Plaid Cymru	0 seat(s) + 1 additional seat
County Councillors: Elwyn Vaughan	
Independent's for Powys	1 seat(s)
County Councillor: Gareth E Jones	

Planning, Taxi Licensing and Rights of Way Committee (17 Councillors)
--

Independents	2 seat(s)
---------------------	------------------

County Councillors:
Gareth D. Jones
Heulwen Hulme

Conservatives	4 seat(s)
----------------------	------------------

County Councillors:
Jonathan Wilkinson
Karl Lewis
Gareth Pugh
Adrian Jones

Liberal Democrats	5 seat(s)
--------------------------	------------------

County Councillors:
Angela Davies
Corinna Kenyon-Wade
Tom Colbert (Non-Affiliated)
VACANCY
VACANCY

Labour	2 seat(s) + 1 additional seat
---------------	--------------------------------------

County Councillors:
Huw Williams
Geoff Morgan (Non-Affiliated)
Edwin Roderick (Independent)

Plaid Cymru	1 seat(s)
--------------------	------------------

County Councillor:
Elwyn Vaughan

Independent's for Powys	2 seat(s)
--------------------------------	------------------

County Councillor:
Gareth E. Jones
Deb Edwards (Non-Affiliated)

Licensing Act 2003 Committee (11 Councillors)
--

Independents	1 seat(s) + 1 additional seat
---------------------	--------------------------------------

County Councillors:
Heulwen Hulme
Beverley Baynham

Conservatives	2 seat(s)
----------------------	------------------

County Councillors:
Jonathan Wilkinson
Adrian Jones

Liberal Democrats	3 seat(s)
County Councillors: Josie Ewing William Lloyd Deb Edwards (Non-Affiliated)	
Labour	1 seat(s) + 1 additional seat
County Councillor: Huw Williams David Meredith	
Plaid Cymru	0 seat(s) + 1 additional seat
County Councillors: Bryn Davies	
Independent's for Powys	1 seat(s)
County Councillor: Ed Jones	
Employment and Appeals Committee (11 Councillors)	
Independents	1 seat(s) + 1 additional seat
County Councillors: Michael Williams Beverley Baynham	
Conservatives	2 seat(s)
County Councillors: Lucy Roberts Benjamin Breeze	
Liberal Democrats	3 seat(s)
County Councillors: Gareth Morgan William Lloyd Carol Robinson	
Labour	1 seat(s) + 1 additional seat
County Councillor: David Meredith To be Confirmed	
Plaid Cymru	0 seat(s) + 1 additional seat
County Councillors: Gary Mitchell	

Independent's for Powys	1 seat(s)
County Councillor: Claire Johnson-Wood	

Pensions and Investment Committee (5 Councillors)
--

Independents	1 seat(s)
County Councillors: Arwel Jones	

Conservatives	1 seat(s)
County Councillor: Peter Lewis	

Liberal Democrats	1 seat(s) + 1 additional seat
County Councillor: Adam Kennerley Corinna Kenyon-Wade	

Labour	1 seat(s)
County Councillor: Huw Williams	

Plaid Cymru	0 seat(s)
County Councillors:	

Independent's for Powys	0 seat(s)
County Councillors:	

Standards Committee (4 Councillors)
--

Independents	1 seat(s)
County Councillor: Beverley Baynham	

Conservatives	1 seat(s)
County Councillor: Iain McIntosh	

Liberal Democrats	1 seat(s)
County Councillor: William Powell	

Labour	1 seat(s)
County Councillor: Liz Rijnenberg	

Plaid Cymru	0 seat(s)
--------------------	------------------

County Councillors:

Independent's for Powys	0 seat(s)
--------------------------------	------------------

County Councillors:

<p>Finance Panel</p> <ul style="list-style-type: none"> • 9 Councillors plus • 1 Co-Opted Member from Governance and Audit.
--

Independents	1 seat(s)
---------------------	------------------

County Councillor:

Arwel Jones

Conservatives	2 seat(s)
----------------------	------------------

County Councillor:

Aled Davies

Pete Lewington

Liberal Democrats	3 seat(s)
--------------------------	------------------

County Councillor:

Corinna Kenyon-Wade

Glyn Preston

Gareth Ratcliffe

Labour	1 seat(s)
---------------	------------------

County Councillor:

Chris Walsh

Plaid Cymru	0 seat(s) + 1 additional seat
--------------------	--------------------------------------

County Councillors:

Elwyn Vaughan

Independent's for Powys	1 seat(s)
--------------------------------	------------------

County Councillors:

Jeremy Pugh

Outside Bodies.

Bannau Brycheiniog National Park Authority

Independents	1 seat(s)
County Councillors: Edwin Roderick	
Conservatives	1 seat(s)
County Councillors: VACANCY	
Liberal Democrats	2 seat(s)
County Councillors: Gareth Ratcliffe William Powell	
Labour	1 seat(s)
County Councillors: Huw Williams	
Plaid Cymru	0 seat(s)
County Councillors:	
Independent's for Powys	1 seat(s)
County Councillor: Ed Jones	

Welsh Local Government Association (WLGA) 3 Seats

Independents	0 seat(s)
County Councillors:	
Conservatives	0 seat(s)
County Councillors:	
Liberal Democrats	2 seat(s)
County Councillors:	
Labour	1 seat(s)
County Councillors:	
Plaid Cymru	0 seat(s)
County Councillors:	
Independent's for Powys	0 seat(s)
County Councillor:	

Welsh Local Government Association (WLGA) Executive Board. 1 Seat
--

Independents	0 seat(s)
---------------------	------------------

County Councillors:

Conservatives	0 seat(s)
----------------------	------------------

County Councillors:

Liberal Democrats	1 seat(s)
--------------------------	------------------

County Councillors:

James Gibson-Watt

Labour	0 seat(s)
---------------	------------------

County Councillors:

Plaid Cymru	0 seat(s)
--------------------	------------------

County Councillors:

Independent's for Powys	0 seat(s)
--------------------------------	------------------

County Councillors:

FOR INFORMATION ONLY

Mid and West Wales Fire and Rescue Authority. 4 Seats
--

Independents	1 seat(s)
---------------------	------------------

County Councillors:
Edwin Roderick

Conservatives	1 seat(s)
----------------------	------------------

County Councillors:
Gwynfor Thomas

Liberal Democrats	1 seat(s)
--------------------------	------------------

County Councillors:
Glyn Preston

Labour	1 seat(s)
---------------	------------------

County Councillors:
Sarah Williams

Plaid Cymru	0 seat(s)
--------------------	------------------

County Councillors:

Independent's for Powys	0 seat(s)
--------------------------------	------------------

County Councillors:

Dyfed Powys Police and Crime Panel. 3 Seats
--

Independents	0 seat(s)
---------------------	------------------

County Councillors:

Conservatives	1 seat(s)
----------------------	------------------

County Councillors:
Les George

Liberal Democrats	1 seat(s)
--------------------------	------------------

County Councillors:
William Powell

Labour	1 seat(s)
---------------	------------------

County Councillors:
Liz Rijnenberg

Plaid Cymru	0 seat(s)
--------------------	------------------

County Councillors:

Independent's for Powys	0 seat(s)
--------------------------------	------------------

County Councillors:

This page is intentionally left blank

Allocation of Scrutiny Committee Chairs – in accordance with the Local Government (Wales) Measure 2011.

Step 1.

Calculate the percentage size of the “Executive” Group(s) (i.e. total number of members of the group(s) that form the Cabinet) as a proportion of the membership of the whole Council (68 Members):

Group Name	No in Group	Percentage of Whole Council (68 Members)
Welsh Liberal Democrats	20	29.41%
Welsh Labour	9	13.24%
Total	29	42.65%

Step 2.

Calculate the entitlement of the “Executive” Group(s) to a proportion of the scrutiny chairs.

$$3 \text{ (chairs)} \times 42.65\% = 1.28 \text{ (chairs)}$$

If less than a whole number then Rounding Down is required in accordance with the 2011 Measure.

Entitlement of “Executive” Group(s) to scrutiny chairs = 1 chair

Step 3.

As there is an entitlement to a scrutiny chair by the “Executive” Group(s) the remaining number of chairs (2) are therefore to be allocated to “Opposition” Groups.

Calculate the size of individual opposition groups as a percentage of the size of the total number of members on all opposition groups (i.e. 31 Members):

Group Name	No in Group	Percentage of Opposition Groups (31 Members)
Welsh Conservatives	14	45.16%
Independents	8	25.81%
Independents for Powys	6	19.35%
Plaid Cymru	3	9.68%
Total	31	

(Example: $14 \div 31 \times 100 \div 1 = 45.16\%$)

Step 4.

Calculate the entitlement of “Opposition” Groups to the proportion of remaining scrutiny chairs (2).

To do this multiply the number of chairs available (2) by the percentage for each individual group set out in step 3:

If less than whole number then Rounding Up is required in accordance with the 2011 Measure.

Group Name	Entitlement (2 chairs multiplied by percentage in step 3)	Rounding Up.	Ranking
Welsh Conservatives	0.90	1	1
Independents	0.52	1	2
Independents for Powys	0.39	0	3
Plaid Cymru	0.19	0	4

(Example: $2 \times 45.16 \div 100 \times 1 = 0.90$)

Conclusion:

The result of this exercise is as follows:

Entitlement to 3 scrutiny chairs:

Executive Group(s)	1 chair
Welsh Conservatives	1 chair
Independents	1 chair

12/05/23

Political Balance Appointments to Bannau Brycheiniog National Park Authority

1. The Bannau Brycheiniog National Park Authority (BBNPA) comprises 18 members; 6 nominees of the Assembly and 12 appointees from constituent Local Authorities.
2. The Local Authorities appointing to the BBNPA are as follows:-

<u>Authority</u>	<u>Number of Members Appointed</u>
Powys	6
Blaenau Gwent	1
Carmarthenshire	1
Merthyr Tydfil	1
Monmouthshire	1
Rhondda Cynon Taff	1
Torfaen	1
	12

3. The BBNPA itself is not required under the Local Government and Housing Act 1989 to be politically balanced but Local Authorities appointing to it must make appointments which are politically balanced.
4. As a “Body” to which the 1989 Act political balance regime applies the Council is required to undertake the same review, allocation of seats and appointments process as undertaken for its own committees.
5. Whilst the Environment Act 1995 provides that a Council “shall have regard to the desirability of appointing Members of the Council who represent electoral divisions situated wholly or partly within the relevant Park” the Local Government and Housing Act 1989 requires that appointments by Local Authorities must be politically balanced.
6. The Minister has asked Local Authorities to have regard to the attached protocol when making appointments to National Park Authorities.
7. This protocol, however, does acknowledge that meeting the political balance requirements may constrain how far the principles in the protocol can be fully applied.
8. The allocation of the 6 seats on the National Park to the Political Groups in order to satisfy the political balance requirements will be undertaken as though the allocation were in respect of an 6 Member committee.
9. The outcome of that exercise and the identity of the 6 individual Members nominated to sit on the National Park Authority by their respective Groups is set out in the report. The Council is requested to make the allocation of seats and individual appointments in accordance with the report.

This page is intentionally left blank



Llywodraeth Cymru
Welsh Government



PROTOCOL I AWDURDODAU LLEOL AR GYFER DEWIS CYNGHORWYR I FOD YN AELODAU O AWDURDODAU PARCIAU CENEDLAETHOL (DIWEDDARWYD 2021).

Cyflwyniad

1. Mae'r protocol hwn yn esbonio'r prif egwyddorion y dylai Awdurdodau Lleol eu hystyried wrth ddewis Cynghorwyr Sir i fod yn aelodau o Awdurdodau Parciau Cenedlaethol yng Nghymru.
2. Cafodd y Protocol ei Ddatblygu gan Lywodraeth Cymru gyda chymorth Cymdeithas Llywodraeth Leol Cymru (CLILC), Panel Annibynnol Cymru ar Gydnabyddiaeth Ariannol (IRPW) ac Awdurdodau'r tri Pharc Cenedlaethol. Mae Llywodraeth Cymru yn annog Awdurdodau Lleol yn gryf i ystyried y canllawiau hyn a chysylltu ag Awdurdodau'r Parciau Cenedlaethol cyn gynted â phosibl er mwyn sicrhau bod y penodiadau gorau'n cael eu gwneud i'r rolau pwysig hyn.

Y prif egwyddorion wrth ddewis

3. Wrth ystyried pa Gynghorwyr Sir i'w dewis i fod yn aelodau o Awdurdodau'r Parciau Cenedlaethol, dylai awdurdodau lleol ystyried yr egwyddorion canlynol:



Llywodraeth Cymru
Welsh Government

PARCIAU NATIONAL
CENEDLAETHOL PARKS



CLILC • WLGA



- **Ymrwymiad i ddibenion y Parc Cenedlaethol** – yn ogystal ag ymrwymo i werthoedd ac egwyddorion ymddygiad cyffredinol mewn gwasanaethau cyhoeddus wrth gyflawni eu dyletswyddau, dylai Cyngorwyr sy'n cael eu hystyried ar gyfer eu dewis a'u penodi ymrwymo hefyd i ddyletswydd a dau ddiben statudol Awdurdodau'r Parciau Cenedlaethol ac amcanu at weithio er budd y Parc Cenedlaethol yn ei gyfanrwydd. Mae cael eich dewis fel aelod o Awdurdod Parc Cenedlaethol yn benodiad i Awdurdod ar wahân ac felly bydd angen ymroi i ysgwyddo rhwymedigaethau'r swydd honno'n llwyddiannus;
- **Angerdd dros yr Amgylchedd, yr awyr agored a'r bobl sy'n ei ffurfio** - yn ogystal ag ymrwymo i ddibenion y Parc, byddai'n dda o beth i ymgeiswyr fod yn angerddol dros ddysgu a deall y problemau a'r heriau sy'n wynebu ein hamgylchedd naturiol, ein heco-systemau a'n cynefinoedd; a chydabod pwysigrwydd y bobl sydd wedi ei ffurfio ac a fydd yn ei ffurfio;
- **Teilyngdod**– dylai pob dewis fod yn seiliedig ar deilyngdod, gydag unigolion yn cael eu dewis ar sail eu galluoedd, eu profiadau bras, eu rhinweddau a'u hymrwymiad o safbwynt gwaith strategol Awdurdod y Parc Cenedlaethol, gan roi ystyriaeth lawn i'r disgrifiad o rôl aelodau Awdurdod y Parc Cenedlaethol (sydd ar gael gan yr



Llywodraeth Cymru
Welsh Government

PARCIAU NATIONAL
CENEDLAETHOL PARKS



CLILC • WLGA

Awdurdod dan sylw). Dylid rhoi ystyriaeth ddigonol i sicrhau bod y Cynghorwyr yn meddu ar y sgiliau angenrheidiol, neu'r gallu i'w datblygu, i gyfrannu'n effeithiol at lywodraethiant da Awdurdod y Parc Cenedlaethol;

- **Cydraddoldeb ac Amrywiaeth** – mae ein Parciau Cenedlaethol wedi ymrwymo i adlewyrchu ystod fwy amrywiol o bobl yn eu penodiadau a helpu darpar ymgeiswyr er mwyn iddynt allu cynnig eu hunain. Dylai'r broses ddewis gydymffurfio'n llwyr ag egwyddorion cyfle cyfartal ac ni ddylai fod unrhyw rwystrau i gynyddu amrywiaeth yr aelodaeth. Nodir bod hanes o anghydbwysedd rhwng dynion a menywod ar Awdurdodau'r Parciau Cenedlaethol;
- **Tryloywder** – dylai'r Awdurdodau Lleol fod yn barod i rannu manylion y broses ddethol a ddilyni'r â rhanddeiliaid allweddol;
- **Perthynas agos â chymunedau'r Parc** – yn unol â'r ddeddfwriaeth, dylid rhoi blaenoriaeth i ddewis y Cynghorwyr hynny sy'n cynrychioli wardiau sy'n gyfan gwbl neu'n rhannol o fewn ffin y Parc Cenedlaethol dan sylw. Dylid osgoi dewis Cynghorwyr sy'n cynrychioli wardiau etholiadol sydd gryn bellter o'r Parc os meddir. Dylid hefyd ystyried dymunoldeb sicrhau cynrychiolaeth deg o bob rhan o ardal y Parc.
- **Sefydlogrwydd** - wrth ddewis Cynghorwyr i fod yn aelodau o Awdurdod Parc Cenedlaethol, mae angen ystyried a fyddant yn debygol o allu aros yn y swydd am y tymor etholiadol. Mae gorfod penodi aelodau newydd yn ystod y tymor etholiadol yn cael effaith drom ar Awdurdodau'r Parciau Cenedlaethol.

