

Public Document Pack
Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr
Bridgend County Borough Council



Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont, CF31 4WB / Civic Offices, Angel Street, Bridgend, CF31 4WB

*Rydym yn croesawu gohebiaeth yn Gymraeg.
Rhowch wybod i ni os mai Cymraeg yw eich
dewis iaith.*

*We welcome correspondence in Welsh. Please
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**Cyfarwyddiaeth y Prif Weithredwr / Chief
Executive's Directorate**

Deialu uniongyrchol / Direct line /: 01656 643148 /
643147 / 643694

Gofynnwch am / Ask for: Democratic Services

Ein cyf / Our ref:

Eich cyf / Your ref:

Dyddiad/Date: Friday, 14 October 2022

Dear Councillor,

DEMOCRATIC SERVICES COMMITTEE

A meeting of the Democratic Services Committee will be held Hybrid in Council Chamber, Civic Offices, Angel Street, Bridgend/Remotely via Microsoft Teams on **Thursday, 20 October 2022 at 10:00.**

AGENDA

1. Apologies for Absence
To receive apologies for absence from Members.
2. Declarations of Interests
To receive declarations of personal and prejudicial interest (if any) from Members/Officers in accordance with the provisions of the Members' Code of Conduct adopted by the Council from 1 September 2008.
3. Approval of Minutes 3 - 6
To receive for approval, the minutes of the 07/07/2022
4. Member Induction and Development Programmes 7 - 32
5. Independent Remuneration Panel for Wales Draft Annual Report 2023/24 33 - 56
6. Urgent Items
To consider any item(s) of business in respect of which notice has been given in accordance with Part 4 (paragraph 4) of the Council Procedure Rules and which the person presiding at the meeting is of the opinion should by reason of special circumstances be transacted at the meeting as a matter of urgency.

Note: This will be a hybrid meeting where Members and Officers are able to attend in person or remotely and the public are able to view in the public gallery or remotely. The meeting will be recorded for subsequent transmission via the Council's internet site which will be available as soon as practicable after the meeting. If you have any queries regarding this, please contact cabinet_committee@bridgend.gov.uk or tel. 01656 643147 / 643148.

By receiving this Agenda Pack electronically you will save the Authority approx. £1.12 in printing costs

Yours faithfully

K Watson

Chief Officer, Legal and Regulatory Services, HR and Corporate Policy

Councillors:

S Aspey
P Ford
RM Granville
D T Harrison

Councillors

M L Hughes
RM James
R J Smith
I M Spiller

Councillors

T Thomas
G Walter
E D Winstanley

MINUTES OF A MEETING OF THE DEMOCRATIC SERVICES COMMITTEE HELD
REMOTELY - VIA MICROSOFT TEAMS ON THURSDAY, 7 JULY 2022 AT 10:00

Present

Councillor T Thomas – Chairperson

P Ford	RM Granville	D T Harrison	M L Hughes
R J Smith	I M Spiller	G Walter	E D Winstanley

Apologies for Absence

RM James

Officers:

Laura Griffiths	Principal Solicitor
Rachel Keepins	Democratic Services Manager
Andrew Rees	Democratic Services Officer – Committees

1. WELCOME

The Chairperson welcomed all present to the first meeting of the Committee in this new term. He informed the Committee that he was delighted to be elected Chairperson at an exciting time for the Committee with the development of the new member referrals system, the implementation of the Local Government and Elections (Wales) Act and the appointment of new Members to serve on the Committee. He stated that all matters relating to Democratic Services should be referred to the Head of Democratic Services who will devise a Forward Work Programme for the Committee.

A member of the Committee asked whether an item could be placed on the Forward Work Programme to evaluate the Member Induction Programme, once the programme had been completed. The Head of Democratic Services stated that she would include a look back on the Member Induction Programme as part of the Committee's Forward Programme.

2. DECLARATIONS OF INTERESTS

None.

3. APPROVAL OF MINUTES

RESOLVED: That the minutes of the meeting of the Democratic Services Committee of 21 October 2021 were approved as a true and accurate record.

4. ALL WALES MODEL CONSTITUTION AND CONSTITUTION GUIDE

On behalf of the Monitoring Officer, the Group Manager Legal and Democratic Services reported for the Committee's consideration the Model Constitution and accompanying guides. Section 37 of the Local Government Act 2000 required local authorities in Wales to have a written constitution, while Section 45 of the Local Government and Elections (Wales) Act 2021 (the Act) required principal councils to publish a constitution guide, explaining in ordinary language the content of the Council's constitution. She added that principal councils must also publish their constitution and constitution guide

electronically and provide on request either free of charge or at a charge (representing no more than the cost of providing the copy).

The Group Manager Legal and Democratic Services informed the Committee that the All-Wales Monitoring Officers' Group, via funding from the Welsh Local Government Association commissioned Browne Jacobson to draft a new model constitution and a model constitution guide due to provisions coming into force under the Act. Each local authority has considered the new model constitution and it has become common place. The style of the new constitution is more intelligible to the public, with less duplication. She advised the Committee that whilst the new model contains detailed provisions, adopting the model constitution does not require all of those detailed provisions to be adopted and therefore following a local review by officers, some of the Council's existing provisions have been retained in order to preserve continuity and retain the valuable work that has been done over the years in reviewing each part of the existing Constitution.

The Group Manager Legal and Democratic Services also reported on the constitution guide which was based on the Browne Jacobson model guide, which had been adapted to reflect Bridgend Council's constitutional arrangements. A beginner's guide summarising all the provisions of the constitution was also highlighted for information.

The Group Manager Legal and Democratic Services informed the Committee that the final constitution would require approval by Cabinet and Council and would be published on the Council's website together with the accompanying guides.

Members views are sought on any suggested changes and the Group Manager therefore proposed that the Committee consider the establishment of a Working Group to consider the model constitution and accompanying guides.

The Chairperson asked whether the model constitution had provision for the new hybrid ways of working. The Group Manager Legal and Democratic Services stated that the Constitution makes reference to multi-location meetings and she reminded Members that Council has recently approved the Multi-locations Meetings Policy. She also informed the Committee that the Act also introduces a requirement for the Council to have a Public Participation Strategy.

The Head of Democratic Services recommended that those members of the Committee not sitting on the Working Group could also separately raise any views on the documents.

- RESOLVED:**
1. That the Committee considered the model constitution and accompanying guides;
 2. That the Committee established a Working Group to consider in detail the model constitution and accompanying guides and it be formed of the Chairperson of the Committee and Councillors M Hughes, RM James, R Smith and I Spiller prior to them being presented to Cabinet and Council for approval and adoption.

5. **URGENT ITEMS**

There were no urgent items.

The meeting closed at 10:22

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO DEMOCRATIC SERVICES COMMITTEE

20 OCTOBER 2022

REPORT OF THE HEAD OF DEMOCRATIC SERVICES

MEMBER INDUCTION AND DEVELOPMENT PROGRAMMES

1. Purpose of report

1.1 The purpose of this report is to:

- a) provide the Committee with an update on the delivery of the Member Induction Programme 2022 following the local government elections;
- b) present an outline of the proposed Member Development schedule going forward for the Autumn up until December 2022;
- c) ask the Committee to identify any further topics for inclusion in the Member Development Programme.

2. Connection to corporate well-being objectives / other corporate priorities

2.1 This report assists in the achievement of the following corporate well-being objective under the **Well-being of Future Generations (Wales) Act 2015**:-

1. **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

3. Background

3.1 Following the Local Government (Wales) Measure 2011, local authorities were directed to place more emphasis on Member Development. Members are encouraged to identify their own development needs and participate fully in learning and development activities.

3.2 Under the Council's draft constitution which, at the time of drafting this report was scheduled to be considered at Full Council on 19th October, it states at Section 22 'Member Role Descriptions: Member of a Democratic Services Committee' that part of the role as a Member on this Committee is:

- (F) developing the Authority's member support and development strategy;
- (G) ensuring that members have access to a reasonable level of training and development as described in the member development strategy and the Wales Charter for Member Support and Development;
- (H) ensuring that the budget for member development is sufficient;

- (l) ensuring that members have access to personal development planning and annual personal development reviews.

4. Current situation/proposal

Member Induction

- 4.1 Following the elections in May, Members undertook an in-depth Member Induction Programme which covered Phase 1 'Administration' and Phase 2 'The Essentials' and Phase 3 'The Core Functions'. The Programme was approved by the Democratic Services Committee on 21 October 2021 and is (attached at **Appendix A**).
- 4.2 The record of attendance for these sessions is also attached at **Appendix B** and Members will note that whilst attendance is seemingly variable, some of these sessions were repeated and only mandatory or essential for new Members.
- 4.3 All Members sitting on regulatory committees including Licensing and Development Control, have received mandatory and essential training to enable them to serve on the committee. There has also been good attendance at relevant Governance and Audit training sessions, including Lay Members.
- 4.4 Overview and Scrutiny sessions have been offered this year including in depth training on Finance and Performance monitoring which will be extremely valuable to Members of Scrutiny when undertaking their monitoring role.
- 4.5 Early feedback from Members and Officers has been very positive with many finding these sessions extremely useful.

Marketplace Event

- 4.6 In September 2022 a Marketplace event 'Meet your Colleagues at Team Bridgend' was also provided giving Members the opportunity to meet with officers from various Sections across the Authority with a focus on building new working relationships. Early feedback has been very positive with Members asking for future sessions and officer 'surgeries'.

Development Control Committee Training Sessions

- 4.7 The following Development Control Committee training sessions have also been provided since May:

29 June 2022 – Local Development Plan

5 October 2022 - Householder design guide / amenity space standards

Future Member Development

- 4.8 Attached at **Appendix C** is a schedule for continued Phase 3 training on 'The Core Functions' which will continue over the Autumn period. Following this Phase 4 and 5 will focus on identifying the needs of individual councillors, with Members being offered Personal Development Interviews and asked to undertake a survey and

Scrutiny Questionnaire. These will be used to formulate an ongoing development schedule for the remainder of the year.

