

# Pecyn Dogfennau Cyhoeddus

## Cyngor Sir

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Man Cyfarfod  
**Siambr y Cyngor, Neuadd y Sir.**

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Dyddiad y Cyfarfod  
**Dydd Iau, 26 Mai 2022**

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Amser y Cyfarfod  
**10.30 am**

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I gael rhagor o wybodaeth cysylltwch â  
**Stephen Boyd**  
01597 826374  
steve.boyd@powys.gov.uk



Neuadd Y Sir  
Llandrindod  
Powys  
LD1 5LG

Dyddiad Cyhoeddi

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Mae croeso i'r rhai sy'n cymryd rhan ddefnyddio'r Gymraeg. Os hoffech chi siarad Cymraeg yn y cyfarfod, gofynnwn i chi roi gwybod i ni erbyn hanner dydd ddau ddiwrnod cyn y cyfarfod

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### AGENDA

1.	<b>ETHOL CADEIRYDD</b>
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Ethol Cadeirydd am y flwyddyn i ddod.

2.	<b>ETHOL IS-GADEIRYDD</b>
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Ethol Is-gadeirydd y Cyngor am y flwyddyn i ddod.

3.	<b>ETHOL IS-GADEIRYDD CYNORTHWYOL</b>
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Ethol Is-gadeirydd Cynorthwyol y Cyngor am y flwyddyn i ddod.

4.	<b>YMDDIHEURIADAU</b>
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Derbyn ymddiheuriadau am absenoldeb.

5.	<b>DATGANIADAU O FUDD.</b>
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Derbyn unrhyw ddatganiadau o fudd o ran eitemau sydd i'w trafod ar yr agenda.

<b>6.</b>	<b>ADRODDIAD Y SWYDDOG CANLYNIADAU – ETHOL CYNGHORWYR</b>
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Derbyn adroddiad y Swyddog Canlyniadau ar y Cyngorwyr a etholwyd.  
(Tudalennau 1 - 4)

<b>7.</b>	<b>ETHOL ARWEINYDD</b>
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Ethol Arweinydd y Cyngor.

<b>8.</b>	<b>CYHOEDDIADAU'R ARWEINYDD</b>
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Derbyn gwybodaeth gan yr Arweinydd ar benodi Aelodau i'r Cabinet.

<b>9.</b>	<b>DYRANIADAU, ETHOLIADAU A PHENODIADAU SYDD ANGEN EU GWNEUD YN YSTOD CYFARFOD BLYNYDDOL Y CYNGOR.</b>
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I drafod adroddiad Pennaeth Gwasanaethau Cyfreithiol a Democrataidd.  
(Tudalennau 5 - 50)

<b>10.</b>	<b>CYFLOGAU, LWFANSAU A THREULIAU AELODAU.</b>
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Derbyn a thrafod adroddiad y Pennaeth Cyllid.  
(Tudalennau 51 - 92)

<b>11.</b>	<b>CYNGOR CYMUNED LLANDDEWI-YN-HWYTYN</b>
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Ystyried adroddiad Pennaeth Gwasanaethau Cyfreithiol a Democrataidd.  
(Tudalennau 93 - 96)

26 MAY 2022

**REPORT AUTHOR: Returning Officer****SUBJECT: Returning Officer's Report -  
Election of County Councillors****REPORT FOR: Information**

As required by Section 4 (Full Council) Rule 4.17.1 of the County Council's Constitution I report that following the ordinary elections held on Thursday, 6<sup>th</sup> May 2022 the following persons were duly elected Councillor for Powys County Council for the said Electoral wards.

<b>ELECTORAL WARD</b>	<b>COUNCILLOR NAME</b>	
ABER-CRAF AND YSTRADGYNLAIS	Williams	David Huw
ABER-CRAF AND YSTRADGYNLAIS	Williams	Sarah Louise
BANWY, LLANFIHANGEL AND LLANWDDYN	Davies	Bryn
BERRIEW AND CASTLE CAEREINION	Jones	Adrian Raymond
BRECON EAST	Rijnenberg	Bernadette Elizabeth Ann
BRECON EAST	Walsh	Christopher Timothy
BRECON WEST	Dorrance	Matthew James
BRECON WEST	Meredith	David William
BRONLLYS AND FELIN-FACH	Colbert	Thomas Joseph
BUILTH	Pugh	Jeremy David
CAERSWS	George	Leslie Albert
CHURCHSTOKE	Bebb	Daniel Frank
CRICKHOWELL WITH CWMDU AND TRETOWER	Beecham	Matthew William
CRICKHOWELL WITH CWMDU AND TRETOWER	Beecham	Sarah-Jane
CWM-TWRCH	Davies	Sandra Christine
DISSERTH AND TRECOED WITH NEWBRIDGE	Brighouse	Little-One Kellie Marie
DOLFORWYN	Pugh	Gareth Michael
FORDEN AND MONTGOMERY	Thorp	Jeremy David
GLANTWYMYN	Vaughan	Elwyn
GLASBURY	Gibson-Watt	Charles James
GUILSFIELD	Harrison	Ian Christopher
GWERNYFED	Lloyd	William Ivor
HAY	Ratcliffe	Gareth
ITHON VALLEY	Morgan	Geoffrey Gwyn
KERRY	Breeze	Benjamin John
KNIGHTON WITH BEGUILDY	Kenyon-Wade	Corinna Esther Lucy
KNIGHTON WITH BEGUILDY	Williams	Angelique
LLANAFANFAWR WITH GARTH	Davies	Andrew Bryan
LLANBRYNMAIR	Mitchell	Gary
LLANDINAM WITH DOLFOR	Lewis	Karl
LLANDRINDOD NORTH	Berriman	Jacob Routh

LLANDRINDOD SOUTH	Ewing	Joanne Louise
LLANDRINDOD SOUTH	Roberts	Peter David
LLANDRINIO	Roberts	Lucy Margaret
LLANDYSILIO	Jones	Evan Arwel
LLANELWEDD	Jones	Gareth Emlyn
LLANFAIR CAEREINION AND LLANERFYL	Jones	Gareth David
LLANFYLLIN	Lewis	Peter Edward
LLANGATTOCK AND LLANGYNIDR	Charlton	Jacqueline Lisa
LLANGORS WITH BWLCH	Cox	Sian Bridget Nansi
LLANGUNLLO WITH NORTON	Edwards	Deborah Ann
LLANGYNIEW AND MEIFOD	Wilkinson	Jonathan Charles
LLANIDLOES	Morgan	Gareth
LLANIDLOES	Preston	Tomos Glyn
LLANRHAEADR-YM-MOCHNANT AND LLANSILIN	Davies	Aled
LLANSANTFFRAID	Thomas	Gwynfor
LLANWRTYD WELLS	James	Peter Ronald
LLANYRE WITH NANTMEL	Mills	Claire Victoria
MACHYNLLETH	Williams	John Michael
MAESCAR AND LLYWEL	Roderick	Edwin Llewelyn
NEWTOWN CENTRAL AND SOUTH	Healy	Kelly Tudor
NEWTOWN CENTRAL AND SOUTH	Selby	David Mark
NEWTOWN EAST	Jones	Joy
NEWTOWN NORTH	Kennerley	Adam Dale
NEWTOWN WEST	Lewington	Peter Arthur
OLD RADNOR	Jones	Edward Stuart
PRESTEIGNE	Baynham	Beverley Jane
RHAYADER	Davies	Angela Knell
RHIWCYNON	Hulme	Heulwen Doreen
TALGARTH	Powell	William Denston
TALYBONT-ON-USK	Cartwright	Anita Louise
TAWE UCHAF	Thomas	David Arnold
TRELYSTAN AND TREWERN	Jenner	Amanda Jane
WELSHPOOL CASTLE	Church	Richard Wilfrid
WELSHPOOL LLANERCHYDDOL	Breeze	Graham
WELSHPOOL GUNGROG	Robinson	Carol Elaine
YNYSCEDWYN	McNicholas	Susan
YSCIR WITH HONDDU ISAF AND LLANDDEW	McIntosh	Iain Charles