Y Fframwaith Cyfreithiol

4. O dan Atodlen 2 o Orchymyn Awdurdodau Parciau Cenedlaethol (Cymru) 1995, penodir dwy ran o dair o aelodau'r Awdurdodau Parciau Cenedlaethol gan Awdurdodau Lleol i gynrychioli buddiannau lleol. Penodir y traean arall gan Weinidogion Cymru i gynrychioli'r budd cenedlaethol yn y Parciau.

Mae adrannau [15](#) ac [16](#) o Ddeddf Llywodraeth Leol a Thai 1989 yn ei gwneud yn ofynnol i'r Awdurdodau Lleol ystyried hefyd cydbwysedd gwleidyddol yr Awdurdod Lleol unigol wrth benodi Cynghorwyr Sir. Yn ogystal, mae [Atodlen 7, paragraff 2 \(4\) o Ddeddf yr Amgylchedd 1995](#) yn ei gwneud yn ofynnol iddynt roi sylw i ddymunoldeb penodi Cynghorwyr sy'n cynrychioli wardiau sydd wedi eu lleoli'n gyfan gwbl neu'n rhannol o fewn y Parc dan sylw.

Mae'r darpariaethau cyfreithiol hyn yn rhoi'r fframwaith ar gyfer yr egwyddorion dewis. Wrth ddewis Cynghorwyr i fod yn aelodau o Awdurdod Parc Cenedlaethol, bydd angen i'r Awdurdod sy'n penodi fodloni'r gofynion cyfreithiol sy'n gysylltiedig â dewis a sicrhau cydbwysedd yn y pwyslais ar roddir ar yr egwyddorion unigol. Mae Llywodraeth Cymru yn cydnabod efallai na fydd yn bosibl bodloni'r egwyddorion yn llawn bob tro.

Presenoldeb, Atebolrwydd a Pherfformiad

5. Yr IRPW sy'n pennu'r taliadau a delir i aelodau Awdurdodau'r Parciau Cenedlaethol. Ar hyn o bryd telir taliad blynyddol sy'n seiliedig ar fewnbwn gan aelodau o 44 diwrnod.



Llywodraeth Cymru
Welsh Government

PARCIAU NATIONAL
CENEDLAETHOL PARKS



CLILC • WLGA

Disgwylir i bob aelod fod yn bresennol yn o leiaf 75% o gyfarfodydd Awdurdod y Parc. Bydd Awdurdod y Parc yn monitro presenoldeb aelodau ac yn rhoi gwybod i'r IRPW.

P'un a ydynt wedi eu penodi gan Weinidogion Cymru neu gan Awdurdodau Lleol, bydd gan bob aelod statws cyfartal ar Awdurdod y Parc, byddant yn atebol iddo a rhoddir yr un gwerth i bob barn. Disgwylir i Aelodau ymdrin yn rhagweithiol â busnes Awdurdod y Parc Cenedlaethol, cyfrannu at lywodraethu da a rhoi arweiniad ar y cyd i gefnogi swyddogion. Mae hyn yn cynnwys paratoi'n drylwyr, craffu'n hyderus a chyfrannu'n llawn mewn cyfarfodydd.

Dylent ymrwymo i ymgymryd â'r hyfforddiant a'r datblygiad angenrheidiol ac ag Adolygiad Datblygu Perfformiad personol blynyddol, a rhaid iddynt gymryd rhan ystyrlon yn yr adolygiadau o Awdurdod y Parc a'i effeithiolrwydd wrth gyflawni ei ddiben.

Hyrwyddo'r Protocol

6. Dylai Awdurdodau'r Parciau Cenedlaethol, CLILC a Llywodraeth Cymru annog Awdurdodau i ddeall a dilyn y Protocol hwn cyn gwneud penderfyniadau i benodi Cynghorwyr i Awdurdodau'r Parciau Cenedlaethol. Dylent chwilio am gyfleoedd i godi proffil a dealltwriaeth o rolau aelodau'r Awdurdodau ymhlith Cynghorwyr a swyddogion Awdurdodau Lleol, er mwyn sicrhau bod yr ymgeiswyr mwyaf priodol yn cael bod yn aelodau o Awdurdodau'r Parc Cenedlaethol.

Adolygu'r Protocol

7. Bydd cynnwys y canllawiau hyn yn cael ei adolygu gan Lywodraeth Cymru, CLILC, Panel Annibynnol Cymru ac Awdurdodau'r Tri Pharc Cenedlaethol flwyddyn cyn etholiadau nesa'r Cyngor Sir.



PROTOCOL FOR LOCAL AUTHORITIES ON SELECTION OF COUNCILLORS TO SERVE AS MEMBERS OF NATIONAL PARK AUTHORITIES (UPDATED 2021)

Introduction

1. This protocol provides key principles for Local Authorities on selecting County Councillors to serve as members of National Park Authorities (NPAs) in Wales.

2. It has been developed by the Welsh Government with the Welsh Local Government Association (WLGA), the Independent Remuneration Panel for Wales (IRPW) and the three NPAs. The Welsh Government strongly encourage Local Authorities to review this guidance and engage with NPAs at the earliest opportunity so as to ensure the best appointments are made to these important roles.

Key principles of selection

3. In considering County Councillors for appointment to the NPA Local Authorities should consider the following key principles of selection:





Llywodraeth Cymru
Welsh Government

PARCIAU NATIONAL
CENEDLAETHOL PARKS



CLILC • WLGA

- **Commitment to National Park purposes** – in addition to being committed to the overall values and principles of conduct in public service in performing their duties, Councillors being considered for selection and appointment should be committed to the two statutory purposes and duty of the NPAs and aim to perform their duties in the interests of the National Park as a whole. Being selected as a NPA member is an appointment to a separate Authority and as such will require dedication to successfully fulfil the obligations attached to the position;
- **A Passion for the Environment; the outdoors and people who shape it** — as well as being committed to the Park’s purposes, it would be very beneficial if candidates should share a passion for learning and understanding the issues and challenges facing our natural environment, eco-systems and habitats; and recognise the importance of the people who have and will shape it;
- **Merit** – all selections should be based on merit, with individuals chosen on the basis of their abilities, broad experiences, qualities and commitment in relation to the strategic work of NPAs and with full regard to the NPA member role description (available from the relevant NPA). Adequate consideration should be given to whether the Councillors possess, or can develop, the necessary skills to contribute effectively to good governance of the NPA;
- **Equality and Diversity** – our National Parks are committed to reflecting a more diverse range of people in their appointments and supporting potential applicants to enable them to come forward. Selection should be fully in line with the principles of equal opportunities and there should be no barriers to increasing the diversity of membership. It is noted there is a history of an imbalance of men compared to women on the NPAs;
- **Transparency** – the Local Authorities should be prepared to share with key stakeholders information on the selection process followed;
- **Close connections to Park communities** – in accordance with the legislation the aim should be to give priority in selection to those Councillors who have wards wholly or partly within the relevant National Park boundary. Selection of Councillors with electoral wards some distance away from the Park should be avoided where possible. Account should also be taken of the desirability of achieving equitable representation from across the Park area
- **Providing stability** - when selecting Councillors for NPA membership, consideration of whether they are likely to be able to fulfil the position for the electoral term should be made. There is a significant impact on NPAs when replacement members have to be appointed during an electoral term.



Llywodraeth Cymru
Welsh Government

PARCIAU NATIONAL
CENEDLAETHOL PARKS



Legal framework

4. Under Schedule 2 of the National Parks Authorities (Wales) Order 1995, two thirds of the members of the NPAs are appointed by Local Authorities to represent local interests. The other third are appointed by the Welsh Ministers to represent the national interest in the Parks.

Sections [15](#) and [16](#) of the Local Government and Housing Act 1989 also require the Local Authorities to appoint County Councillors according to the political balance of the individual Local Authority. In addition, [Schedule 7, paragraph 2 \(4\) of the Environment Act 1995](#) requires them to have regard to the desirability of appointing Councillors to NPAs with wards wholly or partly situated within the relevant Park.

These legal provisions provide the framework within which the principles of selection can be considered. In selecting Councillors to serve as members of the NPA, the appointing Authorities will need to satisfy the legal requirements associated with selection and balance the overall weight to be given to the individual principles. The Welsh Government recognises it may not be possible in every case to meet the recommended principles in full.

Attendance, Accountability and Performance

5. The IRPW determines the payments made to NPA members. Currently this is an annual payment based on an input from members of 44 days. There is an expectation all members achieve, at the very least, attendance of 75% at Park Authority meetings. Member attendance is monitored by each Park Authority and reported to the IRPW.

Whether appointed by Welsh Ministers or by Local Authorities, all members have equal status on, and are accountable to, their Park Authority and their opinions will be equally valued. Members are expected to engage proactively with the business of the NPA, contribute to good governance and provide collective leadership in support of officers. This includes being well prepared, confident to engage in scrutiny and fully contributing in meetings.

They should have a strong commitment to undertake necessary training and development and an annual personal Performance Development Review, and must engage meaningfully in reviews of the Park Authority and its effectiveness in delivering its purpose.

Promotion of Protocol

6. National Park Authorities, WLGA and Welsh Government should proactively encourage Authorities to understand and observe this Protocol in advance of decisions being taken to appoint Councillors to NPAs. They should seek opportunities to raise the profile and understanding of NPA members' roles with Councillors and Local Authority officers, to ensure the most appropriate candidates are able to serve on NPAs.

Review of Protocol

7. The contents of this guidance will be reviewed by the Welsh Government, the WLGA, the IRPW and the three NPAs one year before the next County Council Elections.

This page is intentionally left blank

CYNGOR SIR POWYS COUNTY COUNCIL.

COUNTY COUNCIL ANNUAL MEETING

18 May 2023

REPORT AUTHOR: Head of Finance (Section 151 Officer)

SUBJECT: Members' Salaries, Allowances and Expenses

REPORT FOR: Decision

1. Purpose and Reason for Report

- 1.1 To receive the recommendations of the Independent Remuneration Panel for Wales (IRPW) in respect of the amounts to be paid as Basic Salary, Senior Salary and Civic Salaries, to approve the number of Senior salary positions which are remunerated and to approve the publication of the Members Schedule of Remuneration 2023/2024.

2. Background

- 2.1 Part 8 (sections 141 to 160) and schedules 2 & 3 of the Local Government (Wales) Measure 2011 (the Measure) set out the arrangements for the payments and pensions for Members of relevant authorities such as Powys County Council and the functions and responsibilities of the IRPW.
- 2.2 The IRPW produced its annual report for 2023/2024 in February of this year (the IRPW Report) and this prescribes the actual level of payments to Members. The IRPW Report can be accessed at <https://gov.wales/independent-remuneration-panel-wales>
- 2.3 Following the 2022/2023 uplift to the basic salary of £2,432, (16.93%), effective from 9th May 2022, the IRPW Panel has this year decided to award a further uplift in 2023/2024 to the basic salary of £800 (4.76%). **The IRPW stipulate that the increase must be applied effective from 1st April 2023 unless any individual member opts personally and in writing to receive a lower amount.** Members were notified of this increase being applied to pay in April 2023.
- 2.4 The IRPW Regulations require all Councils to produce annually a Schedule of Member Remuneration (the Schedule of Member Remuneration) which in essence is a list setting out a Council's decisions in respect of payments to be made during the municipal year to all Members and Co-Opted Members of the Council.
- 2.5 The Schedule of Member Remuneration must be produced no later than 4 weeks following the annual meeting of the Council. The IRPW Regulations also requires that as soon as practicable after determining

its Schedule of Remuneration for the year and in any event no later than 31st July the Council must make arrangements for the schedule's publication.

- 2.6 The following paragraphs of this report set out the main elements and details relating to the payment of prescribed salaries, allowances and fees to Members and Co-Opted Members of Powys County Council for the financial year 2023/24 in accordance with statute, the IRPW Report and the IRPW Regulations and include details of what are effectively current arrangements arising out of decisions previously taken by Council which continue in force and which Council is asked to formally endorse. They form the basis for the production of the Schedule of Member Remuneration. Some matters however (such as senior salaries) require specific decisions by Council and these are highlighted in the following paragraphs of this report.

3. Basic Salary

- 3.1 The IRPW have determined that the basic salary level for Members of principal local authorities will be uplifted by £800 per annum from £16,800 to £17,600 per annum, effective from 1st April 2023. The annual Basic Salary of £17,600 **MUST** be paid to all Councillors.
- 3.2 **However**, as with all three types of salaries (basic, senior and civic) a Member may elect to forego the whole or part of the Basic Salary. This is a decision for the individual Member and is not a matter for Council. To forego a salary a Member or Co-Opted Member must notify the **Chief Finance Officer (Section 151 Officer)** in writing, confirming the date in which the election should be implemented from.
- 3.3 This salary remains payable during a period of family absence (as defined in Part 2 of the Local Government (Wales) Measure, 2011). It will not be paid during any period of suspension.
- 3.4 Where the term of office of a Member begins or ends other than at the beginning or end of the financial year, the entitlement of that Member will be pro-rated accordingly.
- 3.5 Accordingly there is **no specific decision** of Council required at this time in respect of the Basic Salary.

4. Senior Salary

- 4.1 The IRPW Report provides that Powys **may** pay a Senior Salary to a maximum of 18 councillors in the prescribed responsibility bands. The Council has a total discretion as to how many Senior Salaries it allocates but it **must not** allocate more than 18 in total and if it allocates a Senior Salary it **must** be paid at the rate set out below. **The Council has previously decided that a maximum of 17 Senior Salary payments should be allocated.** However, it is noted that the maximum number of 18 can be exceeded for any period in which a

temporary office holder substitutes for the family absence of an appointed office holder.

- 4.2 A Member can only receive one Senior Salary. A Member in receipt of a Senior Salary as Leader or Cabinet Member may not receive a second salary as a member appointed to serve on a National Park authority or a Welsh fire and rescue authority, or another payment as a Member of a Town and Community Council (other than travel and subsistence expenses and a contribution towards Costs of Care and Personal Assistance (CCCPA)).
- 4.3 Where a Member does not have, throughout the year, specific responsibilities that allow entitlement to a Senior Salary, that Member's payment will be pro-rated accordingly.
- 4.4 This salary remains payable during a period of family absence. It will not be paid during any period of suspension.
- 4.5 The Senior Salary comprises an amalgam of the Basic Salary and an additional amount for the relevant specific responsibility. It is not paid in addition to the Basic Salary.
- 4.6 If the Leader is allocated a Senior Salary he or she would receive a Band 1, LA Group B payment of £59,400 (inclusive of the basic salary). If the Deputy Leader is allocated a Senior Salary he or she would receive a Band 1, LA Group B payment of £41,580 (inclusive of the basic salary). Cabinet Members allocated a Senior Salary would receive a Band 2, LA group B payment of £35,640 (inclusive of the basic salary). If there is more than 1 Deputy Leader, the difference between the Cabinet Member Senior Salary and the Deputy Leader Senior Salary should be divided between the number of Deputy Leaders.
- 4.7 The statutory maximum a Council may appoint to Cabinet (including Leader) is 10 (However, job sharing for up to 3 Cabinet posts is allowed for within the Local Government and Elections (Wales) Act 2021 as referred to in the Constitution). The remaining allocation of Senior Salaries can be allocated accordingly up to a maximum of 17 (as amended by Council – maximum according to IRPW is set at 18).
- 4.8 The 2023 IRPW report further states: "To allow greater flexibility councils have the opportunity to apply for specific or additional senior salaries that are outside the current remuneration framework, or cannot be accommodated within the maximum number of senior salaries relating to the authority. If the proposed addition is approved and results in the council exceeding its cap, this will be included in the approval (subject to not exceeding 50% of the council membership – the proportion fixed by the Panel may not exceed fifty percent unless the consent of the Welsh Minister has been obtained). Some councils have raised the possibility of operating some senior salary posts on a job share arrangement. The Panel is supportive of this principle, on the

basis that it supports diversity and inclusion, and the process is set out under job sharing arrangements”.

