

# Public Document Pack



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To: All Members of the Council

4 May 2016

Dear Councillor

You are invited to attend a meeting of the Flintshire County Council which will be held at 11.00 am on Tuesday, 10th May, 2016 in the Council Chamber, County Hall, Mold CH7 6NA to consider the following items

## A G E N D A

### 1 APOLOGIES FOR ABSENCE

**Purpose:** To receive any apologies.

### 2 DECLARATIONS OF INTEREST

**Purpose:** To receive any Declarations and advise Members accordingly.

### 3 CHAIR'S REVIEW OF THE YEAR 2015/16

**Purpose:** To receive details of the Chair's review of the year.

### 4 APPOINTMENT OF CHAIRMAN OF THE COUNCIL FOR THE MUNICIPAL YEAR 2016/17, INVESTITURE OF CHAIN OF OFFICE AND SIGNING O DECLARATION OF ACCEPTANCE OF OFFICE

### 5 APPOINTMENT OF VICE-CHAIRMAN OF THE COUNCIL FOR THE MUNICIPAL YEAR 2016/17, INVESTITURE OF CHAIN OF OFFICE AND SIGNING O DECLARATION OF ACCEPTANCE OF OFFICE

### 6 APPOINTMENT OF LEADER OF THE COUNTY COUNCIL

### 7 APPOINTMENT OF THE CABINET BY THE LEADER OF THE COUNCIL

8 **CONSTITUTIONAL MATTERS: COMMITTEES** (Pages 3 - 12)

Report of Chief Officer (Governance) enclosed.

9 **CHANGES TO THE NATIONAL CODE OF CONDUCT FOR COUNCILLORS**  
(Pages 13 - 34)

Report of Chief Officer (Governance) enclosed.

10 **OUTSIDE BODIES** (Pages 35 - 54)

Report of Chief Officer (Governance) enclosed.

11 **SCHEDULE OF MEMBER REMUNERATION** (Pages 55 - 74)

Report of Chief Officer (Governance) enclosed.

12 **COUNTY COUNCIL DIARY OF MEETINGS 2016/17** (Pages 75 - 90)

Report of Chief Officer (Governance) enclosed.

Yours faithfully



Peter Evans  
Democracy & Governance Manager

**WEBCASTING NOTICE**

This meeting will be filmed for live broadcast on the Council's website. The whole of the meeting will be filmed, except where there are confidential or exempt items, and the footage will be on the website for 6 months.

Generally the public seating areas are not filmed. However, by entering the Chamber you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and / or training purposes.

If you have any queries regarding this, please contact a member of the Democratic Services Team on 01352 702345



## COUNTY COUNCIL

<b>Date of Meeting</b>	Tuesday, 10 May 2016
<b>Report Subject</b>	Constitutional Matters: Committees and Outside Bodies
<b>Report Author</b>	Chief Officer (Governance)

### EXECUTIVE SUMMARY

To deal with those matters which require decisions at the Annual Meeting of the County Council in accordance with Council Procedure Rule 1.1 (vii)-(xiv). As in previous years each section deals with a different topic such as Appointment of Committees and each recommendation follows the relevant section. Each section will need to be considered and voted on in turn at the meeting.

### RECOMMENDATIONS

1	<p>That the Council appoint the following Committees:</p> <ul style="list-style-type: none"> <li>• Audit</li> <li>• Clwyd Pension Fund</li> <li>• Constitution</li> <li>• Democratic Services</li> <li>• Licensing</li> <li>• Planning and Development</li> <li>• Standards</li> <li>• The Six Overview and Scrutiny Committees shown below <ul style="list-style-type: none"> <li>○ Community and Enterprise</li> <li>○ Corporate Resources</li> <li>○ Education and Youth</li> <li>○ Environment</li> <li>○ Organisational Change</li> <li>○ Social Services and Health</li> </ul> </li> </ul>
2	That the size of each Committee should be as set out in paragraph 1.03.
3	That seats be allocated in accordance with the requirements of political balance.

4	That Council appoints the Chair of the following Committees (Noting any restrictions on eligibility): <ul style="list-style-type: none"> <li>○ Clwyd Pension Fund</li> <li>○ Constitution</li> <li>○ Democratic Services</li> <li>○ Licensing</li> <li>○ Planning and Development</li> </ul>
5	That Council decides which group will Chair each Overview and Scrutiny Committee.
6	That Local Choice Functions as set out in the Constitution are approved.
7	That the make-up of the Appointments Committee be approved.
8	That the 3 Councillors on the Standards Committee be noted

## **REPORT DETAILS**

<b>1.00</b>	<b>CONSTITUTIONAL MATTERS</b>
	<b><u>APPOINTMENT OF COMMITTEES</u></b>
1.01	<p>The Constitution presently provides for the appointment of the following committees:-</p> <ul style="list-style-type: none"> <li>• Audit</li> <li>• Clwyd Pension Fund Committee</li> <li>• Constitution Committee</li> <li>• Democratic Services Committee</li> <li>• Licensing Committee</li> <li>• Planning and Development Control</li> <li>• Standards Committee</li> </ul> <p>Plus six Overview and Scrutiny Committees (OSC's) which will be as shown below</p> <ul style="list-style-type: none"> <li>• Community and Enterprise</li> <li>• Corporate Resources</li> <li>• Education and Youth</li> <li>• Environment</li> <li>• Organisational Change</li> <li>• Social Services and Health</li> </ul>
1.02	<p><b>It is recommended that Council appoint the following committees:</b></p> <ul style="list-style-type: none"> <li>• <b>Audit</b></li> </ul>

	<ul style="list-style-type: none"> <li>• Clwyd Pension Fund</li> <li>• Constitution</li> <li>• Democratic Services</li> <li>• Licensing</li> <li>• Planning and Development</li> <li>• Standards</li> <li>• The Six Overview and Scrutiny Committees listed above</li> </ul>														
	<b><u>DETERMINATION OF THE SIZE OF COMMITTEES</u></b>														
1.03	<p>The Annual Meeting must decide upon the size of each of the Committees it has appointed. The Constitution presently makes provision for the size of those Committees as set out below:-</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Audit Committee</td> <td style="text-align: right;">7</td> </tr> <tr> <td>Constitution Committee</td> <td style="text-align: right;">21</td> </tr> <tr> <td>Democratic Services Committee</td> <td style="text-align: right;">21</td> </tr> <tr> <td>Licensing Committee</td> <td style="text-align: right;">12</td> </tr> <tr> <td>Each of the Overview &amp; Scrutiny Committees</td> <td style="text-align: right;">15</td> </tr> <tr> <td>Pensions Committee*</td> <td style="text-align: right;">5</td> </tr> </table> <p>(*please note in addition to the places listed there are 4 places for co-optees)</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Planning &amp; Development Control Committee</td> <td style="text-align: right;">21</td> </tr> </table>	Audit Committee	7	Constitution Committee	21	Democratic Services Committee	21	Licensing Committee	12	Each of the Overview & Scrutiny Committees	15	Pensions Committee*	5	Planning & Development Control Committee	21
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Planning & Development Control Committee	21														
1.04	<b>It is recommended that the size of each committee should be as set out in paragraph 1.03.</b>														
	<b><u>TERMS OF REFERENCE OF COMMITTEES AND PENSION DELEGATIONS</u></b>														
1.05	The Annual Meeting is required to decide the terms of reference of the committees that it appoints. The existing terms of reference of the existing committees are set out in Part 2 of the Constitution.														
1.06	<b>It is recommended that the terms of reference for each committee in Part 2 of the Constitution should be approved.</b>														
	<b><u>POLITICAL BALANCE</u></b>														
1.07	The Council is required at, or as soon as practicable after the Annual Meeting, to decide the allocation of seats to political groups in accordance with the Political Balance Rules contained in the Local Government and Housing Act 1989 and the Local Government (Committees and Political														

	Groups) Regulations 1990 as amended.																																			
1.08	<p>The basis of the statutory requirement is that committee seats should be allocated to political groups in so far as practicable in the same proportion as those groups have to the total membership of the County Council. The allocation of seats on committees to the political groups must recognise that:-</p> <p>(i) There must be no one group committees.</p> <p>(ii) Where there is a majority group it is entitled to a majority upon every committee. (This does not apply where the largest group does not have an overall majority)</p> <p>(iii) The total number of seats allocated to each political group should be (in so far as is practicable) in the same proportion as those groups strengths upon the full Council.</p> <p>(iv) Each committee should (so far as is practicable) have the same proportional division between political groups as is represented upon the full Council.</p>																																			
1.09	<p>There are a total of 177 seats for councillors across all of the council committees Based on the current group membership the entitlement of each group to seats is set out in the table below. Those seats could be divided across the different committees in a number of possible configurations, and one possible lawful configuration is attached to the report as Appendix 1.</p> <table border="1" data-bbox="290 1104 1407 1641"> <thead> <tr> <th>Group</th> <th>Size of group</th> <th>% of total councillors</th> <th>Entitlement to seats</th> </tr> </thead> <tbody> <tr> <td>Labour</td> <td>34</td> <td>48.57%</td> <td>86 (85.97)</td> </tr> <tr> <td>Independent Alliance</td> <td>10</td> <td>14.29%</td> <td>26 (25.29)</td> </tr> <tr> <td>Conservative</td> <td>8</td> <td>11.43%</td> <td>20 (20.23)</td> </tr> <tr> <td>Independent</td> <td>6</td> <td>8.57%</td> <td>15 (15.17)</td> </tr> <tr> <td>Liberal Democrats</td> <td>6</td> <td>8.57%</td> <td>15 (15.17)</td> </tr> <tr> <td>New Independent</td> <td>6</td> <td>8.57%</td> <td>15 (15.17)</td> </tr> <tr> <td>Total</td> <td>70</td> <td>100%</td> <td>177</td> </tr> </tbody> </table>				Group	Size of group	% of total councillors	Entitlement to seats	Labour	34	48.57%	86 (85.97)	Independent Alliance	10	14.29%	26 (25.29)	Conservative	8	11.43%	20 (20.23)	Independent	6	8.57%	15 (15.17)	Liberal Democrats	6	8.57%	15 (15.17)	New Independent	6	8.57%	15 (15.17)	Total	70	100%	177
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1.10	<p>In relation to the Audit and Democratic Services Committees, the Local Government (Wales) Measure limits the number of Cabinet Members on each committee to a maximum of one who cannot be the Leader. At a meeting of the Audit Committee it was of the view there should be no Cabinet Members on it.</p>																																			
1.11	<p><b>It is recommended that seats be allocated as set out in Appendix 1.</b></p>																																			

**APPOINTMENT OF CHAIRS OF STANDING COMMITTEES**

1.12 The committee chairs are appointed by different bodies and some are subject to restrictions. A table showing which body appoints which chair and what restrictions (if any) apply is set out below:

<b>Committee</b>	<b>Who Appoints the Chair?</b>	<b>Any Restrictions?</b>
Audit Committee	Audit Committee	Cannot be a member of a group represented on the Cabinet (Local Government Wales Measure 2011)
Clwyd Pension Fund Committee	Council	The Chair and Vice Chair must be a Flintshire County Councillor
Democratic Services Committee	Council	Cannot be a Cabinet Member (LGW Measure 2011)
Constitution Committee	Council	None
Overview & Scrutiny Committees	Council decides from which group the chair comes	Council must allocate chairs based on the size of each group (LGW Measure 2011)
Licensing Committee	Council	None
Planning & Development Control	Council	None
Standards Committee	Standards Committee	Must be an independent member (Standards Committees (Wales) Regulations 2001)

1.13 **It is recommended that Council appoints the chair of the following committees (noting any restrictions on eligibility):**

- **Clwyd Pension Fund**
- **Constitution**
- **Democratic Services**
- **Licensing**

	<ul style="list-style-type: none"> <li>• <b>Planning and Development</b></li> </ul>
1.14	Under the Local Government Measure 2011 the chairs of Overview and Scrutiny are chosen by the political groups based on the strength of the various groups and which have seats on the Cabinet. Chairs are allocated to groups with a place on Cabinet first and any entitlement is rounded down to the nearest whole number. The remaining chairs are then allocated to groups without a seat on Cabinet (rounding up to the nearest whole number).
1.15	The two groups with seats on Cabinet comprise 57.14% of the total number of councillors and are therefore entitled to 3 (rounding down) of the 6 seats. They are allowed to choose between them how those seats are allocated.
1.16	The remaining three seats must be allocated between the other 4 groups by Council. The larger size of the Independent Alliance and Conservative groups means they are each entitled to 1 seat. The Liberal Democrat group and New Independent group are the same size and so have the same entitlement. Council must therefore decide which group is to be allocated the final chair.
1.17	<b>It is recommended that Council decides which group will chair each Overview and Scrutiny Committee.</b>
	<b><u>LOCAL CHOICE FUNCTIONS</u></b>
1.18	The Council is also required to agree such part of the Scheme of Delegation as the Council determines it is for the Council to agree. This relates to those local choice functions which can be decided either by the Council or the Cabinet and/or delegated to officers. The table of Local Choice Functions is included in Part 3, Section A, Table 3 of the Constitution. Members are recommended to confirm or otherwise the existing Local Choice Functions.
1.19	<b>It is recommended that local choice functions as set out in the Constitution are approved.</b>
	<b><u>NOMINATIONS TO INTERNAL BODIES</u></b>
1.20	The existing Scheme of Delegation provides for an Appointments Committee for first and second tier officers comprising 7 Members. This is not a standing committee and is convened when required by seeking nominations from Group Leaders. In the past it has been usual for Committee Members to be politically balanced including the relevant Cabinet Member. The Council has previously agreed that the Chair or Vice-Chair of the relevant Overview and Scrutiny Committee be one of the Members of the Committee. It is recommended Council continues the previous practice.
1.21	<b>It is recommended that the make-up of the Appointments Committee be approved.</b>