<b>Recommendation:</b>	<b>Reason for Recommendation:</b>
<b>That the details of Councillors elected on 6 May 2022 be noted.</b>	<b>To comply with the Council's Constitution.</b>

<b>Person(s) To Action Decision:</b>	<b>N/A</b>
<b>Date By When Decision To Be Actioned:</b>	<b>N/A</b>

<b>Relevant Policy (ies):</b>	<b>N/A</b>		
<b>Within Policy:</b>	<b>Y</b>	<b>Within Budget:</b>	<b>Y</b>

Contact Officer Name:	Tel:	Fax:	Email:
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**Background Papers used to prepare Report:**

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

## CYNGOR SIR POWYS COUNTY COUNCIL.

COUNTY COUNCIL ANNUAL MEETING  
26 May 2022

**REPORT BY:** Head of Legal and Democratic Services

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

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**REPORT FOR:** Decision and Information

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## 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

<b>For Information.</b>
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## 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:
1. Economy, Residents and Communities Scrutiny Committee (14 Councillors plus 1 co-opted Member)
  2. Learning and Skills Scrutiny Committee (14 Councillors plus 5 co-opted Members)
  3. Health and Care Scrutiny Committee (14 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 (14 Councillors)
  6. Planning, Taxi Licensing and Rights of Way Committee (21 Councillors)
  7. Licensing Act 2003 Committee (14 Councillors)
  8. Employment & Appeals Committee (14 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]

The total number of seats (excluding co-optees) on all committees is therefore 125

- (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) Brecon Beacons 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. At its meeting on 3<sup>rd</sup> March 2022 the Council appointed Gareth Hall and Lynne Hamilton as two Lay Members and delegated responsibility for the appointment of a third Lay Member to an Appointment Panel. The Appointment Panel subsequently appointed Mr John Brautigam for a final term as the third Lay 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.

**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 nominations from the 4 largest political groups are as follows:

<b>Political Group</b>	<b>Nomination</b>
Welsh Liberal Democrats Group	To Follow
Independent Group	To Follow
Welsh Conservatives Group	To Follow
Welsh Labour Group	To Follow

- 5.4 **Council is requested to appoint 4 County Councillors to serve on the Standards Committee until the next ordinary Council elections in 2027. This will require a proposer and seconder.**

<b>Recommendation:</b>	<b>Reason for Recommendation:</b>
(i) <b>To make appointments of 4 County Councillors to the Standards Committee as set out in paragraph 5.3 of the report, or</b>	<b>To comply with the Council's Constitution in relation to the allocation and appointment of committees.</b>

<p><b>(ii) To authorise the Monitoring Officer to make appointments in accordance with nominations received from the relevant Group Leaders and to notify Council.</b></p>	
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**Appointment of Co-Opted Members to the Learning and Skills Scrutiny Committee.**

5.5 In accordance with Schedule 1 of the Local Government Act 2000 and the Parent Governor Representatives and Church Representatives (Wales) Regulations 2001, the Council’s Constitution provides that the scrutiny committee dealing with education matters shall include in its membership the following voting representatives:

- 1 Church in Wales diocese representative;
- 1 Roman Catholic Church diocese representative;
- 2 parent governor representatives (covering as far as practicable (i) primary, and special schools and (ii) secondary and all through schools)

5.6 A nomination process has already been undertaken and completed for parent governor representatives and those recommendations are detailed below. In addition both church dioceses have been contacted and their nominations are detailed below.

5.7 The nominations received are as follows:

<b>Representing</b>	<b>Nominee</b>
Church in Wales diocese representative	Mrs Margaret Evitts
Roman Catholic Church diocese representative	No Nomination received
Parent Governor Representative (primary and special schools)	Awaiting Ballot Result
Parent Governor Representative (secondary and all through schools)	Mrs Sara Davies

5.8 **Council is requested to appoint the Co-Opted Representatives set out in paragraph 5.7 above to serve on the Learning and Skills Scrutiny Committee for a period of four years ending in May in 2026. This will require a proposer and seconder.**

<b>Recommendation:</b>	<b>Reason for Recommendation:</b>
<p>(i) <b>To make appointments of Co-Opted Representatives to the Learning and Skills Scrutiny Committee for a period of four years to May 2026 as set out in paragraph 5.7 of the report, or</b></p> <p>(ii) <b>To authorise the Monitoring Officer to make appointments in accordance with nominations received from the relevant Group Leaders and to notify Council.</b></p>	<p><b>To comply with the Council’s Constitution in relation to the allocation and appointment of committees.</b></p>

## **Appointment of a Co-Opted Member to the Economy, Residents and Communities Scrutiny Committee,**

- 5.9 The Council's Constitution provides that in relation to Crime and Disorder matters, the Economy, Residents and Communities Scrutiny Committee shall include in its membership a non-voting representative from the Police and Crime Panel, subject to the representative not being a Powys County Council representative on the Panel. However, it is the Committee rather than the Council which makes this appointment, but it is included here for completeness.

## **Appointment of Co-Opted Members to the Governance and Audit Committee.**

- 5.10 The Council in accordance with the Local Government and Elections (Wales) Act 2021 is required to appoint Lay Members to comprise a third of the membership of the Governance and Audit Committee. At its meeting on 3<sup>rd</sup> March 2022 the Council appointed Gareth Hall and Lynne Hamilton as two Lay Members and delegated responsibility for the appointment of a third Lay Member to an Appointment Panel.
- 5.11 The Panel has appointed Mr John Brautigam for a final term as the third Lay Member and the Council is asked to note the appointment.

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

<b>Recommendation:</b>	<b>Reason for Recommendation:</b>
<b>To review and determine the allocation of seats on Council Committees to the different Political Groups in accordance with Page 3 of Appendix 3</b>	<b>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.</b>

- 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.**

<b>Recommendation:</b>	<b>Reason for Recommendation:</b>
<p>(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</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>

## **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.**

<b>Economy, Residents and Communities Scrutiny Committee</b>	To Follow
<b>Health and Care Scrutiny Committee</b>	To Follow
<b>Learning and Skills Scrutiny Committee</b>	To Follow

<b>Recommendation:</b>	<b>Reason for Recommendation:</b>
<p>(i) To allocate the 3 Scrutiny Committee Chairs to the Political Groups as set out in paragraph 7.5, and to note the</p>	<p>To comply with statutory requirements (including those concerning the need for political balance) and the Council's Constitution in relation to the</p>

<p>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>allocation and appointment of committee seats and Chairs.</p>
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**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.**

<b>Recommendation:</b>	<b>Reason for Recommendation:</b>
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**

**Brecon Beacons 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	To Follow
Independent Group 2 seats	To Follow
Welsh Conservative Group 1 seat	To Follow
Welsh Labour Group 1 seat	To Follow

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

Recommendation:	Reason for Recommendation:
<p>(i) To make appointments to the Brecon Beacons 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>	<p>To make appointments in accordance with statute and the Constitution.</p>

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

**Mid and West Wales Fire and Rescue Authority (MWWFRA).**

9.6 The MWWFRA is composed of 25 elected members appointed by the 6 constituent authorities of Powys, Carmarthen, Ceredigion, Neath Port Talbot, Pembrokeshire and Swansea.

