

Pecyn Dogfennau



Mark James LLM, DPA, DCA
Prif Weithredwr,
Chief Executive,
Neuadd y Sir, Caerfyrddin. SA31 1JP
County Hall, Carmarthen. SA31 1JP

DYDD MERCHER 6 MAWRTH 2019

AT: HOLL AELODAU'R PWYLLGOR GWASANAETHAU DEMOCRATAIDD

YR WYF DRWY HYN YN EICH GALW I FYNYCHU CYFARFOD O'R
**PWYLLGOR GWASANAETHAU DEMOCRATAIDD A GYNHELIR YN Y
SIAMBR, NEUADD Y SIR, CAERFYRDDIN. SA31 1JP AM 10.00 YB, DYDD
MAWRTH, 12FED MAWRTH, 2019** ER MWYN CYFLAWNI'R MATERION A
AMLINELLIR AR YR AGENDA SYDD YNGHLWM

Mark James DYB

PRIF WEITHREDWR



AILGYLCHWCH OS GWELWCH YN DDA

Swyddog Democrataidd:	Kevin J Thomas
Ffôn (llinell uniongyrchol):	01267 224027
E-bost:	Kjthomas@sirgar.gov.uk

**PWYLLGOR GWASANAETHAU DEMOCRATAIDD
AELODAETH – 5 AELOD**

GRWP PLAID CYMRU 2 AELOD

1. Y Cynghorydd W.T. Evans [Is-Gadeirydd]
2. Y Cynghorydd Dai Thomas

GRWP LLAFUR 2 AELOD

1. Y Cynghorydd Suzy Curry [Cadeirydd]
2. Y Cynghorydd Dot Jones

GRWP ANNIBYNNOL 1 AELOD

1. Y Cynghorydd Jim Jones

AGENDA

1. YMDDIHEURIADAU AM ABSENOLDEB.
2. DATGANIADAU O FUDDIANNAU PERSONOL.
3. LLOFNODI YN GOFNOD CYWIR COFNODION Y CYFARFOD A GYNHALIWYD AR Y 29AIN O IONAWR 2019 5 - 8
4. ADRODDIAD BLYNYDDOL PANEL ANNIBYNNOL CYMRU AR GYDNABYDDIAETH ARIANNOL (IRPW), (CHWEFROR, 2019) 9 - 20
5. BLAENRHAGLEN WAITH Y PWYLLGOR GWASANAETHAU DEMOCRATAIDD 2019/20 21 - 26

Mae'r dudalen hon yn wag yn fwriadol

PWYLLGOR GWASANAETHAU DEMOCRATAIDD

Dydd Mawrth, 29 Ionawr 2019

YN BRESENNOL: Y Cynghorydd S.A. Curry (Cadeirydd)**Y Cynghorwyr:**

S.A. Curry, W.T. Evans and D. Thomas

Hefyd yn bresennol: Y Cynghorydd AG Morgan (cafodd wahoddiad i fod yn bresennol yn rhinwedd ei swydd fel Cadeirydd Fforwm Cadeiryddion ac Is-gadeiryddion y Pwyllgorau Craffu a'r Pwyllgor Craffu – Polisi ac Adnoddau)

Yr oedd y swyddogion canlynol yn gwasanaethu yn y cyfarfod:

N. Daniel, Pennaeth Gwasanaeth TGCh

G. Morgan, Pennaeth Gwasanaethau Democraidd

H. Daniels, Ymgynghorydd Datblygu Corfforaethol

K. Thomas, Swyddog Gwasanaethau Democraidd

Y Siambr, Neuadd y Sir - 10.00 - 10.28 am**1. YMDDIHEURIADAU AM ABSENOLDEB**

Cafwyd ymddiheuriad am absenoldeb gan y Cynghorydd T.J. Jones

2. DATGANIADAU O FUDDIANNAU PERSONOL.

Ni ddatganwyd unrhyw fuddiannau personol.