	<b><u>STANDARDS COMMITTEE</u></b>
1.22	The Standards Committee includes five independent members, a Community Council member and three Councillors not to be the Council Leader or Cabinet Members. The three members were appointed at the last AGM for 4 years.
1.23	<b>It is recommended that the 3 councillors on the Standards Committee be noted.</b>

<b>2.00</b>	<b>RESOURCE IMPLICATIONS</b>
2.01	None as a result of this report

<b>3.00</b>	<b>CONSULTATIONS REQUIRED / CARRIED OUT</b>
3.01	Constitution Committee

<b>4.00</b>	<b>RISK MANAGEMENT</b>
4.01	None as a result of this report

<b>5.00</b>	<b>APPENDICES</b>
5.01	Appendix 1 – political balance

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
6.01	None  <b>Contact Officer:</b> Gareth Owens, Chief Officer (Governance) <b>Telephone:</b> 01352 702344 <b>E-mail:</b> <a href="mailto:gareth.legal@flintshire.gov.uk">gareth.legal@flintshire.gov.uk</a>

<b>7.00</b>	<b>GLOSSARY OF TERMS</b>
7.01	None

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POLITICAL BALANCE MAY 2016

APPENDIX 1 OPTION 1

	Labour	Independent Alliance	Conservatives	Independents	Liberal Democrats	New Independents	Total Councillors
<b>No.of councillors</b>	<b>34</b>	<b>10</b>	<b>8</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>70</b>
<b>% of councillors</b>	<b>48.57%</b>	<b>14.29%</b>	<b>11.43%</b>	<b>8.57%</b>	<b>8.57%</b>	<b>8.57%</b>	
<b>Notional entitlement</b>	<b>85.97</b>	<b>25.29</b>	<b>20.23</b>	<b>15.17</b>	<b>15.17</b>	<b>15.17</b>	<b>Total Seats</b>
<b>Allocation of seats</b>	<b>86</b>	<b>26</b>	<b>20</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>177.00</b>
Community and Enterprise OSC	8	2	2	1	1	1	<b>15</b>
Corporate Resources OSC	7	2	2	1	1	2	<b>15</b>
Education and Youth OSC	7	2	2	1	1	2	<b>15</b>
Environment OSC	7	2	1	1	2	2	<b>15</b>
Organisational Change OSC	7	2	2	1	2	1	<b>15</b>
Social Services and Health OSC	8	2	2	1	1	1	<b>15</b>
Planning	11	3	2	2	2	1	<b>21</b>
Licensing	6	2	1	1	1	1	<b>12</b>
Audit	3	1	1	1	0	1	<b>7</b>
Constitution	10	4	2	2	2	1	<b>21</b>
Democratic	10	3	2	2	2	2	<b>21</b>
Pensions	2	1	1	1	0	0	<b>5</b>
<b>Total to Group</b>	<b>86</b>	<b>26</b>	<b>20</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>177</b>

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## COUNTY COUNCIL

<b>Date of Meeting</b>	Tuesday, 10 May 2016
<b>Report Subject</b>	Changes to the National Model Code of Conduct for Councillors
<b>Report Author</b>	Chief Officer (Governance)

### EXECUTIVE SUMMARY

Flintshire's Code of Conduct for Members is based on the prescribed national model, which is laid down in a statutory instrument. Over the years Flintshire has added to the code (which it is permitted to do) to reflect local concerns.

Welsh Government has amended the national model by:

- Deleting the obligation to report perceived breaches to the Public Services Ombudsman for Wales (PSOW).
- Deleting the need to declare an interest where there is a possible/perceived conflict of interest between ward duties and the legal responsibilities of the Council.
- Permitting a councillor with prejudicial interest to make written representations to a committee on a matter provided the public have a right to speak at that committee.
- Requiring town and community councillors to notify their clerk (not the County Council's Monitoring Officer) of interests declared at meetings.

Rather than adopting the new national model itself, which does not include Flintshire's local amendments, it will be necessary to adopt the changes to the national model.

### RECOMMENDATIONS

1	The Annual General Meeting of County Council is recommended to adopt the changes to the national model code of conduct for councillors as part of the Flintshire County Council Code of Conduct with effect from the meeting.
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2	That Committee notes that the County Council will place a joint advert announcing changes to the code on behalf of town and community councils (subject to certain conditions).
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## **REPORT DETAILS**

<b>1.00</b>	<b>EXPLAINING THE NATIONAL CODE OF CONDUCT FOR COUNCILLORS</b>
1.01	Section 51, Local Government Act required the Council to adopt any national code of conduct made pursuant to section 50 of that Act within 6 months of the act coming into force. When a revised model code is published the Council must either adopt it, or make revisions to its existing code.
1.02	<p>This section also permits the Council to include other provisions in its code provided they are consistent with the national model. Flintshire's Code of Conduct has amended the national model as follows:</p> <ul style="list-style-type: none"> <li>• By adding an obligation at paragraph 6(2) to adhere to the Flintshire standards of conduct and co-operate with the local resolution procedure.</li> <li>• It specifies that gifts or hospitality which must be registered with the Monitoring Officer under paragraph 17 is £10.</li> </ul>
1.03	<p>Welsh Government has made a number of changes to the national model, of which the following are the most significant:</p> <ol style="list-style-type: none"> <li>a. Paragraph 6(1)c - the obligation to report suspected breaches of the code of conduct to the Public Services Ombudsman for Wales is removed. (Note – the obligation to report suspected breaches to the Monitoring Officer remains)</li> <li>b. Paragraph 10(2)b - the obligation to declare an interest in the case of possible/perceived conflicts of interest between representing the needs of a councillor's ward and the duties of the Council as a whole is removed</li> <li>c. Paragraph 14 – by making it clear that a councillor with a prejudicial interest in a matter can send written representations to a meeting about that item of business provided the public is able to speak at that meeting as of right</li> <li>d. Paragraph 15 by imposing an obligation on town and community councillors to register any interest disclosed for the first time under paragraph 10(2)a (thereby creating the register of interests for each town and community council)</li> <li>e. Paragraph 15 by requiring town and community councillors to register their interests with their clerk (rather than the Monitoring Officer at the County Council).</li> </ol>
1.04	All changes to the code are shown in tracked changes at Appendix 1.
1.05	Councillors only need to give an undertaking to follow the code of conduct

	when they join a council, because they agree to abide by the code that is in force from time to time. So in effect any changes to the code automatically apply to all councillors, and it is not necessary to sign anything agreeing to the amendments.
<b>2.00</b>	<b>RESOURCE IMPLICATIONS</b>
2.01	Under s.51 Local Government Act 2000 any changes to the code of conduct must be advertised as soon as reasonably practical. The advert must be in a local newspaper and must say where a copy of the code can be inspected.
2.02	To save town and community councils the cost of advertising they can be invited to share the County Council's advert. So that the advert is not delayed town and community councils will need to notify officers no later than 31 May 2016 that they have adopted the national code/ revised their code and provide a copy of the code for inspection.
2.03	Whilst doing this will increase the cost to the County Council it avoids the far greater cost to the public purse as a whole that would be incurred if each council placed an individual advert.

<b>3.00</b>	<b>CONSULTATIONS REQUIRED / CARRIED OUT</b>
3.01	The Standards Committee at its meeting on 7 March 2016 recommended that the amendments to the code be adopted.
3.02	The Constitution Committee, at its meeting on 27 April 2016 recommended that the amendments to the code be adopted.

<b>4.00</b>	<b>RISK MANAGEMENT</b>
4.01	None

<b>5.00</b>	<b>APPENDICES</b>
5.01	Appendix 1 – revised Code of Conduct

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
6.01	None  <b>Contact Officer:</b> Gareth Owens, Chief Officer (Governance) <b>Telephone:</b> 01352 702411 <b>E-mail:</b> <a href="mailto:gareth.legal@flintshire.gov.uk">gareth.legal@flintshire.gov.uk</a>

<b>7.00</b>	<b>GLOSSARY OF TERMS</b>
7.01	<b>PSOW</b> – Public Services Ombudsman for Wales



## **PART 5 – CODES AND PROTOCOLS**

### **Members' Code of Conduct**

**ADOPTED BY RESOLUTION OF**

**THE COUNTY COUNCIL**

8<sup>th</sup> April 2008  
to take effect from 2<sup>nd</sup> May 2008  
and updated 25 November 2014  
and updated 10<sup>th</sup> May 2016

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**THE LOCAL AUTHORITIES**

**(MODEL CODE OF CONDUCT) (WALES) ORDER 2008**

With the determination of the amount of £10.00  
for the purposes of paragraph 17 recorded in paragraph 18

**PART 1**  
**INTERPRETATION**

1.(1) In this code —

“co-opted member”, in relation to a relevant authority, means a person who is not a member of the authority but who —

is a member of any committee or sub-committee of the authority, or  
is a member of, and represents the authority on, any joint committee or joint sub-committee of the authority,

and who is entitled to vote on any question which falls to be decided at any meeting of that committee or sub-committee;

“meeting” means any meeting —

- (a) of the relevant authority,
- (b) of any Cabinet or board of the relevant authority,
- (c) of any committee, sub-committee, joint committee or joint sub-committee of the relevant authority or of any such committee, sub-committee, joint committee or joint/sub-committee of any Cabinet or board of the authority, or
- (d) where members or officers of the relevant authority are present other than a meeting of a political group constituted in accordance with regulation 8 of the Local Government (Committee and Political Groups) Regulations 1990(1),

and includes circumstances in which a member of an Cabinet or board or an officer acting alone exercises a function of an authority;

“member” includes, unless the context requires otherwise, a co-opted member;

“register of members' interests” (“cofrestr o fuddiannau'raelodau”) means the register established and maintained under section 81 of the Local Government Act 2000.”;

“relevant authority” means—

- (a) a county council,
- (b) a county borough council,
- (c) a town or community council,
- (d) a fire and rescue authority constituted by a scheme under section 2 of the Fire and Rescue Services Act 2004(2) or a scheme to which section 4 of that Act applies,
- (e) a National Park authority established under section 63 of the Environment Act 1995(3);

“you” means you as a member or co-opted member of a relevant authority; and

(1) S.I. 1990/1553 as amended by S.I. 1991/1389, S.I. 1993/1339, S.I. 1998/1918, and S.I. 1999/500.

(2) 2004 c.21.

(3) 1995 c.25.

"your authority" means the relevant authority of which you are a member or co-opted member.

~~(2) In relation to a town or community council, references to an authority's monitoring officer and an authority's standards committee are to be read, respectively, as references to the monitoring officer and the standards committee of the county or county borough council which has functions in relation to the community council for which it is responsible under section 56(2) of the Local Government Act 2000.~~

~~(2) "(2) In relation to a community council—~~

~~(3) (a) "proper officer" ("swyddog priodol") means an officer of that council within the meaning of section 270(3) of the Local Government Act 1972(1); and~~

~~(b) "standards committee" ("pwyllgor safonau") means the standards committee of the county or county borough council which has functions in relation to the community council for which it is responsible under section 56(1) and (2) of the Local Government Act 2000."~~

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**PART 2**  
**GENERAL PROVISIONS**

- 2.(1) Save where paragraph 3(a) applies, you must observe this code of conduct
- (a) whenever you conduct the business, or are present at a meeting, of your authority;
  - (b) whenever you act, claim to act or give the impression you are acting in the role of member to which you were elected or appointed;
  - (c) whenever you act, claim to act or give the impression you are acting as a representative of your authority; or
  - (d) at all times and in any capacity, in respect of conduct identified in paragraphs 6(1)(a) and 7.
- (2) You should read this code together with the attached general principles prescribed under section 49(2) of the Local Government Act 2000 in relation to Wales.

3. Where you are elected, appointed or nominated by your authority to serve —

- (a) on another relevant authority, or any other body, which includes a Local Health Board you must, when acting for that other authority or body, comply with the code of conduct of that other authority or body; or
- (b) on any other body which does not have a code relating to the conduct of its members, you must, when acting for that other body, comply with this code of conduct, except and insofar as it conflicts with any other lawful obligations to which that other body may be subject.

4. You must —

- (a) carry out your duties and responsibilities with due regard to the principle that there should be equality of opportunity for all people, regardless of their gender, race, disability, sexual orientation, age or religion;
- (b) show respect and consideration for others;
- (c) not use bullying behaviour or harass any person; and
- (d) not do anything which compromises, or which is likely to compromise, the impartiality of those who work for, or on behalf of, your authority.

5. You must not —

- (a) disclose confidential information or information which should reasonably be regarded as being of a confidential nature, without the express consent of a person authorised to give such consent, or unless required by law to do so;
- (b) prevent any person from gaining access to information to which that person is entitled by law.

**6.(1) You must —**

- (a) not conduct yourself in a manner which could reasonably be regarded as bringing your office or authority into disrepute;
- (b) report, whether through your authority's confidential reporting procedure or direct to the proper authority, any conduct by another member or anyone who works for, or on behalf of, your authority which you reasonably believe involves or is likely to involve criminal behaviour (which for the purposes of this paragraph does not include offences or behaviour capable of punishment by way of a fixed penalty);
- (c) report ~~to the Public Services Ombudsman for Wales and~~ to your authority's monitoring officer any conduct by another member which you reasonably believe breaches this code of conduct;
- (d) not make vexatious, malicious or frivolous complaints against other members or anyone who works for, or on behalf of, your authority.