9.7 The number of seats to which the Council is entitled is determined having regard both to the relative numbers of electors in the individual constituent authorities' areas and also to the requirement of political proportionality across the combined area. For 2017 – 2022 the Council's entitlement was 4 members. Notification from the Authority's Clerk as to the allocation for 2022 – 2027 is due and details of the allocation and nominations of the groups will be circulated in **Appendix 8 (TO FOLLOW)**

9.8 **Council is requested to approve the allocation of seats and to appoint Councillors nominated by the relevant groups. This will require a proposer and seconder**

Recommendation:	Reason for Recommendation:
<p>(i) To make appointments to the MWWFRA in accordance with the nominations of the political groups as set out in Appendix 8 (To Follow), 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 make appointments in accordance with statute and the Constitution.</p>

## Dyfed Powys Police and Crime Panel

9.9 In accordance with the Police Reform and Social Responsibility Act 2011 the Dyfed Powys Police and Crime Panel comprises 12 representatives from Powys, Ceredigion, Carmarthen and Pembrokeshire and 2 Co-Opted Members. Powys is entitled to make 3 nominations for the Panel which are subject to Home Office approval and appointment. The nominations must reflect both the political and geographical balance of the authority, and group leaders are requested to work together to achieve a geographical balance. In addition, The Dyfed Powys Police and Crime Panel has requested that the representation of women and those from BAME backgrounds be increased and once again group leaders are asked to work together with a view to achieving this goal.

9.10 For Powys this in effect means that the political balance is based on a committee of 3 and nominations would come from the following political groups:

Welsh Liberal Democrats 1 nomination	To Follow
Independents 1 nomination	To Follow
Welsh Conservatives 1 nomination	To Follow

9.11 **Council is requested to make nominations to the Dyfed Powys Police and Crime Panel as set out in paragraph 9.10 above. This will require a proposer and seconder.**

<b>Recommendation:</b>	<b>Reason for Recommendation:</b>
<p>(i) <b>To make nominations to the Dyfed Powys Police and Crime Panel as set out in paragraph 9.10, or</b></p> <p>(ii) <b>To authorise the Monitoring Officer to make appointments in accordance with nominations received from the relevant Group Leaders and to notify Council.</b></p>	<p><b>To make nominations in accordance with statute and the Constitution.</b></p>

## 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):

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

<b>Recommendation:</b>	<b>Reason for Recommendation:</b>
<b>To make 3 appointments to the Welsh Local Government Association.</b>	<b>To secure the Council’s representative role.</b>

**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.**

<b>Recommendation:</b>	<b>Reason for Recommendation:</b>
<b>To appoint one of the Council’s appointments to the WLGA as the Council’s appointment to the WLGA Executive Board.</b>	<b>To secure the Council’s representative role.</b>

**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 are to the following bodies:

<b>Outside Body/Working Group</b>	<b>Required</b>
Powys Community Endowment Fund	2 Members from each Shire
Powys Community Health Council	2 Members nominated by the Council and appointed by Welsh Government – 1 from Montgomeryshire and 1 from Radnorshire
Brecon University Scholarship Fund	2 Members from Brecknockshire
Llandrindod Wells and Area Twinning Association	1 member from Llandrindod
Wye Navigation Advisory Committee	1 member
Local Development Working Group	1 Member from each Shire
Powys Standing Advisory Committee on Religious Education (SACRE)	1 Member from each Shire
Tenants Scrutiny Panel	2 from Montgomeryshire, 1 each from Brecknockshire and Radnorshire

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

<b>Outside Body/ Council Working Group</b>	<b>Nominee</b>
Powys Community Endowment Fund	To Follow
Powys Community Health Council	To Follow
Brecon University Scholarship Fund	To Follow
Llandrindod Wells and Area Twinning Association	To Follow
Wye Navigation Advisory Committee	To Follow
Local Development Working Group	To Follow
Powys Standing Advisory Committee on Religious Education (SACRE)	To Follow
Tenants Scrutiny Panel	To Follow

**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.**

<b>Recommendation:</b>	<b>Reason for Recommendation:</b>
<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.

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

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

## Political Group Information – May 2022

### Summary:

	No.	%
Welsh Liberal Democrats Group	23	33.82
Independent Group	16	23.53
Welsh Conservatives Group	14	20.59
Welsh Labour Group	9	13.24
Plaid Cymru Group	3	4.41
Non-Affiliated Members	3	4.41
Vacancy	0	0.00
<b>Total</b>	<b>68</b>	<b>100.00</b>

### Group Information:

<b>Independent Group</b>	<b>Members:16</b>
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<b>Joint Group Leader:</b>	Heulwen Hulme and Jeremy Pugh
<b>Group Deputy Leader(s):</b>	

#### County Councillors:

Beverley Baynham	Graham Breeze
Gareth D Jones	Arwel Jones
Heulwen Hulme	Edwin Roderick
Michael Williams	Peter James
Joy Jones	Ange Williams
Gareth E Jones	Bryan Davies
Jeremy Pugh	Deb Edwards
Ed Jones	Claire Mills

<b>Welsh Liberal Democrats Democratiaid Rhyddfrydol Cymru</b>	<b>Members:23</b>
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<b>Group Leader:</b>	James Gibson-Watt
<b>Group Deputy Leader(s):</b>	
<b>Group Secretary:</b>	
<b>Group Party Whip:</b>	

#### County Councillors:

James Gibson-Watt	Tom Colbert
Danny Bebb	Matt Beecham
Sarah-Jane Beecham	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	Tudalen Cartwright

## Political Group Information – May 2022

William Powell	Richard Church
Carol Robinson	

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<b>Welsh Labour Llafur Cymru</b>	<b>Members:9</b>
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<b>Group Leader:</b>	Matthew Dorrance
<b>Group Deputy Leader:</b>	Susan McNicholas
<b>Group Secretary:</b>	Huw Williams
<b>Group Party Whip:</b>	Sandra Davies
<b>Group Chair:</b>	Sarah Williams

County Councillors:

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

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<b>Welsh Conservatives Ceidwadwyr Cymreig</b>	<b>Members:14</b>
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<b>Group Leader:</b>	Aled Davies
<b>Deputy Leader:</b>	Amanda Jenner
<b>Group Secretary:</b>	Ian Harrison
<b>Group Chair:</b>	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

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<b>Plaid Cymru</b>	<b>Members:3</b>
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<b>Group Leader:</b>	Elwyn Vaughan
<b>Deputy Leader:</b>	
<b>Group Secretary:</b>	

County Councillors:

Tudalen 18

## Political Group Information – May 2022

Bryn Davies	Elwyn Vaughan
Gary Mitchell	

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### Non Aligned:

<b>Non-Affiliated Members</b>	<b>Members:3</b>
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County Councillors:

Little Brighthouse	Jeremy Thorp
Geoff Morgan	

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### Vacancies.

Electoral Divisions:

Dated: 25 May 2022

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

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**, the **3 Shire Committees**, 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

## Appendix 2

**Committee** similarly must conduct a review. It is an **annual requirement to review** the 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 37 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 73 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).