E-Learning

- 4.9 In addition to Member Development sessions, Members are also asked to undertake several e-learning modules via the online Learning and Development website. These e-learning courses have been devised by the Council for all staff and Members to support their learning and development needs and gives Members the opportunity to undertake this learning remotely at a convenient time at their own pace.
- 4.10 The following courses below have been provided:
- Corporate Induction
 - UK General Data Protection Regulation (GDPR)
 - Display Screen Equipment
 - Fire Safety Awareness
 - ICT Code of Conduct
 - Safeguarding Children and Adults
 - Violence Against Women, Domestic Abuse and Sexual Violence

Learning and Development Website

- 4.11 All Members have been provided with the link to the Learning and Development website with instructions of how to access the e-learning training. In addition to this the site is also currently under review process, to try and update it and provide all recordings, presentations and associated training material all in one place for Members going forward.

5. Effect upon policy framework and procedure rules

- 5.1 There is no effect upon policy framework and procedure rules.

6. Equality Act 2010 implications

- 6.1 The protected characteristics identified within the Equality Act 2010, Socio-economic Duty and the impact on the use of the Welsh Language have been considered in the preparation of this report. As a public body in Wales, the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

7. Well-being of Future Generations (Wales) Act 2015 implications

- 7.1 The well-being goals identified in the Act were considered in the preparation of this report. It is considered that there is no significant or unacceptable impact upon the achievement of well-being goals/objectives as a result of this report.

8. Financial implications

- 8.1 Elected Member learning and development is resourced from the allocated Member Development budget. Reasonable allocation will be made as part of the annual

budget round and applied with regard to the corporate needs of the Authority. The Head of Democratic Services will monitor appropriate spend on the budget. In-house training will be provided by Directorates if the topic relates to their service areas. The costs for this type of event will be met from within Directorate budgets and not from the Member Development budget.

9. Recommendations

The Committee is recommended to:

- 9.1 Note the report and its appendices; and
- 9.2 Identify any additional Member development topics or briefings for inclusion in the Member Development Programme and prioritise them accordingly.

R Keepins

Democratic Services Manager

October 2022

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Democratic Services Manager

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Angel Street
Bridgend
CF31 4WB

Background documents: None

Date and Time	Facilitator	Development Session
October 2021 onwards	WLGA Council	Council Information and promotion activities <ul style="list-style-type: none"> • WLGA be a Councillor information; • Training for mentors from national organisations; • Open evenings, information sessions, mentoring and shadowing schemes for potential candidates; • Comms and media initiative encouraging understanding of the democratic process, voting, participation.
February 2022 onwards		Issuing of Candidates' Information Pack
Thursday 5 th May 2022		Local Government Elections
PHASE 1 & 2 – ADMINISTRATION AND ESSENTIALS		
Friday 6 th May	Democratic Services Team Payroll Team Chief Executive / Monitoring Officer	Induction Sessions (Essential for all members) <ul style="list-style-type: none"> • On the ground officer meet and greet session; • Induction packs issued as part of introductory package; • Signing Acceptance of Office; • New starter HR/Payroll Forms/ID Cards; • Pension and Disclosure and Barring Service (DBS) information; • ICT equipment collection /induction arrangements; • Civic Office orientation (Council offices and County facilities, access and security, maps); • Briefing of the facilities available to Elected Members.

<p>Monday 9th May</p> <p>Session 1:10am-12pm</p> <p>Session 2: 12pm - 2pm</p> <p>Session 3: 2pm - 4pm</p> <p>Tuesday 10th May</p> <p>Session 1:10am-12pm</p> <p>Session 2: 12pm - 2pm</p> <p>Session 3: 2pm - 4pm</p> <p>Wednesday 11th May</p> <p>Session 1:10am-12pm</p> <p>Session 2: 12pm - 2pm</p> <p>Session 3: 2pm - 4pm</p>	<p>Democratic Services Team</p> <p>Payroll Team</p> <p>ICT Team</p> <p>Chief Executive / Monitoring Officer</p>	<p>Induction Sessions – continued from Friday 6th May</p> <p>(Essential for all members)</p> <ul style="list-style-type: none"> • On the ground officer meet and greet session; • Induction packs issued as part of introductory package; • Signing Acceptance of Office; • Declarations of Personal Interests; • Official photographs for council website and ID cards; • New starter HR/Payroll Forms/ID Cards; • Pension and Disclosure and Barring Service (DBS) information; • ICT equipment collection /induction arrangements; • ICT support - there will be an opportunity for members to ask questions/raise queries; • Civic Office orientation (Council offices and County facilities, access and security, maps); • Briefing of the facilities available to Elected Members
<p>Thursday 12th May</p> <p>10am – 12pm</p>	<p>Democratic Services</p>	<p>Microsoft Teams Training</p> <p>(Essential for new members)</p> <p>This session is designed to get Members up and running with Teams.</p>
<p>Thursday 12th May</p> <p>2pm – 4pm</p>	<p>Chief Executive</p>	<p>Welcome Briefing</p> <p>(Essential for new members)</p>

	Corporate Directors and key officers	This session provides an essential overview for members newly elected to the council.
Monday 16 th May 2pm – 4pm and Tuesday 21 st June 4pm – 6pm	Monitoring Officer	Standards in Public Life / Code of Conduct (Mandatory for all new members) This session will provide councillors with a greater depth of understanding of standards expected in public life and the council's Code of Conduct.
Friday 13 th May 10am – 11am Monday 16 th May 10am – 11am	External Facilitator – Bethan Evans	Member Induction How to hit the ground running as a new member – what you need to know about the legal and governance issues. (Essential for new members)
Tuesday 17 th May 10am – 12pm 2pm – 4pm	Democratic Services	General Outline of Committees (Essential for new members)
Wednesday 18th May 15:00-17:00		ANNUAL MEETING OF COUNCIL
Thursday 19 th May 10:00-12:00	Experience and Development Team	Member Referrals Training on new Councillor Portal (For all members)
Friday 20 th May 14 :00 – 16:00	Experience and Development Team	Member Referrals Training on new Councillor Portal (For all members)

PHASE 3 – THE CORE FUNCTIONS		
COMMITTEE MEETING CYCLE BEGINS		
Monday 23 rd May 10am – 12pm 2pm – 4pm	Legal Officer Licensing Officers	Licensing Committee Responsibilities of the committee and licensing law. (Members of the Committee are required to attend in order to be able to serve on the Committee) There is also a Licensing Safeguarding e-learning module for Committee Members to complete
Tuesday 24 th May 10am – 4pm (with break for lunch)	External Facilitator Legal Officer Planning Officers	Development Control Committee Responsibilities of the committee and planning law. (Members of the Committee are required to attend in order to be able to serve on the Committee)
25 th May 2PM- 4 PM and 26 th May 10AM- 12 Noon And Thursday 09 th June 10am-12 noon	Experience and Development Team	Member Referrals Training on new Councillor Portal (For all members)
Friday 27 th May 10am-12	Legal Officer	Appeals Panel (Members of the panel are required to attend to be able to serve on the panel)

<p>Wednesday 1st June 10am – 12pm</p>	<p>WLGA</p>	<p>Overview and Scrutiny</p> <p>The session will consider the development of the function, look at the importance of work programming and prioritisation including promotion of its value to secure greater engagement from the Executive, different operating methods such as task and finish groups. There will be a focus on outcomes and drawing on best practice.</p> <p>(Members of Scrutiny Committees are required to attend in order to be able to serve on the Committee)</p>
<p>Wednesday 1st June 2pm – 4pm</p>	<p>Head of Internal Audit</p>	<p>Governance & Audit Committee</p> <p>(Members of the Committee are required to attend in order to serve on the Committee)</p>
<p>Monday 6th June 10am – 12pm</p> <p>And</p> <p>Wednesday 8th June 2pm – 4pm</p>	<p>Chief Finance Officer key officers</p>	<p>Financial Awareness</p> <p>This session provides an understanding of how the Council's budget formulation process works and how to understand the Council's financial position.</p> <p>(For all Members)</p>
<p>Monday 6th June 2pm – 4pm</p>	<p>WLGA</p>	<p>Scrutiny Chairing Skills</p> <p>This workshop is designed to enable Members who have been nominated Chairperson or Vice of committees to consider all aspects of the Chair's role and encourage them to devise practical ways of developing their performance in this area. It will cover different meetings and styles required.</p> <p>(For members appointed as a Chairperson or Vice-Chairperson of a Scrutiny Committee)</p>

Tuesday 7 th June 2pm – 4pm	Chief Finance Officer / External Facilitator	Introduction to Treasury Management This session will provide Members with an overview of legislation and how funds are invested at BCBC. (For all Members of the Governance and Audit Committee)
13 th June 1pm-3pm	Corporate Director – Social Services and Wellbeing	Overview – Social Services & Wellbeing / Social Services and Wellbeing (Wales) Act (For All Members)
14 th June 10am – 4PM	External Facilitator Legal Officer Planning Officers	Development Control Committee 2 Responsibilities of the committee and planning law. (Members of the Committee are required to attend in order to be able to serve on the Committee)
21 st June 10am – 12pm	Chief Officer Finance Key Officers	Scrutiny Financial Monitoring (For COSC Members only) Quarterly Revenue Budget Monitoring for Corporate Overview and Scrutiny Committee Members
21 st June 4pm-6pm	Monitoring Officer	Standards in Public Life / Code of Conduct 2 (Mandatory for all new members) This session will provide councillors with a greater depth of understanding of standards expected in public life and the council's Code of Conduct.
23 rd June 4pm-6pm	Legal Officer Licensing Officers	Licensing Committee Responsibilities of the committee and licensing law.