4.9 Previously, Council agreed that Senior Salaries be allocated to the chairs of the following committees:

- (a) Health and Care Scrutiny Committee
- (b) Learning and Skills Scrutiny Committee
- (c) Planning, Taxi Licensing and Rights of Way Committee
- (d) Economy, Residents, and Communities Scrutiny Committee

An Independent Lay Member chairs the Governance and Audit Committee and is remunerated at the higher co-opted member rate (see paragraph 7.1)

4.10 Council previously agreed that the Leader of the largest opposition group will receive a Senior Salary. It is a determination of the IRPW that the Council must pay a Senior Salary to the Leader of the largest opposition group, providing that group contains not less than 10% of all Council Members. The Leader of the largest opposition group would receive a Band 4, LA group B payment of £26,400 (inclusive of basic salary).

4.11 If the Council wishes, senior salaries could be allocated to the following categories of post holder as per the prescribed responsibility bands:-

- | | |
|--|---------|
| (a) Deputy Leader (BAND 1 - LA GROUP B) | £41,580 |
| (b) Committee Chair (BAND 3) | £26,400 |
| (c) Leader of political groups not less than 10% of all council members (BAND 4) | £21,340 |

NB These salaries are inclusive of, and are not additional to, the basic salary of £17,600.

As with the basic salary the amount of a Senior Salary is a fixed absolute sum and is not a maximum.

4.12 Regulations stipulate that Council must publish the Schedule of Remuneration within 4 weeks of its AGM or no later than 31st July 2022, as such it is recommended that the allocations of Senior Salaries (as outlined in the 2023/2024 Schedule of Remuneration) are approved.

4.13 Council is therefore requested **to decide** the allocation of up to 17 Senior Salaries.

5. **Sickness Absence for Senior Salary Holders**

5.1 The Independent Remuneration Panel for Wales has amended the framework to provide specific arrangements for the long term sickness of Senior Salary Holders as follows:

- (a) Long term sickness if defined as certified absences in excess of 4 weeks.
- (b) The maximum length of sickness within these proposals is 26 weeks or until the individual's term of office ends, whichever is sooner (but if reappointed any remaining balance of the 26 weeks will be included).
- (c) Within these parameters a senior salary holder on long term sickness can, if the authority decides continue to receive the remuneration for the post held.
- (d) It is a decision of the authority whether to make a substitute appointment, but the substitute will be eligible to be paid the senior salary appropriate to the post.
- (e) If the paid substitution results in the authority exceeding the maximum number of senior salaries payable for that authority, an addition will be allowed for the duration of the substitution. However this would not apply in respect of a council executive member if it would result in the cabinet exceeding 10 posts – the statutory maximum.
- (f) When an authority agrees a paid substitution the Panel must be informed within 14 days of the decision of the details including the specific post and the estimated length of the substitution. The authority's Schedule of Remuneration must be amended accordingly.
- (g) It does not apply to elected members of principal councils who are not senior post holders as they continue to receive basic salary for at least six months irrespective of attendance and any extension beyond this timescale is a matter for the authority. It does not also apply to co-opted members.

6. Civic Salary

- 6.1 The IRPW sets the payments to the Chair and Vice Chair at Band 3 and 5 salaries respectively, these being £26,400 for Chair and £21,340 for Vice Chair. These payments are inclusive of the basic salary of £17,600.
- 6.2 A Councillor must not be paid a Senior Salary and a Civic Salary.
- 6.3 A Civic Salary will not be paid during any period of suspension.
- 6.4 There is no provision to pay an Assistant Vice-Chair.
- 6.5 A Civic Salary will be apportioned on the same basis as a Senior Salary for part year service (see paragraph 4.3 above).
- 6.6 These 2 posts do not count towards the maximum number of 18 Senior Salaries which the Council may allocate.
- 6.7 Accordingly there is **no specific decision** of Council required at this time in respect of Civic Salaries.

7. Co-Opted Member Payment

7.1 The Council **must** pay the following daily fee/half daily fee to those Co-Opted members indicated below:-

Co-Opted Chair, Standards Committee Co-Opted Chair, Governance and Audit Committee	£268 daily fee (over 4 hours) (£134 for half a day – up to 4 hours)
Co-Opted Member who Chairs the Standards Community Sub-Committee	£268 daily fee (over 4 hours) (£134 for half a day – up to 4 hours)
Statutory Co-optees - Standards Committee, Learning and Skills Scrutiny Committee (Dealing with Education Matters), Governance and Audit Committee, Economy, Residents and Communities Scrutiny Committee (dealing with Crime and Disorder matters).	£210 daily fee (over 4 hours) (£105 for half a day – up to 4 hours)

7.2 This fee is payable by claim but only paid to VOTING co-optees so the single Co-Opted Member on the Economy, Residents, and Communities Scrutiny Committee (post currently vacant) is not eligible to receive this fee as currently this position is non-voting.

7.3 County Council previously agreed the following on 24th October, 2013:

- (i) That the maximum number of days for which the Standards Committee Lay Members and Standards Sub-Committee Town and Community Council Representatives may be paid from the Council AGM 2014 be 10 days.
- (ii) That the maximum number of days for which the Standards Committee Lay Member who Chairs the Committee may be paid from the Council AGM 2014 be 12 days.
- (iii) That the maximum number of days for which the Church Representatives may be paid from the Council AGM 2015 be 15 days.
- (iv) That the maximum number of days for which the Parent Governor representatives may be paid from the Council AGM 2014 be 20 days.
- (v) That, following County Council agreement on 21st January 2015, the maximum number of days for which the Audit Committee Lay Member may be paid from the Council AGM 2015 be 25 days on an interim basis.

7.4 Payments can include a reasonable pre meeting preparation time as well as time travelling to and from meetings as well as authorised training events, conferences and pre-meetings with officers, or any other formal event to which co-opted members are requested to attend.

7.5 Accordingly there is **no specific decision** of Council required at this time in respect of the Co-Opted Member Payment.

8. Contribution towards Costs of Care and Personal Assistance (CCCPA)

8.1 A Contribution towards Costs of Care and Personal Assistance shall be paid:

- (i) to a Member or Co-opted Member with primary caring responsibilities for a child or adult and or personal support needs where these are not covered by statutory or other provision.
- (ii) for personal support. This might also include a short term or recent condition not covered by the Equality Act 2010, access to work, Personal Payments, insurance or other provision.
- (iii) provided the Member incurs expenses in the provision of such care whilst undertaking 'approved' council duties

8.2 Members able to claim CCCPA for actual and receipted costs as follows:

- Formal (registered with Care Inspectorate Wales) care costs to be paid as evidenced.
- Informal (unregistered) care costs to be paid up to a maximum rate equivalent to the Real UK Living Wage at the time the costs are incurred.

For clarification, care costs cannot be paid to someone who is part of the member's household.

8.3 Approved duties for which CCCPA can be claimed include:

- (i) Meetings – formal (those called by the Authority) and those necessary to members' work (to deal with constituency but not party issues) and personal development (training, and appraisals.)
- (ii) Travel – in connection with meetings.
- (iii) Preparation – reading and administration are part of a member's role. Some meetings and committees require large amounts of reading, analysis or drafting before or after a meeting.
- (iv) Senior salary holders with additional duties may have higher costs.

8.4 CCCPA payments must not be made:

- In respect of any child over the age of fifteen years or dependant unless the Member/Co-Opted Member satisfies the authority that the child or dependant required supervision which has caused the

Member/Co-Opted Member to incur expenses that were necessary in respect of the care of that child or dependant in the carrying out of the duties of a Member or Co-Opted Member;

- To more than one Member/Co-Opted Member in relation to the care of the same child or dependant;
- Of more than one care allowance to a Member or Co-Opted Member of the authority who is unable to demonstrate to the satisfaction of the authority that the Member/Co-Opted Member has to make separate arrangements for the care of different children or dependants.

8.5 Additional guidance from the IRPW worth noting:

- (i) Members should not be “out of pocket” subject to the limit set in the Annual Report.
- (ii) Models of care and needs vary.
- (iii) Members may use a combination of several care options.
- (iv) Patterns of care may alter over the civic and academic year.
- (v) Not all care is based on hourly (or part hourly) rates.
- (vi) Where a whole session must be paid for, this must be reimbursed even where the care need is only for part of a session.
- (vii) Members may need to:
 - (a) book and pay for sessions in advance
 - (b) commit to a block contract: week, month or term
 - (c) pay for sessions cancelled at short notice
- (viii) Where care need straddles two sessions both should be reimbursed.

8.6 Members claiming CCCPA will be required to complete a declaration form prior to their first claim.

8.7 CCCPA will be paid to Members and Co-Opted Members monthly in arrears **ONLY** where the Member or Co-Opted Member has submitted in writing a fully completed and signed Carer’s Claim Form and has produced receipts from the carer in respect of which the claim is made **PROVIDED ALWAYS** that no such claim will be paid which is in respect of a month or months which are more than 2 month’s prior to the date the claim is received by the Council **UNLESS** that payment is authorised by the Standards Committee on the application of the Member or Co-Opted Member. The decision of the Standards Committee in this connection will be final.

8.8 Accordingly there is **no specific decision** of Council required at this time in respect of CCCPA, however the changed conditions for claim to encourage members to access this support should be noted.

- 8.9 Council previously agreed that from May 2019 the Council only publishes the total amount reimbursed for costs of care by the authority during the year but not attributed to any named member.

9 Travel allowance

- 9.1 The IRPW prescribed Travel Allowance payments will be made to Members and Co-Opted Members in respect of costs incurred in the performance of the **official business** of the Council (see below).

- 9.2 The mileage rates which can be claimed for travel using the Member's own private vehicle are the current HMRC rates:-

- Private motor car up to 10,000 miles – 45p per mile
- Private motor car over 10,000 miles – 25p per mile
- Passenger supplement – 5p per passenger per mile
- Private motor cycles – 24p per mile
- Bicycles – 20p per mile

- 9.3 The payment of travel allowance based on these mileage rates is subject to the following:

- Claims must only be for the actual journey undertaken on Council business. Claimants are expected to use the shortest reasonably practicable route.
- Where a friend or relative, who is not a Member, transports a non-driving Member the same scale of rates will apply to the journey as if it were the Member's own vehicle.
- All mileage claims should be submitted with valid fuel VAT receipts. Members submitting claims through iTrent Self Service are required to indicate whether a VAT receipt has been obtained, **this must be retained for 6 years by the Member and provided when requested (or submitted to the Council at the end of their Councillor term)**. Alternatively, Members may submit VAT receipts after each claim submission, in a sealed envelope marked as confidential, referencing the claim date, to the Professional Lead for Employment Services, County Hall, Llandrindod Wells.
- **The Council reserves the right to audit claims, including requesting evidence of valid VAT receipts. Failure to produce VAT receipts where declared could result in recovery of the associated pay element. Please note receipts used to claim VAT elsewhere cannot be duplicated and used for Council business.**

- 9.4 From April 2016, travel expenses paid to Members by the Council are exempt from Income Tax and employee National Insurance Contributions.
- 9.5 All other claims for travel will be reimbursed on production of a receipt showing the actual expense. Members should always be mindful of choosing the most cost-effective method of travel:-
- Rail fare will be reimbursed up to a maximum of first class rates.
 - Air fares, where appropriate, will be reimbursed at the ordinary fare.
 - Taxi fares where suitable alternative public transport is not available.
- 9.6 **Official business** has the meaning contained in Section 142 (10) of the Measure in relation to the payment of allowances for care, travel and subsistence as reimbursement of expenses necessarily incurred by Members and Co-Opted Members when:
- a duty undertaken for the purpose of or in connection with the discharge of the functions of Chair of the County Council or of a committee;*
- (a) Attending a meeting of the Authority or any committee of the Authority or any body to which the Authority makes appointments or nominations or of any committee of such a body;
 - (b) Attending a meeting of any association of authorities of which the Authority is a member;
 - (c) Attending a meeting, the holding of which is authorised by the Authority or by a committee of the Authority or by a joint committee of the Authority and one or more other authorities;
 - (d) Attending any training or development event approved by the Authority or the Cabinet;
 - (e) A duty undertaken for the purpose of or in connection with the discharge of the functions of an executive within the meaning of Part 2 of the 2000 Act, as amended;
 - (f) a duty undertaken in pursuance of a Standing Order which requires a Member or Members to be present when tender documents are opened;
 - (g) A duty undertaken in connection with the discharge of any function of the Authority to inspect or authorise the inspection of premises;

- (h) A duty undertaken by Members in connection with constituency or ward responsibilities which arise from the discharge of local authority functions;
 - (i) Any other duty approved by the Authority, or any duty of class so approved, undertaken for the purpose of, or in connection with, the discharge of the functions of the Authority or of any of its committees.
- 9.7 In relation to (i) above in respect of the other duties approved by the Council the following decisions have been previously made:-
- 9.7.1 When a Councillor attends a meeting of a committee of which he/she is not a Member they would need to justify such attendance in order to qualify for the payment of travel allowance. Otherwise the expenditure on travel in attending the meeting will not be paid. Councillors should check with the Chief Finance Officer before attending so that they know before attending if they qualify to receive travelling.
- 9.7.2 Members will qualify for payment of travel allowance notwithstanding that the Councillor is attending a meeting of a committee of which he/she is not a Member:-
- (i) Where a Group Leader, Scrutiny Committee Chair and Vice Chair and Audit Committee Chair and Vice Chair attends a meeting of the Cabinet.
 - (ii) Where a Councillor (who is not a Member of the Regulatory Committee) exercises the right as a Local Representative to attend and address the Regulatory Committee in accordance with the Council's Planning Protocol.
 - (iii) Where a Councillor attends a meeting of a committee of which he/she is not a Member and is allowed to address the committee on an item of business before it.
 - (iv) Where a Councillor attends a meeting of the Cabinet and is allowed to address the meeting with the consent of the Executive Member presiding.
- 9.7.3 Attendance by a Councillor at a meeting of a committee of which he or she is not a member outside of the circumstances detailed above shall not qualify the Councillor to receive payments by way of travelling allowances in respect of attending such a meeting.
- 9.7.4 Where a travel allowances is recoverable by a Member from an outside organisation in respect of duties carried out by the Member in connection with that outside organisation, the Member is not eligible to also claim a travel allowance or subsistence allowance expenses from Powys County Council in respect of those duties.

9.7.5 A Travel Allowance will be paid to Members and Co-Opted Members monthly in arrears ONLY where the Member or Co-Opted Member has submitted in writing a fully completed and signed Travel Allowance Claim Form and has produced receipts for those journeys in respect of which the claim is made PROVIDED ALWAYS that no such claim will be paid which is in respect of a month or months which are more than 2 months prior to the date the claim is received by the Council UNLESS that payment is authorised by the Standards Committee on the application of the Member or Co-Opted Member. The decision of the Standards Committee in this connection will be final.