<b>Committee Allocations</b>	<b>17/05/2022</b>		
<b>Councillor Seats on Committees</b>			
Health and Care	14		
Learning and Skills	14		
Economy Residents Communities	14		
Planning, Taxi Licensing, Rights of Way	21		
Employment Appeals	14		
Governance and Audit	6		
Democratic Services	14		
Pensions and Investment	5		
Licensing Act 2003	14		
Finance Panel	9		
<b>Total</b>	<b>125</b>		
<b>Individual Group Multiplier</b>	<b>Group Number</b>	<b>Multiplier (Note 1)</b>	
Independents	16	0.23529	
Welsh Conservatives	14	0.20588	
Welsh Liberal Democrats	23	0.33824	
Welsh Labour	9	0.13235	
Plaid Cymru	3	0.04412	
	0	0.00000	
	0	0.00000	
Non Affiliated	3	0.04412	
<b>Totals</b>	<b>68</b>		
<b>Aggregate Seats Entitlement (124 seats)</b>			
	<b>Group Number</b>	<b>Aggregate Seats (Note 2)</b>	<b>Rounded Up</b>
Independents	16	29.412	29
Welsh Conservatives	14	25.735	26
Welsh Liberal Democrats	23	42.279	42
Welsh Labour	9	16.544	17
Plaid Cymru	3	5.515	6
	0	0.000	0
	0	0.000	0
Non Affiliated	3	5.515	6
<b>Totals</b>	<b>68</b>	<b>125.000</b>	<b>126</b>
<b>Note 1.</b>			
Multiplier = No of Members on group divided by the Number of Members on the Council			
<b>Note 2.</b>			

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 124 maximum number of seats on all committees. The seats are calculated by multiplying the multiplier for each group by the total number of seats.

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Ready Reckoner - Allocation of Seats											
Committee	Committee Seats	Independents	Welsh Conservatives	Welsh Liberal Democrats	Welsh Labour	Plaid Cymru	0	0	Non Affiliated	Total Allocation of Seats	+ / -
		16	14	23	9	3	0	0	3	68	
Pensions and Investment	5	1	1	2	1	0	0	0	0	5	0
Learning and Skills Scrutiny Committee	14	3	3	5	2	1	0	0	1	14	0
Economy, Residents and Communities Scrutiny Committee	14	3	3	5	2	1	0	0	1	14	0
Health and Care Scrutiny Committee	14	3	3	5	2	1	0	0	1	14	0
Governance and Audit	6	1	1	2	1	0	0	0	0	5	-1
Employment and Appeals	14	3	3	5	2	1	0	0	1	14	0
Licensing Act 2003	14	3	3	5	2	1	0	0	1	14	0
Democratic Services	14	3	3	5	2	1	0	0	1	14	0
Planning, Taxi Licensing and Rights of Way	21	5	4	7	3	1	0	0	1	20	-1
Finance Panel	9	2	2	3	1	0	0	0	0	8	-1
<b>Total Seats on Committees</b>	<b>125</b>	<b>25</b>	<b>24</b>	<b>41</b>	<b>17</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>129</b>	
<b>Overall Aggregate Entitlement</b>		<b>29</b>	<b>26</b>	<b>42</b>	<b>17</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>126</b>	
<b>+ Vacant Seats</b>											
<b>+ / -</b>		<b>-4</b>	<b>-2</b>	<b>-1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>		

Group to which Vacant Seat to be allocated

Independents

Conservatives

Plaid

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

Individual Committee Allocations Based on the Ready Reckoner					17/05/2022	
<b>Committee of 5 (Pensions and Investment Committee)</b>						
Group	Group Number	Multiplier from Ready Reckoner	Seats	Rounded	Differential to next whole seat	Vacant Seat
Independents	16	0.2353	1.18	1	0.82	
Welsh Conservatives	14	0.2059	1.03	1	0.97	
Welsh Liberal Democrats	23	0.3382	1.69	2	0.31	
Welsh Labour	9	0.1324	0.66	1	0.34	
Plaid Cymru	3	0.0441	0.22	0	0.78	
0	0	0.0000	0.00	0	0.00	
0	0	0.0000	0.00	0	0.00	
Non Affiliated	3	0.0441	0.22	0	0.78	
				<b>5</b>		
<b>Vacant Seats to be allocated by Group Leaders</b>				<b>0</b>		
<b>Total Seats on Committee</b>				<b>5</b>		
NB No seats are not automatically allocated to Non-Aligned Members.						

Individual Committee Allocations Based on the Ready Reckoner					17/05/2022	
<b>Committee of 6 (Governance and Audit / Brecon Beacons National Park)</b>						
Group	Group Number	Multiplier from Ready Reckoner	Seats	Rounded	Differential to next whole seat	Vacant Seat
Independents	16	0.2353	1.41	1	0.59	1
Welsh Conservatives	14	0.2059	1.24	1	0.76	3
Welsh Liberal Democrats	23	0.3382	2.03	2	0.97	4
Welsh Labour	9	0.1324	0.79	1	0.21	Over
Plaid Cymru	3	0.0441	0.26	0	0.74	2
0	0	0.0000	0.00	0	0.00	
0	0	0.0000	0.00	0	0.00	
Non Affiliated	3	0.0441	0.26	0	0.74	
				<b>5</b>		
<b>Vacant Seats to be allocated by Group Leaders</b>				<b>1</b>		
<b>Total Seats on Committee</b>				<b>6</b>		
NB No seats are not automatically allocated to Non-Aligned Members.						

Individual Committee Allocations Based on the Ready Reckoner					17/05/2022	
<b>Committee of 9</b>						
Group	Group Number	Multiplier from Ready Reckoner	Seats	Rounded	Differential to next whole seat	Vacant Seat
Independents	16	0.2353	2.12	2	0.88	3
Welsh Conservatives	14	0.2059	1.85	2	0.15	Over
Welsh Liberal Democrats	23	0.3382	3.04	3	0.96	4
Welsh Labour	9	0.1324	1.19	1	0.81	2
Plaid Cymru	3	0.0441	0.40	0	0.60	1
0	0	0.0000	0.00	0	0.00	
0	0	0.0000	0.00	0	0.00	
Non Affiliated	3	0.0441	0.40	0	0.60	
				8		
<b>Vacant Seats to be allocated by Group Leaders</b>				1		
<b>Total Seats on Committee</b>				9		
NB No seats are not automatically allocated to Non-Aligned Members.						

Individual Committee Allocations Based on the Ready Reckoner					17/05/2022	
<b>Committee of 13</b>						
Group	Group Number	Multiplier from Ready Reckoner	Seats	Rounded	Differential to next whole seat	Vacant Seat
Independents	16	0.2353	3.06	3	0.94	
Welsh Conservatives	14	0.2059	2.68	3	0.32	
Welsh Liberal Democrats	23	0.3382	4.40	4	0.60	
Welsh Labour	9	0.1324	1.72	2	0.28	
Plaid Cymru	3	0.0441	0.57	1	0.43	
0	0	0.0000	0.00	0	0.00	
0	0	0.0000	0.00	0	0.00	
Non Affiliated	3	0.0441	0.57	1	0.43	
				<b>13</b>		
<b>Vacant Seats to be allocated by Group Leaders</b>				<b>0</b>		
<b>Total Seats on Committee</b>				<b>13</b>		
NB No seats are not automatically allocated to Non-Aligned Members.						