3. LLOFNODI YN GOFNOD CYWIR COFNODION Y CYFARFOD A GYNHALIWYD AR 15FED HYDREF 2019

PENDERFYNWYD YN UNFRYDOL Iofnodi bod cofnodion cyfarfod y Pwyllgor ar 15 Hydref 2018 yn gofnod cywir.

4. SWYDDOGAETH GRAFFU CYNGOR SIR CAERFYRDDIN - ADRODDIAD BLYNYDDOL 2017/18

Bu'r Pwyllgor yn ystyried Adroddiad Blynyddol 2017/18 Cyngor Sir Caerfyrddin ynghylch ei Swyddogaeth Graffu a oedd yn rhoi trosolwg o Swyddogaeth Graffu'r Cyngor ac yn cyfeirio'n benodol at y gwaith yr oedd y pum Pwyllgor Craffu wedi ymgymryd ag ef. Roedd yr adroddiad yn tynnu sylw at rôl allweddol y pwyllgorau craffu o ran hyrwyddo atebolrwydd ym mhroses gwneud penderfyniadau awdurdodau lleol, roedd yn adnodd gwerthfawr o ran sicrhau bod polisïau'r cyngor yn adlewyrchu'r blaenoriaethau presennol, yn ogystal â hyrwyddo effeithlonrwydd ac annog gweithio mewn partneriaeth ag asiantaethau allanol.

Croesawyd Cadeirydd y Pwyllgor Craffu - Cadeiryddion ac Is-gadeiryddion i'r cyfarfod a rhoddwyd y cyfle iddo gyflwyno'r adroddiad i'r Pwyllgor. Dywedodd fod rhai o'r prif feysydd sydd wedi / yn cael eu hystyried ar hyn o bryd yn cynnwys yr angen am gyflwyno adroddiadau amserol o ran monitro'r gyllideb, datblygu aelodau a swyddogion i sicrhau craffu effeithiol, ynghyd â chraffu ar Raglen Bargaen Ddinesig Bae Abertawe a chwmnïau hyd braich y Cyngor. Yn ogystal,

roedd yr holl bwyllgorau craffu yn cael eu hannog i sefydlu grŵp gorchwyl a gorffen i edrych yn feirniadol ar unrhyw faes o bryder a allai godi o fewn eu portffolios.

PENDERFYNWYD YN UNFRYDOL dderbyn yr adroddiad.

5. GWEITHIO'N DDI-BAPUR - DIWEDDARIAD

Atgoffwyd y Pwyllgor fod y Cyngor yn ystod ei gyfarfod ym mis Medi 2018 wedi penderfynu "Bod yr Awdurdod yn dechrau mabwysiadu system gyfathrebu ddi-bapur â'r holl Gynghorwyr, a fydd ar waith o 2 Medi er mwyn mynd i'r afael ag unrhyw bryderon a bod rhaglen hyfforddiant briodol yn cael ei threfnu cyn y dyddiad hwn"

Fel rhan o'r drafodaeth ar weithio'n ddi-bapur, cafwyd ymrwymiad i ddarparu rhaglen hyfforddi ar yr ap modern.gov.; i gynnal arolwg o'r holl aelodau'r o ran eu gofynion T.G. a'r ddarpariaeth bresennol o ran band eang yn eu cartrefi, i lunio dogfen ganllaw ar gyfer Cynghorwyr a Swyddogion ar sicrhau bod gweithio'n ddi-bapur yn llwyddiant. Yn unol â'r ymrwymiad hwnnw, derbyniodd y Pwyllgor adroddiad yn rhoi'r manylion diweddaraf ynghylch cyflwyno gweithio'n ddi-bapur gan gynnwys:

- Holiadur T.G. drafft
- Rhesymwaith o ran paratoi a mynychu cyfarfodydd di-bapur
- Rhestr o hyfforddiant a sesiynau 'galw heibio' ar gyfer aelodau etholedig a swyddogion.

Yn ychwanegol at yr uchod, roedd Gweithgor Datblygu Neuadd y Sir yn trafod yr opsiynau o osod systemau gwefru priodol yn y Siambr yn Neuadd y Sir a'r posibilrwydd o uwchraddio'r system gynadledda i sicrhau ei bod yn addas at y dyfodol.