10. Subsistence Allowance

10.1 A Subsistence Allowance **must** be payable when official business requires a Member or Co-Opted Member to travel beyond county boundaries when additional subsistence costs may be incurred. In this case, reimbursement of subsistence, subject to the limits set out below, is acceptable. All claims must be supported by receipts:

- A maximum of £28.00 per day, including breakfast if not included in overnight cost;
- Overnight costs to a maximum of £200 in London and £95 elsewhere,
- A maximum of £30 per night if staying with friends or relatives. (not payable in Powys according to the IRPW document)

10.2 Wherever possible, overnight accommodation should be reserved and paid for by the Council itself. There may be circumstances where the authority deems it reasonable and cost effective to arrange overnight accommodation within the Council area.

10.3 A Subsistence Allowance is claimable for official business within the county by a Co-Opted Member who lives outside of the County.

10.4 Those provisions concerning “official business” in Sections 8.5 and 8.6 above relating to the Travel Allowance apply equally to the Subsistence Allowance subject to the overriding requirement of the performance of the official business being outside the boundaries of the county.

10.5 The rates prescribed are in-line with Welsh Government rates.

10.6 Accordingly there is **no specific decision** of Council required at this time in respect of the Subsistence Allowance.

11. Arrangements for the Payments of Salaries, Allowances and Fees

11.1 BASIC AND SENIOR SALARIES will be paid automatically in the current month and Members and (in respect of Senior Salaries) Co-Opted Members will not be required to submit any claim or demand.

- 11.2 CIVIC SALARIES will be paid automatically in the current month and neither the Chair nor the Vice-Chair of the Council will be required to submit any claim or demand.
- 11.3 CO-OPTED MEMBER PAYMENTS and TRAVEL AND SUBSISTENCE ALLOWANCE will be paid to Co-Opted Members monthly in arrears ONLY where the Co-Opted Member has submitted in writing or on line a fully completed Co –opted Member Claim Form.
- 11.4 A Contribution towards Costs of Care and Personal Assistance (CCCPA) will be paid to Members and Co-Opted Members monthly in arrears ONLY where the Member or Co-Opted Member has submitted in writing or on line a fully completed Carer’s Claim Form and has produced receipts from the carer in respect of which the claim is made.
- 11.5 TRAVEL & SUBSISTENCE ALLOWANCES will be paid to Members ONLY where the Member has submitted an on-line fully completed Travel & Subsistence Allowance Claim Form and has produced and retains receipts for those journeys and or subsistence in respect of which the claim is made. Paper claims forms will not be accepted.
- 11.6 PROVIDED ALWAYS that no claim in respect of:-
- A Co-Opted member’s Payment
 - Care Allowance; or
 - A Travel and/or Subsistence Claim

will be paid which is in respect of a month or months which are more than 3 month’s prior to the date the claim is received by the Council UNLESS that payment is authorised by the Standards Committee on the application of the Member or Co-Opted Member. The decision of the Standards Committee in this connection will be final.

- 11.7 No person other than the Member or Co-Opted Member submitting the claim may complete or amend a claim. Where Members require assistance with inputting claims via iTrent Self Service, ICT and system login passwords must not be disclosed to anyone. It is the Members responsibility to check and authorise the submission.**
- 11.8 All on-line claims input via iTrent Self Service must be submitted no later than the 15th of the month, the claim can include expenses incurred up to and including the 15th, and will be paid with the basic/senior/civic salary at the end of the month in which the claim is submitted. Any amendments to this date will be communicated accordingly.
- 11.9 Queries relating to pay should be directed to Dai Davies, Payroll Team Manager, Employment Services, County Hall.
(telephone 01597 826313, email david.davies@powys.gov.uk)

12. Office and Other Costs and Tax Relief

- 12.1 Where Members incur office and other costs they may claim tax relief.
- 12.2 Details of the arrangement reached with H.M. Revenues and Customs are available from Employment Services.

13. Arrangements for the Repayment of Salaries, Allowances and Fees

- 13.1 The IRPW require Councils to make specific provision in this regard and therefore the following arrangements comply in that regard.
- 13.2 Where such part of a Salary, Allowance or Fee which has been paid to a Member or Co-Opted Member was in respect of a period during which the Member or Co-Opted Member concerned was in any way not entitled to receive such Salary, Allowance or Fee (including when the Member or Co-Opted Member was suspended, partially suspended or ceased to be a Member or Co-Opted Member of the Council) the Chief Finance Officer will serve written notice on the Member or Co-Opted Member specifying the amount or amounts which the Member or Co-Opted Member is required to re-pay to the Council whereupon that amount or those amounts will become re-payable to the Council.
- 13.3 The Chief Finance Officer will serve such written notice as soon as reasonably practicable after becoming aware that such re-payment or re-payments is/are due from the Member or Co-Opted Member.
- 13.4 Such written notice will specify the period or periods over which the re-payment is to be made and whether or not it is to be by way of deduction from future payments of Salary, Allowance, or Fees which will be due in future to the Member or Co-Opted Member in question.
- 13.5 Such re-payment will in any event be concluded within 6 months of the date of such written notice by the Chief Finance Officer.
- 13.6 Any Member or Co-Opted Member who receives such written notice from the Chief Finance Officer may request that the matter be referred to the Council's Standards Committee whose decision will be final.

14. Foregoing Salaries, Allowances or Fees

- 14.1 Any Member or Co-Opted Member may serve written notice on the Chief Finance Officer (Section 151 Officer) electing to forego any part of their entitlement to a Salary, Allowance or Fee for that financial year. A Member will be required to resubmit this **written notice** to the **Chief Finance Officer (Section 151 Officer)** for **each subsequent financial**

year that they elect to forego any part of their entitlement to a Salary, Allowance or Fee.

- 14.2 A Member or Co-Opted Member who has served such written notice will receive confirmation in writing from the Chief Finance Officer setting out the details of the revised payments the Member or Co-Opted Member will receive as a result of such election to forego and the Chief Finance Officer (Section 151 Officer) will amend the Schedule accordingly.

15. Withholding of Allowances – Suspension of Member

- 15.1 Where a Member/Co-Opted Member is suspended or partially suspended from being a Member/Co-Opted Member of the Council, the part of each salary and allowance payable to that Member/Co-Opted Member in respect of the responsibilities or duties from which that Member/Co-Opted Member is suspended or partially suspended will be withheld by the Authority. If the partial suspension relates only to the specific responsibility element of the Senior Salary payment, the Member may retain the Basic Salary.

16. Pensions

- 16.1 The Local Government (Wales) Measure 2011 provides power to the IRPW to make determinations on pension entitlement for elected members of principal councils.
- 16.2 The IRPW has determined the entitlement to join the Local Government Pension Scheme (LGPS) shall apply to all eligible members of principal councils.
- 16.3 Powys County Council has previously determined that its Members should be entitled to join the LGPS.

17. Determinations of the Independent Remuneration Panel for Wales (IRPW)

- 17.1 The Council is asked to note the determinations of the IRPW in respect of the amounts to be paid to Councillors and Co-Opted Members as wherever the Council makes payments in accordance with the IRPW's Annual Report, it is required to pay at the rate set by the IRPW.

18. Budgetary Implications

- 18.1 The IRPW's Annual Report stipulates that the increase to Members Basic Salary must be applied by the Council. The additional budget pressure has been incorporated in the budget for 2023/24.

19. Decisions required at Annual Meeting

19.1 Council is required to take the following decisions in connection with the salaries, allowances and fees that are payable to Members and Co-Opted Members of the Council in accordance with statute and the regulations and annual report of the Independent Remuneration Panel for Wales (IRPW):-

(a) to consider for approval for the existing allocation of up to 17 Senior Salaries (as amended from the maximum 18 by Council) as detailed in paragraph section 4 of this report.

(b) subject to any amendments during or following this meeting, to approve the publication of the Members' Schedule of Remuneration based on this report.

Recommendation:	Reason for Recommendation:
That Members: (i) approve the recommendation for the allocation of up to 17 (as amended) Senior Salaries as detailed in section 4 of this report. (ii) Subject to any amendments during or following this meeting, to approve the publication of the Members' Schedule of Remuneration based on this report.	To take decisions relating to Members' Salaries, Allowances and Expenses in accordance with statute and the annual report and regulations of the IRPW.

Relevant Policy (ies):			
Within Policy:	Y	Within Budget:	Y

Relevant Local Member(s):	
----------------------------------	--

Person(s) To Implement Decision:	Wyn Richards, Graham Evans
Date By When Decision To Be Implemented:	

Contact Officer Name:	Tel:	Fax:	Email:
Graham Evans Wyn Richards	01597 826609 01597 826375		graham.evans@powys.gov.uk wyn.richards@powys.gov.uk

Background Papers used to prepare Report:

IRPW Annual Report February 2023

Local Government and Elections (Wales) Act 2021

Powys County Council.

Members' Schedule of Remuneration

Relevant Year:	2023 - 2024
Approved by the County Council:	18 May, 2023
In Year Amendments:	

This Scheme is made under the Local Government (Wales) Measure 2011 with regard to Independent Remuneration Panel for Wales (IRPW) Regulations which apply to payments made to members and co-opted members of local authorities. The Local Government (Wales) Measure 2011 also stipulates that the Panel's Annual Report relates to each financial year. Therefore, the application of changes to payments for members will take effect on 1st April of each year, with members notified of any increases in March.

When the Panel's Annual Report is issued, principal councils must comply with the statutory requirements and apply all the relevant determinations. The proper officer of the council must put in place mechanisms for all eligible council members to receive payments as determined by the Panel. There are currently no options relating to levels of remuneration by principal councils that require a decision by full council. Levels of payments to which members are entitled cannot be varied by a vote of a principal council.

1. Basic Salary

- 1.1 A Basic Salary shall be paid to each elected Member of the Authority.
- 1.2 In accordance with the Regulations, the rate of the Basic Salary shall be reviewed annually as determined by the Independent Remuneration Panel for Wales.
- 1.3 Where the term of office of a Member begins or ends other than at the beginning or end of a year, his/her entitlement to the Basic Salary will be pro-rata.
- 1.4 No more than one Basic Salary is payable to a Member of the Authority.

2. Senior Salaries & Civic Salaries

- 2.1 Members occupying specific posts shall be paid a Senior Salary as set out in **Schedule 1**.
- 2.2 In accordance with the Regulations, the rates of Senior Salaries and Civic Salaries shall be reviewed annually as determined by the Annual or Supplementary Report of the Independent Remuneration Panel for Wales.
- 2.3 Only one Senior Salary or Civic Salary is payable to a Member of the Authority.
- 2.4 A Member of the Authority cannot be paid a Senior Salary and a Civic Salary.
- 2.5 All Senior and Civic Salaries are paid inclusive of Basic Salary.
- 2.6 A Senior Salary may not be paid to more than the number of members specified by the Independent Remuneration Panel for Wales in its Annual Report and cannot exceed fifty percent of the total membership of the authority, except to include a

temporary Senior Salary office holder providing temporary cover for the family absence of the appointed office holder. In addition the job sharing of up to 3 Cabinet posts is allowed under the Local Government and elections (Wales) Act 2021 as set out in the Constitution.

- 2.7 A Member of the Authority in receipt of a Band 1 or 2 Senior Salary (Leader, Deputy Leader or Member of the Cabinet) **cannot** receive a salary from any National Park Authority (NPA) or Fire and Rescue Authority (FRA) for which he/she has been nominated.
- 2.8 A Member of the Authority in receipt of a Band 1 or 2 Senior Salary (Leader, Deputy Leader or Member of the Cabinet) **cannot** receive a salary from any Town or Community Council of which they are a member other than travel and subsistence expenses and reimbursement of costs of care.
- 2.9 If a Council chooses to have more than one remunerated Deputy Leader, the difference between the Senior Salary for the Deputy Leader and other Executive Members should be divided by the number of Deputy Leaders and added to the Senior Salary for other Executive Members in order to calculate the Senior Salary payable to each Deputy Leader.
- 2.10 Where the term of Senior Salary or Civic Salary of a Member begins or ends other than at the beginning or end of a year, his/her entitlement to the Salary will be pro-rata.
- 2.11 County Councils can apply for specific or additional senior salaries that do not fall within the current Remuneration Framework, subject to:
 - (a) The total number of senior salaries cannot exceed fifty percent of the membership.
 - (b) Applications will have to be approved by the authority as a whole (this cannot be delegated) prior to submission to the Panel.
 - (c) There must be clear evidence that the post/posts have additional responsibility demonstrated by a description of the role, function and duration.
 - (d) Each application will have to indicate the timing for a formal review of the role to be considered by the authority as a whole.

3. Sickness Absence for Senior Salary Holders

- 3.1 The Independent Remuneration Panel for Wales has amended the framework to provide specific arrangements for the long term sickness of Senior Salary Holders as follows:
 - (a) Long term sickness is defined as certified absences in excess of 4 weeks.
 - (b) The maximum length of sickness within these proposals is 26 weeks or until the individual's term of office ends, whichever is sooner (but if reappointed any remaining balance of the 26 weeks will be included)
 - (c) Within these parameters a senior salary holder on long term sickness can, if the authority decides continue to receive the remuneration for the post held.

- (d) It is a decision of the authority whether to make a substitute appointment, but the substitute will be eligible to be paid the senior salary appropriate to the post.
- (e) If the paid substitution results in the authority exceeding the maximum number of senior salaries payable for that authority, an addition will be allowed for the duration of the substitution. However this would not apply in respect of a council executive member if it would result in the cabinet exceeding 10 posts – the statutory maximum.
- (f) When an authority agrees a paid substitution the Panel must be informed within 14 days of the decision of the details including the specific post and the estimated length of the substitution. The authority's Schedule of Remuneration must be amended accordingly.
- (g) It does not apply to elected members of principal councils who are not senior post holders as they continue to receive basic salary for at least six months irrespective of attendance and any extension beyond this timescale is a matter for the authority. It does not also apply to co-opted members.

4. Election to Forgo Entitlement to Allowance

- 4.1 A Member may, by notice in writing delivered to the Chief Finance Officer of the authority, personally elect to forgo any part of his/her entitlement to any salary, allowance or fee payable under this Scheme from the date set out in the notice for that financial year. A Member will be required to resubmit this written notice to the Chief Finance Officer for each subsequent financial year that they elect to forego any part of their entitlement to a Salary, Allowance or Fee.
- 4.2 A Member or Co-opted Member who has served a Notice of Election to Forego (either by email or letter) will receive confirmation in the form of a Revised Payment Notice from the Chief Finance Officer or his / her nominee setting out the details of the revised payments (if any) the Member or Co-opted Member will receive as a result of such election to forgo and the Chief Finance Officer or his / her nominee will amend the Schedule accordingly.

5. Suspension of a Member

- 5.1 Where a Member of the Authority is suspended or partially suspended from his or her responsibilities or duties as a Member of the Authority in accordance with Part III of the Local Government Act 2000 (Conduct of Members), or regulations made under the Act, the part of the Basic Salary payable to him/her in respect of that period for which he or she is suspended will be withheld by the Authority (Section 155 (1) of the Measure).
- 5.2 Where a Member in receipt of a Senior Salary is suspended or partially suspended from being a Member of the Authority in accordance with Part III of the Local Government Act 2000 (Conduct of Members), or regulations made under the Act, the Authority must not make payments of the Member's Senior Salary for the duration of the suspension (Section 155 (1) of the Measure). If the partial suspension relates only to the specific responsibility element of the payment, the member may retain the Basic Salary.

6. Repayment of salaries, allowances or fees

- 6.1 Where payment of any salary, allowance or fee has been made to a Member of the Authority or Co-opted Member in respect of any period during which the Member concerned:
- (a) is suspended or partially suspended from that Member's/Co-opted Member's duties or responsibilities in accordance with Part 3 of the 2000 Act or regulations made under that Act;
 - (b) ceases to be a Member of the Authority or Co-opted Member; or
 - (c) is in any other way not entitled to receive a salary, allowance or fee in respect of that period,

the Authority will require that such part of the allowance as relates to any such period be repaid.