**(2) You must –**

- (a) adhere to the Flintshire standard of conduct
- (b) cooperate with the Local Resolution Procedure
- (c) comply with any request of the Monitoring Officer, or the Public Services Ombudsman for Wales, in connection with an investigation conducted in accordance with their respective statutory powers.

**7. You must not —**

- (a) in your official capacity or otherwise, use or attempt to use your position improperly to confer on or secure for yourself, or any other person, an advantage or create or avoid for yourself, or any other person, a disadvantage;
- (b) use, or authorise others to use, the resources of your authority —
  - (i) imprudently;
  - (ii) in breach of your authority's requirements;
  - (iii) unlawfully;
  - (iv) other than in a manner which is calculated to facilitate, or to be conducive to, the discharge of the functions of the authority or of the office to which you have been elected or appointed;
  - (v) improperly for political purposes; or
  - (vi) improperly for private purposes.

**8. You must —**

- (a) when participating in meetings or reaching decisions regarding the business of your authority, do so on the basis of the merits of the circumstances involved and in the public interest having regard to any relevant advice provided by your authority's officers, in particular by —
  - (i) the authority's head of paid service;
  - (ii) the authority's Section 151 officer;

- (iii) the authority's monitoring officer;
  - (iv) the authority's chief legal officer (who should be consulted when there is any doubt as to the authority's power to act, as to whether the action proposed lies within the policy framework agreed by the authority or where the legal consequences of action or failure to act by the authority might have important repercussions);
- (b) give reasons for all decisions in accordance with any statutory requirements and any reasonable additional requirements imposed by your authority.

**9. You must —**

- (a) observe the law and your authority's rules governing the claiming of expenses and allowances in connection with your duties as a member;
- (b) avoid accepting from anyone gifts, hospitality (other than official hospitality, such as a civic reception or a working lunch duly authorised by your authority), material benefits or services for yourself or any person which might place you, or reasonably appear to place you, under an improper obligation.

**PART 3**  
**INTERESTS**

***Personal Interests***

- 10.(1) You must in all matters consider whether you have a personal interest, and whether this code of conduct requires you to disclose that interest.
- (2) You must regard yourself as having a personal interest in any business of your authority if —
- (a) it relates to, or is likely to affect —
    - (i) any employment or business carried on by you;
    - (ii) any person who employs or has appointed you, any firm in which you are a partner or any company for which you are a remunerated director;
    - (iii) any person, other than your authority, who has made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties as a member;
    - (iv) any corporate body which has a place of business or land in your authority's area, and in which you have a beneficial interest in a class of securities of that body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital of that body;
    - (v) any contract for goods, services or works made between your authority and you or a firm in which you are a partner, a company of which you are a remunerated director, or a body of the description specified in sub-paragraph (iv) above;
    - (vi) any land in which you have a beneficial interest and which is in the area of your authority;
    - (vii) any land where the landlord is your authority and the tenant is a firm in which you are a partner, a company of which you are a remunerated director, or a body of the description specified in sub-paragraph (iv) above;
    - (viii) any body to which you have been elected, appointed or nominated by your authority;
  - (ix) any —
    - (aa) public authority or body exercising functions of a public nature;
    - (bb) company, industrial and provident society, charity, or body directed to charitable purposes;
    - (cc) body whose principal purposes include the influence of public opinion or policy;
    - (dd) trade union or professional association; or
    - (ee) private club, society or association operating within your authority's area,  
in which you have membership or hold a position of general control or

management;

- (x) any land in your authority's area in which you have a licence (alone or jointly with others) to occupy for 28 days or longer;
- (b) ~~a member of the public might reasonably perceive a conflict between your role in taking a decision, upon that business, on behalf of your authority as a whole and your role in representing the interests of constituents in your ward or electoral division;~~ or
- (c) a decision upon it might reasonably be regarded as affecting —
  - (i) your well-being or financial position, or that of a person with whom you live, or any person with whom you have a close personal association;
  - (ii) any employment or business carried on by persons as described in 10(2)(c)(i);
  - (iii) any person who employs or has appointed such persons described in 10(2)(c)(i), any firm in which they are a partner, or any company of which they are directors;
  - (iv) any corporate body in which persons as described in 10(2)(c)(i) have a beneficial interest in a class of securities exceeding the nominal value of £5,000; or
  - (v) any body listed in paragraphs 10(2)(a)(ix)(aa) to (ee) in which persons described in 10(2)(c)(i) hold a position of general control or management, to a greater extent than the majority of—
    - (aa) in the case of an authority with electoral divisions or wards, other council tax payers, rate payers or inhabitants of the electoral division or ward, as the case may be, affected by the decision; or
    - (bb) in all other cases, other council tax payers, ratepayers or inhabitants of the authority's area.

#### ***Disclosure of Personal Interests***

- 11.(1) Where you have a personal interest in any business of your authority and you attend a meeting at which that business is considered, you must disclose orally to that meeting the existence and nature of that interest before or at the commencement of that consideration, or when the interest becomes apparent.
- (2) Where you have a personal interest in any business of your authority and you make —
- (a) written representations (whether by letter, facsimile or some other form of electronic communication) to a member or officer of your authority regarding that business, you should include details of that interest in the written communication; or
  - (b) oral representations (whether in person or some form of electronic communication) to a member or officer of your authority you should disclose the interest at the commencement of such representations, or when it becomes apparent to you that you have such an interest, and confirm the representation and interest in writing within 14 days of the representation.



- (3) Subject to paragraph 14(1)(b) below, where you have a personal interest in any business of your authority and you have made a decision in exercising a function of an Cabinet or board, you must in relation to that business ensure that any written statement of that decision records the existence and nature of your interest.
- (4) You must, in respect of a personal interest not previously disclosed, before or immediately after the close of a meeting where the disclosure is made pursuant to sub-paragraph 11(1), give written notification to your authority in accordance with any requirements identified by your authority's monitoring officer, or in relation to a community council, your authority's proper officer, from time to time but, as a minimum containing —
  - (a) details of the personal interest;
  - (b) details of the business to which the personal interest relates; and
  - (c) your signature.
- (5) Where you have agreement from your monitoring officer that the information relating to your personal interest is sensitive information, pursuant to paragraph 16(1), your obligations under this paragraph 11 to disclose such information, whether orally or in writing, are to be replaced with an obligation to disclose the existence of a personal interest and to confirm that your monitoring officer has agreed that the nature of such personal interest is sensitive information.
- (6) For the purposes of sub-paragraph (4), a personal interest will only be deemed to have been previously disclosed if written notification has been provided in accordance with this code since the last date on which you were elected, appointed or nominated as a member of your authority.
- (7) For the purposes of sub-paragraph (3), where no written notice is provided in accordance with that paragraph you will be deemed as not to have declared a personal interest in accordance with this code.

#### ***Prejudicial Interests***

- 12.(1) Subject to sub-paragraph (2) below, where you have a personal interest in any business of your authority you also have a prejudicial interest in that business if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest.
- (2) Subject to sub-paragraph (3), you will not be regarded as having a prejudicial interest in any business where that business—
  - (a) relates to —
    - (i) another relevant authority of which you are also a member;
    - (ii) another public authority or body exercising functions of a public nature in which you hold a position of general control or management;
    - (iii) a body to which you have been elected, appointed or nominated by your authority;
  - (iv) your role as a school governor (where not appointed or nominated by your authority) unless it relates particularly to the school of which you are a governor;

- (v) your role as a member of a Local Health Board where you have not been appointed or nominated by your authority;
  - (b) relates to —
    - (i) the housing functions of your authority where you hold a tenancy or lease with your authority, provided that you do not have arrears of rent with your authority of more than two months, and provided that those functions do not relate particularly to your tenancy or lease;
    - (ii) the functions of your authority in respect of school meals, transport and travelling expenses, where you are a guardian, parent, grandparent or have parental responsibility (as defined in section 3 of the Children Act 1989) of a child in full time education, unless it relates particularly to the school which that child attends;
    - (iii) the functions of your authority in respect of statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992, where you are in receipt of, or are entitled to the receipt of such pay from your authority;
    - (iv) ~~the functions of your authority in respect of an allowance or payment made in accordance with the provisions of Part 8 of the Local Government (Wales) Measure 2011(2), or an allowance or pension provided under section 18 of the Local Government and Housing Act 1989~~the functions of your authority in respect of an allowance or payment made under sections 22(5), 24(4) and 173 to 176 of the Local Government Act 1972, an allowance or pension under section 18 of the Local Government and Housing Act 1989 or an allowance or payment under section 100 of the Local Government Act 2000;
  - (c) your role as a town or community councillor in relation to a grant, loan or other form of financial assistance made by your town or community council to community or voluntary organisations up to a maximum of £500.
- (3) The exemptions in subparagraph (2)(a) do not apply where the business relates to the determination of any approval, consent, licence, permission or registration.

#### **Overview and Scrutiny Committees**

13. You also have a prejudicial interest in any business before an overview and scrutiny committee of your authority (or of a sub-committee of such a committee) where—
- (a) that business relates to a decision made (whether implemented or not) or action taken by your authority's Cabinet, board or another of your authority's committees, sub-committees, joint committees or joint sub-committees; and
  - (b) at the time the decision was made or action was taken, you were a member of the Cabinet, board, committee, sub-committee, joint-committee or joint sub-committee mentioned in sub-paragraph (a) and you were present when that decision was made or action was taken.

#### **Participation in Relation to Disclosed Interests**

- 14.(1) Subject to sub-paragraphs (2), (2A) (3) and (4), where you have a prejudicial

interest in any business of your authority you must, unless you have obtained a dispensation from your authority's standards committee —

- (a) withdraw from the room, chamber or place where a meeting considering the business is being held—
  - (i) where sub-paragraph (2) applies, immediately after the period for making representations, answering questions or giving evidence relating to the business has ended and in any event before further consideration of the business begins, whether or not the public are allowed to remain in attendance for such consideration; or
  - (ii) in any other case, whenever it becomes apparent that that business is being considered at that meeting;
- (b) not exercise Cabinet or board functions in relation to that business;
- (c) not seek to influence a decision about that business;
- (d) not make any written representations (whether by letter, facsimile or some other form of electronic communication) in relation to that business; and
- (e) not make any oral representations (whether in person or some form of electronic communication) in respect of that business or immediately cease to make such oral representations when the prejudicial interest becomes apparent.

(2) Where you have a prejudicial interest in any business of your authority you may attend a meeting but only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

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(2A) Where you have a prejudicial interest in any business of your authority you may submit written representations to a meeting relating to that business, provided that the public are allowed to attend the meeting for the purpose of making representations, answering questions or giving evidence relating to the business, whether under a statutory right or otherwise.

(2B) When submitting written representations under sub-paragraph (2A) you must comply with any procedure that your authority may adopt for the submission of such representations."

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(3) Sub-paragraph (1) does not prevent you attending and participating in a meeting if —

- (a) you are required to attend a meeting of an overview or scrutiny committee, by such committee exercising its statutory powers; or
- (b) you have the benefit of a dispensation provided that you —
  - (i) state at the meeting that you are relying on the dispensation; and
  - (ii) before or immediately after the close of the meeting give written notification to your authority containing —
    - (aa) details of the prejudicial interest;
    - (bb) details of the business to which the prejudicial interest relates;
    - (cc) details of, and the date on which, the dispensation was granted; and
    - (dd) your signature.

(4) Where you have a prejudicial interest and are making written or oral

representations to your authority in reliance upon a dispensation, you must provide details of the dispensation within any such written or oral representation and, in the latter case, provide written notification to your authority within 14 days of making the representation.

**PART 4**  
**THE REGISTER OF MEMBERS' INTERESTS**

***Registration of Financial and Other Interests and Memberships and  
Management Positions***

15.(1) Subject to sub-paragraph (34), you must, within 28 days of—

- (a) your authority's code of conduct being adopted or the mandatory provisions of this model code being applied to your authority; or
- (b) your election or appointment to office (if that is later),

register your financial interests and other interests, where they fall within a category mentioned in paragraph 10(2)(a) in your authority's register ~~maintained under section 81(1) of the Local Government Act 2000~~ of members' interests by providing written notification to your authority's monitoring officer.

~~(2)~~ Subject to sub-paragraph (4) You must, within 28 days of becoming aware of any new personal interest ~~or change to any personal interest registered under sub-paragraph (1) falling within paragraph 10(2)a~~, register that new personal interest ~~in your authority's register of members' interests~~ ~~or change~~ by providing written notification to your authority's monitoring officer, ~~or in the case of a community council to your authority's proper officer.~~

~~(2)~~(3) Subject to sub-paragraph (4), you must, within 28 days of becoming aware of any change to a registered personal interest falling within a category mentioned in paragraph 10(2)(a), register that change in your authority's register of members' interests by providing written notification to your authority's monitoring officer, or in the case of a community council to your authority's proper officer.

~~(3)~~(4) Sub-paragraphs (1), ~~(2)~~ and ~~(2)~~(3) do not apply to sensitive information determined in accordance with paragraph 16(1).

~~(5)~~ Sub-paragraphs (1) ~~and (2)~~ ~~will do not~~ apply if you are a member of a relevant authority which is a ~~town or~~ community council when you act in your capacity as a member of such an authority.

~~(4)~~(6) You must, when disclosing a personal interest in accordance with paragraph 11 for the first time, register that personal interest in your authority's register of members' interests by providing written notification to your authority's monitoring officer, or in the case of a community council to your authority's proper officer.

***Sensitive information***

16.(1) Where you consider that the information relating to any of your personal interests is sensitive information, and your authority's monitoring officer agrees, you need not include that information when registering that interest, or, as the case may be, a change to the interest under paragraph 15.