		(Members of the Committee are required to attend in order to be able to serve on the Committee)
28 th June 2pm-4pm	Legal Officer / Senior Democratic Services Officers	Delegated Powers (All Cabinet Members and DS team)
Wednesday 29 th June 10am – 12pm 2pm – 4pm	Chief Executive key officers	Corporate Plan (For all members) <ul style="list-style-type: none"> • Annual Delivery Plan; • Transformation Programme • Wellbeing of Future Generations Act; • Five ways of working under the Act; • Performance Management & Reporting; • Public Service Board
Thursday 30 th June 10am – 12pm	Corporate Director – Social Services and Wellbeing key officers	Safeguarding (For all members)
Friday 1 st July 2pm – 4pm	Corporate Director – Social Services and Wellbeing key officers	Corporate Parenting (For All members)
Friday 1 st July 10am – 12pm	External Facilitator – Bethan Evans	General Chairing Skills This workshop is designed to enable Members who have been nominated Chairperson or Vice of committees to consider all aspects of the Chair's role and encourage them to devise practical ways of developing their performance in this area. It will cover different meetings and styles required. (For all Members appointed as a Chairperson or Vice of a Committee)

<p>Tuesday 5th July 10am – 12pm</p> <p>And</p> <p>Wednesday 6th July 2pm – 4pm</p>	<p>Consultation and Engagements Equalities Manager</p>	<p>Equalities and Diversity Equality Act Diversity Declaration Socio-economic duty Welsh Language (For all Members)</p>
<p>6th July 10am-12pm</p>	<p>WLGA</p>	<p>Scrutiny Questioning Skills (For all Scrutiny Members)</p>
<p>7th July 9am-11am</p>	<p>Corporate Director – Communities key officers</p>	<p>Overview – Communities directorate (For All Members)</p>
<p>7th July 2pm-4pm</p>	<p>Head of Internal Audit</p>	<p>Governance & Audit Committee Statement of Accounts Training (Members of the Committee are required to attend in order to serve on the Committee)</p>
<p>13th July 3pm-5pm</p>	<p>Legal Officer</p>	<p>Appeals Panel (Members of the panel are required to attend to be able to serve on the panel)</p>

May 2022

Page 19	Firstname	Lastname	Teams Training	Welcome Briefing	Code of Conduct	How to hit the ground running		General outline of committees 17/05		Annual Meeting	Portal Training	Portal Training	Licencing Committee 23/05		Development Control Committee	Portal	Portal	Appeals Pannel	Sessions Attended (not including Annual Meeting)
			12/05/2022	12/05/2022	16/05/2022	13/05/2022	16/05/2022	AM	PM	18/05/2022	19/05/2022	20/05/2022	AM	PM	24/05/2022	25/05/2022	26/05/2022	27/05/2022	
	Alan	Wathan	✓	✓	✓	✓	N/A	✓	N/A	✓	✓	N/A	N/A	N/A	N/A	N/A	N/A	✓	6
	Alex	Williams	DNA	DNA	DNA	DNA	DNA	DNA	DNA	✓	DNA	DNA	N/A	N/A	N/A	DNA	DNA	N/A	0
	Amanda	Williams	✓	✓	✓	DNA	DNA	DNA	DNA	✓	✓	N/A	N/A	N/A	N/A	N/A	N/A	N/A	4
	Anthony	Berrow	DNA	✓	✓	✓	N/A	N/A	✓	✓	N/A	✓	✓	N/A	N/A	N/A	N/A	✓	7
	Christopher	Davies	DNA	DNA	✓	DNA	DNA	DNA	DNA	✓	DNA	DNA	N/A	N/A	N/A	DNA	DNA	N/A	1
	Colin	Davies	DNA	DNA	DNA	DNA	DNA	DNA	DNA	✓	DNA	DNA	N/A	N/A	✓	✓	N/A	N/A	2
	David	Harrison	DNA	✓	✓	DNA	DNA	✓	N/A	✓	✓	N/A	N/A	N/A	✓	N/A	✓	N/A	6
	Della	Hughes	DNA	DNA	✓	N/A	✓	DNA	DNA	✓	✓	N/A	N/A	N/A	✓	N/A	N/A	N/A	4
	Elaine	Winstanley	✓	✓	✓	N/A	✓	N/A	✓	✓	N/A	N/A	N/A	N/A	N/A	N/A	✓	N/A	6
	Ellie	Richards	DNA	✓	✓	N/A	✓	N/A	✓	✓	DNA	DNA	N/A	N/A	N/A	DNA	DNA	N/A	4
	Eugene	Caparros	✓	✓	DNA	✓	N/A	N/A	✓	✓	✓	N/A	N/A	N/A	N/A	N/A	N/A	✓	6
	Freya	Bletsoe	✓	✓	✓	✓	N/A	✓	N/A	✓	DNA	DNA	N/A	N/A	N/A	✓	N/A	N/A	6
	Graham	Walter	✓	✓	✓	✓	N/A	✓	N/A	✓	✓	N/A	N/A	N/A	N/A	N/A	N/A	✓	7
	Heather	Griffiths	✓	✓	✓	DNA	DNA	✓	N/A	✓	N/A	✓	✓	N/A	✓	N/A	N/A	✓	8
	Heidi	Bennett	✓	✓	✓	N/A	✓	✓	N/A	✓	✓	N/A	✓	N/A	N/A	N/A	N/A	✓	7
	Huw	David	DNA	✓	N/A	DNA	DNA	DNA	DNA	✓	N/A	✓	N/A	N/A	N/A	✓	N/A	N/A	3
	Hywel	Williams	DNA	✓	N/A	DNA	DNA	DNA	DNA	✓	✓	N/A	N/A	N/A	N/A	N/A	N/A	N/A	2
	Ian	Spiller	✓	✓	N/A	✓	N/A	✓	N/A	✓	DNA	DNA	N/A	N/A	N/A	DNA	DNA	N/A	4
	Ian	Williams	✓	✓	N/A	N/A	ü	✓	N/A	✓	N/A	N/A	N/A	N/A	N/A	N/A	✓	N/A	5
	Jane	Gebbie	DNA	DNA	N/A	DNA	DNA	DNA	DNA	✓	✓	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1
	Jefferson	Tildesley	DNA	DNA	DNA	DNA	DNA	DNA	DNA	✓	DNA	DNA	N/A	N/A	N/A	DNA	DNA	DNA	0
	Johanna	Llewellyn-Hopkins	DNA	DNA	DNA	DNA	DNA	DNA	DNA	✓	DNA	DNA	N/A	N/A	N/A	DNA	DNA	N/A	0
	John	Spanswick	DNA	DNA	N/A	DNA	DNA	DNA	DNA	✓	✓	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1
	Jonathan	Pratt	✓	✓	✓	✓	N/A	✓	N/A	✓	N/A	N/A	✓	N/A	✓	N/A	✓	N/A	8
	Jon-Paul	Blundell	DNA	DNA	N/A	DNA	DNA	DNA	DNA	✓	✓	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1
	Malcom	James	DNA	DNA	DNA	DNA	DNA	DNA	DNA	✓	DNA	DNA	✓	N/A	N/A	DNA	✓	N/A	2
	Mark	John	✓	✓	✓	✓	N/A	N/A	✓	✓	N/A	✓	N/A	N/A	✓	N/A	N/A	DNA	7
	Martin	Williams	✓	✓	✓	✓	✓	✓	✓	✓	✓	N/A	N/A	N/A	✓	N/A	N/A	N/A	9
	Martin	Hughes	✓	✓	N/A	✓	N/A	✓	N/A	✓	N/A	✓	N/A	N/A	✓	N/A	N/A	N/A	6
	Martyn	Jones	DNA	DNA	DNA	DNA	DNA	DNA	DNA	✓	DNA	DNA	N/A	N/A	N/A	DNA	DNA	N/A	0
	Maxine	Lewis	✓	✓	N/A	N/A	✓	✓	N/A	✓	DNA	DNA	✓	N/A	N/A	DNA	DNA	DNA	5

Melanie	Evans	✓	✓	✓	✓	N/A	✓	N/A	✓	N/A	✓	N/A	N/A	N/A	N/A	✓	N/A	7
Michael	Kearns	DNA	DNA	N/A	N/A	DNA	✓	N/A	✓	N/A	✓	✓	N/A	✓	N/A	N/A	N/A	4
Nancy	Farr	✓	DNA	✓	✓	N/A	✓	N/A	✓	DNA	DNA	N/A	N/A	N/A	DNA	DNA	N/A	4
Nancy	Clarke	DNA	DNA	N/A	N/A	DNA	DNA	DNA	DNA	DNA	DNA	N/A	N/A	DNA	DNA	DNA	✓	1
Pat	Davies	DNA	DNA	N/A	N/A	DNA	DNA	DNA	✓	DNA	DNA	N/A	N/A	N/A	DNA	DNA	N/A	0
Paula	Ford	✓	✓	DNA	DNA	DNA	DNA	DNA	✓	DNA	DNA	N/A	N/A	N/A	DNA	DNA	N/A	2
Phillip	Jenkins	DNA	✓	✓	DNA	DNA	N/A	✓	✓	N/A	✓	N/A	✓	N/A	✓	N/A	N/A	6
Rhys	Goode	DNA	✓	N/A	✓	✓	✓	N/A	✓	N/A	N/A	N/A	N/A	N/A	DNA	✓	N/A	5
Richard	Williams	✓	✓	✓	✓	N/A	✓	N/A	✓	N/A	N/A	✓	N/A	N/A	N/A	✓	N/A	7
Richard	Collins	DNA	DNA	DNA	DNA	DNA	DNA	DNA	✓	DNA	DNA	✓	N/A	✓	✓	N/A	N/A	3
Richard	Granville	DNA	DNA	✓	DNA	DNA	DNA	DNA	✓	DNA	DNA	N/A	N/A	✓	DNA	DNA	N/A	2
Robert	Smith	✓	✓	N/A	✓	N/A	✓	N/A	✓	N/A	N/A	✓	N/A	N/A	N/A	✓	N/A	6
Ross	Thomas	DNA	DNA	N/A	DNA	DNA	DNA	DNA	✓	N/A	✓	N/A	N/A	N/A	N/A	N/A	DNA	1
Sean	Aspey	DNA	DNA	DNA	DNA	DNA	DNA	DNA	✓	DNA	DNA	N/A	N/A	DNA	DNA	DNA	N/A	0
Simon	Griffiths	✓	✓	✓	✓	N/A	✓	N/A	✓	N/A	✓	N/A	N/A	✓	N/A	N/A	N/A	7
Stephen	Easterbrook	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Steven	Bletsoe	✓	✓	✓	✓	✓	DNA	DNA	✓	✓	N/A	N/A	✓	N/A	N/A	N/A	N/A	6
Timothy	Wood	DNA	DNA	DNA	DNA	DNA	DNA	DNA	✓	DNA	DNA	N/A	N/A	N/A	DNA	DNA	N/A	0
Timothy	Thomas	DNA	✓	N/A	DNA	DNA	DNA	DNA	✓	DNA	DNA	N/A	N/A	N/A	DNA	DNA	N/A	1
William	Kendall	DNA	✓	✓	✓	✓	✓	N/A	✓	N/A	✓	N/A	N/A	✓	N/A	N/A	✓	8
		22	30	23	18	9	20	7	49	13	11	10	2	13	5	9	8	