Mewn ymateb i gwestiwn ynghylch y posibilrwydd o arddangos agenda'r cyfarfod ar sgrin dywedodd y Pennaeth Gwasanaethau Democraidd y byddai modd edrych ar hyn.

Cadarnhaodd y Pennaeth TGCh mewn ymateb i gwestiwn ar argaeledd band eang o fewn ardaloedd gwledig y sir nad oedd wedi cael gwybod am unrhyw anawsterau o'r fath. Fodd bynnag, os oedd Aelodau yn wynebu problemau cysylltedd, dylid rhoi gwybod i'r adran TGCh er mwyn ymchwilio i'r mater.

PENDERFYNWYD YN UNFRYDOL dderbyn yr adroddiad a bod yr holiadur TGCh yn cael ei gymeradwyo i'w ddosbarthu i bob aelod o'r Cyngor

6. ADOLYGAETH BLYNYDDOL SWYDDOGAETH Y GWASANAETH DEMOCRATAIDD

Bu'r Pwyllgor yn ystyried Adroddiad Blynyddol 2017/18 y Pwyllgor Gwasanaethau Democraidd a oedd yn rhoi amlinelliad o'r adnoddau staff yn yr Adain Gwasanaethau Democraidd sy'n rhan o adran y Prif Weithredwr, crynodeb o'r ystod eang o ddyletswyddau yr ymgymerir â hwy, datblygiadau parhaus ynghyd ag

unrhyw gynigion yn y dyfodol i gefnogi aelodau etholedig yn eu priod swyddogaethau.

Mewn ymateb i gwestiwn ynghylch y blaenoriaethau ar gyfer 2019/20, dywedodd y Pennaeth Gwasanaethau Democraidd eu bod yn cynnwys cyflwyno gweithio'n ddi-bapur, hyfforddiant craffu ar gyfer aelodau a swyddogion; archwiliad o aliniad swyddogaethau'r pwyllgorau craffu i adlewyrchu'r strwythurau adrannol a phortffolios Aelodau o'r Bwrdd Gweithredol (cyhyd ag y bo'n ymarferol); cyflwyno system dreuliau ar-lein i aelodau ynghyd ag adolygiad o'r ystafelloedd cyfarfod yn neuadd y sir a chyfleusterau cynadledda.

Cadarnhaodd y Pennaeth TGCh, mewn ymateb i gwestiwn ynghylch darpariaeth offer TGCh ar gyfer aelodau etholedig, nad oedd cynlluniau ar y gweill ar hyn o bryd i adnewyddu'r offer ar raddfa fawr, oherwydd byddai angen darpariaeth yn y gyllideb ar gyfer hyn. Fodd bynnag, petai unrhyw aelod yn cael anhawster byddai'r offer yn cael eu newid am ddewis priodol arall.

PENDERFYNWYD YN UNFRYDOL dderbyn yr adroddiad.