- 6.2 The Chief Finance Officer or his / her nominee, will serve a Repayment Notice on the Member or Co-opted Member specifying the amount or amounts which the Member or Co-opted Member is required to re-pay to the Council whereupon that amount or those amounts will become re-payable to the Council.
- 6.3 The Chief Finance Officer or his / her nominee will serve a Repayment Notice as soon as reasonably practicable after becoming aware that such re-payment or re-payments is/are due from the Member or Co-opted Member.
- 6.4 Such Repayment Notice will specify the period or periods over which the re-payment is to be made and whether or not it is to be by way of deduction from future payments of Salary, Allowance, or Fees which will be due in future to the Member or Co-opted Member in question.
- 6.5 Such repayment will in any event be concluded within 6 months of the date of the service of a Repayment Notice by the Chief Finance Officer or his / her nominee.
- 6.6 Any Member or Co-opted Member who is served with a Repayment Notice by the Chief Finance Officer or his / her nominee may request that the matter be referred to the Council's Standards Committee whose decision will be final.

7. Payments

- 7.1 Payments of all salaries (Basic, Senior and Civic) will be made by the Chief Finance Officer or his / her nominee in instalments of one-twelfth of the Member's annual entitlement on the last banking day of each month.
- 7.2 Where payment has resulted in a Member receiving more than his/her entitlement to salaries, allowances or fees the Authority will require that such part that is overpayment be repaid.
- 7.3 All payments are subject to the appropriate statutory and Non-Statutory deductions.

8. Contribution towards Costs of Care and Personal Assistance (CCCPA)

- 8.1 A Contribution towards Costs of Care and Personal Assistance shall be paid:

- (i) to a Member or Co-opted Member with primary caring responsibilities for a child or adult and or personal support needs where these are not covered by statutory or other provision.
- (ii) for personal support. This might also include a short term or recent condition not covered by the Equality Act 2010, access to work, Personal Payments, insurance or other provision.
- (iii) provided the Member incurs expenses in the provision of such care whilst undertaking 'approved' council duties

8.2 Approved duties for which a Contribution towards Costs of Care and Personal Assistance can be claimed include:

- (i) Meetings – formal (those called by the Authority) and those necessary to members' work (to deal with constituency but not party issues) and personal development (training, and appraisals.)
- (ii) Travel – in connection with meetings.
- (iii) Preparation – reading and administration are part of a member's role. Some meetings and committees require large amounts of reading, analysis or drafting before or after a meeting.
- (iv) Senior salary holders with additional duties may have higher costs.

8.3 A CCCPA applies in respect of children who are aged 15 or under and other persons for whom the Member or Co-opted Member can show that care is required. If a Member or Co-opted Member has more than one dependent the Member may claim more than one allowance, provided the Member can demonstrate a need to make separate arrangements for care.

8.4 Eligible Members may claim a CCCPA for actual and receipted costs as follows:

- Formal (registered with Care Inspectorate Wales) care costs to be paid as evidenced.
- Informal (unregistered) care costs to be paid up to a maximum rate equivalent to the Real Living Wage hourly rates as defined by the Living wage Foundation at the time the costs are incurred.

For clarification, care costs cannot be paid to someone who is a part of a member's household

8.5 All claims for CCCPA should be made in writing to the Chief Finance Officer or his / her nominee detailing times, dates and reasons for claim. Receipts are required from the care provider for both informal and formal care arrangements.

8.6 Additional guidance from the Panel:

- (i) Members should not be "out of pocket" subject to the limit set in the Annual Report.
- (ii) Models of care and needs vary.
- (iii) Members may use a combination of several care options.
- (iv) Patterns of care may alter over the civic and academic year.
- (v) Not all care is based on hourly (or part hourly) rates.
- (vi) Where a whole session must be paid for, this must be reimbursed even where the care need is only for part of a session.
- (vii) Members may need to:

- (a) book and pay for sessions in advance
 - (b) commit to a block contract: week, month or term
 - (c) pay for sessions cancelled at short notice
- (viii) Where care need straddles two sessions both should be reimbursed.

9. Family Absence

- 9.1 Members are entitled under the provisions of the Family Absence for Members of Local Authorities (Wales) Regulations 2013 to a period of family absence, during which if they satisfy the prescribed conditions they are entitled to be absent from authority meetings.
- 9.2 When taking family absence Members are entitled to retain a basic salary irrespective of their attendance record immediately preceding the commencement of the family absence.
- 9.3 Should a senior salary holder be eligible for family absence they will be able to continue to receive their senior salary for the duration of the absence.
- 9.4 If the authority agrees that it is necessary to make a substitute appointment to cover the family absence of a senior salary holder the Member substituting will be eligible if the authority so decides to be paid a senior salary.
- 9.5 If the paid substitution results in the authority exceeding its maximum number of senior salaries, an addition to the maximum will be allowed for the duration of the substitution.

10. Co-optees' payments

- 10.1 A Co-optees' daily fee (with a provision for half day payments) shall be paid to Co-optees, provided they are statutory Co-optees with voting rights.
- 10.2 *Optional - Co-optees' payments will be capped at a maximum of the equivalent of full days a year for each committee to which an individual may be co-opted as follows:*
- Governance and Audit Committee Independent / Lay Member – 25 days.
 - Parent Governor Representatives (Learning and Skills Scrutiny Committee) – 20 days.
 - Church Representatives (Learning and Skills Scrutiny Committee) – 15 days.
 - Standards Committee Independent / Lay Member - Chair – 12 days.
 - Standards – Independent / Lay Member – 10 days
 - Standards Community Sub-Committee – Town and Community Council Representatives – 10 days.
- 10.3 Payments will take into consideration travelling time to and from the place of the meeting, reasonable time for pre meeting preparation and length of meeting (up to the maximum of the daily rate).
- 10.4 The Monitoring Officer is designated as the “appropriate officer” and will determine preparation time, travelling time and length of meeting, the fee will be paid on the basis of this determination.

- 10.5 The Monitoring Officer 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.
- 10.6 A half day meeting is defined as up to 4 hours.
- 10.7 A full day meeting is defined as over 4 hours.
- 10.8 The daily and half day fee for the Chairs of the Standards Committee and Audit Committee, as determined by the Independent Remuneration Panel, is set out in **Schedule 1**.
- 10.9 The daily and half day fee for other statutory Co-optees with voting rights, as determined by the Independent Remuneration Panel, is set out in **Schedule 1**.

11. Travel and Subsistence Allowances

11.1 General Principles

- 11.2 Members and Co-opted Members may claim travelling expenses when travelling on the Authority's business for 'approved duties' as set out in **Schedule 2**. Where Members travel on the Authority's business they are expected to travel by the most cost effective means. In assessing cost effectiveness regard will be given to journey time. A Member who does not travel by the most cost effective means may have his/her claim abated by an appropriate amount.
- 11.3 Where possible Members should share transport.
- 11.4 The distance claimed for mileage should be the shortest reasonable journey by road from the point of departure to the point at which the duty is performed, and similarly from the duty point to the place of return.
- 11.5 The rates of Members' Travel and Subsistence Allowances are set out in **Schedule 3** and are subject to annual review by the Independent Remuneration Panel for Wales.
- 11.6 Where a Member is suspended or partially suspended from his or her responsibilities or duties as a Member of the Authority in accordance with Part III of the Local Government Act 2000 (Conduct of Members), or regulations made under the Act, any travel and subsistence allowances payable to him/her in respect of that period for which he or she is suspended or partially suspended must be withheld by the Authority.

12. Travel by Private Vehicle

- 12.1 The Independent Remuneration Panel for Wales has determined that the maximum travel rates payable should be the rates set out by Her Majesty's Revenue & Customs for the use of private cars, motor cycles and pedal cycles plus any passenger supplement. For any claims submitted Members are responsible for retaining VAT receipts in support of these claims for a period of 6 years following the claim. Alternatively, Members may submit valid receipts after each claim submission, in a

sealed envelope marked as confidential, referencing the claim date, to the Professional Lead for Employment Services, County Hall, Llandrindod Wells.

12.2 The mileage rates for private vehicles as determined by the Independent Remuneration Panel for Wales are set out in **Schedule 3**.

12.3 Where a Member makes use of his/her private vehicle for approved duty purposes, the vehicle must be insured for business use. Proof of a valid driving licence and an appropriate insurance must be provided to the Authority on request.

13. Travel by Public Transport

13.1 Rail and Coach Travel

13.1.1 Rail fare will be reimbursed up to a maximum of first class rates.

13.1.2 Employment Services will purchase requisite rail and coach tickets for Members in advance of journeys. In the unlikely event that a Member needs to purchase a ticket directly, payment will be reimbursed upon production of the used ticket and/or a receipt.

13.2 Taxi Fares

13.2.1 Taxi fares will only be reimbursed where their use has been authorised for cases of urgency, where no public transport is reasonably available, or a Member has a particular personal need. Re-imburement will be upon receipt only.

13.3 Air Fare

13.3.1 Travel by air is permissible if it is the most cost effective means of transport. Authorisation of the relevant Director / Strategic Director is required and tickets will be purchased by Employment Services. Air fare, where appropriate, will be reimbursed at the ordinary rate. Travel abroad on the Authority's business will only be permitted where authorised by relevant Director / Strategic Director. The relevant service will arrange travel and accommodation.

13.4 Other Travel Expenses

13.4.1 Members will be entitled to reimbursement of toll fees, parking fees, overnight garaging and other necessary travel associated expenses. Re-imburement will be upon receipt only.

14. Overnight Accommodation

14.1 Overnight stays will only be permitted where the Authority's business extends to two days or more, or the venue is at such a distance that early morning or late night travel would be unreasonable.

14.2 Wherever possible, overnight accommodation should be reserved and paid for by the Council itself utilising the Councils hotel accommodation booking system Expotel managed by Commercial Services. This system has been set up to help ensure

Officers and Members obtain the most competitive rates for overnight accommodation.

- 14.3 There may be circumstances where the authority deems it reasonable and cost effective to arrange overnight accommodation within the Council area. An appropriate business case will need to be made to the Chief Finance Officer to approve such an overnight stay. However staying with family or friends is not allowed in this circumstance.
- 14.4 Direct booking of overnight accommodation by a Member will only be permitted in the event of an emergency. Reimbursement will only be made upon the production of a receipt and will be at a level deemed reasonable and not in excess of the rates set out in **Schedule 3**.

15 Subsistence Allowance

- 15.1 The day subsistence rate to meet the costs of meals and refreshments in connection with approved duties (including breakfast when not provided as part of overnight accommodation) is set out in **Schedule 3**. The maximum daily rate covers a 24 hour period and can be claimed for any meal that is relevant, providing such a claim is supported by receipt(s)
- 15.2 No provision is made for subsistence claims within the County.

16. Arrangements for Claims and Payments

- 16.1 Arrangements for the payments of Basic, Senior and Civic Salaries to Members is set out in paragraph 6 above.
- 16.2 A claim for Co-Opted Member Fees must be made in writing within the timescales set out below and must be accompanied by the relevant receipts as set out below:
- 16.2.1 CO-OPTED MEMBER FEES will be paid to Co-opted Members monthly as follows:
- (a) where an authorised claim for a Co-opted Member Fee is received by Employment Services on or before the 7th day of the month it will be paid at the end of that month; and
 - (b) where an authorised claim for a Co-opted Member Fee is received by Employment Services after the 7th day of the month it will be paid at the end of the following month

PROVIDED ALWAYS:

- (i) that a Co-opted Member Fee will be paid ONLY where the Co-opted Member has submitted in writing a fully completed and signed Co-opted Member Fee Claim Form (see Appendix 3 to this Schedule); and
- (ii) that no Co-opted Member Fee claim will be paid which is in respect of a month or months which is/are more than 2 months prior to the date the claim is received by the Council UNLESS that payment is authorised by the Standards Committee on the application of the Co-opted Member concerned. The decision of the Standards Committee in this connection will be final.

- 16.2.2 Co-opted Member Fees will be paid into the bank account of the Co-opted member

16.3 A claim for a Contribution towards Costs of Care and Personal Assistance (CCCPA) for Members and Co-Opted Members must be made in writing within the timescales set out below and must be accompanied by the relevant receipts as set out below:

16.3.1 A Contribution towards Costs of Care and Personal Assistance will be paid to Members and Co-opted Members monthly as follows:

- (a) where an authorised claim for a CCCPA is received by Employment Services on or before the 7th day of the month it will be paid at the end of that month; and
- (b) where an authorised claim for a CCCPA is received by Employment Services after the 7th day of the month it will be paid at the end of the following month

PROVIDED ALWAYS:

- (i) that a CCCPA will be paid ONLY where the Member or Co-opted Member has submitted in writing a fully completed and signed Carer's Claim Form (see Appendix 1 to this Schedule) and has produced receipts from the carer in respect of which the claim is made;
- (ii) that prior to their first claim for a CCCPA the Member or Co-opted Member has submitted in writing a fully completed and signed Carer's Declaration Form (see Appendix 2 to this Schedule); and
- (iii) that no CCCPA claim will be paid which is in respect of a month or months which is/are more than 2 month's prior to the date the claim is received by the Council UNLESS that payment is authorised by the Standards Committee on the application of the Member or Co-opted Member concerned. The decision of the Standards Committee in this connection will be final.

16.3.2 A CCCPA will be paid into the bank account of the Member or Co-opted member

16.4 A claim for travel and subsistence allowances for Members and Co-Opted Members must be made in writing within the timescales set out below and must be accompanied by the relevant receipts as set out below:

16.4.1 TRAVEL & SUBSISTENCE ALLOWANCE payments in respect of Eligible Subsistence Expenses and Eligible Travel Expenses will be paid to Members and Co-opted Members monthly as follows:

- (a) in the case of a Member, where an authorised claim for a Travel or Subsistence Allowance has been submitted via the iTrent Self Service on or before the 15th day of the month it will be paid at the end of that month; and
- (b) in the case of a Co-Opted Member where an authorised claim for a Travel or Subsistence Allowance is received by Employment Services on or before the 7th day of the month it will be paid at the end of that month; and
- (c) where an authorised claim for a Travel or Subsistence Allowance is received by Employment Services after the dates set out in (a) and (b) above it will be paid at the end of the following month. Emergency payments in respect of late submissions will not be granted.

PROVIDED ALWAYS:

- (i) that a Travel or Subsistence Allowance will be paid ONLY where the Member or Co-opted Member has submitted a fully completed and personally authorised Travel & Subsistence Allowance Claim Form (see Appendix 4 to

this Schedule) and has produced receipts for those journeys or subsistence in respect of which the claim is made; and

- (ii) that no Travel or Subsistence Allowance claim will be paid which is in respect of a month or months which is/are more than 2 month's prior to the date the claim is received by the Council UNLESS that payment is authorised by the Standards Committee on the application of the Member or Co-opted Member. The decision of the Standards Committee in this connection will be final.

16.4.2 Travel and Subsistence Allowances will be paid into the bank account of the Member or Co-opted member.

16.4.3 The Council reserves the right to audit claims, including requesting evidence of valid VAT receipts. Failure to produce VAT receipts where declared, or any anomalies identified, could result in recovery of the associated pay element. **Please note receipts used to claim VAT elsewhere cannot be used for Council business.**

16.4.4 Where Members require assistance with inputting claims via iTrent Self Service, ICT and system login passwords must not be disclosed to anyone. It is the Members responsibility to check and authorise the submission.

17. Pensions

17.1 The Authority shall enable its Members who are eligible to join the Local Government Pension Scheme. Councillors are not however brought into the LGPS automatically like employees, if Councillors wish to join they must opt in via the completion of a joining form.

18. Supporting the Work of Authority Members.

18.1 The Independent Remuneration Panel for Wales expects Members to be provided with adequate support to carry out their duties and that the support provided should take account of the specific needs of individual Members. The Authority's Democratic Services Committee is required to review the level of support provided to Members and should take proposals for reasonable support to the full council.

18.2 All elected Members and Co-Opted Members should be provided with adequate telephone, email and internet facilities to give electronic access to appropriate information.