June 2022

Page 21 First Name	Lastname	Overview & Scrutiny	Governance & Audit Committee	Financial Awareness		Scrutiny Chairing Skills	Intro to Treasury Management	Overview - Social Services & Wellbeing	Development Control Committee	Scrutiny Financial Monitoring	Code of Conduct	Licensing	Corporate Plan 29/06/22		Safeguarding 30/06/22	Sessions attended
		01/06/2022	01/06/2022	06/06/2022	08/06/2022	06/06/2022	07/06/2022	13/06/2022	14/06/2022	21/06/2022	21/06/2022	23/06/2022	AM	PM		
Alicia	Wathan	✓	✓	✓	N/A	DNA	✓	✓	N/A	DNA	N/A	N/A	✓	N/A	✓	7
Alex	Williams	N/A	✓	✓	N/A	✓	✓	DNA	N/A	✓	DNA	N/A	DNA	DNA	✓	6
Amanda	Williams	N/A	N/A	✓	N/A	✓	N/A	✓	✓	✓	N/A	N/A	DNA	DNA	DNA	5
Anthony	Berrow	N/A	N/A	N/A	✓	N/A	N/A	DNA	✓	N/A	N/A	N/A	✓	N/A	✓	4
Christopher	Davies	N/A	N/A	DNA	DNA	N/A	N/A	DNA	✓	N/A	N/A	N/A	DNA	DNA	DNA	1
Colin	Davies	DNA	DNA	N/A	✓	DNA	DNA	DNA	N/A	DNA	DNA	N/A	DNA	DNA	DNA	1
David	Harrison	N/A	N/A	✓	N/A	DNA	N/A	DNA	N/A	DNA	N/A	N/A	✓	N/A	DNA	2
Della	Hughes	✓	✓	✓	N/A	DNA	DNA	✓	N/A	DNA	N/A	N/A	✓	N/A	✓	6
Elaine	Winstanley	✓	N/A	DNA	DNA	✓	N/A	✓	N/A	DNA	N/A	N/A	✓	N/A	✓	5
Ellie	Richards	N/A	N/A	DNA	DNA	DNA	N/A	DNA	N/A	DNA	N/A	N/A	DNA	DNA	DNA	0
Eugene	Caparros	✓	N/A	N/A	✓	✓	N/A	DNA	N/A	DNA	DNA	N/A	✓	N/A	✓	5
Freya	Bletsoe	✓	N/A	✓	N/A	✓	N/A	✓	N/A	✓	N/A	N/A	✓	N/A	✓	7
Graham	Walter	✓	N/A	N/A	✓	DNA	N/A	DNA	N/A	✓	N/A	N/A	✓	N/A	DNA	4
Heather	Griffiths	✓	N/A	N/A	✓	✓	N/A	✓	✓	DNA	N/A	N/A	✓	✓	DNA	7
Heidi	Bennett	✓	N/A	✓	N/A	✓	N/A	✓	✓	✓	N/A	N/A	✓	N/A	✓	8
Huw	David	N/A	N/A	✓	N/A	N/A	N/A	DNA	N/A	N/A	✓	N/A	N/A	✓	✓	4
Hywel	Williams	N/A	N/A	✓	N/A	N/A	N/A	DNA	N/A	N/A	✓	N/A	✓	N/A	DNA	3
Ian	Spiller	DNA	N/A	✓	N/A	DNA	N/A	✓	N/A	DNA	✓	N/A	DNA	DNA	DNA	3
Ian	Williams	N/A	N/A	✓	N/A	N/A	N/A	✓	N/A	N/A	✓	✓	✓	N/A	✓	5
Jane	Gebbie	N/A	N/A	✓	N/A	N/A	N/A	✓	N/A	N/A	✓	N/A	✓	N/A	DNA	4
Jefferson	Tildesley	DNA	N/A	DNA	DNA	DNA	N/A	DNA	N/A	DNA	DNA	N/A	DNA	DNA	DNA	0
Johanna	Llewellyn-Hopkins	DNA	N/A	DNA	DNA	DNA	N/A	DNA	N/A	DNA	DNA	✓	DNA	DNA	DNA	0
John	Spanswick	N/A	N/A	DNA	DNA	N/A	N/A	DNA	N/A	N/A	✓	N/A	✓	N/A	✓	3
Jonathan	Pratt	✓	N/A	N/A	✓	✓	N/A	✓	N/A	DNA	N/A	N/A	✓	N/A	✓	6
Jon-Paul	Blundell	N/A	N/A	N/A	✓	N/A	N/A	DNA	N/A	N/A	✓	N/A	N/A	✓	✓	4
Malcom	James	N/A	N/A	DNA	DNA	N/A	N/A	DNA	N/A	N/A	DNA	N/A	DNA	DNA	DNA	0
Mark	John	N/A	N/A	✓	N/A	N/A	N/A	DNA	N/A	DNA	N/A	N/A	✓	✓	DNA	3
Martin	Williams	✓	N/A	N/A	✓	DNA	N/A	DNA	N/A	DNA	N/A	N/A	✓	N/A	✓	4

Martin	Hughes	✓	✓	✓	N/A	✓	✓	DNA	N/A	✓	✓	N/A	✓	N/A	✓	9
Page 12 Mwyn	Jones	DNA	N/A	DNA	DNA	DNA	N/A	DNA	N/A	✓	DNA	N/A	DNA	DNA	DNA	1
Maxine	Lewis	✓	N/A	N/A	✓	✓	N/A	✓	✓	DNA	✓	N/A	✓	N/A	✓	8
Maahie	Evans	✓	N/A	✓	N/A	DNA	N/A	✓	N/A	DNA	N/A	N/A	DNA	DNA	✓	4
Michael	Kearn	✓	N/A	DNA	DNA	DNA	N/A	DNA	N/A	DNA	✓	N/A	✓	N/A	✓	4
Neelo	Farr	N/A	N/A	✓	N/A	N/A	N/A	DNA	N/A	N/A	N/A	N/A	N/A	✓	✓	3
Norah	Clarke	✓	N/A	N/A	✓	DNA	N/A	DNA	DNA	DNA	✓	N/A	DNA	DNA	✓	4
Paul	Davies	✓	N/A	DNA	DNA	✓	N/A	DNA	N/A	✓	✓	N/A	DNA	DNA	DNA	4
Paula	Ford	✓	N/A	DNA	DNA	DNA	N/A	DNA	N/A	DNA	DNA	N/A	DNA	DNA	DNA	1
Phillip	Jenkins	DNA	N/A	N/A	✓	✓	N/A	✓	N/A	DNA	N/A	N/A	✓	N/A	DNA	4
Rhys	Goode	N/A	N/A	N/A	✓	N/A	N/A	✓	N/A	N/A	✓	N/A	N/A	✓	DNA	4
Richard	Williams	✓	N/A	✓	N/A	DNA	N/A	DNA	✓	DNA	N/A	N/A	✓	N/A	✓	5
Richard	Collins	✓	N/A	DNA	DNA	DNA	N/A	DNA	N/A	DNA	DNA	N/A	DNA	DNA	DNA	1
Richard	Granville	DNA	✓	N/A	✓	DNA	DNA	DNA	N/A	✓	N/A	N/A	✓	N/A	DNA	4
Robert	Smith	N/A	N/A	N/A	✓	N/A	N/A	DNA	N/A	N/A	✓	N/A	DNA	DNA	DNA	2
Ross	Thomas	DNA	N/A	DNA	DNA	DNA	N/A	DNA	N/A	✓	✓	N/A	DNA	DNA	DNA	2
Sean	Aspey	DNA	N/A	DNA	DNA	DNA	N/A	DNA	DNA	DNA	DNA	N/A	DNA	DNA	DNA	0
Simon	Griffiths	✓	✓	N/A	✓	DNA	DNA	DNA	N/A	✓	N/A	N/A	✓	N/A	DNA	5
Stephen	Easterbrook	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	NA
Steven	Bletsoe	✓	✓	✓	N/A	DNA	DNA	DNA	N/A	DNA	N/A	N/A	✓	✓	✓	6
Timothy	Wood	N/A	N/A	DNA	DNA	N/A	N/A	DNA	N/A	N/A	DNA	N/A	DNA	DNA	DNA	0
Timothy	Thomas	✓	N/A	✓	N/A	DNA	N/A	✓	N/A	✓	✓	N/A	DNA	DNA	DNA	5
William	Kendall	✓	N/A	✓	N/A	DNA	N/A	DNA	N/A	DNA	N/A	N/A	N/A	✓	✓	4
		23	7	20	15	12	3	16	7	12	16		25	8	23	