(2) You must, within 28 days of becoming aware of any change of circumstances which means that information excluded under sub-paragraph (1) is no longer sensitive information, notify your authority's monitoring officer, or in relation to a community council, your authority's proper officer, asking that the information be included in your authority's register of members' interests.

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(3) In this code, "sensitive information" means information whose availability for inspection by the public creates, or is likely to create, a serious risk that you or a person who lives with you may be subjected to violence or intimidation.

***Registration of Gifts and Hospitality***

17. You must, within 28 days of receiving any gift, hospitality material benefit or advantage above a value specified in a resolution of your authority, provide written notification to your authority's monitoring officer, of the existence and nature of that gift, hospitality material benefit or advantage.or in relation to a community council, your authority's proper officer

18. The Authority has determined that for the purposes of paragraph 17 the amount shall be £10.00 until further determination.

## **THE PRINCIPLES**

The Local Government Act empowered the National Assembly to issue principles to which you must have regard in undertaking your role as a member. The Code is based on these principles which are designed to promote the highest possible standards. These principles draw on the 7 Principles of Public Life which were set out in the Nolan Report "Standards of Conduct in Local Government in England, Scotland and Wales". Three more were added to these: a duty to uphold the law, proper stewardship of the Council's resources and equality and respect for others.

Members elected to local authorities give generously of their time and commitment for the benefit of their communities. The principles provide a framework for channelling your commitment in a way which will reflect well on you and your authority, and which will give your communities confidence in the way that your authority is governed.

The individual sections of the Code are designed to support the implementation of the Principles. For example, the Selflessness principle is covered by Section 7 of the Code – Selflessness and Stewardship.

The current principles were set out in a statutory instrument, and are detailed below.

### **1. Selflessness**

Members must act solely in the public interest. They must never use their position as members to improperly confer advantage on themselves or to improperly confer advantage or disadvantage on others.

### **2. Honesty**

Members must declare any private interests relevant to their public duties and take steps to resolve any conflict in a way that protects the public interest.

### **3. Integrity and Propriety**

Members must not put themselves in a position where their integrity is called into question by any financial or other obligation to individuals or organisations that might seek to influence them in the performance of their duties. Members must on all occasions avoid the appearance of such behaviour.

### **4. Duty to Uphold the Law**

Members must act to uphold the law and act on all occasions in accordance with the trust that the public has placed in them.

### **5. Stewardship**

In discharging their duties and responsibilities members must ensure that their authority's resources are used both lawfully and prudently.



## **6. Objectivity in Decision-making**

In carrying out their responsibilities including making appointments, awarding contracts, or recommending individuals for rewards and benefits, members must make decisions on merit. Whilst members must have regard to the professional advice of officers and may properly take account of the views of others, including their political groups, it is their responsibility to decide what view to take and, if appropriate, how to vote on any issue.

## **7. Equality and Respect**

Members must carry out their duties and responsibilities with due regard to the need to promote equality of opportunity for all people, regardless of their gender, race, disability, sexual orientation, age or religion, and show respect and consideration for others.

## **8. Openness**

Members must be as open as possible about all their actions and those of their authority. They must seek to ensure that disclosure of information is restricted only in accordance with the law.

## **9. Accountability**

Members are accountable to the electorate and the public generally for their actions and for the way they carry out their responsibilities as a member. They must be prepared to submit themselves to such scrutiny as is appropriate to their responsibilities.

## **10. Leadership**

Members must promote and support these principles by leadership and example so as to promote public confidence in their role and in the authority. They must respect the impartiality and integrity of the authority's statutory officers and its other employees.

The principles are not part of the Model Code, and failure to comply with the Principles is not of itself, therefore, indicative of a breach of the Code. However, it is likely that a failure, for example, to adhere to the principle concerning equality and respect would constitute a breach of the requirements of paragraphs 4 (a) and (b) in the Code in respect of equality of opportunity and respect.

In any event, the Principles offer a sound basis for your conduct in office and I encourage members to have regard to them at all times.

**Public Services Ombudsman for Wales**





## COUNTY COUNCIL

<b>Date of Meeting</b>	Tuesday, 10 <sup>th</sup> May 2016
<b>Report Subject</b>	Outside bodies
<b>Report Author</b>	Chief officer (Governance)

### EXECUTIVE SUMMARY

The list of outside bodies is reported to Council at each annual meeting. It details those outside bodies to which we make appointments, together with the nominees and the term of office. At each Annual Meeting, the Council is recommended to delegate to the Chief Executive, in consultation with Group Leaders the ability to make any changes to these nominations. This is still required as it enables resignations from outside bodies to be dealt with efficiently.

As at this meeting, the terms of office for all of our outside bodies is until May 2017

### RECOMMENDATIONS

1	That the Council note the current Outside Bodies list which is attached as Appendix A.
2	That the Chief Executive, in consultation with the Group Leaders be authorised to make any changes to the Council's nominations which may become necessary.

## **REPORT DETAILS**

<b>1.00</b>	<b>THE OUTSIDE BODIES LIST</b>
1.01	Members will be aware that the Council maintain a list of those members which it nominates to serve on a range of outside Bodies. Over the past few years, we have reviewed the number of Outside bodies to which we make nominations. Not all of the Outside Bodies were directly relevant to the work of the Council, or had been superseded by other Outside Bodies or in some cases, wound up.
1.02	We are satisfied that the current list is as accurate as possible, but consider it to be a live ; document and so it is maintained throughout the year and published on both the Infonet and on our internet site. The current list is attached as appendix A.
1.03	We submit the current Outside Bodies list to each Annual Meeting. On each occasion, the Council is recommended to delegate to the Chief Executive, in consultation with Group Leaders the authority to make any changes to these nominations which become necessary. This is still required as it enables resignations from outside bodies to be dealt with efficiently.

<b>2.00</b>	<b>RESOURCE IMPLICATIONS</b>
2.01	None.

<b>3.00</b>	<b>CONSULTATIONS REQUIRED / CARRIED OUT</b>
3.01	None.

<b>4.00</b>	<b>RISK MANAGEMENT</b>
4.01	The Outside Bodies list is regularly reviewed to ensure that our representation is appropriate.

<b>5.00</b>	<b>APPENDICES</b>
5.01	Current Outside bodies List

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
6.01	None other than the attached.

	<b>Contact Officer:</b> Robert Robins, Member Engagement Manager <b>Telephone:</b> 01352 702320 <b>E-mail:</b> <a href="mailto:Robert.robins@flintshire.gov.uk">Robert.robins@flintshire.gov.uk</a>
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<b>7.00</b>	<b>GLOSSARY OF TERMS</b>
7.01	<b>Outside bodies list:</b> the local, regional and national bodies outside the council onto which Flintshire makes nomination for members.

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# MEMBERSHIP OF OUTSIDE BODIES

Civic & Members Services  
Corporate Services  
County Hall  
Mold  
Flintshire  
CH7 6NR

Karen Jones / Lesley Wood (01352) 702151  
Robert Robins (01352) 702320

Amended on 16<sup>th</sup> March 2016

**FLINTSHIRE COUNTY COUNCIL  
MEMBERSHIP OF OUTSIDE BODIES**

<b>OUTSIDE BODY</b>	<b>NO. OF SEATS</b>	<b>COUNCILLOR REPRESENTATIVES</b>	<b>CABINET MEMBER</b>	<b>TERM OF OFFICE</b>	<b>CONTACT DETAILS</b>
Area of Outstanding Natural Beauty Partnership	3	Paul Cunningham, Colin Legg & Carolyn Thomas  Substitutes: Nigel Steele-Mortimer		4 Years Until April 2019	Karen Holthofer & Howard Sutcliffe Clwydian Range & Dee Valley AONB Loggerheads Country Park Nr Mold Denbighshire CH7 5LH  Tel No: 01352 811010/810614 Email:karen.holthofer@denbighshire.gov.uk howard.sutcliffe@denbighshire.gov.uk
Argoed Sports Association	2	Sara Parker & Hilary McGuill		Until May 2017	Mrs. Joan Bellis, Secretary, Argoed Sports Ass, c/o 34 Tir Wat , Mynydd Isa, Mold, Flintshire, CH7 6SD. Tel: 01244 549156 Email:joan.bellis@talktalk.net
Arts Council of Wales	1 + 1 Officer	David Evans		Until May 2017	Miss. Helen Williams, PA to Director of Enterprise and regeneration, Arts Council for Wales, Princes Park II, Princes' Drive, Colwyn Bay, LL29 8PL Tel: 01492 539758/07814646030 Email:Helen.williams@artswales.org.uk



OUTSIDE BODY	NO. OF SEATS	COUNCILLOR REPRESENTATIVES	CABINET MEMBER	TERM OF OFFICE	CONTACT DETAILS
Association for Public Service Excellence (APSE)	1 + 1 Officer	Alex Aldridge		Until May 2017	Mr. Wayne Priestley, Principal Adviser Ass. for Public Service Excellence, 2 <sup>nd</sup> Floor Washbrook Hs., Lancastrian Office Centre 32 Talbot Road, Old Trafford, Manchester, M32 0FP. Tel: 0161 772 1810 Email: wpriestley@apse.org.uk
Association for Public Service Excellence (APSE) Service Transformation Strategic Forum	1	Alex Aldridge			Mr. Wayne Priestley, Principal Adviser Ass. for Public Service Excellence, 2 <sup>nd</sup> Floor Washbrook Hs., Lancastrian Office Centre 32 Talbot Road, Old Trafford, Manchester M32 0FP. Tel: 0161 772 1810 Email: wpriestley@apse.org.uk
Association for Public Service Excellence (APSE) Wales Housing & Building Maintenance Advisory Group	1	Alex Aldridge			Mr. Wayne Priestley, Principal Adviser Ass. for Public Service Excellence, 2 <sup>nd</sup> Floor Washbrook Hs., Lancastrian Office Centre 32 Talbot Road, Old Trafford, Manchester M32 0FP. Tel: 0161 772 1810 Email: wpriestley@apse.org.uk
Buckley Sports Facility Consultative Committee	3 + 2 Officers	Ron Hampson, Carol Ellis & Dennis Hutchinson		Until May 2017	Mr. Chris Travers Facility Manager, Buckley Sports Centre Mill Lane, Buckley CH7 3HQ Tel: 01244 845440 Email:Chris.travers@flintshire.gov.uk

OUTSIDE BODY	NO. OF SEATS	COUNCILLOR REPRESENTATIVES	CABINET MEMBER	TERM OF OFFICE	CONTACT DETAILS
Clwyd Alyn Housing Association - Flintshire Support Network	1 + 1 Officer	Helen Brown	Yes	Until May 2017	Mrs. Janice Armit, Senior Resident Services Administrator, Clwyd Alyn Housing Association, Unit 72, Ffordd William Morgan St. Asaph Business Park, Glascoed Road, St. Asaph. LL17 0JD Tel:01745 536815 Email:janice.armitt@clwydalyn.co.uk
Clwyd Powys Archaeological Trust	1 + 1 Officer	Carolyn Thomas		Until May 2017	Mr. Chris Martin, 41 Broad Street, Welshpool, Powys, SY21 7RR Tel: 01938 553670 Email:chrismartin@cpat.org.uk
Clwydian Range and Dee Valley Area of Outstanding Natural Beauty Joint Committee	2	Bernie Attridge and Derek Butler	Yes	TBC	Mr Steve Price, Democratic Services Manager, Denbighshire County Council, County Hall, Wynnstay Road, Ruthin, LL15 1YN. Tel: 01824 712589 Email:steve.price@denbighshire.gov.uk
Community Health Council Flintshire Area Committee (Betsi Cadwaladr)	3	Christine Jones, David Wisinger and David Mackie	Yes	Until May 2017	Ms Gill Cashman, Department for Health & Social Services, Welsh Government Cathays Park, Cardiff CF10 3NQ Tel: 02920 821579 Email:gill.cashman@wales.gsi.gov.uk Chief Officer, Betsi Cadwaladr Community Health Council, 11 Chestnut Court, Park Menai, Bangor, Gwynedd, LL57 4FH Email:admin@bcchc.org.uk

OUTSIDE BODY	NO. OF SEATS	COUNCILLOR REPRESENTATIVES	CABINET MEMBER	TERM OF OFFICE	CONTACT DETAILS
Connah's Quay Sports Centre Management	4 + 2 Officers	Andrew Dunbobbin, Paul Shotton, Ian Dunbar and Ian Smith		Until May 2017	Mrs. Cerys Jones, Business Manager, Connah's Quay High School, Golftyn Lane, Connah's Quay, Deeside, CH5 4BH Tel: 01244 813491 Email:cqmail@connahsquayhs.org.uk
Coleg Cambria Corporation	1	Tony Sharps		Until May 2017	Miss. Bethan Lloyd-Jones Coleg Cambria, Grove Park Road, Wrexham, LL12 7AB Tel:01978 316413 Email: Bethan.lloyd-jones@cambria.ac.uk
Environmental Protection U.K. North West Division Page 43	2 + 3 Officers	David Evans and Kevin Jones	Yes	Until May 2017	Mr. Neil Turner, Chairman, Environmental Protection U.K., 45 Down Green Road Harwood Bolton BL2 3QD Tel: 07888700431 Email:nandeve.turner@ntlworld.com
Flintshire Disability Forum	1	Chris Jones	Yes	Until May 2017	Mrs. Jan Thomas, Development Manager Flintshire Disability Forum c/o Old Town Hall Earl Road Mold CH7 1AB Tel: 01352 756618 & 01352 755546 Email:manager@flintshiredisability.org