Individual Committee Allocations Based on the Ready Reckoner					17/05/2022	
<b>Committee of 14 (Health and Care / L&amp;S / ERC / Employment and Appeals/ Democratic Services / Licensing)</b>						
<b>Group</b>	<b>Group Number</b>	<b>Multiplier from Ready Reckoner</b>	<b>Seats</b>	<b>Rounded</b>	<b>Differential to next whole seat</b>	<b>Vacant Seat</b>
Independents	16	0.2353	3.29	3	0.71	
Welsh Conservatives	14	0.2059	2.88	3	0.12	
Welsh Liberal Democrats	23	0.3382	4.74	5	0.26	
Welsh Labour	9	0.1324	1.85	2	0.15	
Plaid Cymru	3	0.0441	0.62	1	0.38	
0	0	0.0000	0.00	0	0.00	
0	0	0.0000	0.00	0	0.00	
Non Affiliated	3	0.0441	0.62	1	0.38	
				<b>14</b>		
<b>Vacant Seats to be allocated by Group Leaders</b>				<b>0</b>		
<b>Total Seats on Committee</b>				<b>14</b>		
NB No seats are not automatically allocated to Non-Aligned Members.						



Individual Committee Allocations Based on the Ready Reckoner					17/05/2022	
<b>Committee of 21 (Planning)</b>						
Group	Group Number	Multiplier from Ready Reckoner	Seats	Rounded	Differential to next whole seat	Vacant Seat
Independents	16	0.2353	4.94	5	0.06	Over
Welsh Conservatives	14	0.2059	4.32	4	0.68	1
Welsh Liberal Democrats	23	0.3382	7.10	7	0.90	2
Welsh Labour	9	0.1324	2.78	3	0.22	Over
Plaid Cymru	3	0.0441	0.93	1	0.07	Over
0	0	0.0000	0.00	0	0.00	
0	0	0.0000	0.00	0	0.00	
Non Affiliated	3	0.0441	0.93	1	0.07	
				<b>20</b>		
<b>Vacant Seats to be allocated by Group Leaders</b>				<b>1</b>		
<b>Total Seats on Committee</b>				<b>21</b>		
NB No seats are not automatically allocated to Non-Aligned Members.						

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

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
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

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
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
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 Cttee 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	2	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 Cttee 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 Ctte of 16	No of seats on cttee 16	Committee of 17	Proportion on Ctte 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
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



**Political Group Calculations - Committees of 16-21**

No of Members of Group	No Members on Council	% of Council	Committee of 16	Proportion on Ctte 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

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**Political Group Calculations - Committees of 22-25**

No of Members of Group	No Members on Council	% of Council	Committee of 22	Proportion on Cttee 22	No of seats on Cttee 22	Committee of 23	Proportion on Cttee 23	No of seats on Cttee 23	Committee of 24	Proportion on Cttee 24	No of seats on Cttee 24	Committee of 25	Proportion on Cttee 25	No of seats on Cttee 25
1	68	1.47	22	0.32	0	23	0.34	0	24	0.35	0	25	0.37	0
2	68	2.94	22	0.65	1	23	0.68	1	24	0.71	1	25	0.74	1
3	68	4.41	22	0.97	1	23	1.01	1	24	1.06	1	25	1.10	1
4	68	5.88	22	1.29	1	23	1.35	1	24	1.41	1	25	1.47	1
5	68	7.35	22	1.62	2	23	1.69	2	24	1.76	2	25	1.84	2
6	68	8.82	22	1.94	2	23	2.03	2	24	2.12	2	25	2.21	2
7	68	10.29	22	2.26	2	23	2.37	2	24	2.47	2	25	2.57	3
8	68	11.76	22	2.59	3	23	2.71	3	24	2.82	3	25	2.94	3
9	68	13.24	22	2.91	3	23	3.04	3	24	3.18	3	25	3.31	3
10	68	14.71	22	3.24	3	23	3.38	3	24	3.53	4	25	3.68	4
11	68	16.18	22	3.56	4	23	3.72	4	24	3.88	4	25	4.04	4
12	68	17.65	22	3.88	4	23	4.06	4	24	4.24	4	25	4.41	4
13	68	19.12	22	4.21	4	23	4.40	4	24	4.59	5	25	4.78	5
14	68	20.59	22	4.53	5	23	4.74	5	24	4.94	5	25	5.15	5
15	68	22.06	22	4.85	5	23	5.07	5	24	5.29	5	25	5.51	6
16	68	23.53	22	5.18	5	23	5.41	5	24	5.65	6	25	5.88	6
17	68	25.00	22	5.50	6	23	5.75	6	24	6.00	6	25	6.25	6
18	68	26.47	22	5.82	6	23	6.09	6	24	6.35	6	25	6.62	7
19	68	27.94	22	6.15	6	23	6.43	6	24	6.71	7	25	6.99	7
20	68	29.41	22	6.47	6	23	6.76	7	24	7.06	7	25	7.35	7
21	68	30.88	22	6.79	7	23	7.10	7	24	7.41	7	25	7.72	8
22	68	32.35	22	7.12	7	23	7.44	7	24	7.76	8	25	8.09	8
23	68	33.82	22	7.44	7	23	7.78	8	24	8.12	8	25	8.46	8
24	68	35.29	22	7.76	8	23	8.12	8	24	8.47	8	25	8.82	9
25	68	36.76	22	8.09	8	23	8.46	8	24	8.82	9	25	9.19	9
26	68	38.24	22	8.41	8	23	8.79	9	24	9.18	9	25	9.56	10
27	68	39.71	22	8.74	9	23	9.13	9	24	9.53	10	25	9.93	10
28	68	41.18	22	9.06	9	23	9.47	9	24	9.88	10	25	10.29	10
29	68	42.65	22	9.38	9	23	9.81	10	24	10.24	10	25	10.66	11
30	68	44.12	22	9.71	10	23	10.15	10	24	10.59	11	25	11.03	11

**Political Group Calculations - Committees of 22-25**

No of Members of Group	No Members on Council	% of Council	Committee of 22	Proportion on Cttee 22	No of seats on Cttee 22	Committee of 23	Proportion on Cttee 23	No of seats on Cttee 23	Committee of 24	Proportion on Cttee 24	No of seats on Cttee 24	Committee of 25	Proportion on Cttee 25	No of seats on Cttee 25	
31	68	45.59	22	10.03	10	23	10.49	10	24	10.94	11	25	11.40	11	
32	68	47.06	22	10.35	10	23	10.82	11	24	11.29	11	25	11.76	12	
33	68	48.53	22	10.68	11	23	11.16	11	24	11.65	12	25	12.13	12	
34	68	50.00	22	11.00	11	23	11.50	12	24	12.00	12	25	12.50	13	
35	68	51.47	22	11.32	11	23	11.84	12	24	12.35	12	25	12.87	13	
36	68	52.94	22	11.65	12	23	12.18	12	24	12.71	13	25	13.24	13	
37	68	54.41	22	11.97	12	23	12.51	13	24	13.06	13	25	13.60	14	
38	68	55.88	22	12.29	12	23	12.85	13	24	13.41	13	25	13.97	14	
39	68	57.35	22	12.62	13	23	13.19	13	24	13.76	14	25	14.34	14	
A B C D E F G H I J	68	58.82	22	12.94	13	23	13.53	14	24	14.12	14	25	14.71	15	
	68	60.29	22	13.26	13	23	13.87	14	24	14.47	14	25	15.07	15	
	68	61.76	22	13.59	14	23	14.21	14	24	14.82	15	25	15.44	15	
	68	63.24	22	13.91	14	23	14.54	15	24	15.18	15	25	15.81	16	
	68	64.71	22	14.24	14	23	14.88	15	24	15.53	16	25	16.18	16	
	68	66.18	22	14.56	15	23	15.22	15	24	15.88	16	25	16.54	17	
	46	68	67.65	22	14.88	15	23	15.56	16	24	16.24	16	25	16.91	17
	47	68	69.12	22	15.21	15	23	15.90	16	24	16.59	17	25	17.28	17
	48	68	70.59	22	15.53	16	23	16.24	16	24	16.94	17	25	17.65	18
	49	68	72.06	22	15.85	16	23	16.57	17	24	17.29	17	25	18.01	18
50	68	73.53	22	16.18	16	23	16.91	17	24	17.65	18	25	18.38	18	
51	68	75.00	22	16.50	17	23	17.25	17	24	18.00	18	25	18.75	19	
52	68	76.47	22	16.82	17	23	17.59	18	24	18.35	18	25	19.12	19	
53	68	77.94	22	17.15	17	23	17.93	18	24	18.71	19	25	19.49	19	
54	68	79.41	22	17.47	17	23	18.26	18	24	19.06	19	25	19.85	20	
55	68	80.88	22	17.79	18	23	18.60	19	24	19.41	19	25	20.22	20	
56	68	82.35	22	18.12	18	23	18.94	19	24	19.76	20	25	20.59	21	
57	68	83.82	22	18.44	18	23	19.28	19	24	20.12	20	25	20.96	21	
58	68	85.29	22	18.76	19	23	19.62	20	24	20.47	20	25	21.32	21	
59	68	86.76	22	19.09	19	23	19.96	20	24	20.82	21	25	21.69	22	
60	68	88.24	22	19.41	19	23	20.29	20	24	21.18	21	25	22.06	22	