July 2022

Page 23 Firstname	Lastname	General Chairing Skills	Corporate Parenting	Equalities & Diversity		Scrutiny Questioning Skills	Governance & Audit - Statement of Accounts	Appeals Panel	Scrutiny Performance Monitoring	Sessions attended
		01/07/2022	01/07/2022	05/07/2022	06/07/2022	06/07/2022	07/07/2022	13/07/2022	15/07/2022	
		Alan	Wathan	N/A	✓	✓	N/A	✓	✓	N/A
Alex	Williams	✓	DNA	DNA	DNA	DNA	DNA	N/A	✓	2
Amanda	Williams	N/A	DNA	✓	N/A	DNA	N/A	N/A	DNA	1
Anthony	Berrow	N/A	✓	✓	N/A	N/A	N/A	✓	N/A	3
Christopher	Davies	N/A	DNA	DNA	DNA	N/A	N/A	N/A	N/A	0
Colin	Davies	N/A	DNA	DNA	DNA	DNA	DNA	N/A	DNA	0
David	Harrison	N/A	DNA	DNA	DNA	✓	N/A	N/A	DNA	1
Della	Hughes	N/A	DNA	N/A	✓	✓	✓	N/A	DNA	3
Elaine	Winstanley	N/A	✓	DNA	DNA	DNA	N/A	N/A	DNA	1
Ellie	Richards	N/A	DNA	DNA	DNA	DNA	N/A	N/A	DNA	0
Eugene	Caparros	DNA	DNA	✓	N/A	DNA	N/A	DNA	DNA	1
Freya	Bletsoe	✓	DNA	✓	N/A	✓	N/A	N/A	DNA	3
Graham	Walter	N/A	✓	DNA	DNA	DNA	N/A	DNA	✓	1
Heather	Griffiths	✓	✓	✓	N/A	DNA	N/A	✓	DNA	4
Heidi	Bennett	N/A	DNA	✓	N/A	✓	N/A	DNA	✓	3
Huw	David	DNA	DNA	DNA	DNA	N/A	N/A	N/A	N/A	0
Hywel	Williams	N/A	DNA	DNA	DNA	N/A	N/A	N/A	N/A	0

Jan	Spiller	N/A	✓	DNA	DNA	DNA	N/A	N/A	DNA	1
Page	Williams	N/A	DNA	DNA	DNA	N/A	N/A	N/A	N/A	0
24	Gebbie	✓	✓	N/A	✓	N/A	N/A	N/A	N/A	3
Jefferson	Tildesley	N/A	DNA	DNA	DNA	DNA	N/A	DNA	DNA	0
Johanna	Llewellyn-Hopkins	N/A	DNA	DNA	DNA	DNA	N/A	N/A	DNA	0
John	Spanswick	N/A	✓	DNA	DNA	N/A	N/A	N/A	N/A	1
Jonathan	Pratt	N/A	✓	✓	N/A	✓	N/A	N/A	DNA	3
Jon-Paul	Blundell	N/A	DNA	DNA	DNA	N/A	N/A	N/A	N/A	0
Malcom	James	N/A	DNA	DNA	DNA	N/A	N/A	N/A	N/A	0
Mark	John	N/A	DNA	DNA	DNA	N/A	N/A	DNA	N/A	0
Martin	Williams	N/A	✓	N/A	✓	✓	N/A	N/A	DNA	3
Martin	Hughes	N/A	✓	N/A	✓	✓	✓	N/A	✓	5
Martyn	Jones	N/A	DNA	DNA	DNA	DNA	N/A	N/A	DNA	0
Maxine	Lewis	✓	✓	N/A	✓	✓	N/A	✓	DNA	5
Melanie	Evans	N/A	✓	✓	N/A	✓	N/A	N/A	✓	4
Michael	Kearn	N/A	DNA	✓	N/A	✓	N/A	N/A	DNA	2
Neelo	Farr	N/A	DNA	N/A	✓	N/A	N/A	N/A	N/A	1
Norah	Clarke	N/A	✓	✓	N/A	✓	N/A	✓	DNA	4
Paul	Davies	✓	DNA	DNA	DNA	✓	N/A	N/A	✓	3
Paula	Ford	N/A	DNA	DNA	DNA	DNA	N/A	N/A	DNA	0
Phillip	Jenkins	N/A	✓	✓	N/A	DNA	N/A	N/A	DNA	2

Rhys	Goode	N/A	DNA	N/A	✓	N/A	N/A	N/A	N/A	1
Richard	Williams	N/A	✓	✓	N/A	✓	N/A	N/A	DNA	3
Richard	Collins	N/A	DNA	DNA	DNA	DNA	N/A	N/A	DNA	0
Richard	Granville	N/A	DNA	DNA	DNA	DNA	DNA	N/A	✓	1
Robert	Smith	N/A	✓	DNA	DNA	N/A	N/A	N/A	N/A	1
Ross	Thomas	N/A	DNA	N/A	✓	DNA	N/A	✓	DNA	2
Sean	Aspey	N/A	DNA	DNA	DNA	DNA	N/A	N/A	DNA	0
Simon	Griffiths	N/A	DNA	DNA	DNA	✓	✓	N/A	✓	3
Stephen	Easterbrook	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Steven	Bletsoe	N/A	✓	✓	N/A	DNA	✓	N/A	DNA	3
Timothy	Wood	N/A	DNA	DNA	DNA	N/A	N/A	N/A	N/A	3
Timothy	Thomas	DNA	DNA	✓	N/A	DNA	N/A	N/A	DNA	1
William	Kendall	N/A	DNA	✓	N/A	✓	N/A	✓	DNA	3
		6	18	16	8	16	5	6	8	

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September 2022

Page 26 Firstname	Lastname	Code of Conduct	Councillor Portal & Member referrals	Effective Decision making in executive governance system	Leadership & Standards - Standards committee	Sessions attended		
				25/08/2022	20/09/2022	27/09/2022	30/09/2022	
Alan	Wathan	N/A	✓	DNA	N/A	1		
Alex	Williams	N/A	✓	✓	N/A	2		
Amanda	Williams	N/A	✓	✓	✓	3		
Anthony	Berrow	N/A	✓	✓	N/A	2		
Christopher	Davies	N/A	DNA	DNA	N/A	0		
Colin	Davies	N/A	DNA	DNA	N/A	0		
David	Harrison	N/A	DNA	✓	N/A	1		
Della	Hughes	N/A	✓	✓	N/A	2		
Elaine	Winstanley	N/A	DNA	DNA	N/A	0		
Ellie	Richards	N/A	DNA	DNA	N/A	0		
Eugene	Caparros	N/A	✓	✓	N/A	2		
Freya	Bletsoe	N/A	✓	DNA	N/A	1		
Graham	Walter	N/A	✓	✓	✓	3		
Heather	Griffiths	N/A	✓	DNA	N/A	1		
Heidi	Bennett	N/A	DNA	✓	N/A	1		
Huw	David	N/A	DNA	DNA	✓	1		
Hywel	Williams	N/A	DNA	DNA	N/A	0		
Ian	Spiller	N/A	✓	DNA	N/A	1		
Ian	Williams	N/A	✓	DNA	N/A	1		
Jane	Gebbie	N/A	DNA	DNA	N/A	0		
Jefferson	Tildesley	N/A	DNA	DNA	N/A	0		
Johanna	Llewellyn-Hopkins	N/A	DNA	DNA	N/A	0		
John	Spanswick	N/A	✓	DNA	N/A	1		
Jonathan	Pratt	N/A	DNA	✓	N/A	1		
Jon-Paul	Blundell	N/A	DNA	✓	N/A	1		
Malcom	James	N/A	DNA	DNA	N/A	0		

Mark	John	N/A	✓	DNA	N/A	1
Martin	Williams	N/A	✓	✓	✓	3
Martin	Hughes	N/A	✓	DNA	N/A	1
Martyn	Jones	N/A	DNA	DNA	N/A	0
Maxine	Lewis	N/A	DNA	DNA	N/A	0
Melanie	Evans	N/A	✓	✓	N/A	2
Michael	Kearn	N/A	DNA	DNA	N/A	0
Neelo	Farr	N/A	✓	DNA	N/A	1
Norah	Clarke	N/A	✓	DNA	N/A	1
Paul	Davies	N/A	DNA	DNA	N/A	0
Paula	Ford	N/A	DNA	DNA	N/A	0
Phillip	Jenkins	N/A	✓	DNA	N/A	1
Rhys	Goode	N/A	DNA	DNA	N/A	0
Richard	Williams	N/A	DNA	✓	N/A	1
Richard	Collins	N/A	DNA	DNA	N/A	0
Richard	Granville	N/A	✓	DNA	N/A	1
Robert	Smith	N/A	✓	DNA	N/A	1
Ross	Thomas	N/A	✓	DNA	✓	2
Sean	Aspey	N/A	DNA	DNA	N/A	0
Simon	Griffiths	N/A	DNA	DNA	N/A	0
Stephen	Easterbrook	✓	DNA	DNA	N/A	1
Steven	Bletsoe	N/A	✓	✓	N/A	2
Timothy	Wood	N/A	DNA	DNA	N/A	0
Timothy	Thomas	N/A	✓	DNA	N/A	1
William	Kendall	N/A	DNA	✓	N/A	1
			24	15	5	

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Date and Time	Delivery	Facilitator	Development Session
PHASE 3– THE CORE FUNCTIONS (cont.)			
20 September 1.30pm-3.30pm	Hybrid	CMB Phil O'Brien	Councillor Portal and Member Referrals
27 th September 10-11.30am	Microsoft Teams	External - Governance Training and Consultancy Ltd	Effective Decision Making in an Executive Governance System
30 th September 2-3.30pm	Microsoft Teams	External - Governance Training and Consultancy Ltd	Leadership & Standards Standards Committee
05/10/2022 10-12	Hybrid	Robin Davies Gaynor Thomas Lindsay Harvey	Education - Support Services (including school catering, home-to school transport and school modernisation)
7 th October 2022 10am-12am	Hybrid	Sue Roberts Andy Rothwell, Natalie Gould, Kath Lewis (CSC) Stephanie Thomas Michelle Hatcher Angela Cronin Lindsay Harvey	Education - Lifelong Learning Services (including nursery, statutory, sixth form and adult learning provision)
10 th October 9am-11am	Hybrid	Mark Shepherd	Future Service Delivery Model
11 th October 2022	Hybrid	Lindsay Harvey Robin Davies	Corporate Health and Safety

