

15 December, 2021

LLANELLI RURAL COUNCIL

Minute Nos: 314 – 322

At a Meeting of the **POLICY AND RESOURCES COMMITTEE** of the Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, and via remote attendance on Wednesday, 15 December, 2021, at 4.45 p.m.

Present: Cllr. S. M. Donoghue (Chairman)

Cllrs.

C. P. Beer	H. J. Evans
S. L. Davies	J. P. Hart
T. Devichand	A. G. Morgan
A. Evans	J. S. Phillips

314. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. P. M. Edwards and I. G. Wooldridge.

315. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

316. MEMBERS' ATTENDANCE ALLOWANCE

Further to Minute No. 241, members received the report of the Clerk in regard to the recommendation made by the working group tasked with formulating a set remuneration rate for paying members an attendance allowance.

Following discussion whereby Members agreed with the recommendation made by the working group, it was

RESOLVED that:

1. An attendance allowance of £15.00 per member per meeting attendance for certain approved duties be determined.
2. Approved duties in this instance should be restricted to attendance at council meetings, committee and sub-committee meetings and working groups established for specific council tasks.
3. In recommending the rate of £15.00, it was recognised that there would be an increase in the members' allowances budget (A/C Code 4302) of an additional £11,088 in the next financial year. This budget figure provided for an 80 percent member attendance rate across the council's full meeting structure over the annual cycle of meetings plus an additional 10 percent contingency for ad-hoc meetings and situations.

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4. The attendance allowance rate was formulated using the real living wage which was currently £9.90 per hour and also predicated on the upper range of council and committee meeting durations which could last up to 1 hour 30 minutes in certain circumstances and then the sum was rounded up to the nearest pound sterling.

5. Any future uplift in the attendance allowance should be calculated using the formula set out in point 4 above but recognising the variable nature of the real living wage and it having to keep pace with annual rates of inflation but also recognising that the formula should not exceed any maximum amount determined by the Independent Remuneration Panel for Wales in future years (the current maximum amount being £30.00).

6. The recommended attendance allowance rate of £15.00 per member per meeting attendance should be frozen until such time as there was an uplift in the real living wage which correlated to the formula providing for a rate of £17.50 or thereabouts (subject to any rounding arrangements). This rate would serve as the next trigger point for determining any potential further uplift and any subsequent freeze that might also need to be applied.

FURTHER RESOLVED that in accepting the recommendation of the working group that the details of the scheme be published on the council's website.

317. VOLUNTEERING POLICY

Further to Minute No. 478, (21 March, 2018, refers) members considered the report of the Community Development Officer highlighting upcoming volunteering opportunities associated with grant funded projects.

The council needed to embrace good practice by adopting its own volunteering policy. When applying for future funding it could also include the policy in support of its application.

The volunteer policy set out the principles and practices by which the council involved volunteers and was relevant to staff and volunteers. It aimed to create a common understanding and to clarify roles and responsibilities to ensure the highest standards were maintained in relation to the management of volunteers.

Following discussion, it was

RESOLVED that the volunteering policy set out in the Community Development Officer's report be adopted.

318. PRE – ELECTION PUBLICITY

Members received the report of the Clerk in regard to various publicity restrictions the council would need to observe in the run-up to the ordinary local government elections on 5 May, 2022.

The report offered advice on the publicity restrictions that should be observed during the pre-election period. It had been prepared so that members and officers had due regard to the provisions of the Local Government Act 1986 (as amended) and the Local Authorities: code of recommended practice produced and published by Welsh Government in 2014.

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The period between the notice of an election and the election itself (18 March, 2022 to 5 May, 2022 in this instance) should preclude proactive publicity in all its forms by members and other politicians involved directly in the elections. This requirement also applied to the council as a corporate body.

Following discussion, it was

RESOLVED that the report be noted and accepted and that it be circulated to all councillors and staff for their attention and action.

319. LOCAL ELECTIONS (PRINCIPAL AREAS) (WALES) RULES 2021 AND LOCAL ELECTIONS (COMMUNITIES) (WALES) RULES 2021

Further to Minute No. 192, members received email correspondence from the Elections Unit, Welsh Government updating members on the key decisions taken by Welsh Ministers in recent weeks in respect of the Local Elections (Principal Areas) (Wales) Rules 2021 and Local Elections (Communities) (Wales) Rules 2021.

The majority of the rules governing local elections remained the same as for previous years except for changes made necessary by the extension to the franchise. There were also several additional draft rules included which gave effect to the proposals contained in the Electoral Reform in Local Government in Wales consultation.

Ministers had made the decision on how these and other changes would be progressed particularly in regard to the following:

- Candidate's home address;
- Statement of political party affiliation;
- Personal statement for candidates;
- Electronic submission of candidate nomination forms;
- Counting agents and polling agents formula;
- Independent/Annibynnol description; and
- Timetable and consequential rules.

Following discussion, it was

RESOLVED that the information be noted in readiness for the ordinary local government elections to be held on 5 May 2022.

320. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960

RESOLVED that in view of the confidential nature of the business to be transacted, the following matter be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960 be exercised.

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321. STAFFING MATTERS

Members considered the report of the Technical and General Operations Manager informing of staffing matters.

RESOLVED that the report referenced 12:2021 be accepted.

322. SEASONAL GREETINGS

The Chairman wished members and staff a Merry Christmas and a happy, prosperous and healthy New Year.

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The meeting concluded at 5.17 p.m.

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The afore-mentioned Minutes were declared to be a true record of the proceedings and signed by the Chairman presiding thereat and were, on 11 January, 2022, adopted by the Council.