CADEIRYDD

DYDDIAD

Mae'r dudalen hon yn wag yn fwriadol

**PWYLLGOR Y GWASANAETHAU DEMOCRATAIDD
12FED MAWRTH 2019**

**ADRODDIAD BLYNYDDOL PANEL ANNIBYNNOL CYMRU AR
GYDNABYDDIAETH ARIANNOL (IRPW), (CHWEFROR, 2019)**

**YR ARGYMHELLION / PENDERFYNIADAU ALLWEDDOL SYDD EU
HANGEN:**

Gofynnir i Bwyllgor y Gwasanaethau Democrataidd:-

1. Nodi'r penderfyniadau canlynol gan Banel Annibynnol Cymru ar Gydnabyddiaeth Ariannol (IRPW) ar gyfer 2019/20:-

- cynnydd mewn cyflog sylfaenol i aelodau etholedig prif awdurdodau lleol i £13,868 (cynnydd o £268 neu 1.97%);
- cynnydd yn Uwch-gyflogau Band 1 a Band 2 sy'n daladwy i'r Arweinydd, y Dirprwy Arweinydd a'r Aelodau Gweithredol o £800 gan gynnwys y cynnydd o £268 yn y cyflog sylfaenol a dderbynnir gan bob aelod
- nid oes unrhyw newidiadau yn cael eu cynnig ar gyfer Uwch-gyflogau Bandiau 3, 4 a 5 (heblaw am y cynnydd o 1.97% yn y cyflog sylfaenol)
- bod y Panel wedi cael gwared â'r dewis am Gyflogau Dinesig ar sail lefel y cyfrifoldeb ac wedi penderfynu y dylid talu cyflogau'r pennaeth dinesig a'r dirprwy bennaeth dinesig ar Fand 3 £22,568 ar gyfer pennaeth dinesig ac ar Fand 5 £17,568 ar gyfer dirprwy bennaeth dinesig.
- mae'r Panel wedi dileu'r fframwaith taliadau ar gyfer Cyd-bwyllgorau Trosolwg a Chraffu, pe bai cynghorau penodol yn ffurfio Cyd-bwyllgorau Trosolwg a Chraffu yn y dyfodol yna gellir gwneud cais am roi cydnabyddiaeth ariannol dan adrannau 3.22 a 3.23 yr adroddiad.

2. ystyried a ddylid cynnal y trefniadau presennol ar gyfer 2019/20 mewn perthynas â'r canlynol:-

- cyfraddau ad-dalu costau cynhaliath a'r arfer presennol bod yr Uned Gwasanaethau Democrataidd yn gyfrifol am holl drefniadau llety dros nos yr aelodau
- gosod cap ar y ffioedd a delir i'r Aelodau Cyfetholedig sef 10 diwrnod llawn (neu 20 hanner diwrnod) o gyfarfodydd;
- cyhoeddi ad-daliadau'r Costau Gofal, mae'r Awdurdod wedi dewis cyhoeddi'r cyfanswm a ad-dalwyd gan yr Awdurdod yn ystod y flwyddyn ond heb briodoli'r taliadau i unrhyw aelod.

3. derbyn argymhellion a phenderfyniadau Panel Annibynnol Cymru ar Gydnabyddiaeth Ariannol ar gyfer 2019 a'u cynnwys yn rhan o Gynllun presennol Lwfansau'r Cynghorwyr a'r Aelodau Cyfetholedig ar gyfer 2019/20 yn seiliedig ar pro forma newydd Panel Annibynnol Cymru ar Gydnabyddiaeth Ariannol.

Y RHESYMAU:

Roedd Rheoliadau Awdurdodau Lleol (Lwfansau i Aelodau) (Cymru) 2007 yn darparu ar gyfer sefydlu Panel Annibynnol Cymru ar Gydnyddiaeth Ariannol (IRPW) i adolygu lwfansau cynghorwyr yng Nghymru. Sefydlwyd yr IRPW yn Ionawr 2008 i bennu uchafsymiau'r lwfansau sy'n daladwy gan Gynghorau Sir a Chynghorau Bwrdeistref Sirol yng Nghymru. Yn sgil cymeradwyo Mesur Llywodraeth Lleol (Cymru) 2011 helaethwyd maes gorchwyl y Panel i gwmpasu'r Parciau Cenedlaethol a'r Awdurdodau Tân ac Achub a Chynghorau Tref a Chymuned yng Nghymru, a bellach gall yr IRPW bennu lefelau'r lwfansau / cyflogau a delir yn hytrach na dim ond argymell uchafsymiau'r lwfansau y gellid eu talu.