18.3 Such support should be without cost to any Member. Deductions must not be made from Members' salaries as a contribution towards the cost of support which the Authority has decided is necessary for the effectiveness and or efficiency of Members.

19. Compliance

19.1 In accordance with the Regulations, the Authority must comply with the requirements of the Panel in respect of the monitoring and publication of payments made to members and co-opted members as set out in **Schedule 4.**

Members are reminded that expense claims are subject to both internal and external audit.

Schedule 1

Schedule of Remuneration 2022-23

Members Entitled to Basic Salary

The Annual amount of Basic Salary is £17,600 and is paid to the following named elected members of the authority

Baynham, Beverley
Bebb, Danny
Beecham, Matt
Beecham, Sarah-Jane
Berriman, Jake
Breeze, Benjamin
Breeze, Graham
Brighouse, Little
Cartwright, Anita
Charlton, Jackie
Church, Richard
Colbert, Tom
Cox, Sian
Davies, Aled
Davies, Angela
Davies, Bryan
Davies, Bryn
Davies Sandra
Dorrance, Matthew
Edwards, Deb
Ewing, Josie
George, Les
Gibson-Watt, James
Harrison, Ian
Healy, Kelly
Hulme, Heulwen
James, Peter
Jenner, Amanda
Jones, Adrian
Jones, Arwel
Jones, Ed
Jones Gareth D
Jones, Gareth E
Jones, Joy
Kennerley, Adam
Kenyon-Wade, Corinna
Lewington, Pete
Lewis, Karl
Lewis, Peter
Lloyd, William
McIntosh, Iain
McNicholas, Susan
Meredith, David

Johnson-Wood, Claire
 Mitchell, Gary
 Morgan, Gareth
 Morgan, Geoff
 Powell, William
 Preston, Glyn
 Pugh, Gareth
 Pugh, Jeremy
 Ratcliffe, Gareth
 Rijnenberg, Liz
 Roberts, Lucy
 Roberts, Pete
 Robinson, Carol
 Roderick, Edwin
 Selby, David
 Thomas, David
 Thomas, Gwynfor
 Brignell-Thorp, Jeremy
 Vaughan, Elwyn
 Walsh, Chris
 Wilkinson, Jonathan
 Williams, Ange
 Williams, Huw
 Williams, Michael
 Williams, Sarah

[Δ NOTE: The Councillor(s) indicated above have elected to forego a portion of their salary]

Senior Salary Entitlements (includes basic salary)

Number	Role	Member	Annual Amount of Senior Salary
1	Leader and Cabinet Member for an Open and Transparent Powys	Gibson-Watt, James	£59,400
2	Deputy Leader and Cabinet Member for a Fairer Powys	Dorrance, Matthew	£41,580
3	Cabinet Member for a More Prosperous Powys	Selby, David	£ 35,640
4	Cabinet Member for Finance and Corporate Transformation	Thomas, David	£35,640
5	Cabinet Member for a Caring Powys	Cox, Sian	£35,640
6	Cabinet Member for a Safer Powys	Church, Richard	£35,640
7	Cabinet Member for a Learning Powys	Roberts, Pete	£35,640
8	Cabinet Member for a Greener Powys	Charlton, Jackie	£35,640
9	Cabinet Member for a Connected Powys	Berriman, Jake	£35,640
10	Cabinet Member for Future Generations	McNicholas, Susan	£26,620

Number	Role	Member	Annual Amount of Senior Salary (Job Share)
11	Cabinet Member for Future Generations	Davies, Sandra	£26,620 (Job Share)
12	Chair – Health and Care Scrutiny Committee	Jenner, Amanda	£ 26,400
13	Chair – Learning and Skills Scrutiny Committee	Thomas, Gwynfor	£26,400
14	Chair – Economy, Residents and Communities Scrutiny Committee	Davies, Angela	£26,400
15	Chair – Planning, Taxi Licensing and Rights of Way Committee	Lewis, Karl	£26,400
16	Leader Of The Largest Opposition Group	Davies, Aled	£26,400
17	Not Used	N/A	N/A
18	Not Used	N/A	N/A
19	Not Available following a decision of Council	Not Applicable	N/A

A maximum of 18 senior salaries for Powys County Council may be paid and this has not been exceeded (increased to 19 – see note below).

NOTE: The IRPW Annual Report 2022 states that in relation to the job-sharing of posts:

"3.29

Under the Measure, it is the number of persons in receipt of a senior salary, not the number of senior salary posts that count towards the cap. Therefore, for all job share arrangements the senior salary cap will be increased subject to the statutory maximum of 50% of the council's membership. Where the arrangements would mean that the statutory maximum would be exceeded the Panel would need to seek the approval of Welsh Ministers."

Entitlement to Civic Salaries (includes basic salaries)

Role	Member	Annual Amount of Civic Salary
Civic Head (Chair)	Baynham, Beverley	£26,400
Deputy Civic Head (Vice-Chair)	Wilkinson, Jonathan	£21,340

Entitlement as Statutory Co-Optees

Role	Member	Amount of Co-Optees Allowance
Chair - Standards Committee	Hays, Stephan	£268 (4 hours and over) £134 (up to 4 hours)
Chair – Governance and Audit Committee	Hamilton, Lynne	£268 (4 hours and over) £134 (up to 4 hours)
Statutory Co-optees - Standards Committee, Learning and Skills Scrutiny Committee (Dealing with Education Matters), Governance and Audit Committee, Economy, Residents and Communities Scrutiny Committee (dealing with Crime and Disorder matters).	Standards Committee: <ul style="list-style-type: none"> • Steward, Nigel • Stafford-Tolley, Russell • Goolden, Jonathan • Moore, Claire 	£210 (4 hours and over) £105 (up to 4 hours)
	Standards Community Sub-Committee: <ul style="list-style-type: none"> • McIntosh, Iain • Dodman, Nigel • White, Richard 	£210 (4 hours and over) £105 (up to 4 hours)
	Learning and Skills Scrutiny Committee <ul style="list-style-type: none"> • Chedgzoy, Kathryn (Parent Governor) • Davies, Sara (Parent Governor) • Evitts, Margaret (Church in Wales) • Organisation decided not to appoint (Roman Catholic Church) Economy, Residents, and Communities Scrutiny Committee: <ul style="list-style-type: none"> • VACANCY (Crime and Disorder) 	£210 (4 hours and over) £105 (up to 4 hours) The co-opted Member for Crime and Disorder is non-voting and does not therefore receive an allowance
	Governance and Audit Committee	£210 (4 hours and over)

Role	Member	Amount of Co-Optees Allowance
	<ul style="list-style-type: none"> • Hall, Gareth • Brautigam, John 	£105 (up to 4 hours)
Statutory Co-optees -ordinary members of Standards Committee who also chair Standards Committees for Community Councils	Not Applicable	£238 (4 hours and over) £119 (up to 4 hours)

Members eligible to receive a contribution towards Costs of Care and Personal Assistance

All Members are entitled to this contribution.

Types of Care:

- Formal (registered with Care Inspectorate Wales) care costs to be paid as evidenced.
- Informal (unregistered) care costs to be paid up to a maximum rate equivalent to the Real Living Wage hourly rates as defined by the Living Wage Foundation at the time the costs are incurred

Members' Support – what is provided in terms of telephone, internet or email.

Type of Support	What is provided
Telephone support for Executive Members	Mobile phones offered to all members / Powys software installed on own phones
Telephone Support for Chairs of Committees	Mobile phones offered to all members / Powys software installed on own phones
Telephone Support for all other Members	Mobile phones offered to all members / Powys software installed on own phones
Access to Email for Executive Members	All Members have an individual email account
Access to Email for Chairs of Committees	All Members have an individual email account
Access to Email for all other Members	All Members have an individual email account
Internet Support for Executive Members	Full Council on 13 th July, 2017 decided to no longer pay a broadband allowance to members as most homes had their own broadband access and the Council did not need to make a separate provision for Members to access their Council papers
Internet Support for Chairs of Committees	Full Council on 13 th July, 2017 decided to no longer pay a broadband allowance to members as most homes had their own broadband access and the Council did not need to make a separate provision for Members to access their Council papers

Type of Support	What is provided
Internet Support for all other Members	Full Council on 13 th July, 2017 decided to no longer pay a broadband allowance to members as most homes had their own broadband access and the Council did not need to make a separate provision for Members to access their Council papers

Schedule 2

Approved duties:

- a duty undertaken for the purpose of or in connection with the discharge of the functions of Chair of the County Council or of a committee;
- attendance at a meeting of the Authority or of any committee of the Authority or of any body to which the Authority makes appointments or nominations or of any committee of such a body;
- attendance at a meeting of any association of authorities of which the Authority is a member;
- attendance at any other meeting the holding of which is authorised by the Authority or by a committee of the Authority or by a joint committee of the Authority and one or more other Authorities;
- a duty undertaken for the purpose of or in connection with the discharge of the functions of Cabinet;
- a duty undertaken in pursuance of a standing order which requires a Member or Members to be present when tender documents are opened;
- a duty undertaken in connection with the discharge of any function of the Authority which empowers or requires the Authority to inspect or authorise the inspection of premises;
- attendance at any training or developmental event approved by the Authority or its Cabinet;
- the following duties which have been approved by Council:
 - i. A duty undertaken by the Chair or Vice Chair of a Scrutiny Committee or Audit Committee in attending a meeting of the Executive
 - j. A duty undertaken by the Leader of a political group in attending a meeting of the Cabinet.
 - k. A duty undertaken by a Councillor in attending a meeting of the Cabinet where that Councillor addresses the meeting with the consent of the Executive member presiding.
 - l. A duty undertaken by a Councillor (who is not a member of the Regulatory Committee) in attending a meeting of the Regulatory Committee to exercise the right as a local representative to attend an address the committee in accordance with the Council's Planning Protocol.
 - m. A duty undertaken by a Councillor in attending a meeting of a committee of which he or she is not a member for the purpose of addressing the committee (with the consent of the meeting) on an item of business before it

PROVIDED ALWAYS:

- 1) that attendance by a Councillor at a meeting of a committee of which he or she is not a member outside of the circumstances detailed above shall not qualify the

- Member or Co-opted Member to receive payments by way of care, travelling or subsistence allowances in respect of attending such a meeting
- 2) that where a care, travel or subsistence allowance is recoverable by a Member or Co-opted Member from an outside organisation in respect of duties carried out in connection with that outside organisation, the Member or Co-opted Member is not eligible to also claim care, travel or subsistence allowance from the Council in respect of those duties.
 - 3) that a Member or Co-opted Member is not eligible to claim subsistence expenses for official business which takes place “in – County” save in respect of a Co-opted Member who lives outside of the County of Powys.
 - 4) that a Member is not eligible to claim a travel allowance for undertaking constituency responsibilities.

Schedule 3

Mileage Rates

Type of vehicle or supplement	Rate per mile
All sizes of private motor vehicle Up to 10,000 miles Over 10,000 miles	45 pence per mile 25 pence per mile
Private Motor Cycles Pedal Cycles	24 pence per mile 20 pence per mile
Passenger supplement per passenger carried on authority business	5 pence per mile

Subsistence Allowance

The day subsistence rate is up to a maximum of £28 and covers a 24 hour period and can be claimed for any meal if relevant provided such a claim is supported by receipts.

Re-imbusement of alcoholic drinks is not permitted.

Overnight Stay

The maximum allowances for an overnight stay are £200 for London and £95 for elsewhere. A maximum of £30 is available for an overnight stay with friends or relatives whilst on approved duty (not payable for stays within Powys – see also Paragraph 3 above).

Schedule 4

Compliance

- The authority will arrange for the publication on the council's website the total sum paid by it to each member and co-opted member in respect of salary, allowances, fees and reimbursements not later than 30 September following the close of the year to which it relates. In the interests of transparency this will include remuneration from all public service appointments held by elected members.
- The authority will publish on the council's website a statement of the basic responsibility of a councillor and role descriptors for senior salary office holders, which clearly identify the duties expected.
- The authority will publish on the council's website the annual schedule of Member Remuneration not later than 31 July of the year to which the schedule refers.
- The authority will send a copy of the schedule to the Independent Remuneration Panel not later than 31 July of the year to which the schedule refers.
- The authority will maintain records of member/co-opted members attendance at meetings of council, cabinet and committees and other approved duties for which a member/co-opted member submits a claim for reimbursement.
- The authority will arrange for the publication on the council's website of annual reports prepared by members.
- When the authority agrees a paid substitution for family absence it will notify the Independent Remuneration Panel within 14 days of the date of the decision of the details including the particular post and the duration of the substitution.

Interpretation

In this Schedule the following words and phrases in column (1) of the table below have the meanings attributed to them in column (2) which are based on those used in legislation, the IRPW Regulations and the IRPW Report.

The words and phrases listed below are in the singular and where the plural versions appear in the Schedule they should be construed accordingly.

(1)	(2)
Words and Phases	Meanings
Allowance	A payment which is a Care Allowance and/or a Travel Allowance and/or a Subsistence Allowance as the context requires.
Basic Salary	A salary paid in accordance with and subject to the provisions of this Schedule to a Member for the basic responsibility of community representation and participation in functions of local governance as determined in the IRPW Report.
Carer's Claim Form	The form which can be obtained from Employment Services.
Carer's Declaration Form	The form which can be obtained from Employment Services.
Chief Finance Officer	The Strategic Director – Resources.
Civic Salary	The salary paid in accordance with and subject to the provisions of this Schedule to the Chair or Vice Chair of Council as determined in the IRPW Report.
Contribution Towards Costs of Care and Personal Assistance	An allowance paid in accordance with and subject to the provisions of this Schedule to a Member or Co-opted Member who incurs necessary expenses for the care of children or dependents whilst undertaking Official Business as determined in the IRPW Report .
Controlling Group	A Political Group in the Council where any one or more of its Members form part of the Executive.
Co-opted Member	As defined in Section 144 (5) of the Measure, that is those individuals co-opted to serve on a committee of the Council with the right to vote on matters within the purview of the Committee of which they serve.
Co-opted Member Fee	A fee paid in accordance with and subject to the provisions of this Schedule to a Co-opted Member as determined in the IRPW Report.
Co-opted Member Fee Claim Form	The form which can be obtained from Employment Services.
Co-opted Member's Term of Office	The term of office of a Co-opted Member begins on the date of appointment by the Council to the end of the term of office for Councillors or upon leaving the role if earlier.
Council	Powys County Council
Councillor	As defined in the Local Government Act 1972
Elected to forego	Reference to a Member or Co-opted Member having " <i>elected to forego</i> " a Salary, Allowance or Fee relates solely to the situation where a formal Notice of Election to Forego (by email or letter) has been served on the Chief Finance Officer and does not include, for example, a case where a

(1)	(2)
Words and Phases	Meanings
	Member or Co-opted Member has incurred travel or subsistence expenses on a particular occasion and chosen not to make a claim
Eligible Subsistence Expenses	Expenses necessarily incurred by a Member or Co-opted Member on meals and/or accommodation when on Official Business which requires that Member or Co-opted Member to travel beyond the county boundary of Powys PROVIDED ALWAYS that a Co-opted Member who lives outside of the County of Powys is eligible to claim necessary subsistence expenses when on official business within Powys.
Eligible Travel Expenses	Expenses necessarily incurred by a Member or Co-opted Member in travelling when on Official Business.
Executive	The Executive Leader and Cabinet of Powys County Council
Family Absence	As defined in Part 2 of the Measure which refers to the entitlement of a Member of the Council to be absent from meetings of the Council and its committees for those periods of time specified in regulations under the Measure relating to Maternity, Newborn, Adoption and Parental situations.
Fee	A payment which is a Co-opted Member Fee.
Full Day Fee	The fee payable in accordance with and subject to the provisions of this Schedule to a Co-opted Member for attending a full day meeting of more than 4 hours including authorised training events, conferences and pre-meetings with officers. Reasonable pre meeting preparation time as well as the time travelling to and from meetings can be included in the claims
Half Day Fee	The fee payable in accordance with and subject to the provisions of this Schedule to a Co-opted Member for attending a half day meeting of up to 4 hours including authorised training events, conferences and pre-meetings with officers. Reasonable pre meeting preparation time as well as the time travelling to and from meetings can be included in the claims
IRPW Report	The Annual Report of the IRPW as published each year
IRPW Regulations	The Independent Remuneration Panel for Wales Regulations for the remuneration of Members and Co-opted Members of relevant authorities such as, Powys County Council, as set out in the IRPW Report.
Leader of Largest Opposition Group	The Leader of a Political Group in the Council other than a Controlling Group which has a greater number of Members than any Other Political Group in the Authority.
Measure	Local Government (Wales) Measure 2011
Member	A person who has been elected to serve as a Councillor for the Council
Member's Term of Office	(1) For the purposes of the payment of a Basic or Civic Salary the respective terms of office of a Councillor and the Chair and Vice Chair of the Council begin on the date which they make a declaration of acceptance of the requisite office under section 83 (1) of the Local Government Act 1972 following the Local Government Elections.