OUTSIDE BODY	NO. OF SEATS	COUNCILLOR REPRESENTATIVES	CABINET MEMBER	TERM OF OFFICE	CONTACT DETAILS
Flintshire Local Access Forum	1	David Evans		Until May 2017	Mr Stephen Bartley Secretary to Flintshire Local Access Forum, Public Rights of Way, Planning & Environment, County Hall, Mold, CH7 6NF Tel: 01352 704622 laf@flintshire.gov.uk
Flintshire Local Service Board	1	Aaron Shotton	Yes	Until May 2017	Karen Armstrong, Policy & Performance Manager, Corporate Services, County Hall, Mold, Flintshire Tel: 01352 702470 Email:karen.armstong@flintshire.gov.uk
Flintshire Tourism Association	1	Derek Butler	Yes	Until May 2017	Richard L Jones, Regenerative Project Officer, Environment, Flintshire County Council County Hall, Mold, Flintshire. Tel: 01352 702136 Email:Richard.L.Jones@flintshire.gov.uk
Food Waste Joint Committee	1 + 1 Officer	Kevin Jones	Yes	Until May 2017	Samantha Bates Waste Operation Manager Kinmel Park Depot, Kinmel Park, Bodelwyddan, Denbighshire, LL18 5UX Tel:01824 712112 Email:samantha.bates@denbighshire.gov.uk

OUTSIDE BODY	NO. OF SEATS	COUNCILLOR REPRESENTATIVES	CABINET MEMBER	TERM OF OFFICE	CONTACT DETAILS
Foster Care Panel	1	Dave Mackie	No	Until May 2017	Peter Robson, Resource Manager, Children's Services, Flintshire County Council Tel: 01352 701028 Email:peter.robson@flintshire.gov.uk
Greenfield Valley Trust Ltd	2	Rosetta Dolphin and Joe Johnson		Until May 2017	Mr I. Jones Company Secretary Greenfield Valley Trust Ltd, Basingwerk House Greenfield, Holywell Flintshire, CH8 7GH Email:ianjones1301@live.co.uk
Groundwork North Wales	1	Derek Butler	Yes	Until May 2017	Karen Balmer CPFA Chief Executive Groundwork North Wales 3-4 Plas Power Road Tanyfron Wrexham LL11 5SZ Email:Karen.balmer@groundworknorthwales.org.uk Tel: 01978 757524
Hawkesbury Community Centre Management Committee	3	Ron Hampson, Dennis Hutchinson and Carol Ellis		Until May 2017	Mrs Julia Jones Secretary to Management Committee, Hawkesbury Community Centre, 1 Church Close Buckley, Flintshire, Email:juliajones31@hotmail.co.uk

OUTSIDE BODY	NO. OF SEATS	COUNCILLOR REPRESENTATIVES	CABINET MEMBER	TERM OF OFFICE	CONTACT DETAILS
John Wynne School and Exhibition Trusts	2	Chris Bithell and Nigel Steele-Mortimer	Yes	Until May 2017	Mrs. Jane Jones, Secretary 19 Bron Haul, Trelawnyd, Rhyl, LL18 6DU Tel: 01745 570982 Email: janejones1920@hotmail.co.uk
Joint Council for Wales  Executive Committee	2 + 1 Officer	Billy Mullin and Aaron Shotton  Aaron Shotton	Yes	Until May 2017	Mrs. Sharon Carney, Lead HR Business Partner, People & Resources, Flintshire County Council, County Hall, Mold. Tel: 01352 702139 Email: sharon.carney@flintshire.co.uk
Leeswood Community Centre Management Committee 01352 46	1	Ray Hughes		Until May 2017	Mrs M Heyward, The Secretary, Leeswood Community Centre, 7 Bron Allt, Leeswood, Nr. Mold, Flintshire, CH7 4RZ . Tel: 01352 771188 Email: mildredheyward@icloud.com
Llwyni Strategy Group	2	Ian Smith and Ian Dunbar		Until May 2017	Mr Tom Woodall. Countryside Service, Wepre Park, Wepre Drive, Connah's Quay, CH5 4HL Tel: 01352 703902 Email:tom.woodall@flintshire.gov.uk
Management Committee of the Daniel Owen Community Centre	2	Chris Bithell and Robin Guest	Yes	Until May 2017	Mr Frank Marney Daniel Owen Community Association, Daniel Owen Precinct, Earl Road, Mold, CH7 1AP Tel : 01352 754792 Email:danielowen.ca@hotmail.co.uk

OUTSIDE BODY	NO. OF SEATS	COUNCILLOR REPRESENTATIVES	CABINET MEMBER	TERM OF OFFICE	CONTACT DETAILS
Mersey Dee Alliance	1 + 1 Officer	Aaron Shotton	Yes	Until May 2017	Mrs. Nicola Powell, Mersey Dee Alliance, Programme Officer, Cheshire West & Chester HQ, 2 Nicholas Street, 2 <sup>nd</sup> Floor, Chester, CH1 2NP. Tel: 0151 356 6567 Email:nicola.Powell@cheshirewestandchester.gov.uk
North East Wales Homes	5 plus 1 officer	Alex Aldridge, Bernie Attridge, Tony Sharps and <b><u>VACANCY x 2</u></b>	Yes	Until May 2017	Clare Budden, Chief Officer, Community & Enterprise County Hall Mold, CH7 6NB Tel:01352 703305 Email:clare.budden@flintshire.gov.uk
North Wales Deaf Association	1	Peter Curtis		Until May 2017	Sarah Matthews, Chief Executive, North Wales Deaf Association, 77 Conway Road, Colwyn Bay, LL29 7LN. Tel: 01492 530013 Email:sarah.matthews@deafassociation.co.uk
North Wales Economic Ambition Board	1	Derek Butler	Yes	Until May 2017	Glesni Williams Senior Support & Information Officer Support Service, Gwynedd Council Council Offices, Shire Hall Street, Caernarfon, Gwynedd , LL55 1SH Tel: 01286 679701 (2701) Email:glesniwilliams@gwynedd.gov.uk

OUTSIDE BODY	NO. OF SEATS	COUNCILLOR REPRESENTATIVES	CABINET MEMBER	TERM OF OFFICE	CONTACT DETAILS
North Wales Fire Authority  Executive Panel	6  2	Paul Shotton, Ian Dunbar, Mike Reece, Owen Thomas, Hilary McGuill and Brian Dunn  Brian Dunn and Hilary McGuill		Until May 2017	Miss Alwen Davies, Member Liaison Officer North Wales Fire & Rescue Service, St. Asaph Business Park, St. Asaph, Denbighshire Tel: 01745 535286 Email:alwen.davies@nwales-fireservice.org.uk
North Wales Police and Crime Panel	2	Glenys Diskin and Neville Phillips		Annual Appointment	Angharad Jones, PA to the Police and Crime Commissioner and the Chief Executive, Glan y Don, Colwyn Bay, LL29 8AW Tel: 01492 804143 Email:OPCC@nthwales.pnn.police.uk
North Wales Psychiatric Fund	1	Adele Davies-Cooke		Until May 2017	Hilary Owen, Admin Building, Bryn y Neuadd Hospital, Aber Road, Llanfairfechan Conwy LL33 0HH Tel: 01248 682509 Email:hilary.owen@wales.nhs.uk
North Wales Residual Waste Partnership	2	Aaron Shotton and Kevin Jones	Yes	Until May 2017	Mr. Colin Everett, Chief Executive, County Hall, Mold Tel: 01352 702100 Email: chief_executive@flintshire.gov.uk

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OUTSIDE BODY	NO. OF SEATS	COUNCILLOR REPRESENTATIVES	CABINET MEMBER	TERM OF OFFICE	CONTACT DETAILS
North Wales Safer Communities Board	1	Kevin Jones	Yes	Until May 2017	Dr. Sian Jones, Community Safety Manager, Community Protection, Flintshire County Council, County Hall, Mold, Flintshire. Tel: 01352 702132 Email: sian-jones@flintshire.gov.uk
North Wales Trunk Road Agency Joint committee	1	Bernie Attridge	Yes	Until May 2017	Mr. Stephen Jones, Chief Officer Streetscene & Transportation, Environment Dept, County Hall, Mold Tel: 01352 704700 Email: Stephen.O.Jones@flintshire.gov.uk
Popeth Cymraeg – Welsh Language Centre Limited (formerly Canolfan Iaith Gwynedd)	1	Gareth Roberts		Until May 2017	Mr. Ioan Talfryn, Welsh Language Centre, Lenten Pool, Denbigh, LL16 Tel: 01745 812287
Post 16 Partnership Group with Coleg Cambria	2 plus 1 officer	Chris Bithell and Tony Sharps	Yes	Until May 2015	Kim Brookes, Business Support Manager, Education & Youth, County Hall, Mold Tel: 01352 704025 Email: kim.brookes@flintshire.gov.uk
Quarry Liaison Groups		Local and adjoining ward Members as appropriate		Until May 2017	Gary Nancarrow, Planning Development Control, Environment, Flintshire County Council, County Hall, Mold. Tel: 01352 703275 Email: gary.nancarrow@flintshire.gov.uk

OUTSIDE BODY	NO. OF SEATS	COUNCILLOR REPRESENTATIVES	CABINET MEMBER	TERM OF OFFICE	CONTACT DETAILS
SACRE	8	Chris Bithell, Colin Legg, Nigel Steele-Mortimer, Adele Davies-Cooke, Hilary Isherwood, David Mackie and <b><u>VACANCY x 2</u></b>	Yes	Until May 2017	Tracy Waters, Committee Services, Flintshire County Council, County Hall, Mold. Tel: 01352 702331 Email: tracy.waters@flintshire.gov.uk
School Budget Forum	2	Aaron Shotton and Chris Bithell	Yes	Until May 2017	Maureen Potter, Committee Services, Flintshire County Council, County Hall, Mold Tel: 01352 702322 Email:maureen.potter@flintshire.gov.uk
Shotton Community Association	2	Ron Davies and David Evans		Until May 2017	Cllr. Elwyn Roy Jones Chairman, 1 Beaconsfield Road, Shotton, Deeside, Flintshire, CH5 1EZ Tel: 01244 822107 / 07900291153 Email: joneselwyn@btinternet.com
Talacre Warren and Gronant Dunes Consultative Board	2	Sharon Williams and Glyn Banks		Until May 2017	Mr Tom Woodall Countryside Services, Flintshire County Council, Wepre Park, Connah's Quay, Flintshire Tel: 01352 703902 Email:tom.woodall@flintshire.gov.uk
TA Voluntary Reserve	1	Ron Hampson		Until May 2017	Kevin Rowan, Office Manager, Reserve Forces & Cadets Ass For Wales, Centre Block, Maindy Barracks, Cardiff ,CF14 3YE. Tel: 02920 375735 Email: wa-offman@rfca.mod.uk

OUTSIDE BODY	NO. OF SEATS	COUNCILLOR REPRESENTATIVES	CABINET MEMBER	TERM OF OFFICE	CONTACT DETAILS
Theatr Clwyd Cymru Board of Governors	13	Tim Newhouse, Veronica Gay, David Mackie, Marion Bateman, Robin Guest, Chris Bithell, Ron Davies, Derek Butler, David Evans, Brian Lloyd, Ron Hampson, Glyn Banks, Alison Halford	Yes	Until May 2017	Melanie Jones Theatr Clwyd Cymru. Tel: 01352 701566 Email:Melanie.Jones@flintshire.gov.uk
University of Bangor	1	Chris Bithell	Yes	Until May 2017	Lynne Hughes, Vice-Chancellor's Office, University of Wales, Bangor, Gwynedd, LL57 2DG Tel: 01248 382776 Email: l.hughes@bangor.ac.uk
Valuation Tribunal for Wales North Wales Region – Joint Appointing Panel (Flintshire) Area	1	Alan Diskin		Until May 2017	Gillian Kind, Clerical Officer, North Wales Region, Government Buildings Block A (L1) Sarn Mynach Llandudno Junction LL31 9RZ Tel: 03000 625350 Email:vtwalesnorth@vtw.gsi.gov.uk
Wales Council of the Blind	1	Peter Curtis		Until May 2017	Rebecca Phillips External Engagement Officer Wales Council of the Blind 2nd Floor Hallinans House 22 Newport Road Cardiff CF24 0DB Tel: 02920 473954 Email: bec@wcb-ccd.org.uk

OUTSIDE BODY	NO. OF SEATS	COUNCILLOR REPRESENTATIVES	CABINET MEMBER	TERM OF OFFICE	CONTACT DETAILS
Welsh Books Council	1	Chris Bithell	Yes	Until May 2017	Mr. Elwyn Jones, Chief Executive, Welsh Books Council, Castell Brychan, Aberystwyth, Ceredigion, SY23 2JB Tel: 01970 624151 Email:castellbrychan@cllc.org.uk
Welsh Border Community Transport	1	Veronica Gay		Until May 2017	Mr. Gary Feather, Welsh Border Community Transport, Town Council Building, The Cross, Mold Road, Buckley, Flintshire, CH7 2JB Tel: 01244 544474 Email:welshborderct@aol.com
Page 52 WLGA Co-ordinating Committee	1	Aaron Shotton	Yes	Until May 2017	Susan Perkins Welsh Local Government Association Local Government House, 10 Drake Walk, Cardiff, CF10 4LG Tel: 029 2048 8600 Email: susan.perkins@wlga.gov.uk
WLGA Council	4	Aaron Shotton, Bernie Attridge, Chris Bithell and Tony Sharps	Yes	Until May 2017	Susan Perkins Welsh Local Government Association Local Government House, 10 Drake Walk, Cardiff, CF10 4LG Tel: 029 2048 8600 Email: susan.perkins@wlga.gov.uk

**Outside bodies which have been disbanded or to which we no longer nominate Member representatives**

The Alliance (formerly Alliance for Regional Aid)

Cadwyn Clwyd

Coed Llai Sport and Social Club

Deeside Community Arts

Environment Protection Advisory Committee for Wales

Flintshire Community Safety Executive

Flintshire Furniture Recycling

Flintshire Rural Partnership

Flintshire Sports Council

Health, Social Care and Well-being Partnership Board

Heather & Hillforts

Mold Town Partnership Executive Committee

North Wales Economic Forum

North Wales Waste Planning Member Group

Tourism Partnership North Wales

Wales Home Safety Council

Welsh Joint Education Committee

Voluntary Council for Wales

Faith Consortium

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## COUNTY COUNCIL

<b>Date of Meeting</b>	Tuesday, 10 May 2016
<b>Report Subject</b>	Schedule of Member Remuneration
<b>Report Author</b>	Chief Officer (Governance)

### EXECUTIVE SUMMARY

Each year, the Independent Remuneration Panel for Wales (IRPW) determines the rates of payment which are to be made to elected and co-opted members of Welsh local authorities for the following municipal year. Consultation on the proposals was carried out last autumn. The final report was published in February and provides for the levels of payment to Members to remain as they were for 2015/16.