13:30-15:30		Dave Porter	
13 th October 2pm – 3.30pm	Microsoft Teams	External - Governance Training and Consultancy Ltd	Effective Decision Making in an Executive Governance System
14 th October 1pm – 3pm	Hybrid	Alex Rawlins	Bridgend County Borough Council Self-Assessment
14 th October 2022 9am - 11a	Hybrid	Alex Rawlin	BCBC Self-Assessment
20 th October 2022 13:00-15:00	Hybrid	Michelle Hatcher Lindsay Harvey	Education - Learner Support Services (including support for children and young people with additional learning needs)
24 th October 2022 10-12	Hybrid	Mark Lewis Dave Wright Lindsay Harvey	Education - Family Support Services (including early help and youth services)
27 th October 2022	Zoom	External - LGA Link	Handling Online Abuse and Intimidation
3 rd November 2022 08:30-10:00	Hybrid	Claire Marchant Laura Kinsey	Children's Social Care
7 th November 2022 10:30-12:00	Hybrid	Claire Marchant Andrew Thomas	Wellbeing , including relationship with Halo and Awen
9 th November 2022 3pm - 5pm	Hybrid	Claire Marchant Jacqueline Davies	Adult Social Care

22nd November 2022 2pm-4pm	Remote/Hybrid (TBC)	Mark Shepherd Kellie Beirne Suzanne	City Deal and Cardiff City Region	
TBC (Potential for Members to first attend LGA sessions)	Microsoft Teams		Personal Safety & Self-Care Stress management; Personal resilience; Work-life balance; Bullying and harassment; Online abuse/using social media; Sources of help and support within and beyond the Council; and Public Speaking and working with the media. (For all Members)	
Date TBC	Zoom	External - LGA	Personal Safety for Councillors	
TBC		WLGA	New Cabinet Development (For Cabinet Members)	
PHASE 4 AND 5 – IDENTIFYING THE NEEDS OF INDIVIDUAL COUNCILLORS AND CONTINUING DEVELOPMENT SIX MONTHS AFTER THE ELECTION				
December 2022	Survey		Head of Democratic Services	All Members
December 2022 – January 2023			Head of Democratic Services	Personal Development All members will be afforded the

			opportunity of individual Personal Development Interview and Scrutiny Impact Questionnaire.
TBC	Microsoft Teams External Facilitator	WLGA	Diversity in Democracy – Women’s Rights and Gender Equality Training (For all Members)

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO DEMOCRATIC SERVICES COMMITTEE

20 OCTOBER 2022

REPORT OF THE HEAD OF DEMOCRATIC SERVICES

INDEPENDENT REMUNERATION PANEL FOR WALES DRAFT ANNUAL REPORT 2023/24

1. Purpose of report

- 1.1 The purpose of this report is to present the draft Independent Remuneration Panel for Wales (IRPW) Annual Report 2023/24 to the Committee for Members to provide views on its content as part of the consultation process.

2. Connection to corporate well-being objectives / other corporate priorities

- 2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015**:-

Smarter use of resources – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being-objectives.

Supporting a successful sustainable economy– taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions of all people in the county borough.

3. Background

- 3.1 In accordance with the requirements of Section 147 of the Local Government (Wales) Measure 2011, the IRPW has published its draft Annual Report setting out its determinations for the municipal year 2023/24.
- 3.2 In order to meet the requirement of the Measure to publish its final report in Spring 2023 the IRPW has requested that any representations or comments about this report should be received no later than 1 December 2022. The IRPW has advised that representations or comments received after this date may not be considered.
- 3.3 The IRPW determined that this year would be one of consolidation following the major changes put in place last year including the significant salary uplift, allowing time for these changes to bed in. They have also condensed the draft report significantly and focused predominantly on the changes made as a result of the proposals.

4. Current situation/proposal

- 4.1 The draft IRPW Report is attached at **Appendix A** and proposes some changes to the current remuneration prescribed for Elected Members at Principal (County

Borough) and Town and Community Council levels. The following paragraphs summarise the key elements of the report for the Authority.

4.2 Basic Salary for Elected Members of Principal Councils – Determination 1

4.2.1 In 2009 the Panel decided the average work commitment of an elected councillor of a principal council was three working days and having reviewed this time commitment, this has not changed.

4.2.2 Last year the Panel reset the basic salary to align with the 2020 Annual Survey of Hours and Earnings (ASHE) published by the Office of National Statistics. This reduced the imbalance that had arisen between the basic salary of members of principal councils and the average salaries of their constituents. The change took effect from the May 2022 local elections.

4.2.3 The Panel has determined to continue this link with ASHE and for the financial year 1 April 2023 to 31 March 2024 **the basic salary will be aligned with three fifths of the all Wales 2021 ASHE, the latest figure available at drafting. This will be £17,600. This will represent a 4.76% increase in the basic salary.**

4.3 Salaries paid to Senior, Civic and Presiding members of Principal Councils

4.3.1 The number of senior salaries available to this Authority remains unchanged at 18 based on a review undertaken last year of differentials and market comparators. Senior salaries will therefore be increased at the same rate as basic salaries (4.76%).

4.3.2 The ASHE increase also applies to the role element of the Leader, Deputy Leader and Executive Members.

4.3.3 For Committee Chairs and the leader of the largest opposition group, the Panel determined that there would be a small increase to the role element of their pay whilst for leaders of other political groups this would remain the same. The increase in basic salary will apply in both cases.

4.3.4 The senior salaries for 2023-24 are summarised in the table below:

Basic salary (payable to all elected members) £17,600			
	Group A Cardiff, Rhondda Cynon Taf, Swansea	Group B Bridgend, Caerphilly, Carmarthenshire, Conwy, Flintshire, Gwynedd, Newport, Neath Port Talbot, Pembrokeshire, Powys, Vale of Glamorgan, Wrexham	Group C Blaenau Gwent, Ceredigion, Denbighshire, Merthyr Tydfil, Monmouthshire, Torfaen, Isle of Anglesey
Senior salaries (inclusive of basic salary)			

Basic salary (payable to all elected members) £17,600			
Band 1			
Leader	£66,000	£59,400	£56,100
Deputy Leader	£46,200	£41,580	£39,270
Band 2			
Executive Members	£39,600	£35,640	£33,660
Band 3			
Committee Chairs (if remunerated):		£26,400	
Band 4			
Leader of Largest Opposition Group		£26,400	
Band 5			
Leader of Other Political Groups		£21,340	

4.4 Joint Overview and Scrutiny Committees (JOSC) – Determination 3

4.4.1 Last year's IRPW report stated that as there had been little use made of the arrangements for JOSCs, the Panel decided to delete the payment from the Framework. If, in future, a JOSC is formed by an individual council and it wishes to remunerate, it can apply using the arrangements contained in paragraphs 3.27 and 3.28 of the IRPW report 2022-23. These paragraphs set out guidance for Local Authorities on the application of specific or additional senior salaries that do not fall within the framework. Current JOSCs in operation will continue without need for further confirmation.

4.4.2 There are no other changes relating to Joint Committees other than the salary of a chair of a Joint Overview and Scrutiny Committee will be £8,800 and the salary of vice-chair will be £4,400.

4.5 Payments to Fire and Rescue Authorities – Determination 5

4.5.1 The three fire and rescue services (FRAs) in Wales: Mid and West Wales, North Wales and South Wales were formed as part of Local Government re-organisation in 1996. FRAs comprise elected members who are nominated by the Principal Councils within each fire and rescue service area.

4.5.2 Payments will increase as a result of the uplift proposed for elected members of principal councils, therefore, there will also be an uplift of 4.76% in the basic salary element.

4.5.3 The remuneration for Chairs will remain linked to a Band 3 senior salary of principal councils, therefore, there will be a small increase to the role element of their pay. Deputy Chairs, Committee Chairs and other senior roles will remain linked to Band

5, therefore, their role element of pay will remain frozen. The increase in basic salary will apply. Further details of this are provided below:

Fire and Rescue Authorities

Basic salary for ordinary member	£2,482
Chair	£11,282
Deputy Chair (where appointed)	£6,222
Committee Chair or other senior post	£6,222

4.6 The IRPW report indicates no further changes to the payments and benefits paid to elected members and therefore all other Determinations from 2022 to 2023 still stand and should be applied in 2023 to 2024, including those covering:

- Travel and subsistence;
- Care and Personal Assistance;
- Sickness Absence;
- Corporate Joint Committees,
- Assistants to the Executive,
- Additional salaries and Job sharing arrangements and
- Co-opted Members
- Contributions towards costs of care and personal assistance;
- Compensation for financial loss
- Restrictions on receiving double remuneration where a member holds more than one post.

5. Effect upon policy framework and procedure rules

5.1 There is no effect upon the policy framework and procedure rules in respect of this report.

6. Equality Act 2010 implications

6.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh Language have been considered in the preparation of this report. As a public body in Wales, the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

7. Well-being of Future Generations (Wales) Act 2015 implications

7.1 The well-being goals identified in the Act were considered in the preparation of this report. It is considered that there is no significant or unacceptable impact upon the achievement of well-being goals/objectives as a result of this report.

8. Financial implications

8.1 The proposed changes to the remuneration of Elected Members for the 2023-24 financial year will potentially increase the financial commitment required from this Authority.

8.2 A full assessment of the financial impact to the Council in respect of Elected Members' remuneration will be required. Any additional costs will be a budget pressure for the service in 2023-24 and will need to be considered when finalising the Medium Term Financial Strategy and addressed as part of the budget setting process for that year.