(1)	(2)
Words and Phases	Meanings
	(2) For the purposes of the payment of a Senior Salary the term of office of the Member or Co-opted Member receiving the Senior Salary begins on the date that person is elected or appointed to the role which qualifies him or her to receive that salary provided, in the case of a Councillor, that person has made the declaration of acceptance of office as a Councillor as referred to above.
Notice of Election to Forego	A notice in writing (including e-mail or letter) served by a Member or Co-opted Member on the Chief Finance Officer stating that the Member or Co-opted Member wishes to forego, in whole or part, a Salary, Allowance or Fee as specified in the notice.
Official Business	As defined in the section of this Schedule entitled "The Duties for which Members and Co-opted Members are able to claim Care, Travel and Subsistence Allowances"
Other Political Group	A Political Group other than a Controlling Group or the largest Opposition Group (if any) which comprises not less than 10% of the Members of the Council.
Repayment Notice	A notice in paper or by email served on a Member or Co-opted member requiring the repayment of such part of a Salary, Allowance or Fee as is specified in the notice in accordance with the section in this Schedule entitled "Arrangements for the Re-payment of Salaries, Allowances and Fees
Revised Payment Notice	A notice in paper or by email which contains sufficient details to enable the sender, recipient, date and subject matter of the communication to be reasonably ascertained.
Salary	A payment which is a Basic Salary, a Senior Salary or a Civic Salary as the context requires.
Senior Salary	A salary paid in accordance with and subject to the provisions of this Schedule to a Member as determined in the IRPW Report. (these sums to be paid pro rata from the date of appointment to the 31 st March in that financial year or upon leaving the role if earlier)
Schedule	This Schedule.
Standards Committee	The Standards Committee appointed by Powys County Council.
Standards Community Sub-Committee	The Standards Community Sub-Committee appointed by the Standards Committee
Subsistence Allowance	An allowance paid in accordance with and subject to the provisions of this Schedule to a Member or Co-opted Member in respect of Eligible Subsistence Expenses as determined in the IRPW Report
Travel Allowance	An allowance paid in accordance with and subject to the provisions of this Schedule to a Member or Co-opted Member in respect of Eligible Travel Expenses as determined in the IRPW Report.

(1)	(2)
Words and Phases	Meanings
Travel & Subsistence Allowance Claim Form	The form which can be obtained from Employment Services.
Written Notice	A notice in writing in either paper or electronic form sent personally by the Chief Finance Officer or by such other Officer as he or she shall formally appoint for the purpose.
Year	As the context requires “year” in this schedule means the “financial year” being the period of 12 months ending on the 31 st March or the “calendar year” being the period of 12 months ending on the 31 st December or the “municipal year” commencing on the date of the annual meeting of the Council and ending the day before the annual meeting of the following year.

CYNGOR SIR POWYS COUNTY COUNCIL.

County Council
18-05-2023

REPORT AUTHOR: Head of Legal Services and the Monitoring Officer

SUBJECT: Constitution – Section 4

REPORT FOR: Decision

1. Purpose of Report

1.1 The purpose of the report is to consider possible amendments to Section 4 of the Constitution recommended by Democratic Services on 24th April 2023 and relating to:

- Seconding of Motions (Rule 4.41);
- Urgent Motions and the need for a costed analysis (new Rule 4.43.5);

2. Seconding of Motions.

2.1 Section 4, Rule 4.41 of the Constitution limits for the number of motions which can be proposed by a Member for any Council meeting to 2 motions for each meeting. A Member has questioned whether a similar rule should exist for those seconding motions as the Constitution currently is silent on this subject.

2.2 The Democratic Services Committee considered whether or not the Constitution should be amended to restrict the number of motions that a member can second to 2 motions for each Council meeting

2.3 The Committee agreed to such a restriction and recommends to Council the following amendment to Rule 4.41 be inserted within the Constitution:

“Two Motions per Councillor

4.41 No Councillor may give notice of, **or second**, more than 2 motions for any Council meeting, except with the consent of the Chair. Following debate and / or amendments a motion will be taken as a single motion.”

Recommendation to Council:	Reason for Recommendation:
<p>1. That:</p> <p>(a) Rule 4.41 of the Constitution be amended to the effect that a Councillor cannot second more than two motions to Council for any single Council meeting; and</p> <p>(b) the suggested amendment to Rule 4.41 in the Constitution as set out in paragraph 2.3 of the report be approved</p>	<p>To revise the number of motions which a Councillor can second for any Council meetings.</p>

3. Urgent Motions and the need for a Costed Analysis

- 3.1 In accordance with Rule 4.37.1 of the Constitution every motion submitted to Council must be accompanied by a costed analysis of the financial and resource implications that motion would have on the Council.
- 3.2 The Rules in relation to urgent motions (Rule 4.43) do not indicate whether or not a costed analysis is required for urgent motions under Rule 4.43 which provides as follows:

“Urgent Motions

- 4.43.1 An urgent motion complying with Rule 4.37.2 may be presented, with the permission of the Chair, provided it has been received by the Monitoring Officer by 5.00 p.m. on the day prior to the Council meeting
- 4.43.2 Subject to Rule 4.43.3 below, the Chair has general authority to agree to take an urgent motion which is not on the agenda, and the discretion is entirely that of the Chair who alone needs to be satisfied as to the need for urgency;
- 4.43.3 The general authority referred to above is qualified in that an urgent motion should not be taken unless:
 - 4.43.3.1 the matter dealt with in the motion has arisen between the deadline for the submission of motions and the date of the meeting; and
 - 4.43.3.2 the motion requires an urgent decision in the public interest which cannot be dealt with by other means (including referring the motion for consideration and decision to the Cabinet or a committee), or left to be decided at a subsequent meeting.
- 4.43.4 In all cases, the reason for the urgency shall be clearly stated on the motion, and the Chair will explain to the Council the reason why he or she has accepted a motion not listed on the agenda as urgent”

3.3 As urgent motions can be submitted up to 5 p.m. on the day prior to the Council meeting it may not be possible to undertake a costed analysis in the timescale available . The Democratic Services Committee was therefore asked to consider whether or not the requirement for a costed analysis should be excluded for urgent motions.

3.4 The Committee decided that the requirement for a costed analysis should be excluded for urgent motions, and recommended to Council that the following suggested new Rule 4.43.5 be inserted within the Constitution:

“4.43.5 For the avoidance of doubt an urgent motion does not need to be accompanied by a costed analysis of the financial and resource implications that motion.”

Recommendation to Council:	Reason for Recommendation:
<p>2. That:</p> <p>(a) the requirement for a costed analysis should be excluded for urgent motions; and</p>	<p>To exclude the requirement for a costed analysis for urgent motions.</p>

(b) , the suggested new Rule 4.43.5 for the Constitution as set out in paragraph 3.4 of the report be approved.	
---	--

4. Amendment to Motions.

4.1 The Democratic Services Committee was asked to consider possible inconsistencies in the wording of Rule 4.49.1.5 of The Constitution which reads as follows:

“Amendments to Motions

4.49.1 Subject to Rules 4.49.2 to 4.49.9 below an amendment to a motion must be relevant to the motion and will either be:

4.49.1.1 to refer the matter to an appropriate committee, body or individual for consideration or reconsideration;

4.49.1.2 to leave out words;

4.49.1.3 to leave out words and insert or add others; or

4.49.1.4 to insert or add words or additional recommendations;

4.49.1.5 to substitute another proposition which is committed to writing and received by the Head of Legal and Democratic Services and / or the Head of Democratic Services no later than 5 p.m. on the day prior to the meeting.

as long as the effect of Rules 4.49.1.2 to 4.49.1.4 is not to negate or would otherwise change the material substance of the original motion.”

4.2 Members will see that the combined effect of the section highlighted in yellow above is that amendments to motions can be moved to leave words out and/or to insert words and or additional recommendations provided that the amendment not to negate or would otherwise change the material substance of the original motion. Members may take the view that this restriction is appropriate to avoid amendments being proposed which would negate the original motion when the same could be achieved by voting down the motion.

4.3 However, Members will also see from Rule 4.49.1.5 an amendment can be proposed to **substitute** another proposition provided that the amendment is committed to writing and received by the Head of Legal and Democratic Services and / or the Head of Democratic Services no later than 5 p.m. on the day prior to the meeting. Such a substituted proposition could negate or would otherwise change the material substance of the original motion and if received as late as 5.00pm on the day before a Council meeting would run the risk of not being accompanied by a by a costed analysis of the financial and resource implications that motion as required by Rule 4.37.1.

4.4 The Democratic Services Committee was asked to consider the following options:-

Option 1 - to remove Rule 4.49.1.5 from the Constitution so as to remove the opportunity for a substitute amendment which negates or would otherwise change the material substance of the original motion; or

Option 2 - To retain Rule 4.49.1.5 but amend to require the motion to be received and to have a costed analysis of the financial and resource implications that motion to be received at least 2 days before a Council meeting in accordance with as required by Rules 4.37.1 and 4.49.2.1; or

Option 3 - To retain Rule 4.49.1.5 and to exclude the need for costed analysis of the financial and resource implications the amendment.

4.5 The Democratic Services Committee decided to recommend Option 1 to Council for adoption as set out in paragraph 4.4 above.

Recommendation to Council:	Reason for Recommendation:
<p>3. That option 1 as set out in paragraph 4.4 of the report be approved</p> <p>4. That the Head of Legal Service and the Monitoring Officer is authorised to remove Rule 4.49.1.5 from the Constitution revise and to make such other consequential amendments as may be required. .</p>	<p>To address the possible inconsistencies in Rule 4.49.1.5 of the Constitution.</p>

Relevant Policy (ies):	
Within Policy:	Y
Within Budget:	Y

Relevant Local Member(s):	N/A
----------------------------------	------------

Person(s) To Implement Decision:	Clive Pinney
Date By When Decision To Be Implemented:	

Contact Officer:	Wyn Richards, Scrutiny Manager and Head of Democratic Services.
Tel:	01597-826375
Email:	wyn.richards@powys.gov.uk

Background Papers used to prepare Report:

CYNGOR SIR POWYS COUNTY COUNCIL.

County Council
18 May 2023

Report Author: Cllr James Gibson-Watt
**Leader of the Council and Portfolio Holder for an Open and
 Transparent Council**

SUBJECT: Ways of Working – Member meetings

Report For: Decision

1. Purpose

- 1.1. The purpose of the report is to consider a new working model for all Members attending council meetings.

2. Background

- 2.1. At the beginning of the coronavirus pandemic (March 2020) the whole organisation transitioned to working from home, in May 2021, the Local Government and Elections (Wales) Act 2021 was enacted, requiring local authorities to allow members the flexibility to participate in meetings remotely.
- 2.2. Powys is a large county, covering a quarter of Wales' landmass, with the most sparsely populated population (26 people per square km) in England and Wales. The county is vast, stretching 100 miles from Llanfyllin in the north to Ystradgynlais down in the south (90-minute car journey). For many members, the journey to County Hall in Llandrindod Wells is a long, often using poor road networks as public transport is limited (*please see **Appendix A** for detail*).
- 2.3. Several surveys have been conducted over the past few years in relation to understanding how members perceive working from home. When asked what the organisation could put in place to create a good flexible working situation the following were identified:
- Blend of face-to-face and online meetings, sessions, and training
 - Informal get togethers online or in-person
 - Bigger and separate screen to work on
 - Better and more reliable broadband

Respondents also noted some benefits to working from home:

- less/no travel
- a better work-life balance
- having time to undertake other things such as constituency work, more time with family
- work / Councillor balance - ability for working Councillors to balance their Councillor responsibilities with those as an employee and attend Council meetings easier and then return to work

2.4. Following the Council elections in 2022 the number of members has reduced from 73 to 68 due to changes in the electoral boundaries.

3. Advice

3.1. The table below provides an overview of current member meetings, in terms of the:

- number of members attending each meeting
- number of officers invited to attend each meeting (to present topics)
- frequency of meetings and the format used.

3.2. Council meetings currently take place in one of three ways: -

- face to Face – all participants in the same room
- online – all participants connecting remotely
- hybrid – 30% of participants being face to face in a room and others connecting remotely

Member meetings	No of Members attending	No of Officers attending	Frequency	Format
Full Council	68	9 – 15	7 meetings p.a.	Hybrid
Cabinet	11 - 14	8 – 15	26 / 29 meetings p.a.	Hybrid
Planning Committee **	21 - 26	9 – 15	16 / 17 meetings p.a.	Hybrid
Finance Panel	11	3 – 7	Monthly	Online
Democratic	14	3 – 5	Quarterly	Online
Licensing **	14	1 – 2	Usually, 1 meeting p.a. sometimes up to 3	Online
Employment \$\$	14	4 – 6	3 / 4 meetings p.a.	Online
Pensions	7 - 8	4 – 8	5 / 8 meetings p.a.	Online
Member Development sessions	68 - 74	3 – 8	Generally, 3 sessions per month, sometimes more as required.	Online
Standards Committee / Standards Sub-Committee	12	3 – 4	3 / 4 meetings p.a.	Hybrid
Governance and Audit ££	10	6 – 15	7 meetings p.a.	Online
Scrutiny Committees x3 ££	14 - 23	8 – 14	9 meetings p.a.	Online
PSB Scrutiny Committee	8 – 10	2 – 5	Quarterly	Online

Key:

*p.a = Per annum / once a year

** Taxi-Licensing and Licensing Sub-Committees (Panel of 4 Members) will meet as and when required to consider applications - online. 3 - 4 Members and 3 Officers

\$\$ Shortlisting / Appointments Sub-Committees or Appeals Sub-Committees will meet as and when required – probably face to face.

££ Working Groups will meet as and when required – online.

Standards Committee or Sub-Committee hearings – as and when required – online or hybrid / face to face. 9 Members and 3 officers plus Ombudsman.

3.3. Having analysed the costs associated with the three meeting formats, face-to-face meetings are approximately 3 times more expensive than hybrid meetings (costing £127,588 for face-to-face compared with £38,277 for hybrid), online meetings are cost negative in terms of mileage claims. Please note that member mileage claims are included in the calculation however whole costs are excluded (such as member time, officer time and expenses, property, and heating costs etc). For further detail, please see **appendix B and C**.

3.4. Some benefits to adopting a hybrid or online model are:

- a reduction in our organisational carbon footprint
- less travel time and more productive worktime
- financial savings relating to travel and subsistence costs for Members
- shorter and more focused meetings
- an increase in openness and transparency due to more meetings being broadcast publicly.

3.5. A discussion took place with Group Leaders on Thursday 6th October to identify a preferred way forward in terms of future ways of working. It was recognised that meeting face to face is particularly important during the early stages of a new administration and with many new members. However, Group Leaders also felt that we should largely see a continuation of our current working. As the term of the administration progresses, working arrangements would need to be reviewed.