Ymgynghorwyd â'r Pwyllgor Craffu Amherthnasol
Angen i'r Bwrdd Gweithredol wneud penderfyniad NAC OES
Angen i'r Cyngor wneud penderfyniad OES

Yr Aelod o'r Bwrdd Gweithredol sy'n Gyfrifol am y Portffolio:- Y Cynghorydd Emllyn Dole (Arweinydd) y Cynghorydd David Jenkins (Adnoddau) a'r Cynghorydd T. Davies (Cadeirydd y Pwyllgor Gwasanaethau Democrataidd)

Y Gyfarwyddiaeth

Enw Pennaeth y Gwasanaeth:
Linda Rees-Jones

Awdur yr Adroddiad:
Gaynor Morgan

Y Prif Weithredwr

Swyddi:
Pennaeth Gweinyddiaeth a'r Gyfraith

Pennaeth y Gwasanaethau Democrataidd

Rhifau ffôn

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Cyfeiriadau e-bost:

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EXECUTIVE SUMMARY
DEMOCRATIC SERVICES COMMITTEE
12TH MARCH 2019

INDEPENDENT REMUNERATION PANEL FOR WALES (IRPW) ANNUAL REPORT (FEBRUARY, 2019)

The IRPW published its Annual Report in February, 2019 and the Committee is required to consider its determinations and make recommendations to Council for inclusion within the Councillors' and Co-opted Members' Salaries and Allowances Scheme for 2019/20.

In setting the level of salaries and allowances for 2019/20 the IRPW has:-

- Increased basic salary in 2019/20 for elected members of principal local authorities to £13,868 (£268 / 1.97%);
- increased Band 1 and Band 2 senior salaries payable to the Leader, the Deputy Leader and Executive Members by £800 inclusive of the £268 increase to the basic salary received by all members
- Determined no changes to Band 3, 4 and 5 Senior Salaries (apart from the increase in basic salary of 1.97%)
- removed the option for Civic Salaries based on level of responsibility and has determined that payment for a civic head and deputy civic head should now be made at Band 3 £22,568 for a civic head and at the Band 5 salary of £17,568 for a deputy civic head.
- deleted the payment framework for Joint Overview and Scrutiny Committees, if in future a JOSOC is formed by specific councils an application can be made to remunerate under parts 3.22 and 3.23 of the report.

The Committee is asked to consider whether to main existing arrangements for Subsistence and Accommodation Allowances, payment of Co-opted Members' Fees for the 2019/20 Municipal Year and publication arrangements for reimbursement of Costs of Care

The recommendations of the Democratic Services Committee will be considered by the Council at its meeting held on the 10th April 2019

A full copy of the IRPW's Annual Report (February, 2019) can be viewed on the IRPW's website :

<https://beta.gov.wales/independent-remuneration-panel-wales-annual-report-2019-2020>

DETAILED REPORT ATTACHED?	YES plus Appendix 1 IRPW Summary of New and Updated Determinations for 2019/20
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IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Linda Rees Jones, Head of Administration & Law

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	YES	NONE	NONE	NONE	NONE

Policy, Crime & Disorder and Equalities

The existing Members' Allowances Scheme which is contained within the Council's Constitution will need to be amended to reflect any changes agreed by the Council to the current level of allowances.

Finance

Any increases within Basic, Senior Salaries, Civic Salaries or Co-opted Members' fees and allowances to be paid would need to be reflected within the budget for 2019/20.

Legal

The Council's Constitution requires the Council to adopt a Scheme for Members Allowances, the Scheme must meet the requirements imposed by the Independent Remuneration IRPW for Wales.

Part 8 (sections 141 to 160) and schedules 2 and 3 of the Local Government (Wales) Measure 2011 set out the arrangements for the payments and pensions for members of relevant authorities and the functions and responsibilities of the Independent Remuneration Panel for Wales.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Linda Rees Jones, Head of Administration & Law

1.Scrutiny Committee Not applicable

2.Local Member(s) Not applicable

3.Community / Town Council Not applicable

4.Relevant Partners Not applicable

5.Staff Side Representatives and other Organisations Not applicable

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

THESE ARE DETAILED BELOW:

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Independent Remuneration IRPW for Wales - Annual Report (February 2019)	AD030-001	The Independent Remuneration IRPW for Wales website: Cymraeg:- https://beta.llyw.cymru/sites/default/files/publications/2019-02/pacga-adroddiad-blynyddol-2019.pdf English:- https://beta.gov.wales/sites/default/files/publications/2019-02/irp-annual-report-2019.pdf

Mae'r dudalen hon yn wag yn fwriadol

REPORT OF THE HEAD OF ADMINISTRATION AND LAW

DEMOCRATIC SERVICES COMMITTEE

12TH MARCH 2019

INDEPENDENT REMUNERATION PANEL FOR WALES (IRPW) ANNUAL REPORT (FEBRUARY, 2019)

The Independent Remuneration Panel for Wales published its 2019-20 Annual Report in February 2019

The report contains 49 determinations which are detailed within the attached appendix and form Annex 5 of the IRPW report.