**Political Group Calculations - Committees of 22-25**

No of Members of Group	No Members on Council	% of Council	Committee of 22	Proportion on Cttee 22	No of seats on Cttee 22	Committee of 23	Proportion on Cttee 23	No of seats on Cttee 23	Committee of 24	Proportion on Cttee 24	No of seats on Cttee 24	Committee of 25	Proportion on Cttee 25	No of seats on Cttee 25
61	68	89.71	22	19.74	20	23	20.63	21	24	21.53	22	25	22.43	22
62	68	91.18	22	20.06	20	23	20.97	21	24	21.88	22	25	22.79	23
63	68	92.65	22	20.38	20	23	21.31	21	24	22.24	22	25	23.16	23
64	68	94.12	22	20.71	21	23	21.65	22	24	22.59	23	25	23.53	24
65	68	95.59	22	21.03	21	23	21.99	22	24	22.94	23	25	23.90	24
66	68	97.06	22	21.35	21	23	22.32	22	24	23.29	23	25	24.26	24
67	68	98.53	22	21.68	22	23	22.66	23	24	23.65	24	25	24.63	25
68	68	100.00	22	22.00	22	23	23.00	23	24	24.00	24	25	25.00	25

**Political Balance Appointments to Brecon Beacons National Park Committee**

1. The Brecon Beacons National Park Authority (BBNP) comprises 18 members; 6 nominees of the Assembly and 12 appointees from constituent Local Authorities.
2. The Local Authorities appointing to the BBNP 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
	<b>12</b>

3. The BBNP 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.

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

# PROTOCOL ON THE SELECTION OF COUNTY COUNCILLORS AS MEMBERS OF NATIONAL PARK AUTHORITIES

## Introduction

1. This protocol provides a recommended framework for the selection of County Councillors by the Unitary Authorities as members of the National Park Authorities (NPAs).
2. Its contents have been subject to consultation with those 10 County Councils which make appointments to the NPAs, as well as with the Welsh Local Government Association and the three NPAs themselves.
3. The protocol identifies key principles of selection for the appointing authorities to take into account in selecting Councillors to serve as members of the NPAs. With County Council Elections scheduled for 1<sup>st</sup> May 2008, the Welsh Assembly Government hopes that the protocol's contents will be of assistance to the appointing authorities in making their next round of appointments to the NPAs.

## Legal framework

4. Under Schedule 7 (paragraph 1.4 b) of the Environment Act 1995, two thirds of the members of the NPAs are appointed by the unitary authorities to represent local interests. The other third are appointed by the Welsh Assembly Government to represent the national interest in the Parks. Sections 15 and 16 of the Local Government and Housing Act 1989 also require the unitary authorities to appoint County Councillors according to the political balance of the individual unitary authority. In addition, Schedule 7, paragraph 2 (4) 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 need to be kept in mind in undertaking the selection process.

## Key principles of selection

4. In considering County Councillors for appointment to the local NPA the following key principles of selection are recommended :
  - a. Merit – all selections should be based on merit with individuals chosen on the basis of their abilities, experience, qualities and commitment in relation to the strategic work of NPAs and with full regard to the NPA member role description at Annex A [as developed within the WLGA's Wales Charter for Member Support and Development];
  - b. Equal opportunities – selection should be fully in line with the principles of equal opportunities, noting that there is currently an imbalance of men compared to women on the NPAs;
  - c. Transparency – the unitary authorities should be prepared to share information on the selection process followed with key stakeholders;

- d. 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 should be committed to the two statutory purposes of the NPAs and aim to perform their duties in the interests of the National Park as a whole;
- e. Electoral wards – 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, subject to the political balance requirement, and in line with their role in representing overall local county level interests in the National Park.
- f. Main Park communities – in considering candidates for appointment, account should also be taken of the desirability of achieving equitable representation from across the Park area, including seeking to ensure that main communities within the Park are represented on the Park Authority.

#### **Application of the key principles**

5. In selecting Councillors to serve as members of the local National Park Authority, the appointing authorities will need to balance the overall weight to be given to the individual principles. The Welsh Assembly Government recognises that it may not be possible in every case to meet the recommended principles in full – for example a new Councillor may lack experience in National Park Authority business but nonetheless have other experience and qualities that would make that person to represent the County Council on the Park Authority. Equally meeting the political balance requirement may constrain how far the principles can be fully applied.

#### **Review of protocol**

6. The contents of this protocol will be reviewed by the Welsh Assembly Government, the Welsh Local Government Association and the 3 NPAs in 2011 – ie one year before the 2012 County Council Elections. Any proposed changes will be subject to consultation with the relevant Unitary Authorities.

April 2008

Access and National Parks Policy Team  
Welsh Assembly Government



## Annex A

### National Park Authority Member Role Description

#### 1. Accountabilities

- To the full National Park Authority.
- To the public.

#### 2. Role Purpose and Activity

##### (a) Representing the national interest

- To apply the principles and purposes of National Parks to all decision making.
- To bring the national context to bear in decision making.
- To be an advocate for the National Park Authority and its purpose of conserving and enhancing the natural beauty, wildlife and cultural heritage of the area.

##### (b) Representing and supporting communities

- To represent the interests of the population of the whole area of the National Park Authority.
- To liaise with other members, principal authorities, officers and partner organisations to ensure that the needs of the National Park Authority are identified, understood and supported.
- To be a channel of communication to the community on National Park Authority strategies, policies, services and procedures, promoting wide public understanding and enjoyment of the Park and with others to foster the economic and social well being of communities in the Park in the pursuit of its statutory purposes.
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##### (c) Making decisions and overseeing National Park Authority performance

- To participate in National Park Authority meetings, reaching and making informed and balanced decisions, and overseeing performance.
- To participate in informed and balanced decision making when appointed to National Park Authority committees and panels.
- To support the principles of democracy and collective responsibility in decision-making.

- To promote and ensure efficiency and effectiveness in the provision of National Park Authority services.

**(d) Representing the National Park Authority (subject to appointment)**

- To represent the National Park Authority on outside bodies.
- To represent the National Park Authority on local partnership bodies, promoting common interest and co-operation for mutual gain.
- To represent and be an advocate for the National Park Authority on national bodies and at national events.

**(e) Internal governance, ethical standards and relationships**

- To promote and support good governance of the National Park Authority and its affairs.
- To promote and support open and transparent National Park Authority services.
- To support, and adhere to respectful, appropriate and effective relationships with employees of the National Park Authority.
- To adhere to the Members' Code of Conduct and the highest standards of behaviour in representing the National Park Authority.

**(f) Personal and role development**

- To participate in opportunities for development provided for members by the National Park Authority.

**3. Values**

- To be committed to the values of the National Park Authority and the following values in public office:
  - Openness and transparency
  - Honesty and integrity
  - Tolerance and respect
  - Equality and fairness
  - Appreciation of cultural difference
  - Sustainability.

## Person Specification for Members of National Park Authorities

**To fulfil his or her role as set out in the role description, an effective Member requires:**

### Fulfilling National Park Purposes

- The ability to champion and represent the Authority as an effective mechanism for promoting conservation of the Park's natural beauty, wildlife and cultural heritage, increasing public understanding and enjoyment of its special qualities and fostering the social and economic wellbeing of local communities.

### Fulfilling the role

- Involvement for typically three or four days per month.
- Attendance and contribution to meetings of the Authority, its committees and the working groups, and raising issues of concern through the established procedures and mechanisms adopted by the Authority.
- Reading and understanding, and the responsibility to seek clarification where necessary from Lead Officers, of briefing material provided for meetings so that you will be properly prepared for any debate on issues across the full range of the Authority's responsibilities.

### Internal governance, ethical standards and relationships

- A commitment to working in the best interests of the National Park and the Authority itself.
- Compliance with Standing Orders and respect for the democratically determined decisions of the Authority.
- Adherence to the Standards of Conduct, Accountability and Openness of the National Park Authority.

### Personal and role development

- Attendance at appropriate training courses, briefing sessions and events arranged or sponsored by the Authority and partner organisations.

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

## CYNGOR SIR POWYS COUNTY COUNCIL.

## COUNTY COUNCIL ANNUAL MEETING

26 May 2022

**REPORT AUTHOR:** Head of Finance (Section 151 Officer)

**SUBJECT:** Members' Salaries, Allowances and Expenses

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**REPORT FOR:** Decision

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**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 2022/23.

**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 2022/2023 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 2021/22 uplift to the basic salary of £150, (1.06%), effective from 1<sup>st</sup> April 2021, the IRPW Panel has this year decided to award a further uplift in 2022/23 to the basic salary of £2,432 (16.93%). **The IRPW stipulate that the increase must be applied effective from the start of the new Council term on 9<sup>th</sup> May 2022 unless any individual member opts personally and in writing to receive a lower amount.**
- 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 31<sup>st</sup> 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 2022/2023 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 £2,432 per annum from £14,368 to £16,800 per annum, effective from 9<sup>th</sup> May 2022. The annual Basic Salary of £16,800 **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 £56,700 (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 £39,960 (inclusive of the basic salary). Cabinet Members allocated a Senior Salary would receive a Band 2, LA group B payment of £34,020 (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 Previously, Council agreed that Senior Salaries be allocated to the chairs of the following committees:
  - (a) Governance and Audit Committee
  - (b) Health and Care Scrutiny Committee
  - (c) Learning and Skills Scrutiny Committee
  - (d) Planning, Taxi Licensing and Rights of Way Committee
  - (e) Employment and Appeals Committee
  - (f) Economy, Residents, and Communities Scrutiny Committee

4.9. 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 £25,593 (inclusive of basic salary).

4.10 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)	£39,960
(b)	Committee Chair (BAND 3)	£25,593
(c)	Leader of political groups not less than 10% of all council members (BAND 4)	£20,540

**NB** These salaries are inclusive of, and are not additional to, the basic salary of £16,800.

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

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

4.12 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 £25,593 for Chair and £20,540 for Vice Chair. These payments are inclusive of the basic salary of £16,800.
- 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	£268 daily fee (over 4 hours) (£134 for half a day – up to 4 hours)
Co-Opted Chair, Audit Committee	

Co-Opted Member who Chairs the Standards Community Sub-	£268 daily fee (over 4 hours) (£134 for half a day – up to 4 hours)
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Committee	hours)
Co-Opted Member of Standards Committee Co-Opted Member of Education Scrutiny Committee Co-Opted Member of Audit Committee	£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 24<sup>th</sup> 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 21<sup>st</sup> 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 15<sup>th</sup> of the month, the claim can include expenses incurred up to and including the 15<sup>th</sup>, 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](mailto: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 2022/23.

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

<b>Relevant Policy (ies):</b>	
<b>Within Policy:</b>	<b>Y</b>
<b>Within Budget:</b>	<b>Y</b>

<b>Relevant Local Member(s):</b>	
----------------------------------	--

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

<b>Contact Officer Name:</b>	<b>Tel:</b>	<b>Fax:</b>	<b>Email:</b>
Graham Evans Wyn Richards	01597 826609 01597 826375		<a href="mailto:graham.evans@powys.gov.uk">graham.evans@powys.gov.uk</a> <a href="mailto:wyn.richards@powys.gov.uk">wyn.richards@powys.gov.uk</a>

### Background Papers used to prepare Report:

**IRPW Annual Report February 2022**

**Local Government and Elections (Wales) Act 2021**

## Powys County Council.

### Members' Schedule of Remuneration

<b>Relevant Year:</b>	<b>2022 - 2023</b>
<b>Approved by the County Council:</b>	<b>26 May, 2022</b>
<b>In Year Amendments:</b>	

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 1<sup>st</sup> 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:*
- Audit 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 7<sup>th</sup> 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 7<sup>th</sup> 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 7<sup>th</sup> 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 7<sup>th</sup> 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 15<sup>th</sup> 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 7<sup>th</sup> 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 £16,800 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  
Brighthouse, 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

Mills, 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  
 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)**

<b>Number</b>	<b>Role</b>	<b>Member</b>	<b>Annual Amount of Senior Salary</b>
1	Leader		£56,700
2	Deputy Leader and Cabinet Member –		£39,690
3	Cabinet Member –		£34,020
4	Cabinet Member –		£34,020
5	Cabinet Member -		£34,020
6	Cabinet Member –		£34,020
7	Cabinet Member –		£34,020
8	Cabinet Member –		£34,020
9	Cabinet Member -		£34,020
10	Cabinet Member -		£34,020

Number	Role	Member	Annual Amount of Senior Salary
11	Chair – Health and Care Scrutiny Committee		£25,593
12	Chair – Learning and Skills Scrutiny Committee		£25,593
13	Chair – Economy, Residents and Communities Scrutiny Committee		£25,593
14	Chair – Planning, Taxi Licensing and Rights of Way Committee		£25,593
15	Chair – Employment and Appeals Committee		£25,593
16	Leader Of The Largest Opposition Group		£25,593
17	Not Used		£25,593
18	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.