9. Recommendations

9.1 It is recommended that the Committee:

- a. Note the content of the report;
- b. Provide any response in respect of the IRPW Draft Annual Report 2023-24;
- c. Approve that any response of the Committee be submitted to the IRPW and the WLGA by the deadline of 1 December 2022.

R Keepins
Democratic Services Manager
October 2022

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Background documents:

IRPW Report 2022-23
<https://gov.wales/sites/default/files/pdf-versions/2022/3/4/1646920825/independent-remuneration-panel-wales-annual-report-2022-2023.pdf>

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Independent Remuneration Panel for Wales

Annual Report

DRAFT

February 2023

Annual Report 2023 to 2024

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Section 1: Introduction

Welcome to the draft Report of the Independent Remuneration Panel for Wales, setting the Decisions and Determinations on pay, expenses and benefits for elected members of principal councils, community and town councils, National Park Authorities and Fire and Rescue Authorities for implementation from April 2023.

This is my first Report as Chair of the Panel, having been appointed in June this year. I would like to take this opportunity to thank John Bader, the outgoing Chair, for his service over many years and who led the Panel through two significant pieces of work last year – the [Independent 10 Year Review of the Panel](#) and restoring the link between elected members salaries and average earnings in Wales. I also thank Joe Stockley for his service and I am pleased to announce the appointment of Bev Smith in June this year. Saz Willey, Vice Chair, and Ruth Glazzard have continued to lead the work of the Panel during this period of change and I thank them for the support they have given both Bev and I, as new members.

This year the Panel has continued to focus on and take forward the recommendations from the [Ten-Year Review](#). There are four key strands to this work – review the way we work, set out a three year strategy for the Panel, improve how we communicate and engage with stakeholders and build a robust evidence base to inform decisions.

We have embarked on the recommended Effectiveness Review of the way we work and have started developing our longer-term strategy with a Panel Development Day in August. We have agreed that our mission should be to deliver a fair and accountable reward framework for Wales' communities to have their voices heard within our democracy. We will use our expertise and professionalism to build trusting, sustainable partnerships to inform our work and deliver the changes Wales needs.

We aim to improve the way we communicate and engage both with our immediate stakeholders and the general public. As a first step we now publish a summary of our monthly meetings on our [website](#), but recognise there is much more to do. We aim to improve the accessibility and ease of use of our website and develop it into a more useful resource tool for people. We intend it to be an easy-to-use store of information on our Determinations, and, building on our current [Frequently Asked Questions](#) page, develop our Guidance on how all decisions should be applied.

Whilst we are an independent body, we will continue to work collaboratively with key stakeholders engaged in promoting participation in local democracy. We look forward to participating in the forthcoming events hosted by the Welsh Government and Minister for Finance and Local Government, to share knowledge, experience, and best practice across a range of subjects related to the role of a councillor to develop a shared understanding of how we can take collective action to increase diversity in local democracy.

The Welsh Government will soon be publishing research which explores the barriers to standing for elected office and the changing role of the councillor and is

developing a programme of work around the role of the community and town Councils.

The Panel has decided that this year will be a year of consolidation. Major changes were put in place last year, and a significant uplift in salary levels was agreed. We wish to allow time for last year's Determinations to bed in and to allow the Panel to continue its development of a research and evidence base to inform future decisions and move to a longer term planning cycle. This report reflects that decision.

During the past few years, we have been considering the structure of our reports and how we can make them more accessible to all. We have concluded that much of the information published replicates previous years, often without significant change. For this report we decided to focus on the changes made as a result of the proposals. We have therefore decided that the majority of the content set out in previous reports will be removed from the report and placed on the Panel's website. We will make arrangements for those who are unable to access the website.

This change has significantly reduced the size of the report and made it more manageable to navigate. This approach is also in line with our efforts to respect the challenges facing us in protecting our planet.

This is a work in progress, and we would be interested in your views about this approach and so have specifically asked for some feedback as part of our [Consultation questions](#) at the end of the Report.

Panel Membership

Frances Duffy, Chair
Saz Willey, Vice Chair
Ruth Glazzard
Bev Smith

Detailed information about the members can be found on the website: [Panel website](#)

Section 2: Role and responsibilities of the Panel

Role of the Panel

The Panel is responsible for setting the levels and arrangements for the remuneration of members of the following organisations.

- Principal Councils – county and county borough councils
- Community and Town Councils
- National Park Authorities
- Fire and Rescue Authorities
- Corporate Joint Committees

The Panel is an independent body and is able to make decisions about:

- The salary structure within which members are remunerated
- The type and nature of allowances to be paid to members
- Whether payments are mandatory or allow a level of local flexibility
- Arrangements in respect of family absence
- Arrangements for monitoring compliance with the Panel's decisions

The Panel is an independent organisation and the organisations listed above are required, by law, to implement the decisions it makes.

The Panel is also consultee for proposed changes to the pay of principal council Chief Executives.

Principles

The work of the Panel is underpinned by a set of principles which guides its approach, methodology and decision making. They are:

- **Upholding trust and confidence** – Citizens rightly expect that all those who choose to serve in local authorities uphold the public trust by embracing the values and ethics implicit in such public service.
- **Simplicity** – The Framework is clear and understandable.
- **Remuneration** – The Framework provides for payment to members of authorities who carry a responsibility for serving their communities. The level of payment should not act as a barrier to taking up or continuing in the post.
- **Diversity** – Democracy is strengthened when the membership of authorities adequately reflects the demographic and cultural make-up of the communities such authorities serve.
- **Accountability** - Taxpayers and citizens have the right to receive value for money from public funds committed to the remuneration of those who are elected, appointed or co-opted to serve in the public interest.
- **Fairness** - The Framework will be capable of being applied consistently to members of all authorities within the Panel's remit as a means of ensuring that levels of remuneration are fair, affordable and generally acceptable.

- **Quality** - The Panel recognises that the complex mix of governance, scrutiny and regulatory duties incumbent upon members requires them to engage with a process of continuous quality improvement.
- **Transparency** - Transparency of members' remuneration is in the public interest.

Section 3: Summary of Deliberations and Determinations

Methodology

Each year the Panel engages with members of the bodies for which it sets remuneration levels, officers within those organisations, clerks, Welsh Local Government Association, One Voice Wales and the Society for Local Council Clerks. It does this through a range of meetings which, at the moment, remain mostly online. The Panel will continue with these discussions. They provide an opportunity for the Panel to explore views about existing arrangements, the impact decisions are having on individuals, how the arrangements are operating in practice and any issues or concerns individuals wish to raise. It also provides an opportunity for discussion about emerging situations which the Panel may need to consider in respect of its decision making.

The draft report is published widely and members of the public are encouraged to and have provided valuable feedback and we welcome this.

The Panel also considers feedback from the publishing of the Annual Report in the previous year. The changes made in last year's Report, in particular the uplift in the basic salary, seem to have been well received by stakeholders. The issues raised with the Panel have all been centred around the detail of the Determinations, asking for guidance on how they should be applied or asking for points of clarification where the text of the Report was unclear.

The Panel has therefore agreed to review the format and structure of the main Report and make better use of the Panel website to provide information and guidance.

The Panel has a duty to set payments that are fair and that encourage and enable democratic participation. It must also take account of affordability and acceptability.

In making its determinations for this Draft Report, the Panel considered a range of benchmarks, including past, current and projected indices and actual figures and the known and forecast extent and impact of multiple economic and social factors. These included post Brexit and COVID work environments and the cost of living, energy and climate crises.

The Panels proposals are consulted on and following consideration of the views received in response to its consultation the Panel makes its final determinations which are published each year in its Annual Report.

Panel's Determinations for 2023 to 2024

Basic salary for elected members of principal councils - Determination 1

The basic salary, paid to all elected members, is remuneration for the responsibility of community representation and participation in the scrutiny, regulatory and related functions of local governance. It is based on a full time equivalent of three days a week. The Panel regularly reviews this time commitment and no changes are proposed for 2023 to 2024.

Last year the Panel reset the basic salary to align with the [2020 Annual Survey of Hours and Earnings \(ASHE\)](#) published by the Office of National Statistics. This reduced the imbalance that had arisen between the basic salary of members of principal councils and the average salaries of their constituents. The change took effect from the May 2022 local elections. The rationale for this significant step can be found in last year's Annual Report and a detailed explanatory paper setting out the historical context and analysis is available on the Panel's website.

Building on this decision the Panel has determined that for the financial year 1 April 2023 to 31 March 2024 it is right to retain a link between the basic salary of councillors and the average salaries of their constituents. **The basic salary will be aligned with three fifths of the all Wales [2021 ASHE](#), the latest figure available at drafting. This will be £17,600. This will represent a 4.76% increase in the basic salary.**

Salaries paid to Senior, Civic and Presiding members of principal councils: Determination 2

The limit on the number of senior salaries payable ("the cap") will remain in place. At the 2022 local elections boundary reviews changed the number of members for some councils. The Panel adjusted the senior salary cap for these councils in its 2022 to 2023 Annual Report. As there are no further changes for 2023 to 2024, the maximum number of senior salaries payable within each council remains as set out in the 2022 to 2023 [Report](#).

All senior salaries include the basic salary payment. The different levels of additional responsibility of and between each role is recognised in a banded framework. The framework was revised last year after a review of differentials and market comparators. No changes to banding are proposed this year. Early next year the Panel will gather evidence from principal councils to explore whether and how the workload of elected members has changed.

The [ASHE 2021](#) increase applies to the role element of Band 1 and Band 2 salaries – leader, deputy leader and executive members.

To complete the last year's realignment of the framework, Band 3 and Band 4 salary holders will receive a small increase to the role element of their pay and the role element of Band 5 pay will remain frozen. The increase in basic salary will apply. The salary of a leader of the largest (Group A) council will therefore be £66,000. All other payments have been decided in reference to this and are set out in Table 1.