Flintshire, as with other Welsh Authorities, must decide which of the payment bands it wishes to apply for the Chair and Vice-chair of Council and whether it should pay senior salaries to Cabinet Members and committee chairs at level 1 or 2. We are required to implement the report from our Annual Meeting for the year 2016/17.

### RECOMMENDATIONS

1	That the Council considers whether all cabinet members and committee chairs should continue to be paid at Level 1.
2	That the Council determines which of the three bands of payments should be chosen for the Chair and Vice-chair of Council (bearing in mind that the previous decision has been band b)
3	That the Council approves the Schedule of Member Remuneration shown in Appendix 1 updated to apply to for 2016/17.

## **REPORT DETAILS**

<b>1.00</b>	<b>EXPLAINING THE SCHEDULE OF REMUNERATION</b>	
1.01	<p>The Independent Remuneration Panel for Wales (IRPW) issued its Annual Report for 2016/17 in February. It was circulated to Members as an attachment to an email from the Member Engagement Manager on 22<sup>nd</sup> of that month. The IRPW Annual Report determines what payments can be paid to Members and co-opted members for the Council year 2016/17. We must implement the report from the date of the Annual Meeting of Council.</p>	
1.02	<p>The IRPW has decided for 2016/17, the basic allowance payable to all elected Members should remain at £13,300 p.a., the same as it was for 2015/16. (Determination 1) The levels of payment to the Leader, the Deputy Leader, the Chair of Council, Vice- chair and leader of the largest opposition group also remain as they were for 2015/16. (Determinations 2 and 3) The maximum number of senior salaries payable by local authorities has not been changed: the maximum number for Flintshire remains at 18. Therefore, the position is largely as it was for the previous year. The details are included within appendix 2.</p>	
1.03	<p>Last autumn, the IRPW consulted on its draft report, which was considered at Council on 20th October. There were proposals in the draft report for two tiers of cabinet member and committee chair payments, which the Council opposed. Following the consultation on the draft, and meetings between IRPW representatives and heads of democratic services across Wales, the two tier approach has not become mandatory, but is now available to Authorities as a 'flexible approach'. Given that the Council opposed the creation of two tiers in the autumn, it is considered unlikely that there would be any support for that now, and so it is not being recommended for implementation. For Flintshire, level 1 for executive (cabinet) members is £29,000 and level 2 is £26,100. For committee chairs, level 1 is £22,000 and level 2 is £20,000</p>	
1.04	<p>In relation to payments to the Civic Head and Deputy (in our case the Chair and Vice-chair of Council) the IRPW gives local choice to Councils as to which of three bands it wishes to apply as indicated below. For the last two years, the Council has determined that the middle band, 'b' was the appropriate one for Flintshire.</p>	
<table border="1" style="width: 100%;"> <tr> <td style="text-align: center;"><b>Remuneration of Civic Heads and Deputy Civic Heads</b></td> </tr> </table>		<b>Remuneration of Civic Heads and Deputy Civic Heads</b>
<b>Remuneration of Civic Heads and Deputy Civic Heads</b>		



	<i>(includes "basic salary" of £13,300 p.a.)</i>	
	Civic Heads	Deputy Civic Heads
a)	£24,000	£18,000
b)	£21,500	£16,000
c)	£19,000	£14,000
1.05	The payment rates for co-opted members are unchanged.	

<b>2.00</b>	<b>RESOURCE IMPLICATIONS</b>
2.01	The amounts paid to members for allowances has been budgeted for on the basis of the draft IRPW report last autumn.

<b>3.00</b>	<b>CONSULTATIONS REQUIRED / CARRIED OUT</b>
3.01	All Members of the Council were sent the IRPW final report in February. This report has been shared with the group leaders and appropriate senior officers for their comments.

<b>4.00</b>	<b>RISK MANAGEMENT</b>
4.01	No risk management issues have been identified during the preparation of this report.

<b>5.00</b>	<b>APPENDICES</b>
5.01	<u>Appendix 1 Schedule of member remuneration</u> <u>Appendix 2 List of senior salary/allowances paid.</u>

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
6.01	<p>Independent Remuneration Panel for Wales Annual Report published February 2016.</p> <p><b>Contact Officer:</b> Robert Robins, Member Engagement Manager  <b>Telephone:</b> 01352 702320  <b>E-mail:</b> <a href="mailto:Robert.robins@flintshire.gov.uk">Robert.robins@flintshire.gov.uk</a></p>

<b>7.00</b>	<b>GLOSSARY OF TERMS</b>
7.01	<p><b>Independent remuneration Panel for Wales (IRPW)</b> is the body which determines the levels of payment to members of local authorities in Wales.</p> <p><b>Determinations:</b> the decisions which the IRPW makes.</p>

**SCHEDULE OF MEMBER REMUNERATION  
FOR THE COUNCIL YEAR 2016/2017  
PURSUANT TO COUNCIL DECISION OF THE 20 MAY 2014**



## **SCHEDULE OF MEMBER REMUNERATION**

### **1.00 Introduction**

- 1.01 Regulation 4 of the Independent Remuneration Panel for Wales (IRPW) Regulations requires that an authority must produce annually a schedule of payments it intends to make to its Members and co-opted Members. The amount of those payments must accord with the Panel's determinations made for that year. The schedule must be produced no later than 4 weeks following the annual meeting of the authority. An authority may amend the schedule at any time during the year provided such amendments accord with the Panel's determinations for that year.
- 1.02 The IRPW have decided that certain payments to Members should be called salaries even though Members are not employees of the Council. More commonly such payments are called allowances. This document will refer to salaries as allowances.
- 1.03 Annex 3 of the annual report issued by IRPW in February 2014 requires that the schedule of Member remuneration contain certain information and this document contains the information required by Annex 3.
- 1.04 In addition to the 70 Members of Flintshire County Council (the Council) some Committees of the Council have co-opted Members and such co-opted Members are entitled to receive co-opted Member payments determined by the IRPW as detailed in this document.

### **2.00 Definitions**

- 2.01 "Basic Allowance (Basic Salary)"  
This is the amount of payment determined by the IRPW that is paid to each Member of the Council.
- 2.02 "Senior Allowance (Senior Salary)"  
This is the amount of payment determined by the IRPW that is paid to a limited number of Members because of the specific responsibilities they have and includes for those Members their basic allowance (basic salary).
- 2.03 "Civic Allowances (Civic Salaries)"  
These are payments made to the Chair of the Council as civic head and to the Vice Chair of the Council.

- 2.04 “Care Allowance”  
This is a payment to Members and co-opted Members in respect of expenses of arranging for the care of children or dependants necessarily incurred in order to carry out official Council business.
- 2.05 “Travel Allowance”  
This is a payment made to a Member or co-opted Member in respect of travel expenditure incurred for the performance of official Council business.
- 2.06 “Subsistence Allowance”  
This is a payment made to a Member or co-opted Member in respect of expenditure incurred by the Member or co-optee in the performance of official Council business. It is not payable for the performance of official business within the boundaries of Flintshire.
- 3.00 Payments**
- 3.01 ***Basic Allowance***  
Attached as Appendix 1 to this schedule are the names of those Members who receive the basic allowance of £13,300 p.a.
- 3.02 ***Senior Allowances***  
Attached as Appendix 2 are the names of those Members who receive senior allowances, including the office and portfolio held and the amount paid. The amount paid includes £13,300 basic allowance. It also indicates which of the four bands of senior allowance determined by the IRPW applies. The IRPW have placed a maximum of 18 on the number of senior allowances that Flintshire can pay. This limit can only be exceeded where there is a temporary senior allowance office holder providing temporary cover for the family absence of the appointed office holder. This maximum limit of senior allowances has not been exceeded.
- 3.03 ***Civic Allowances***  
The Chair of the Council as the Civic Head receives a civic allowance of £21,500 p.a. and the Vice Chair of the Council a civic allowance of £16,000 p.a. These include the basic allowance of £13,300 p.a. Appendix 2 names the Members entitled to civic allowances.
- 3.04 ***Co-optees***  
Attached as Appendix 3 are the names of the co-opted Members who receive the co-opted Member fee and whether they are a Committee Chair or an ordinary Committee Member. As a Chair the daily fee is £256 (£128 for half day), whereas for a co-opted ordinary Member the daily fee is £198 (£99 for half day). No more than 15 full days or 30 half days will be paid during the year.

## **4.00 Allowable Expenses**

### **4.01 Care Allowance**

A maximum payment of £403 per month can be paid to Members and co-opted Members who incur necessary expenses for the care of children or dependents while undertaking Council duties.

Reimbursement is only made on production of receipts from the carer.

### **4.02 Travel & Subsistence Allowances**

Members and co-opted Members will be reimbursed expenditure on travel and subsistence by way of payment of travel and subsistence allowances in accordance with Appendix 4.

## **5.00 Arrangements**

5.01 Paragraph 6 of Annex 2 requires local authorities to declare in the schedule of Member remuneration whether certain arrangements are in place. These are whether:-

- A statement of the basic responsibility of a Councillor is in place.
- Role descriptions of senior allowance office holders is in place.
- Records are kept of Councillor attendance.
- Records are kept of Councillor activity.
- Annual reports are prepared by Councillors and published on the Council's website.

In Flintshire the first and second of the above are in place and records are kept of Councillor attendance at formal meetings. Any annual reports prepared by Councillors are published on the Council's website. Records are not kept of Councillor activity.

5.02 Such part of a salary, allowance or fee must be repaid where payment has already been made in respect of any period during which the Member or co-opted Member concerned:

- was suspended or partially suspended from their duties or responsibilities in accordance with Part 3 of the Local Government Act 2000 or regulations thereunder;
- ceases to be a Member or co-opted Member of the authority;
- or in any way is not entitled to receive an allowance (salary), or fee in respect of that period.

5.03 Any Member or co-opted Member may by notice in writing to the Chief Officer, Governance elect to forgo any part of their entitlement to an allowance, or fee for that particular year.

- 5.04 Members and co-opted Members are paid their allowances, and fees on a monthly basis through the year. For travel and subsistence allowances this is dependent upon having received a completed claim form from the Member submitted in accordance with Appendix 4.
- 5.05 Changes may be made to this Schedule of Member Remuneration by the Chief Officer, Governance provided all Members, co-opted Members and the IRPW are informed promptly of any such changes.

**List of Councillors**

Councillors:-

Alex Aldridge  
Bernie Attridge  
Glyn Banks  
Haydn Bateman  
Marion Bateman  
Chris Bithell  
Helen Brown  
Derek Butler  
Clive Carver  
David Cox  
Paul Cunningham  
Peter Curtis  
Ron Davies  
Adele Davies-Cooke  
Alan Diskin  
Glenys Diskin  
Chris Dolphin  
Rosetta Dolphin  
Ian Dunbar  
Andy Dunbobbin  
Brian Dunn  
Carol Ellis  
David Evans  
Jim Falshaw  
Veronica Gay  
Robin Guest  
Alison Halford  
Ron Hampson  
George Hardcastle  
David Healey  
Cindy Hinds  
Ray Hughes  
Dennis Hutchinson  
Hilary Isherwood  
Joe Johnson

Rita Johnson  
Christine Jones  
Kevin Jones  
Richard Jones  
Colin Legg  
Phil Lightfoot  
Brian Lloyd  
Richard Lloyd  
Mike Lowe  
David Mackie  
Nancy Matthews  
Hilary McGuill  
Ann Minshull  
Billy Mullin  
Tim Newhouse  
Sara Parker  
Mike Peers  
Vicky Perfect  
Neville Phillips  
Mike Reece  
Gareth Roberts  
Ian Roberts  
David Roney  
Tony Sharps  
Aaron Shotton  
Paul Shotton  
Ian Smith  
Nigel Steele-Mortimer  
Carolyn Thomas  
Owen Thomas  
David Williams  
Sharron Williams  
David Wisinger  
Arnold Woolley  
Matt Wright



## APPENDIX 2

<b><u>Band 1</u></b>	<b><u>Amount</u></b> [including Basic Allowance (Salary) of £13,300]
Leader (Councillor Aaron Shotton)	£48,000
Deputy Leader (Councillor Bernie Attridge)	£33,500

### **Band 2**

Cabinet Members	£29,000
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Councillors:-  
Billy Mullin  
Christine Jones  
Helen Brown  
Kevin Jones  
Chris Bithell  
Derek Butler

### **Band 3**

Committee Chairs for:- Planning & Development Control Committee (Councillor D Wisinger) Audit Committee (Councillor Tim Newhouse) Licensing Committee (Councillor L A Sharps) 6 Overview & Scrutiny Committees (Councillors Hampson, Ellis, IB Roberts, Roney, Gay and Carver)	£22,000
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### **Band 4**

Leader of the largest group not represented on the Cabinet (Councillor Mike Peers)	£22,000
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Note: A maximum of 18 senior salaries can be paid by Flintshire.