The Democratic Services Committee is asked to consider the following matters which the IRPW has determined that individual authorities can decide:-

Subsistence costs when on Official Business:-

The Authority currently pays overnight costs of up to £200 for London, £95 elsewhere and £25 for staying with friends and/or Family. The IRPW rates allow payment of up to £200 for London, £95 for elsewhere and £30 for staying with friends and/or family. The **Democratic Services Committee is asked to consider whether it wishes to retain the rates of reimbursement for subsistence costs for 2019/20 and continue with the current practice of all overnight accommodation for members being arranged through the Democratic Services Unit.**

Co-opted Member Payments:-

Principal Councils can decide on the maximum number of days in any one year for which co-opted members can be paid, Council currently caps payment of Co-opted Members' Fees at 10 full day (or 20 half-day) meetings per annum and the **Democratic Services Committee is asked to consider whether it wishes to retain this level or suggest an alternative maximum limit for 2019/20.**

Reimbursement of Costs of Care

The IRPW has again decided to allow optional approaches to the publication of costs of care, namely

Option 1 - details of the amounts reimbursed to named members; or

Option 2 - the total amount reimbursed by the authority during the year but not attributable to any member (*as at present*).

The Democratic Services Committee is asked to consider whether it wishes to retain publication in accordance with Option 2.

Mae'r dudalen hon yn wag yn fwriadol

Summary of new and updated Determinations contained in this report

The numbers of most of the Determinations contained within this report have changed from previous reports.

To assist authorities, this table sets out the Determinations in this report which are entirely new or have been updated.

Principal Councils	
Determination 1: This Determination has been updated	Basic salary in 2019/20 for elected members of principal councils shall be £13,868.
Determination 2: The amounts payable under this Determination have been updated	Senior salary levels in 2019/20 for members of principal councils shall be as set out in Table 5.
Determination 3: This Determination has been updated	Where paid, a civic head must be paid a Band 3 salary of £22,568 and (where paid) a deputy civic head must be paid a Band 5 salary of £17,568.
Determination 4: This Determination has been updated	Where appointed and if remunerated, a presiding member must be paid a Band 3 senior salary of £22,568.
Determination 6: This is a new Determination	<ul style="list-style-type: none"> • An elected member must not be remunerated for more than one senior post within their authority. • An elected member must not be paid a senior salary and a civic salary. • All senior and civic salaries are paid inclusive of basic salary. • 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.
Determination 7: This is a new Determination	Members in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any NPA or FRA to which they have been appointed.
Determination 8: This is a new Determination	Members in receipt of a Band 1 or Band 2 salary cannot receive any payment from a Community or Town Council of which they are a member other than travel and subsistence expenses and reimbursement of costs of care.
Determination 11: This Determination has been updated	Principal Councils can apply for specific or additional senior salaries that do not fall within the current Remuneration Framework.
The previous Determinations relating to Joint Overview and Scrutiny Committees have been deleted. Paragraph 4.1 of this report explains the alternative procedures.	

