

CYNGOR SIR POWYS COUNTY COUNCIL.

Democratic Services Committee
4th October, 2013

REPORT AUTHOR: Strategic Director – Resources

SUBJECT: Payments to Co-Opted Members

REPORT FOR: Decision

- 1.1 At its April 2013 meeting the Committee considered a report (Copy attached as **Appendix 1**) requesting that the Council should consider increasing the maximum number of days for which Co-opted Members could be paid. The County Council on 24th April, 2013 accepted the recommendation of the Committee that the maximum number of days for which payment should be allowed from the Council's Annual Meeting 2013 would be as follows:
- (i) Standards Committee Lay Members and Standards Sub-Committee Town and Community Council Representatives – maximum of 10 days.
 - (ii) Parent Governor and Church Representatives and the Audit Committee Lay Member – maximum of 15 days.
- 1.2 The Committee and the Council also agreed that a review following 6 months of operation of the new maximum number of days be undertaken with a further report being presented to the Democratic Services Committee. This review has now been undertaken and the outcomes are detailed in the paragraphs below.
- 1.3 The review took into account the full year's claims from the Council's Co-Opted Members (September 2012 to August 2013). In addition, the Independent Remuneration Panel for Wales has, following representations by Councils including Powys, decided that the items listed below will, in future, be payable. These items were removed in the Panel's report in December 2012 (and were payable up to May 2013) are to be reintroduced in advance of the Panel's next Annual Report, including:
- (i) reasonable time for pre-meeting preparation.
 - (ii) travelling time to and from the place of meeting can be included (up to the maximum daily rate)
- 1.4 The Independent Remuneration Panel has issued a draft supplementary report, which is currently subject to consultation.
- 1.5 The review has taken into account where the above revised criteria would change the claim by members from a half day to a full day claim. Additionally officers are aware that Parent Governor Representatives, due to the current maximum limit, have decided to focus on attending Scrutiny Working Group meetings rather than meetings of the People Scrutiny Committee. The review has included these Scrutiny Committee days into the overall total number of days which Members might be called upon to attend meetings.

- 1.6 The review has identified that the numbers of days for which Co-Opted Members would be likely to claim (based on the current level of claims together with the additional factors detailed in paragraphs 1.3 and 1.5 above) are as follows:
- Audit Lay Member – over 15 days
 - Church Representative – under 10 days
 - Parent Governor Representatives – over 15 days
 - Standards Committee Lay Members – under 10 days.
 - Standards Sub-Committee Town and Community Council Representatives – under 10 days.
- 1.7 In relation to the Standards Committee Lay Members and the Sub-Committee Co-Opted Members the 10 days maximum limit remains appropriate with one exception. This relates to the Chair of the Standards Committee whose current claims are very close to the maximum current limit. It might therefore be reasonable to consider increasing the limit, solely for the Chair by 2 days to allow some flexibility.
- 1.8 With regard to the Church Representative, the current maximum limit of 15 days remains appropriate.
- 1.9 In relation to the Audit Lay Member and the Parent Governor Representatives, the maximum limit should be reconsidered and it is suggested that a revised maximum limit of 20 days be set.

Recommendation to the County Council that following the review as agreed at the April meeting:	Reason for Recommendation:
<p>(i) That the maximum number of days for which the Standards Committee Lay Members (excluding the Chair of the Committee) and Standards Sub-Committee Town and Community Council Representatives may be paid from the Annual Meeting in 2013 remain at 10 days.</p> <p>(ii) That the maximum number of days for which the Standards Committee Lay Member who is the Chair of the Committee may be paid from the Annual Meeting in 2013 be increased to 12 days.</p> <p>(iii) That the maximum number of days for which the Church Representatives may be paid from April 2013 remain at 15 days.</p> <p>(iv) That the maximum number of days for which the Parent Governor and the Audit</p>	<p>To set the maximum number of days for which co-opted members may be paid in any one year as required by the Independent Remuneration Panel for Wales' Report – December 2012.</p>

Committee Lay Member may be paid from April 2013 be increased to 20 days.	
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Relevant Policy (ies):			
Within Policy:	Y / N	Within Budget:	Y / N

Relevant Local Member(s):	
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Person(s) To Implement Decision:	Wyn Richards
Date By When Decision To Be Implemented:	October, 2013

Contact Officer Name:	Tel:	Fax:	Email:
Wyn Richards Scrutiny Manager	01597-826375	01597-826220	wyn.richards@powys.gov.uk

Background Papers used to prepare Report:

CYNGOR SIR POWYS COUNTY COUNCIL.