#### Entitlement to Civic Salaries (includes basic salaries)

Role	Member	Annual Amount of Civic Salary
Civic Head (Chair)		£25,593
Deputy Civic Head (Vice-Chair)		£20,540

#### 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		£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	<b>Standards Committee:</b> <ul style="list-style-type: none"> <li>• Steward, Nigel</li> <li>• Stafford-Tolley, Russell</li> <li>• Goolden, Jonathan (from July)</li> </ul>	£210 (4 hours and over) £105 (up to 4 hours)

<b>Role</b>	<b>Member</b>	<b>Amount of Co-Optees Allowance</b>
Committee (dealing with Crime and Disorder matters).	<ul style="list-style-type: none"> <li>Moore, Claire</li> </ul>	
	<b>Standards Community Sub-Committee:</b> <ul style="list-style-type: none"> <li></li> <li></li> <li></li> </ul>	£210 (4 hours and over) £105 (up to 4 hours)
	<b>Learning and Skills Scrutiny Committee</b> <ul style="list-style-type: none"> <li>(Parent Governor)</li> <li>Sara Davies (Parent Governor)</li> <li>Evitts, Margaret (Church in Wales)</li> <li>Organisation decided not to appoint (Roman Catholic Church)</li> </ul> <b>Economy, Residents, and Communities Scrutiny Committee:</b> <ul style="list-style-type: none"> <li>VACANCY (Crime and Disorder)</li> </ul>	£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
	<b>Governance and Audit Committee</b> <ul style="list-style-type: none"> <li>Hall, Gareth</li> <li>Brautigam, John</li> <li>Hamilton, Lynne</li> </ul>	£210 (4 hours and over) £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.**

<b>Type of Support</b>	<b>What is provided</b>
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 <sup>th</sup> 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 <sup>th</sup> 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 all other Members	Full Council on 13 <sup>th</sup> 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)
<b>Words and Phases</b>	<b>Meanings</b>
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)
<b>Words and Phases</b>	<b>Meanings</b>
	(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 <sup>st</sup> 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)
<b>Words and Phases</b>	<b>Meanings</b>
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 <sup>st</sup> March or the “calendar year” being the period of 12 months ending on the 31 <sup>st</sup> 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.

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

## CYNGOR SIR POWYS COUNTY COUNCIL.

26 May 2022

**REPORT AUTHOR:** Head of Legal and Democratic Services

**SUBJECT:** Whitton Community Council  
No Candidates Standing Validly Nominated

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**REPORT FOR:** Decision

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**1. Introduction**

1.1 Following the ordinary elections held on the 6 May 2022, no candidates came forward to stand for election. Therefore, at the close of nominations, all 7 seats remain vacant on the Community Council and the Council is no longer able to function without a quorum. The quorum is 3, being one third of the total number of members of the council, but with the qualification that it in no event must the quorum be less than three.

1.2 Under the Local Government Act 1972 Section 91, where there are so many vacancies in the office of community councillor that the community council is unable to act, Powys County Council as the Principal Council may by order appoint persons to fill all or any of the vacancies until other councillors are elected and take up office.

1.3 Under the Representation of the People Act 1983 Section 39(4) if any difficulty arises with respect to an election of community councillors or to the first meeting of a community council after an ordinary election of community councillors or if a community council is not properly constituted for any reason, the Principal Council may by order make any appointment or do anything that appears to it necessary or expedient for the proper holding of such an election or meeting and properly constituting the community council and may if it appears to it necessary direct the holding of an election or meeting and fix the date for it.

1.4 The first meeting of Whitton Community Council, required to be held by virtue of the Local Government Act 1972 Schedule 12 Part IV Paragraph 23(2) has not yet taken place.

**2. Proposal**

2.1 To appoint temporary councillors to act as a community councillors until the first meeting of Whitton Community Council or until a sufficient number of elected community councillors have taken up office. County Councillors from adjacent areas have been approached and County Councillors of Llangunllo with Norton, Knighton with Beguildy, Old Radnor and Presteigne have agreed to act as such temporary members. A copy of the proposed Order is attached as Appendix A.

2.2 To hold an election to Whitton Community Council on 23 June, and continuing holding an election until a sufficient number of elected community councilors have taken up office.

2.3 To modify the requirement in the Local Government Act 1972 Schedule 12 Part IV Paragraph 23(2) (ie that the first meeting of the community council shall be held on or within 14 days after the day on which the councillors elected at the ordinary election take office) to secure that the first such meeting of Whitton Community Council shall be held 14 days after a quorate council is elected.

<b>Recommendation:</b>	<b>Reason for Recommendation:</b>
To make the Whitton Community Council (Removal of Difficulty) Order 2022 as set out in Appendix A to the report.	To enable the said Community Council to function until newly elected Community councillors come forward.

<b>Person(s) To Action Decision:</b>	<b>Sandra Matthews, Principal Elections Officer</b>
<b>Date By When Decision To Be Actioned:</b>	<b>Immediately</b>

<b>Relevant Policy (ies):</b>			
<b>Within Policy:</b>	<b>Y</b>	<b>Within Budget:</b>	<b>Y</b>

<b>Contact Officer Name:</b>	<b>Tel:</b>	<b>Fax:</b>	<b>Email:</b>
Sandra Matthews	01597 826747	01597 826220	sandram@powys.gov.uk

<b>Relevant Portfolio Member(s):</b>	
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<b>Relevant Local Member(s):</b>	<b>County Councillor Deb Edwards</b>
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**Background Papers used to prepare Report:**



**POWYS COUNTY COUNCIL  
LOCAL GOVERNMENT ACT 1972 SECTION 91  
Representation of the People Act 1983 Section 39(4)  
Whitton Community Council (Removal of Difficulty) Order 2022**

**1. Background**

- 1.1** Following the close of nominations on 5 April for the ordinary elections held on the 6 May 2022, no candidates stood validly nominated leaving Whitton Community Council unable to operate.
- 1.2** Under the Local Government Act 1972 Section 91, where there are so many vacancies in the office of community councillor that the community council is unable to act, Powys County Council (hereinafter referred to as "The Council") as the principal council may by order appoint persons to fill all or any of the vacancies until other councillors are elected and take up office.
- 1.3** Under the Representation of the People Act 1983 Section 39(4) if any difficulty arises with respect to an election of community councillors or to the first meeting of a community council after an ordinary election of community councillors or if a community council is not properly constituted for any reason, the Council may by order make any appointment or do anything that appears to it necessary or expedient for the proper holding of such an election or meeting and properly constituting the community council and may if it appears to it necessary direct the holding of an election or meeting and fix the date for it.
- 1.4** The first meeting of Whitton Community Council required to be held by virtue of the Local Government Act 1972 Schedule 12 Part IV Paragraph 23(2) has not yet taken place.

**2 Operative provisions**

- 2.1** Powys County Council, pursuant to the [Local Government Act 1972 Section 91](#) and the [Representation of the People Act 1983 Section 39\(4\)](#), makes the following Order:

The following persons are appointed to act as community councillor until the first meeting of Whitton Community Council, or until a sufficient number of elected community councillors have taken up office:

County Councillor Deb Edwards (Llangunllo with Norton)  
County Councillor Bev Baynham (Presteigne)  
County Councillor Corinna Kenyon-Wade (Knighton with Beguildy)  
County Councillor Ange Williams (Knighton with Beguildy)  
County Councillor Ed Jones (Old Radnor)

- 2.2** Election to Whitton Community Council shall be held on the 23 June 2022.
- 2.3** The requirement in the Local Government Act 1972 Schedule 12 Part IV Paragraph 23(2) (that the first meeting of the community council shall be held on or within 14 days after the day on which the councillors elected at the ordinary election take office) is modified to secure that the first such meeting of Whitton Community Council shall be held 14 days after sufficient number of elected councilors have taken up office.

## Appendix A

**2.4** This Order comes into force on the date given below.

Dated the 27 May 2022

*(seal of council)*  
*(signature of proper officer)*