Table 1 – Salaries payable to Basic, Senior, Civic and Presiding Members of Principal Councils

Description	Remuneration		
Elected Members of Principal Councils			
Basic salary (payable to all elected members)	£17,600		
Senior salaries (inclusive of basic salary)	Group A	Group B	Group C
Band 1:			
Leader	£66,000	£59,400	£56,100
Deputy Leader	£46,200	£41,580	£39,270
Band 2:			
Executive Members	£39,600	£35,640	£33,660
Band 3:			
Committee Chairs (if remunerated): Civic Head Presiding Officer	£26,400		
Band 4:			
Leader of Largest Opposition Group	£26,400		
Band 5:			
Leader of Other Political Groups Deputy Civic Head	£21,340		
Deputy Presiding Member – no role payment	£17,600		

Group A: Cardiff, Rhondda Cynon Taf, Swansea

Group B: Bridgend, Caerphilly, Carmarthenshire, Conwy, Flintshire, Gwynedd, Newport, Neath Port Talbot, Pembrokeshire, Powys, Vale of Glamorgan, Wrexham

Group C: Blaenau Gwent, Ceredigion, Denbighshire, Merthyr Tydfil, Monmouthshire, Torfaen, Isle of Anglesey

There are no further changes to the payments and benefits paid to elected members and therefore all other Determinations from 2022 to 2023 still stand and should be applied in 2023 to 2024, including those covering:

- Travel and subsistence;
- Care and Personal Assistance;
- Sickness Absence;
- Corporate Joint Committees,
- Assistants to the Executive,
- Additional salaries and Job sharing arrangements and
- Co-opted Members

Salaries for Joint Overview and Scrutiny Committees: Determination 3

The salary of a chair of a Joint Overview and Scrutiny Committee will be £8,800.

The salary of vice-chair will be £4,400.

There are no other changes.

Payments towards costs and expenses of members of Community and Town Councils; Determination 4

Last year the Panel carried out a major review of the remuneration framework for community and town councils and undertook a comprehensive consultation exercise with the sector. The Framework was updated then and this year the Panel has decided to make limited but important changes.

The Panel recognise that all members of community and town councils necessarily spend time working from home on council business. This was the case before and during COVID and is continuing. As a result, members have extra domestic costs and also need office consumables.

The Panel considers members should not be out of pocket for carrying out their duties. It therefore proposes the following.

Basic payment for extra costs of working from home

All councils must pay their members £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home.

Set payment for consumables

Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables. It is a matter for each council to make and record a policy decision in respect of when and how the payments are made and whether they are paid monthly, yearly or otherwise. The policy should also state whether and how to recover any payments made to a member who leaves or changes their role during the financial year.

The level of payments is set out in Table 2.

Table 2 – Payments to Community and Town Councils

Type of payment	Requirement
Group 1	Electorate over 14,000
Extra Costs Payment	Mandatory for all Members
Senior Role	Mandatory for 1 member; optional for up to 7
Mayor or Chair	Optional - Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	Optional - Up to a maximum of £500
Attendance Allowance	Optional
Financial Loss	Optional
Travel and Subsistence	Optional
Costs of Care or Personal Assistance	Mandatory

Type of payment	Requirement
Group 2	Electorate 10,000 to 13,999
Extra Costs Payment	Mandatory for all members
Senior Role	Mandatory for 1 member; optional up to 5
Mayor or Chair	Optional - Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	Optional - Up to a maximum of £500
Attendance Allowance	Optional
Financial Loss	Optional
Travel and Subsistence	Optional
Cost of Care or Personal Assistance	Mandatory
Group 3	Electorate 5,000 to 9,999
Extra Costs Payment	Mandatory for all members
Senior Role	Optional up to 3 members
Mayor or Chair	Optional - Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	Optional - Up to a maximum of £500
Attendance Allowance	Optional
Financial Loss	Optional
Travel and Subsistence	Optional
Cost of Care or Personal Assistance	Mandatory
Group 4	Electorate 1,000 to 4,999
Extra Costs Payment	Mandatory for all members
Senior Role	Optional up to 3 members
Mayor or Chair	Optional - Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	Optional - Up to a maximum of £500
Attendance Allowance	Optional
Financial Loss	Optional
Travel and Subsistence	Optional
Cost of Care or Personal Assistance	Mandatory
Group 5	Electorate less than 1,000
Extra Costs Payment	Mandatory for all members
Senior Role	Optional up to 3 members
Mayor or Chair	Optional - Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	Optional - Up to a maximum of £500
Attendance Allowance	Optional
Financial Loss	Optional
Travel and Subsistence	Optional
Cost of Care or Personal Assistance	Mandatory

Group number	Size of Electorate
Group 1	Electorate over 14,000
Group 2	10,000 to 13,999
Group 3	5,000 to 9,999
Group 4	1,000 to 4,999
Group 5	Under 1,000

There are no further changes to the payments and benefits paid to elected members and therefore all other Determinations from 2022 to 2023 still stand and should be applied in 2023 to 2024, including those covering:

- Payments for undertaking senior roles;
- Contributions towards costs of care and personal assistance;
- Reimbursement of Travel and subsistence costs;
- Compensation for financial loss:
- Attendance allowance and
- Co-opted Members

Payments to National Parks Authorities and Fire and Rescue Authorities: Determination 5

The three national parks in Wales - Brecon Beacons, Pembrokeshire Coast and Snowdonia were formed to protect spectacular landscapes and provide recreation opportunities for the public. The Environment Act 1995 led to the creation of a National Park Authority (NPA) for each park.

National Park authorities comprise members who are either elected members nominated by the principal councils within the national park area or are members appointed by the Welsh Government through the Public Appointments process. Welsh Government appointed and council nominated members are treated equally in relation to remuneration.

The three fire and rescue services (FRAs) in Wales: Mid and West Wales, North Wales and South Wales were formed as part of Local Government re-organisation in 1996. FRAs comprise elected members who are nominated by the Principal Councils within each fire and rescue service area.

Payments will increase as a result of the uplift proposed for elected members of principal councils. Therefore, there will also be an uplift of 4.76% in the basic salary element.

The remuneration for Chairs will remain linked to a Band 3 senior salary of principal councils. Therefore there will be a small increase to the role element of their pay. Deputy Chairs, Committee Chairs and other senior roles will remain linked to Band 5. Therefore their role element of pay will remain frozen. The increase in basic salary will apply. Full details of the levels of remuneration for members of National Park Authorities and Fire and Rescue Authorities, is set out in Table 3.

Table 3 – Payments to National Parks Authorities and Fire and Rescue Authorities

National Parks Authorities	
Basic salary for ordinary member	£4,964
Chair	£13,764
Deputy Chair (where appointed)	£8,704
Committee Chair or other senior post	£8,704
Fire and Rescue Authorities	
Basic salary for ordinary member	£2,482
Chair	£11,282
Deputy Chair (where appointed)	£6,222
Committee Chair or other senior post	£6,222

All other Determinations for 2022 to 2023 will still stand and should be applied in 2023 to 2024, including those covering;

- Contributions towards costs of care and personal assistance;
- Reimbursement of Travel and subsistence costs;
- Compensation for financial loss;
- Co-opted Members and
- Restrictions on receiving double remuneration where a member holds more than one post.

Section 4: Consultation on Draft – Questions

We welcome feedback on this draft Report and have included some additional questions where we would appreciate your views. The consultation period will end on the 1 December 2022 and you can either email us your comments or complete the form on our website [HERE](#).

Question 1

The Panel has continued to use the Annual Survey of Hours and Earnings (ASHE) published by the Office for National Statistics as the benchmark for setting the basic salary of elected members of principal councils. There is a corresponding proportionate increase proposed for the members of National Park and Fire and Rescue Authorities. The Panel has continued to refer to the last published ASHE which was 2021. Do you agree that the basic salary element should be referenced to the [ASHE 2021](#) data.

Yes

No

No Opinion

Any additional comments

Question 2

The Panel has made changes to the payment of costs and expenses of members of community and town councils. Do you agree with the addition of the “consumables” element?

Yes

No

No Opinion

Any additional comments

Question 3

The Panel will gather evidence from principal councils to explore whether and how the workload of elected members has changed to inform future Determinations. Are you content that the Panel should build this review into its future work plan and build the evidence base to support decisions?

- Yes
- No
- No Opinion

Any additional comments

Question 4

We have significantly reduced the size of the report this year to concentrate on key decisions made and intend to make more use of the website to provide easy to use guidance to users. This approach is also in line with our efforts to respect the challenges facing us in protecting our planet.

How would you would like to access information and guidance from the Panel?
(choose all that apply)

- Summary report with links to detailed guidance
- Easy to use guidance notes
- Frequently asked questions
- Website
- Social media
- Information events
- Other

If other, please specify:

Have you experienced any challenges accessing or understanding our guidance and information through our website? Please let us know how we can make it easier for you?

Question 5

The Panel intend to undertake a series of engagements with all relevant stakeholders over the next year as part of the development of its forward planning and building of its evidence and research strategy.

Have you any comments that would help the Panel shape this engagement?

For example, a preference for online polls, the holding of engagement events, virtual or face to face, which groups should be involved, how do we engage with prospective candidates etc.

Would you like to be involved in any future engagement events?

Yes
No

<input type="checkbox"/>
<input type="checkbox"/>

Contact details

Summary of Determinations:

Determination 1:

The basic level of salary for elected members of principal councils will set at £17,600.

Determination 2:

The salary of a leader of the largest (Group A) council will be £66,000. All other payments have been decided in reference to this.

Determination 3:

The salary of a chair of a Joint Overview and Scrutiny Committee will be £8,800.

The salary of vice-chair will be £4,400.

Determination 4:

Members of Community and Town Councils will be paid £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home. And Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables.

Determination 5:

The basic pay of members of National Park Authorities and Fire and Rescue Authorities has been increased by 4.76%. All payments are set out in Table 3.

Determination 6:

All other Determinations set out in the 2022 to 2023 [Annual Report](#) of the Panel remain valid and should be applied.

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The Report and other information about the Panel and its work are available on our website at:

[Independent Remuneration Panel for Wales](#)