National Park Authorities	
Determination 19: This Determination has been updated	The basic salary for NPA ordinary members shall be £3,735.
Determination 20: This Determination has been updated	The senior salary of the Chair of an NPA shall be £12,435.
Determination 21: This Determination has been updated	An NPA senior salary can be paid to a Deputy Chair and up to two committee Chairs where there is significant and sustained responsibility. This can be paid at either of the following levels to be decided by the authority to reflect the appropriate responsibility £7,435 or £6,135.
Determination 22: This Determination has been updated	NPAs can apply for specific or additional senior salaries that do not fall within the current Remuneration Framework.
Fire and Rescue Authorities	
Determination 26: This Determination has been updated	The basic salary for FRA ordinary members shall be £1,780.
Determination 27: This Determination has been updated	The senior salary of the Chair of an FRA shall be £10,480.
Determination 28: This Determination has been updated	An FRA senior salary can be paid to the Deputy Chair and up to two Chairs of committees where there is significant and sustained responsibility. This shall be paid at £5,480.
Determination 29: This Determination has been updated	FRAs can apply for specific or additional senior salaries that do not fall within the current Remuneration Framework.
Co-opted Members of Principal Councils, National Park Authorities and Fire & Rescue Authorities	
Determination 36: This is Determination has been updated	The appropriate officer within the authority must 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.
Determination 37: This Determination has been updated	Fees must be paid for meetings and other activities including other committees and working groups (including task and finish groups), pre- meetings with officers, training and attendance at conferences or any other formal meeting to which co-opted members are requested to attend.
Determination 38: This is a new Determination	Each authority, through its Democratic Services Committee or other appropriate committee, must ensure that all voting co-opted members are given as much support as is necessary to enable them to fulfil their duties effectively. Such support should be without cost to the individual member.
Community and Town Councils	
Determination 40: This Determination has been updated	All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.

<p>Determination 45: This Determination has been updated</p>	<p>Community and town councils can pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties as follows:</p> <ul style="list-style-type: none"> - Up to £54.00 for each period not exceeding 4 hours - Up to £108.00 for each period exceeding 4 hours but not exceeding 24 hours.
<p>Determination 49: This is a new Determination</p>	<p>Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is Leader, Deputy Leader or Executive Member) cannot receive any payment from any community or town council, other than travel and subsistence expenses and reimbursement of costs of care.</p>

Mae'r dudalen hon yn wag yn fwriadol

PWYLLGOR GWASANAETHAU DEMOCRATAIDD
12fed Mawrth 2019

BLAENRHAGLEN WAITH Y PWYLLGOR GWASANAETHAU
DEMOCRATAIDD

Y Pwrpas: Sicirhau bod materion Agenda y Pwyllgor Gwasanaethau Democrataidd wedi'i cynllunio yn addas

Yr Argymhellion / Penderfyniadau Allweddol Sydd Eu Hangen:

I ystyried a nodi Blaenrhaglen waith ar gyfer y Pwyllgor

Y Rhesymau:

Blaenrhaglen Blynyddol i ystyried gydag Aelodau o'r Pwyllgor Gwasanaethau Democrataidd am yr eitemau agenda yw trafod am y flwyddyn 19/20.

Ymgynghorwyd â'r pwyllgor craffu perthnasol : Amherthnasol

Angen i'r Bwrdd Gweithredol wneud penderfyniad : NA

Angen i'r Cyngor wneud penderfyniad : NA

YR AELOD O'R BWRDD GWEITHREDOL SY'N GYFRIFOL AM Y PORTFFOLIO:- Amh.

Y Cyngorydd Suzy Curry Cadeirydd Pwyllgor Gwasanaethau Democratiadd

Y Gyfarwyddiaeth: Prif
Weithredwr

**Enw Pennaeth y
Gwasanaeth:**

Linda Rees Jones

Awdur yr Adroddiad:

Gaynor Morgan

Swyddi:

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EXECUTIVE SUMMARY

Democratic Services Committee 12th March 2019

Democratic Services Committee Forward Work Programme

The purpose of this report is to inform the development of the Democratic Services Committee forward work programme for the period 2019/20. The development of a programme of work for the Committee will ensure that all appropriate Committees of the Authority have published up to date programmes which are owned by the Committee members.

A suggested work programme is attached for the Committee's consideration and comment.