3.6. This report was discussed at Democratic Services Committee on 17 February 2023. The committee felt that Full Council was best placed to decide on the preferred way forward.

4. Resource Implications

4.1. The move to hybrid meetings has already occurred and the additional costs for the software are around £20,000. There are no additional officer support costs for the hybrid meetings.

4.2. Travel savings of £45,620 have already been made and there has been a reduction in our carbon emissions. The members travel budget has been reduced by 51.8% (from £88,000 in 2019/20). Further savings of £7,000 can be achieved should the proposal be approved.

4.3. The Head of Finance (Section 151 officer) notes the content of the report and can support the recommendation.

5. Legal Implications

5.1. The Head of Legal and Monitoring Officer notes that recommendations can be supported from a legal point of view.

6. Data Protection

6.1. The proposal does not involve the processing of personal data.

7. Comment from local member(s)

7.1. As mentioned previously, a discussion took place with Group Leaders on Thursday 6th October to identify a preferred way forward in terms of future ways of working. It was

recognised that meeting face to face is particularly important during the early stages of a new administration and with many new members.

7.2. However, Group Leaders also felt that we should largely see a continuation of our current working. As the term of the administration progresses, working arrangements would need to be reviewed.

8. Impact Assessment

8.1. An impact assessment is not required since the current working arrangements will continue.

9. Recommendation

9.1. It is recommended to:

- continue with the current working arrangements.
- task Scrutiny Chair's to determine, with their committee, how they would like to work.
- that each Committee meet at least twice a year face to face.

Contact Officer:

Catherine James, Head of Transformation and Democratic Services

Tel: 01597 826768

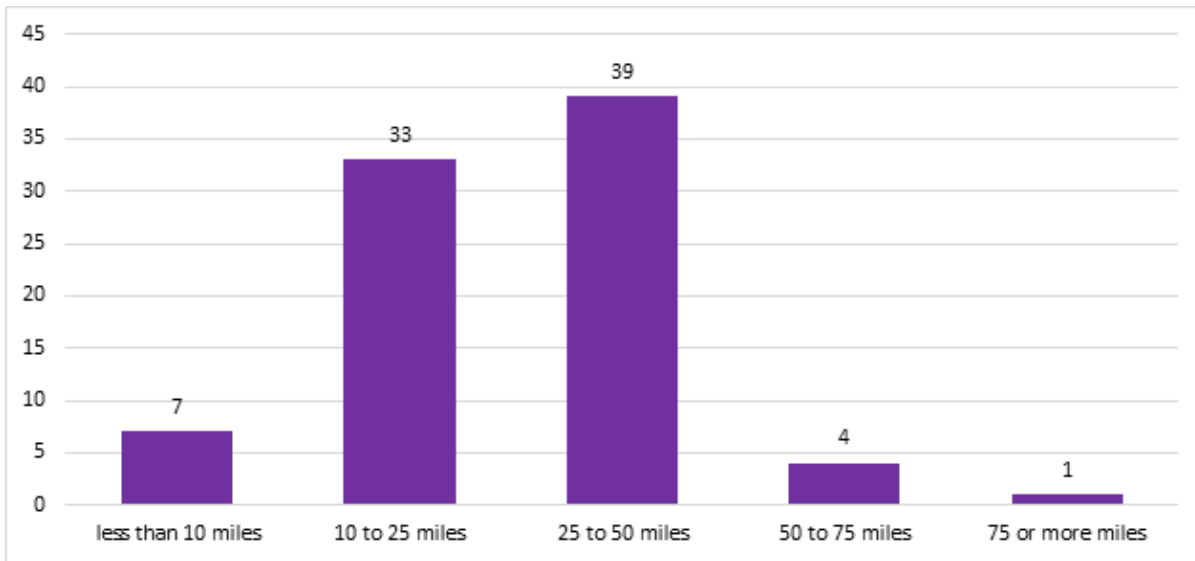
Email: Catherine.james@powys.gov.uk

Head of Service: Catherine James, Head of Transformation and Democratic Services

Corporate Director: Emma Palmer, Director of Corporate Services

Appendix A: Member distance travelled from home to County Hall (one way)

The graph below shows all members (including co-opted members, and lay members) and the number of miles travelled between home and county hall (one way):



Appendix B: Estimated Annual Mileage and Expense Calculations

The following table provides estimated mileage and claim calculations comparing face-to-face, hybrid and online meetings:

- The average journey travelled per member from home to County Hall is 57.5 miles (return trip).
- The average is calculated by the number of miles from each member's home address divided by the number of members.
- The cost per mile is 0.45 pence.
- Where the number of members attending a meeting is between two values, we have used the higher maximum attendance for the calculations.
- Hybrid – calculated using 30% of attendance in person.

Members meetings	No of Members attending	No of Officers attending	Frequency	Current Format	Per meeting Face-to-Face Meeting costs	Per meeting Hybrid meeting costs	Online costs	Annual Face-to-Face Meeting costs	Annual Hybrid meeting costs
Full Council	68	9 - 15	7 meetings p.a.	Hybrid	4,890 miles £2,201	1,467 miles £660	0 miles £0.00	34,230 miles £15,406	10,270 miles £4,622
Cabinet	11 - 14	8 - 15	26 / 29 meetings p.a.	Hybrid	805 miles £362	242 miles £109	0 miles £0.00	5,639 miles £2,537	1,692 miles £761
Planning Committee **	21 - 26	9 - 15	16 / 17 meetings p.a.	Hybrid	1,495 miles £673	449 miles £202	0 miles £0.00	25,415 miles £11,437	7,625 miles £3,431
Finance Panel	11	3 - 7	Monthly (12 p.a.)	Online	633 miles £285	190 miles £85	0 miles £0.00	7,595 miles £3,418	2,278 miles £1,025
Democratic	14	3 - 5	Quarterly (4 p.a.)	Online	806 miles £362	242 miles £109	0 miles £0.00	3,222 miles £1,450	967 miles £435
Licensing **	14	1 - 2	Usually, 1 meeting p.a. sometimes up to 3	Online	806 miles £362	242 miles £109	0 miles £0.00	2,417 miles £1,087	725 miles £326
Employment \$\$	14	4 - 6	3 / 4 meetings p.a.	Online	806 miles £362	242 miles £109	0 miles £0.00	3,222 miles £1,450	967 miles £435
Pensions	7 - 8	4 - 8	5 / 8 meetings p.a.	Online	460 miles £207	138 miles £62	0 miles £0.00	3,682 miles £1,657	1,105 miles £497

Member Development sessions	68 - 74	3 - 8	Generally 3 sessions per month, sometimes more	Online	4,258 miles £1,916	1,277 miles £575	0 miles £0.00	153,279 miles £68,976	45,984 miles £20,693
Standards Committee / Standards Sub-Committee	12	3 - 4	3 / 4 meetings p.a.	Hybrid	690 miles £311	207 miles £93	0 miles £0.00	2,762 miles £1,243	829 miles £373
Governance and Audit ££	10	6 - 15	7 meetings p.a.	Online	575 miles £259	173 miles £78	0 miles £0.00	4,028 miles £1,812	1,208 miles £544
Scrutiny Committees x3 ££	14 - 23	8 - 14	9 meetings p.a. per committee	Online	3,972 miles £1,788	1,191 miles £537	0 miles £0.00	35,731 miles £16,079	10,719 miles £4,824
PSB Scrutiny Committee	8 - 10	2 - 5	Quarterly (4 p.a.)	Online	575 miles £259	173 miles £78	0 miles £0.00	2,301 miles £1,036	690 miles £311
Total for the year							Online £0	In Person £127,588	Hybrid £38,277

Appendix C: Member Travel Budget and Travel Claims 2019/20 to 2021/22

The table below shows the members travel budget over the last four years:

	2019/20	2020/21	2021/22	2022/23
Travel budget	£88,000	£77,970	£51,350	£42,380
<i>Percentage reduction*</i>		11.3%	41.6%	51.8%

*Reduction calculated from travel expenses baseline budget 2019/20

The table below shows member travel claims for 2019/20 through to 2021/22:

	2019/20	2020/21	2021/22
Total miles claimed	189,086	1,220	1,235
Average miles per member	2,590	16	16
Total cost	£85,089	£2,710	£2,745

CYNGOR SIR POWYS COUNTY COUNCIL.

Full Council
18th May 2023

REPORT AUTHOR: County Councillor David Thomas, Cabinet Member for Finance and Corporate Transformation

REPORT TITLE: Revenue Virements

REPORT FOR: Decision

1. Purpose

1.1 For council to consider a number of virements which have been recommended for approval by Cabinet on the 18th April 2023.

2. Advice

2.1 The Revenue Outturn Forecast as at the 28th February 2023 was reported to Cabinet on the 18th April, 2023. The report included budget virements which Cabinet approved for consideration and approval by Council.

2.2 A virement is the process of amending budgets during the financial year, which requires approval, as it is the transfer of funds outside the agreed budget set for the year. Virement authorisation over £500k require sign off by the Head of Service, the Section 151 Officer and Full Council.

2.3 Revenue virements have been requested for the following items:

2.3.1 **School transport** has been significantly affected by a 9% inflationary rise on contracts in September 2022 due to the wider economic conditions, this has resulted in a budgetary pressure of £270,000 on school transport costs in the 2022/23 financial year. The service was also targeted with generating a saving of £549,000, however plans to deliver this saving were delayed and are expected to be concluded in early 2023/24; the £549,000 savings target is therefore reported as unachieved in the 2022/23 financial year.

The service has an unapplied Bus Emergency Support Grant of £2.7 million which has been rolled forward from 2021/22, this grant is available to support public transport costs. In order to mitigate the effect of the inflationary pressure and unachieved saving on the Council's budget, the service are requesting to use this unapplied grant to support public transport costs thus releasing base budget to address the other financial pressures. It is therefore proposed as a one off temporary measure to vire £834,190 from public transport to the school transport budget, and to vire £834,190 of the Bus Emergency Support Grant to fund public transport.

2.3.2 Adult Social Care

- When the Business Support Units were disbanded and transferred back to the service in Adult Social Care the budget was transferred to the Commissioning for Adults & Childrens service area. The virement proposed now transfers the budget of £804,970 to the Administration & Finance staffing budgets within Adult Social Care to align it under the correct line management and budget holder responsibilities. This is a simple transfer of staffing budgets and has no wider implications.
- Social Care were provided with funding of £2.3 million in 2022/23 to support the implementation of the Real Living Wage (RLW) for Care Support staff employed by external providers. The budget was originally held under the 'Head of Service Operations' until the precise allocations were finalised. The virement proposed transfers £2 million of the budget to the respective service area cost centres in both Adults and Childrens to support the expenditure incurred following the completion of the work. It is also proposed that the underspend of £0.3 million against this budget be set aside in a specific reserve to be utilised to support the RLW uplift required in 2023/24.

3. **Resource Implications**

- 3.1 The Head of Finance (Section 151 Officer) supports the recommendation which ensures that budgets are correctly aligned, and that grant funding is utilised effectively to support the Councils financial position.

4. **Legal implications**

- 4.1 The Monitoring Officer has no specific concerns with this report.

5. **Data Protection**

- 5.1 The proposal does not involve the processing of personal data.

6. **Comment from local member(s)**

- 6.1 This report relates to all service areas across the whole County.

7. **Integrated Impact Assessment**

- 7.1 No impact assessment is required

8. **Recommendation**

- 8.1 That Council approve the virements set out in section 2.3 to comply with the relevant financial regulations.

Contact Officer:	Jane Thomas, Head of Financial Services
Tel:	01597 827789
Email:	jane.thomas@powys.gov.uk

This page is intentionally left blank

CYNGOR SIR POWYS COUNTY COUNCIL.**Report for Full Council
18th May 2023****REPORT AUTHOR: Jack Straw, Interim Chief Executive****REPORT TITLE: Interim Executive Management Team Structure changes**

REPORT FOR: Approval

1. Purpose

1.1. The purpose of this paper is to seek approval for an extension to the existing interim structure at SLT and EMT.

2. Background

2.1. The Executive Director, People and Organisational Development left the employment of Powys County Council on 30th June 2022.

2.2. In addition to holding an Executive Management Team role, this position also held the statutory duty as Director of Social Services.

2.3. All Councils in Wales are required to ensure that the statutory duty of Director of Social Services is occupied and reports directly to the Chief Executive, and therefore we needed to ensure interim arrangements were in place by 1st July 2022.

2.4. As a result, the following arrangements were put in place at EMT:-

- Interim position established of Director of Social Services and Housing.
- Interim changes to the Director of Education to broaden portfolio to include responsibilities for Children's Services.
- Interim position of Director of Corporate Services created.

2.5. The departure of the Executive Director provided an opportunity to revisit the senior management structure and to strengthen the links between the Education Service and Children's Services, and between Adult Social Care, Commissioning and Housing.

2.6. In addition, at the time the interim arrangements were put in place there were changes to the Council's administration and the membership of Cabinet following the local elections in May 2022. The Progressive Partnership Agreement set out a new set of priorities, which was being; into a new Corporate Plan for the Council. It was therefore considered important that the senior structure of the Council was

aligned to best support and deliver on these priorities. As a result, the Chief Executive Dr Caroline Turner reported to Cabinet in June 2022 that she had made some interim changes to the Executive Management Team, to ensure we had appropriate support in place to meet our statutory obligations. This providing time to consider more permanent arrangements ensuring the structure was appropriate. These arrangements were to be in place for a period of six to twelve months.

- 2.7 The Chief Executive had commenced a review, however, due to her absence this process has not yet been concluded.
- 2.8 Under section 11 (Rule 11.47.2) of the Council's constitution, the Chief Executive is able to appoint to these interim Chief Officer roles without full council approval, providing that appointment is for no longer than twelve months. For appointments that exceed twelve months, this is not delegated, and Full Council are asked to consider an extension of the appointments. It was anticipated that the review would have been complete, a revised structure approved. This would have led to appointment to posts being made by either Full Council or the Employment and Appeals Committee (as appropriate) within that twelve month period. However, due to the unexpected absence of the Chief Executive this has not been possible.
- 2.9 To support the executive level arrangements, further interim arrangements were also put in place at Head of Service level and some minor changes to line management responsibility were made. The appointments of Head of Service are not the responsibility of Full Council, rather under the constitution they have been delegated, with such appointments made by a subcommittee of the Employment and Appeals Committee.
- 2.10 As the arrangements have now been in place for nearly 12 months and it is not considered appropriate for any permanent proposals and changes to the leadership structure to be made in the absence of a substantive Chief Executive, this report acts to seek approval for an extension of the current interim arrangements at both EMT and SLT level.

3. Extensions

- 3.1. Council approval is therefore sought to extend the interim appointments to the following posts for a further period of up to a further twelve months: -
 - Director of Social Services and Housing
 - Director of Education and Childrens services
 - Director of Corporate Services
 - Head of Transformation and Democratic Services
 - Head of Housing
 - Head of Community Services
 - Head of Commissioning and Partnerships

3.2 It is confirmed that once the review of the structure has been completed, the appointments to the new structure will be made by either Full Council or the Employment and Appeals Committee (as appropriate).

4. Resource Implications

4.1 The differential between top of scale funding for posts and the actual cost of salaries alongside reduced back fill arrangements contribute to funding the costs of the interim structure combined with a contribution from the central contingency fund.

4.2 It is requested that cabinet approve a virement to align the salary budgets across services and the transfer of £55,000 from the central contingency fund to the relevant salary budgets.

4.3 The Head of Finance (Section 151 Officer) notes the report and can support the recommendation.

5. Legal implications

5.1 Legal: the recommendations can be accepted from a legal point of view.

5.2 The Head of Legal Services and the Monitoring Officer has commented as follows: "I note the legal comment and have nothing to add to the report".

6. Recommendation

6.1. That full council approve the extension of the interim arrangements for the posts outlined in paragraph 3.1 of the report for a further period of up to a further twelve months.

This page is intentionally left blank