No Member can receive more than one senior allowance (salary).

### **Civic Allowances**

Council Chair (Councillor Ray Hughes)	£21,500
Council Vice Chair (Councillor Peter Curtis)	£16,000

Note: These amounts include Basic Allowance of £13,300 paid to all Members.

**Co-opted Members**

***Standards Committee:-***

Mr Robert Dewey  
Mrs Phillipa Ann Earlam  
Mr Jonathan Duggan-Keen  
Mr Edward Michael Hughes  
Mr Kenneth Harry Molyneux

***Lifelong Learning:-***

Mrs Rebecca Stark  
Mr David Hytch  
The Venerable John Thelwell  
Mrs Janine Beggan  
Mr Bernard Stewart

***Audit Committee:-***

Mr Paul Williams

***Pensions Committee:-***

Mr S Hibbert  
Councillor S Wilson  
Councillor H L Jones  
Councillor A Rutherford

**TRAVEL & SUBSISTENCE ALLOWANCES**

Any claim for travel or subsistence allowance must be made on the appropriate claim form and submitted on a monthly basis within 4 months of the date on which any entitlement became due. With the exception of claims for travel by private motor vehicle all other claims for payment travel or subsistence allowance shall be accompanied by appropriate receipts proving actual expenses. The approved form for claiming of subsistence allowance includes a statement that the Member/co-opted Member has not made and will not make any other claim in respect to the matter to which the claim relates. The claim form needs to be signed by the Member or co-opted Member.

Members and co-opted Members can only claim travel, subsistence and care allowances for the following official business:

- a) Attendance at a meeting of the Council or of any Committee of the Council or of any Body to which the Council makes appointments or nominations, or of any Committee of such a Body.
- b) Attendance at a meeting of any Association of Authorities of which the Council is a Member.
- c) Attendance at any other meeting the holding of which is authorised by the Council or by a Committee of the Council or by a Joint Committee of the Council and one or more other Authorities.
- d) A duty undertaken for the purpose of, or in connection with, the discharge of the functions of an Executive where the Council is operating Executive Arrangements within the meaning of Part II of the Local Government Act 2000.
- e) A duty undertaken in pursuance of a Standing Order which requires a Member or Members to be present when tender documents are opened.
- f) A duty undertaken in connection with the discharge of any function of the Council which empowers or requires the Council to inspect or authorise the inspection of premises.
- g) Attendance at any training or developmental event approved by the Council or its Executive.
- h) Attendance at any training or developmental event approved by a Committee of the Council or by the Chief Executive or appropriate Chief Officer in consultation with the Chair or Vice Chair of the Council.
- i) Any attendance required by financial regulations or Contract Standing Orders.
- j) Any attendance authorised/required by the Council's Scheme of Delegation (e.g. attendances for consultation purposes).
- k) Attendance upon an Officer of the Council upon Ward business.
- l) Attendance upon an Officer of the Council upon Council business.
- m) Attendance to inspect background documents under Section 100D Local Government Act 1972.

- n) Any other attendances expressly authorised by Committee, Executive or Council.

Where the above official business is carried out within the Council area, this will not entitle payment of a subsistence allowance except where it related to a co-opted Member living outside the Council area.

Where a Member or co-opted Member is suspended or partially suspended from being a Member or co-opted Member, under Part 3 of the Local Government Act 2000 then travel and subsistence allowances payable to that Member/co-opted Member in respect of the responsibilities or duties from which that Member/co-opted Member is suspended or partially suspended will not be paid.

**Conditions of Claiming Travel and Subsistence Allowances:-**

- 1) Travel and subsistence allowances are reimbursement of expenses necessarily incurred in performing official business provided always that they are not reimbursable by any other Body
- 2) If the appropriate official business is not identified (and in the case of (k) & (l) above the Officer/s and business concerned) no reimbursement shall be made
- 3) Except in the case of claims for travel by means of a private motor vehicle, receipts must be produced prior to any reimbursement
- 4) In the case of claims for travel by means of a private motor vehicle the actual start and finish mileage should be shown
- 5) Where two or more Members travel to the same venue out of the County, then either rail travel or a pool/hire car shall be used unless either the Chief Executive, Chief officer (Governance) or the Corporate Finance Manager has given prior authorisation
- 6) Wherever possible travel should be booked in advance by the Council to obtain:-
  - Discount
  - VAT refund
  - Best ValueWhenever travel is not so booked, this must be approved by the Chief Executive, Chief officer (Governance) or the Corporate Finance Manager.
- 7) Wherever possible officers travelling with Members shall defray all appropriate expenditure and reclaim via official channels

## **Travel Allowances:**

1. Approved duty must always be specified

2. Mileage

(a) ***Private Car***

The relevant mileage will be reimbursed at the rate appropriate to vehicles of up to 999 cc irrespective of the actual cubic capacity of the vehicle actually used, the rate is currently 45p per mile. Where an official passenger/passengers are carried a further 5p per passenger per mile is payable in which case the passenger/s must be identified. The rate per mile applies up to a maximum of 10,000 miles in the year and 25p per mile thereafter.

(b) ***Pool Car***

Reimbursement for ACTUAL FUEL purchased upon production of receipts.

(c) Motor cycle reimbursement at the rate of 24p per mile.

(d) Bicycles reimbursement at the rate of 20p per mile.

3. Other Travel Arrangements

All rail or other travel should be pre-booked and paid for by the Council. In those cases where direct bookings or alternative arrangements are authorised then the actual expenditure incurred will be reimbursed upon production of appropriate receipts up to the maximum of the relevant standard class fare or actual mileage involved.

## **Subsistence Allowances**

1. Official business to be specified. No subsistence allowance is paid for official business within Flintshire.

2. All appropriate receipts to be produced with claim forms.

3. Any overnight accommodation should be arranged via the Council's Members' Services Team.

4. For official business within Flintshire the rate of subsistence allowance is Nil. For approved duties outside of Flintshire the rates are as indicated below.

5. A maximum payment of £25 is available for an overnight stay, including breakfast with friends or relatives whilst on an approved duty.

6. Where the Member certifies that the expenditure was necessarily incurred reimbursement will be made up to the maximum of:

Breakfast £4.48	more than 4 hours before 11.00 am
Lunch £6.37	more than 4 hours of which part is between 12.00 and 2.00 pm
Tea £2.43	more than 4 hours of which part is between 3.00 pm and 6.00 pm
Evening Meal £7.64	more than 4 hours ending after 7.00 pm

Tea and evening meal cannot be claimed for the same day, only one of these may be claimed.

Any of the above will not be payable if the equivalent meal is provided free of charge to the Member at the event.

Where expenditure has been incurred by the Member exceeding the figures given above, reimbursement may be made subject to a maximum of £28 per day.

### **Accommodation Expenses**

- (a) Official business to be specified:-
- (b) Except in exceptional circumstances approved by the Chief Executive, or Head of Legal and Democratic Services or the Corporate Finance Manager all accommodation must always be booked in advance by the Council to obtain:-
- Discount
  - VAT
  - Best Value

In these circumstances there is no question of reimbursement.

- (c) Where meals are included in the accommodation or courses/conferences those cannot be claimed for separately, except in exceptional circumstances as approved by the Chief Executive, or Chief Officer (Governance) or Corporate Finance Manager.
- (d) Where accommodation is booked other than by the Council, reimbursement will only be made upon production of appropriately detailed receipts.

AND

up to a maximum of £150.00 per overnight stay in London  
or £95.00 for overnight stay elsewhere in UK.

AND

the Council obtaining better value by this arrangement or this arrangement being the only practicable one in the circumstances.

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**Appendix 2****Band 1****Amount**

Leader

£34,700

Deputy Leader

£20,200

**Band 2**

Cabinet members (assuming level 1)

£15,700

**Band 3**Committee chairs for Audit, Licensing,  
Planning & Development and six  
Overview & Scrutiny Committees

£8,700

**Band 4**

Leader of the largest opposition group

£8,700

Note each of the above is exclusive of the Basic allowance/salary of £13,300 payable to all elected members. No member can receive more than one senior allowance/salary.

Civic allowances

(assuming Level 2)

Chair of Council

£8,200

Vice-chair of Council

£2,700

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## COUNTY COUNCIL

<b>Date of Meeting</b>	Tuesday, 10 May 2016
<b>Report Subject</b>	County Council Diary of Meetings 2016/17
<b>Report Author</b>	Chief Officer (Governance)

### EXECUTIVE SUMMARY

The Council's schedule of meetings includes meetings in the morning and afternoon.

The Council has recently carried out a survey amongst Members to ascertain their preferences for when our formal meetings should be held. The Democratic Services Committee has recommended, following consideration of the survey, that the status quo be maintained for the life of this Council. The new Council, which is to be elected in May 2017, will be invited to review its meeting arrangements.

### RECOMMENDATIONS

1	That the draft diary of meetings for 2016/17 be approved.
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## **REPORT DETAILS**

<b>1.00</b>	<b>EXPLAINING THE COUNTY COUNCIL DIARY OF MEETINGS 2016/17</b>
1.01	Following a decision of County Council in March 2010, the diary of meetings is based on an approximate 10 week cycle.
1.02	In addition to the County Council meetings in the 10 weekly cycle, there are specific meetings scheduled for the Statement of Accounts, Annual Performance Report, the Budget/HRA, Council Tax Setting, the Annual meeting and the Improvement Plan report.
1.03	There are also four reserved slots in the diary should any special meetings need to be called.
1.04	Overview and Scrutiny Committees are scheduled to meet approximately twice in the 10 week cycle. This enables timely reporting for budget and performance reports.
1.05	Following suggestions from some Members that we should broaden the span of when we hold our meetings, to include evenings, the Democratic Services Committee instructed the officers to carry out a survey of Members. This is recognised as good practice: by holding day time meetings, the Council could be limiting opportunities for those who are in employment or who have caring responsibilities to stand for office. By conducting the survey, we are able to prove that these issues have been given due consideration. At the 27 <sup>th</sup> January meeting of the Democratic Services Committee, when the issue was considered, there was a proposal made during the meeting that Council should consider holding its meetings at 5pm. That proposal was considered by the Council, but was not supported, at the 1st March meeting.
1.06	The survey was held during March and covered both elected and co-opted Members. The results of the survey showed a marked preference for maintaining our current arrangements, which is to have a combination of morning, afternoon and evening meetings. This was reflected amongst both elected and co-opted member respondents. At its meeting on 27th April, the Democratic Services Committee recommended, following consideration of the results of the survey, that the status quo be maintained for the life of this Council.
1.07	It was recognised, however, that the new Council which is to be elected in May 2017 will have a different composition. It is appropriate that the new Council once elected will be invited to review the meeting arrangements to ensure that these meet its requirements.
<b>2.00</b>	<b>RESOURCE IMPLICATIONS</b>
2.01	None.

<b>3.00</b>	<b>CONSULTATIONS REQUIRED / CARRIED OUT</b>
3.01	Chief Officer Team, Policy, Performance & Partnerships Team, Overview & Scrutiny Team, Corporate Finance Manager, Internal Audit Manager, Development Manager, Group Leaders and Chairs and Vice-Chairs of Committees.

<b>4.00</b>	<b>RISK MANAGEMENT</b>
4.01	None.

<b>5.00</b>	<b>APPENDICES</b>
5.01	Draft diary of meetings 2016/17.

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
6.01	None.  <b>Contact Officer:</b> Nicola Gittins, Team Manager – Committee Services <b>Telephone:</b> 01352 702345 <b>E-mail:</b> <a href="mailto:nicola.gittins@flintshire.gov.uk">nicola.gittins@flintshire.gov.uk</a>

<b>7.00</b>	<b>GLOSSARY OF TERMS</b>
7.01	<b>Schedule of meetings</b> – covers the period from 1 September 2016 to 31 July 2017  <b>Gap in meetings from 17 April to 2 June 2017</b> – No meetings have been scheduled for this period, apart from the Council’s Annual Meeting on 16 May 2017, to enable Members to canvas prior to the County Council elections on 4 May 2017 and to allow Membership of each Committee to be agreed following the AGM on 16 May 2017 prior to the despatch of any agendas

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**DIARY 2016/17**

<b>DAY / DATE</b>	<b>10.00AM</b>	<b>2.00PM</b>
Monday 29 August 2016	<b>SCHOOLS CLOSED BANK HOLIDAY</b>	
Tuesday 30 August 2016	<b>SCHOOLS CLOSED</b>	
Wednesday 31 August 2016	<b>SCHOOLS CLOSED</b>	
Thursday 1 September 2016		Planning Strategy Group
Friday 2 September 2016		
Monday 5 September 2016	Planning Site Visits	Standards (6.30pm)
Tuesday 6 September 2016		
Wednesday 7 September 2016		Planning & Development Control Committee (1pm)
Thursday 8 September 2016		Education & Youth OSC
Friday 9 September 2016		
Monday 12 September 2016	Organisational Change OSC	
Tuesday 13 September 2016		
Wednesday 14 September 2016	Community & Enterprise OSC	Environment OSC
Thursday 15 September 2016	Corporate Resources OSC	Social & Health Care OSC
Friday 16 September 2016		
Monday 19 September 2016		
Tuesday 20 September 2016	Cabinet (9.30am)	
Wednesday 21 September 2016		Children's Services Forum (4.30pm)
Thursday 22 September 2016		
Friday 23 September 2016		
Monday 26 September 2016	Audit (Statement of Accounts)	County Council (Statement of Accounts)

Tuesday 27 September 2016	Clwyd Pension Fund Committee	
Wednesday 28 September 2016		
Thursday 29 September 2016		
Friday 30 September 2016		
Monday 3 October 2016		Standards (6.30pm)
Tuesday 4 October 2016		
Wednesday 5 October 2016	Constitution Committee  Democratic Services Committee (11.00am)	SACRE
Thursday 6 October 2016		Planning Strategy Group
Friday 7 October 2016		
Monday 10 October 2016	Planning Site Visits	
Tuesday 11 October 2016		
Wednesday 12 October 2016		Planning & Development Control Committee (1pm)
Thursday 13 October 2016	Corporate Resources OSC	Education & Youth OSC
Friday 14 October 2016		
Monday 17 October 2016	Organisational Change OSC	
Tuesday 18 October 2016	Cabinet (9.30am)	
Wednesday 19 October 2016	Community & Enterprise OSC	County Council (Annual Performance Report)
Thursday 20 October 2016	Social & Health Care OSC	
Friday 21 October 2016		
Monday 24 October 2016	<b>SCHOOLS CLOSED</b>	
Tuesday 25 October 2016	<b>SCHOOLS CLOSED</b>	
Wednesday 26 October 2016	<b>SCHOOLS CLOSED</b>	



Thursday 27 October 2016	<b>SCHOOLS CLOSED</b>	
Friday 28 October 2016	<b>SCHOOLS CLOSED</b>	
Monday 31 October 2016		
Tuesday 1 November 2016		
Wednesday 2 November 2016	Environment OSC	
Thursday 3 November 2016		Planning Strategy Group
Friday 4 November 2016		
Monday 7 November 2016		Standards (6.30pm)
Tuesday 8 November 2016	Clwyd Pension Fund Committee	Clwyd Pension Fund Committee (Annual meeting)
Wednesday 9 November 2016		Education Consultative Committee
Thursday 10 November 2016	Corporate Resources OSC	
Friday 11 November 2016	<b>KEEP FREE</b>	<b>KEEP FREE</b>
Monday 14 November 2016	Planning Site Visits	
Tuesday 15 November 2016	Cabinet (9.30am)	
Wednesday 16 November 2016		Planning & Development Control Committee (1pm)
Thursday 17 November 2016	Licensing	Education & Youth OSC
Friday 18 November 2016		
Monday 21 November 2016	Organisational Change OSC	
Tuesday 22 November 2016		Reserved Slot
Wednesday 23 November 2016	Community & Enterprise OSC	Children's Services Forum (4.30pm)
Thursday 24 November 2016		Social & Health Care OSC
Friday 25 November 2016		

Monday 28 November 2016		
Tuesday 29 November 2016		
Wednesday 30 November 2016		
Thursday 1 December 2016		
Friday 2 December 2016		
Monday 5 December 2016		Standards (6.30pm)
Tuesday 6 December 2016		County Council
Wednesday 7 December 2016	Environment OSC	
Thursday 8 December 2016	Corporate Resources OSC	Planning Strategy Group
Friday 9 December 2016	Environment OSC budget meeting	Organisational Change OSC budget meeting
Monday 12 December 2016	Planning Site Visits	
Tuesday 13 December 2016	Cabinet (9.30am)	Social & Health Care OSC budget meeting
Wednesday 14 December 2016		Planning & Development Control Committee (1pm)
Thursday 15 December 2016	Community & Enterprise OSC budget meeting	Education & Youth OSC budget meeting
Friday 16 December 2016	Corporate Resources OSC budget meeting	
Monday 19 December 2016	<b>SCHOOLS CLOSED</b>	Corporate Resources OSC mop-up budget meeting
Tuesday 20 December 2016	<b>SCHOOLS CLOSED</b>	
Wednesday 21 December 2016	<b>SCHOOLS CLOSED</b> Community & Enterprise OSC	
Thursday 22 December 2016	<b>SCHOOLS CLOSED</b> Social & Health Care OSC	Education & Youth OSC
Friday 23 December 2016	<b>SCHOOLS CLOSED</b>	

	<b>CHRISTMAS RECESS</b>	
Monday 2 January 2017	<b>SCHOOLS CLOSED BANK HOLIDAY</b>	
Tuesday 3 January 2017		
Wednesday 4 January 2017		
Thursday 5 January 2017		
Friday 6 January 2017		
Monday 9 January 2017	Organisational Change OSC	Standards (6.30pm)
Tuesday 10 January 2017		
Wednesday 11 January 2017	Environment OSC	
Thursday 12 January 2017	Corporate Resources OSC	Planning Strategy Group
Friday 13 January 2017	Environment OSC budget meeting	Organisational Change OSC budget meeting
Monday 16 January 2017	Planning Site Visits	
Tuesday 17 January 2017	Cabinet (9.30am)	
Wednesday 18 January 2017		Planning & Development Control Committee (1pm)
Thursday 19 January 2017	Social & Health Care OSC budget meeting	Education & Youth OSC budget meeting
Friday 20 January 2017	Corporate Resources OSC budget meeting	
Monday 23 January 2017		Community & Enterprise OSC budget meeting
Tuesday 24 January 2017		County Council
Wednesday 25 January 2017	Audit	Children's Services Forum (4.30pm)
Thursday 26 January 2017		Social & Health Care OSC
Friday 27 January 2017	Corporate Resources OSC mop-up budget meeting	
Monday 30 January 2017		

Tuesday 31 January 2017		
Wednesday 1 February 2017	Community & Enterprise OSC	Democratic Services Committee  Constitution Committee (3pm)
Thursday 2 February 2017	Licensing	Education & Youth OSC
Friday 3 February 2017		
Monday 6 February 2017	Organisational Change OSC	Standards (6.30pm)
Tuesday 7 February 2017		
Wednesday 8 February 2017	Environment OSC	Education Consultative Committee
Thursday 9 February 2017	Corporate Resources OSC	
Friday 10 February 2017		
Monday 13 February 2017		
Tuesday 14 February 2017	Cabinet	County Council (Special) (budget)
Wednesday 15 February 2017		SACRE
Thursday 16 February 2017	Clwyd Pension Fund Committee	Planning Strategy Group
Friday 17 February 2017		
Monday 20 February 2017	<b>SCHOOLS CLOSED</b> Planning Site Visits	
Tuesday 21 February 2017	<b>SCHOOLS CLOSED</b>	Reserved slot for budget
Wednesday 22 February 2017	<b>SCHOOLS CLOSED</b>	Planning & Development Control Committee (1pm)
Thursday 23 February 2017	<b>SCHOOLS CLOSED</b>	
Friday 24 February 2017	<b>SCHOOLS CLOSED</b>	
Monday 27 February 2017		

Tuesday 28 February 2017		
Wednesday 1 March 2017		County Council (Council Tax Setting)
Thursday 2 March 2017	Social & Health Care OSC	
Friday 3 March 2017		
Monday 6 March 2017		Standards (6.30pm)
Tuesday 7 March 2017		
Wednesday 8 March 2017	Community & Enterprise OSC	Environment OSC
Thursday 9 March 2017	Corporate Resources OSC	
Friday 10 March 2017		
Monday 13 March 2017	Organisational Change OSC	
Tuesday 14 March 2017	Cabinet	
Wednesday 15 March 2017	Audit	
Thursday 16 March 2017	Planning Strategy Group	Education & Youth OSC
Friday 17 March 2017		
Monday 20 March 2017	Planning Site Visits	
Tuesday 21 March 2017	Clwyd Pension Fund Committee (Special)	
Wednesday 22 March 2017		Planning & Development Control Committee (1pm)
Thursday 23 March 2017		
Friday 24 March 2017		
Monday 27 March 2017		
Tuesday 28 March 2017		
Wednesday 29 March 2017		Children's Services Forum (4.30pm)
Thursday 30 March 2017		

Friday 31 March 2017		
Monday 3 April 2017		Standards (6.30pm)
Tuesday 4 April 2017		Reserved Slot
Wednesday 5 April 2017	Community & Enterprise OSC	Constitution Committee  Democratic Services Committee (3.00pm)
Thursday 6 April 2017	Corporate Resources OSC	Social & Health Care OSC
Friday 7 April 2017		
Monday 10 April 2017	<b>SCHOOLS CLOSED</b> Planning Site Visits	
Tuesday 11 April 2017	<b>SCHOOLS CLOSED</b> Cabinet	
Wednesday 12 April 2017	<b>SCHOOLS CLOSED</b>	Planning & Development Control Committee (1pm)
Thursday 13 April 2017	<b>SCHOOLS CLOSED</b>	Planning Strategy Group
Friday 14 April 2017	<b>SCHOOLS CLOSED</b> <b>BANK HOLIDAY</b>	
Monday 17 April 2017	<b>SCHOOLS CLOSED</b> <b>BANK HOLIDAY</b>	
Tuesday 18 April 2017	<b>SCHOOLS CLOSED</b>	
Wednesday 19 April 2017	<b>SCHOOLS CLOSED</b>	
Thursday 20 April 2017	<b>SCHOOLS CLOSED</b>	
Friday 21 April 2017	<b>SCHOOLS CLOSED</b>	
Monday 24 April 2017		
Tuesday 25 April 2017		
Wednesday 26 April 2017		
Thursday 27 April 2017		
Friday 28 April 2017		
Monday 1 May 2017	<b>SCHOOLS CLOSED</b> <b>BANK HOLIDAY</b>	

Tuesday 2 May 2017		
Wednesday 3 May 2017		
Thursday 4 May 2017	COUNTY COUNCIL ELECTIONS	COUNTY COUNCIL ELECTIONS
Friday 5 May 2017		
Monday 8 May 2017		
Tuesday 9 May 2017		
Wednesday 10 May 2017		
Thursday 11 May 2017		
Friday 12 May 2017		
Monday 15 May 2017		
Tuesday 16 May 2017	County Council (AGM) (11am)	
Wednesday 17 May 2017		
Thursday 18 May 2017		
Friday 19 May 2017		
Monday 22 May 2017		
Tuesday 23 May 2017		
Wednesday 24 May 2017		
Thursday 25 May 2017		
Friday 26 May 2017		
Monday 29 May 2017	<b>SCHOOLS CLOSED BANK HOLIDAY</b>	
Tuesday 30 May 2017	<b>SCHOOLS CLOSED</b>	
Wednesday 31 May 2017	<b>SCHOOLS CLOSED</b>	
Thursday 1 June 2017	<b>SCHOOLS CLOSED</b>	

Friday 2 June 2017	<b>SCHOOLS CLOSED</b>	
Monday 5 June 2017	Planning Site Visits	Standards (6.30pm)
Tuesday 6 June 2017		
Wednesday 7 June 2017		Planning & Development Control Committee (1pm)
Thursday 8 June 2017	Planning Strategy Group	Education & Youth OSC
Friday 9 June 2017	Audit	
Monday 12 June 2017	Organisational Change OSC	
Tuesday 13 June 2017	Environment OSC	Clwyd Pension Fund Committee
Wednesday 14 June 2017	Community & Enterprise OSC	Children's Services Forum (4.30pm)
Thursday 15 June 2017	Corporate Resources OSC	Social & Health Care OSC
Friday 16 June 2017		
Monday 19 June 2017	Licensing	
Tuesday 20 June 2017	Cabinet (9.30am)	County Council (Improvement Plan)
Wednesday 21 June 2017	Democratic Services Committee  Constitution Committee (11am)	Education Consultative Committee
Thursday 22 June 2017		
Friday 23 June 2017		
Monday 26 June 2017	Planning Site Visits	
Tuesday 27 June 2017		
Wednesday 28 June 2017		Planning & Development Control Committee (1pm)
Thursday 29 June 2017		Planning Strategy Group
Friday 30 June 2017		



Monday 3 July 2017		Standards (6.30pm)
Tuesday 4 July 2017		
Wednesday 5 July 2017		SACRE
Thursday 6 July 2017		
Friday 7 July 2017		
Monday 10 July 2017		
Tuesday 11 July 2017	Environment OSC	
Wednesday 12 July 2017		
Thursday 13 July 2017	Corporate Resources OSC	Education & Youth OSC
Friday 14 July 2017		
Monday 17 July 2017	Organisational Change OSC	
Tuesday 18 July 2017	Cabinet (9.30am)	Reserved Slot
Wednesday 19 July 2017	Community & Enterprise OSC	Audit
Thursday 20 July 2017		Social & Health Care OSC
Friday 21 July 2017		
Monday 24 July 2017	<b>SCHOOLS CLOSED</b> Planning Site Visits	
Tuesday 25 July 2017	<b>SCHOOLS CLOSED</b>	
Wednesday 26 July 2017	<b>SCHOOLS CLOSED</b>	Planning & Development Control Committee (1pm)
Thursday 27 July 2017	<b>SCHOOLS CLOSED</b>	Planning Strategy Group
Friday 28 July 2017	<b>SCHOOLS CLOSED</b>	
Monday, 31 July 2017	<b>SCHOOLS CLOSED</b>	

	<b>AUGUST RECESS SCHOOLS CLOSED</b>	
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DRAFT