DETAILED REPORT ATTACHED ?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Linda Rees Jones
Gaynor Morgan

Head of Administration and Law
Head of Democratic Services

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
NONE	NONE	NONE	NONE	NONE	NONE	NONE

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Linda Rees Jones
Gaynor Morgan

Head of Administration and Law
Head of Democratic Services

1. **Scrutiny Committee** : Not Applicable
2. **Local Member(s)** : Not Applicable
3. **Community / Town Council** : Not Applicable
4. **Relevant Partners** : Not Applicable
5. **Staff Side Representatives and other Organisations** : Not Applicable

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Local Government Wales Measure		http://www.legislation.gov.uk/mwa/2011/4/contents/enacted
WAO Corporate Assessment		https://www.wao.gov.uk/publication/carmarthenshire-county-council-corporate-assessment-report-2015

Mae'r dudalen hon yn wag yn fwriadol

FORWARD WORK PROGRAMME DEMOCRATIC SERVICES COMMITTEE 19/20

SUBJECT AREA AND BRIEF DESCRIPTION OF NATURE OF REPORT	LEAD DEPARTMENT	RESPONSIBLE OFFICER	DATE TO DEMOCRATIC SERVICES COMMITTEE
MEMBER DEVELOPMENT PROGRAMME 19/20 To develop a Member Development Programme for 19/20.	Chief Executive	Corporate Learning & Development Advisor	JUNE 2019
PERSONAL DEVELOPMENT REVIEWS – DISCUSSIONS WITH GROUP LEADERS To receive an update on discussion between Corporate Learning & Development and Group Leaders regarding development requirements for Members	Chief Executive	Corporate Learning & Development Advisor	JUNE 2019
TO CONSIDER A METHOD OF SELF EVALUATION FOR SCRUTINY COMMITTEES	Chief Executive	Head of Democratic Services	JUNE 2019
ANNUAL REPORT OF THE DEMOCRATIC SERVICES COMMITTEE 2018/19 To consider a report outlining the work the work of the Committee during the 2018/19 municipal year.	Chief Executive	Head of Democratic Services	SEPTEMBER 2019
CARMARTHENSHIRE COUNTY COUNCIL'S SCRUTINY FUNCTION ANNUAL REPORT 2018/19 To consider an overview of the Council's Scrutiny Function and the respective Scrutiny Committees' work during the 2018/19 municipal year.	Chief Executive	Head of Democratic Services	SEPTEMBER 2019
MEMBER DEVELOPMENT PROGRAMME 19/20 To receive an update on the Member Development Programme and identify additional training and development topics.	Chief Executive	Corporate Learning & Development Advisor	SEPTEMBER 2019



<p>INDEPENDENT REMUNERATION PANEL FOR WALES DRAFT ANNUAL REPORT To consider and comment on the draft report.</p>	<p>Chief Executive</p>	<p>Head of Democratic Services</p>	<p>NOVEMBER 2019</p>
<p>RESOURCES TO DISCHARGE DEMOCRATIC SERVICES FUNCTIONS To receive the report of the Head of Democratic Services on the adequacy of provision by the authority of staff, accommodation and other resources to discharge democratic services functions</p>	<p>Chief Executive</p>	<p>Head of Democratic Services</p>	<p>NOVEMBER 2019</p>
<p>INDEPENDENT REMUNERATION PANEL FOR WALES ANNUAL REPORT (FINAL) To consider the determinations contained within the report and make appropriate recommendations to Council</p>	<p>Chief Executive</p>	<p>Head of Democratic Services</p>	<p>MARCH 2020</p>



SUBJECT AREA AND BRIEF DESCRIPTION OF NATURE OF REPORT	LEAD DEPARTMENT	RESPONSIBLE OFFICER	DATE TO DEMOCRATIC SERVICES COMMITTEE
ANNUAL AND SUPPLEMENTARY REPORTS OF THE INDEPENDENT REMUNERATION PANEL FOR WALES To consider the implementation of reports issued by the Independent Remuneration Panel for Wales in respect of members allowances etc	Chief Executive	Head of Democratic Services	MARCH 2019
COUNCILLOR ANNUAL REPORTS To confirm arrangements for publication of Councillor Annual reports	Chief Executive	Head of Democratic Services	JUNE 2019
MATTERS REFERRED FROM CRWG	Chief Executive's	Head of Democratic Services	AS REQUIRED



Mae'r dudalen hon yn wag yn fwriadol