Democratic Services Committee
5th April, 2013

REPORT AUTHOR: Strategic Director – Law and Governance
Strategic Director – Finance and Infrastructure

SUBJECT: Payments to Co-Opted Members

REPORT FOR: Decision

- 1.1 The Independent Remuneration Panel for Wales in its December 2011 Report set the following limits for payments to Co-Opted Members (i.e. Lay Members of the Standards Committee; Town and Community Council Representatives of the Standards Sub-Committee; Parent Governor and Church Representatives of the People Scrutiny Committee, Lay Member of the Audit Committee):

	Daily Fee	½ Day Fee
Co-Opted Chair – Standards Committee	£256	£128
Co-Opted Member – Standards Committee, Education Scrutiny Committee and Audit Committee	£198	£99

These payments are capped at a maximum of the equivalent of 10 full days for each committee to which an individual may be co-opted. Payments are for meeting time only and include time spent on preparation and travelling. For the purposes of claiming a half day meeting is defined as up to 4 hours and a full day meeting is defined as over 4 hours.

- 1.2 Following representations by Councils in Wales that the annual maximum may be too restrictive, the Independent Remuneration Panel in its December 2012 Report decided that:

- Relevant authorities may decide on the maximum number of days for which co-opted members may be paid in any one year.
- Payments cannot cover time spent on preparation but can include authorised training events, conferences and pre-meetings with officers.

The definitions of a half day and full day meeting remain unchanged. However the Panel has not detailed whether time spent travelling is included in the time limits as previously.

- 1.3 The Committee is therefore asked to recommend to County Council the maximum number of days for which a Co-opted Member may be paid in any one year. Based on attendances from July 2012 onwards it appears that a maximum of 10 days for Standards Committee and Sub-Committee Lay Members and Town and Community Council Representatives will be sufficient.

- 1.4 However in relation to the Parent Governor and Church Representatives of the People Committee and the Lay Member of the Audit Committee this maximum is too low due to the commitments required of those Members to attend both committee meetings and Member and Officer Working Groups. It is also important to highlight the valuable contribution that these Co-Opted Members make to the scrutiny process particularly when undertaking detailed reviews.
- 1.5 It is therefore suggested that the maximum limit be set at 15 days for Parent Governor and Church Representatives of the People Committee and the Lay Member of the Audit Committee. Based on activity over the past year, this proposal should be affordable within the existing budget but it is suggested that a review be undertaken in six months time of actual attendances at meetings.

Recommendation to the County Council:	Reason for Recommendation:
<p>(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 April 2013 be 10 days.</p> <p>(ii) That the maximum number of days for which the Parent Governor and Church Representatives and the Audit Committee Lay Member may be paid from April 2013 be 15 days.</p> <p>(iii) That a further report be presented to the Committee to review the position following 6 months of operation of the new maximum days.</p> <p>(iv) That the Council seeks clarification from the Independent Remuneration Panel for Wales regarding whether travelling times are included in the definition for a half day / full day meeting.</p>	<p>To set the maximum number of days for which co-opted members may be paid in any one year as required by the Independent Remuneration Panel for Wales' Report – December 2012.</p>

Relevant Policy (ies):			
Within Policy:	Y / N	Within Budget:	Y / N
Relevant Local Member(s):			
Person(s) To Implement Decision:		Clarence Meredith	
Date By When Decision To Be Implemented:		October, 2012	
Contact Officer Name:	Tel:	Fax:	Email:
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Background Papers used to prepare Report: