



Complete Agenda

Democracy Service
Swyddfa'r Cyngor
CAERNARFON
Gwynedd
LL55 1SH

Meeting

DEMOCRACY SERVICES COMMITTEE

Date and Time

1.00 pm, TUESDAY, 18TH JUNE, 2024

Location

Virtual Meeting

For public access to the meeting, please contact us

Contact Point

Sioned Mai Jones

01286 679665

sionedmaijones@gwynedd.llyw.cymru

(DISTRIBUTED 10/06/24)

DEMOCRACY SERVICES COMMITTEE

MEMBERSHIP (15)

Plaid Cymru (10)

Councillors

Annwen Hughes
Olaf Cai Larsen
Llio Elenid Owen
Beca Roberts
Sian Williams

Linda Ann Jones
Edgar Wyn Owen
Arwyn Herald Roberts
Ioan Thomas
John Pughe

Independent (4)

Councillors

Anwen J. Davies
Eryl Jones-Williams

Anne Lloyd-Jones
Dewi Owen

Liberal/Labour (1)

Councillor Stephen Churchman

Ex-officio Members

Chair and Vice-Chair of the Council

A G E N D A

1. APPOINTMENT OF VICE-CHAIR

To appoint a Vice-chair for 2024/25.

2. APOLOGIES

To receive any apologies for absence.

3. DECLARATION OF PERSONAL INTEREST

To receive any declaration of personal interest.

4. URGENT ITEMS

To note any items that are a matter of urgency in the view of the Chairman for consideration.

5. MINUTES

4 - 8

The Chairman shall propose that the minutes of the last meeting of this committee held on 27 February 2024, be signed as a true record.

6. DRAFT OF THE ANNUAL REPORT BY THE HEAD OF DEMOCRACY SERVICES

9 - 16

To consider the report and its contents and recommend it for adoption by the Full Council as required.

7. MEMBER TRAINING AND DEVELOPMENT

17 - 20

To consider the report content, offer comments and accept the proposals within.

8. FINANCIAL REMUNERATION

21 - 24

To accept the report by the Democracy and Language Manager.

DEMOCRATIC SERVICES COMMITTEE, 27/02/24

PRESENT:

Councillors:

Dewi Owen (Chair), Stephen Churchman, Anwen Hughes, Elwyn Jones, Anne Lloyd-Jones, Olaf Cai Larsen, Edgar Wyn Owen, Gwynfor Owen, Llio Elenid Owen, Beca Roberts and Menna Trenholme (Cabinet Member for Corporate Support).

Officers: Vera Jones (Democracy and Language Services Manager), Ian Jones (Head of Corporate Support Department), Annes Sion (Democracy Team Leader), Catrin Love (Assistant Head of Corporate Support), Cara Williams (Members' Development Officer) and Sioned Mai Jones (Democracy Services Officer).

1. APOLOGIES

Apologies were received from Councillors, Linda Ann Jones, Eryl Jones-Williams and Arwyn Herald Roberts.

2. DECLARATION OF PERSONAL INTEREST

No declarations of personal interest were received.

3. URGENT ITEMS

No urgent matters were raised.

4. MINUTES

The Chair accepted the minutes of the previous meeting of this committee, held on 14 November 2023, as a true record.

5. 2024/25 COMMITTEES' CALENDAR

DECISION

To accept the report and recommend the Committees' Calendar for 2024/25 to the Full Council meeting on 7 March 2024, for adoption.

The report was submitted, and it sought the Committee's views on the 2024/25 Committees' Calendar before being submitted to the Council meeting next week. It was reported that consultations had been taking place with the Council's internal officers as well as the National Park Authority, to avoid clashes with other meetings. In addition, it was noted that every effort had been made to avoid clashes with the meetings of the North Wales Economic Ambition Board and North Wales Corporate Joint Committee.

It was highlighted that the Council's first meeting had been moved to 9 May 2024 because the Police and Crime Commissioner Elections were being held on 2 May. It was reported that a reserve date had been earmarked in the calendar for an Extraordinary Meeting of the Council for September 2024, to hold potential discussions on the Single Transferable Vote systems.

During the discussion the following observations were made:

- It was pointed out that neither the meetings of the Pension Board, nor training days, had been noted on the Calendar. An enquiry was made about the possibility of including Councillor training days on the Calendar.
- A member asked whether it was possible to consult with the Fire Authority to avoid clashes. It was noted that five Councillors were members of the Fire Authority and there had been clashes in the past between the dates of Council meetings and Fire Authority meetings.
- Discontent was expressed that Councillors' inability to attend a committee as they were representing the Council on another Committee that was being held at the same time, was being recorded as an 'Apology' or 'Absent'. It was believed that there was a need to look at this system.
- It was asked why the Full Council's meeting time had changed to 1:30pm and whether it was possible to change it back to 1:00pm. It was believed that this would benefit Councillors who lived far from Caernarfon and needed to travel home after the meeting, as well as improve attendance for the entire meeting.

In response to the observations:

- It was noted that the Pension Board's meetings were not usually included in the Committee's Calendar as only two Councillors attended them. Nevertheless, reassurances were given that the Democracy team was making every effort to avoid clashes. It was reported that the team was looking into training dates at present, and the possibility of including them on the Calendar; this could be looked at next year.
- Reassurances were given that the Fire Authority would be consulted when the 2025/26 Committees Calendar was created, and from now on.
- It was noted that the Democracy Team would investigate the way that Apologies and Absences were being recorded as a result of clashes due to Councillors' roles.
- Members were reminded that the Full Council meeting time had changed to 1:30pm following the response received to a questionnaire sent to the Councillors in 2022. It was noted that one of the main reasons was to ensure that sufficient time was available to hold the Group meetings in the morning. It was added that the Democracy team also needed time to prepare the Chamber for the Council meeting. It was noted that there was no intention to re-consult this term, unless many voiced the same opinions regarding the Council's meeting time. It was reiterated that Members were able to join meetings virtually in order to avoid long journeys.

6. SUPPORT FOR COUNCILLORS

RESOLVED:

To note the observations and accept the report.

Submitted - the report on the results of the questionnaire that was sent to all the Members in January 2024, asking for their views on the service available from the Democracy team.

It was noted that 31 Councillors had completed the questionnaire. It was reported that 91% had noted that the standard of the service was Good or Very Good, with one Member noting Satisfactory and two had not responded. It was noted that the Member who had noted Satisfactory had given observations about another Council Department and so the team leader would contact the Member in question to obtain views on the service being offered by the Democracy team.

It was reported that one Member had expressed discontent regarding the steps to become paperless. It was noted that the Democracy team was collaborating with the Members in an attempt to support this change. Attention was drawn to other observations made, such as the challenges associated with a Councillor's role and the importance of treating Members with respect. The importance for every Member to complete the questionnaire was reiterated, to

ensure that the service available to Councillors was sufficient and met the needs and all Members were encouraged to complete the questionnaire in the future.

During the discussion the following observations were made:

- A view was expressed stating that a Councillor's role was currently more challenging than it used to be due to the political climate and its associated challenges, such as the cost-of-living and the lack of Housing.
- An observation was made regarding clause 7 of the report, noting that there was incomplete information on the Council's website regarding the appointment of Councillors to External Bodies. It was also noted that there was a need to review the membership of the Task Group in order to ensure that it was current.
- It was asked whether the Democracy team asked Members for suggestions on how to improve the service available to them.
- It was also asked whether information about the support available with childcare for Councillors was being shared with female Councillors. It was emphasised that it was essential to attract women to undertake the role of a Councillor.

In response to the observations:

- It was acknowledged that there was a need to regularly update the information about External Bodies and it was reported that arrangements were in the pipeline to undertake the work over the coming months.
- It was noted that the questionnaire included a question on how the Democracy team could develop the service available to Members as well as a question about any further comments. It was believed that the questionnaire gave Members ample opportunities to voice their opinions and make suggestions.
- It was confirmed that the information about the support available in terms of childcare had already been shared with Councillors during the Welcome Days as part of the induction process and it was also available on the Members' Intranet. It was noted that it may be possible to circulate the information by including it in the Members' Bulletin so that it was highlighted further over the coming weeks.

7. LEARNING AND DEVELOPMENT PROVISION FOR MEMBERS

RESOLVED:

To accept the report, noting the observations submitted.

The report on the Learning and Development provision and the training opportunities available to Members, was submitted. It was noted that the report was slightly different this time to highlight the challenges associated with delivering the programme.

Reference was made to the consultation process with Heads and Officers which was already in the pipeline to create the 2024/25 training programme. It was noted that those elements of the 2024/25 programme which had already been populated, could be seen in the report. It was reported that the service was receiving many requests for new training and were attempting to prioritise them. The previous comments made by some Members that the programme had developed to be a heavy programme in terms of its content, were reflected upon.

It was highlighted that key titles identified as core fields were listed in the report. It was emphasised that it was essential for Members to complete these, and it was noted that many had not completed the titles. Attention was drawn to the figures in the table in part 2.4 of the report.

It was added that some of the core titles had been running for some time and that the numbers attending the sessions were problematic. It was noted that holding half-empty training sessions, in terms of attendance, did not provide the best value for money and led to having to re-conduct the same training many times. It was noted that this hindered officers' ability to move forward with the broader training programme since the core titles would need to be re-visited in 2024/25. Concern was highlighted that the Members who had not attended the core training did not have the background or required knowledge for their role.

During the discussion the following observations were made:

- Praise was expressed for the high quality of training, noting that it was useful, and gratitude was expressed for the work of the Learning and Development service.
- Concern and disappointment was expressed as so many Members had not attended the core training and it was asked what steps were in the pipeline to ensure that everyone attended the mandatory titles.
- Enquiries were made about a forward plan and whether it could be circulated. It was believed that obtaining a forward plan of the dates would benefit Members so that they could plan and leave time free for the various headings.
- It was acknowledged that it was difficult to attend training due to Members' time constraints since some had full calendars, and many had other responsibilities such as a career or children. Gratitude was expressed for the steps already taken to improve the number of attendees.
- Enquiries were made on the possibility of watching recorded sessions and whether Members could do so in their own time. It was asked whether this would count as if they had attended the session.
- A suggestion was made to contact the Political Group Leaders so that they could draw attention to the matter formally within the Groups and highlight the most essential training. It was reiterated that there was now a responsibility on Group Leaders to ensure that Members attended training.
- The need for Members to re-do training if it had already been completed, e.g., during the previous Council (2017-22), or via another organisation, was questioned.
- It was highlighted that many sessions were cancelled due to lack of numbers or sickness, and some had not been rearranged. Particular reference was made to the sessions with Welsh Women's Aid, which was cancelled on 9 February.

In response to the observations:

- It was reported that the service had been focusing on reminding Members about the need to attend core titles and re-offer sessions, as well as offer sessions at different times, e.g., in the evening. In addition, it was noted that the Member Development Officer targeted individuals who did not attend and reminded them. Further suggestions from the Members were welcomed.
- It was noted that extensive information about the titles could be found on the Members' Intranet and that a lot of information was being shared in the Members Bulletin every week, as well as a link to the Intranet. It was highlighted that a copy of the forward plan could be seen on the Members' Intranet. It was added that efforts had been made to avoid clashes between training days and the Council's Committees.
- It was noted that recordings of some training sessions were uploaded on the Members' Intranet. Members were asked to contact the Member Development Officer to confirm after watching a recording, otherwise the service would not be aware of this.
- It was agreed that the service contact the Political Group Leaders as soon as possible so that they encourage Members to attend core titles.
- It was noted that there were often updates in titles, such as the Code of Conduct and Safe Leadership and Personal Safety, therefore Members were encouraged to re-attend if it was timely for them to do so.

- It was confirmed that a further session with Welsh Women's Aid would be rearranged in April, and a new date would be proposed as soon as possible.

The meeting commenced at 13:00 and concluded at 13:55

CHAIR

CYNGOR GWYNEDD



Report to a meeting of the Democracy Services Committee

Date of Meeting: 18 June 2024

Title of Item: Draft of the Annual report by the Head of Democracy Services in relation to support for Members.

Contact Officer: Ian Jones, Head of Democracy Services

1. DECISION

The Democracy Services Committee is requested to consider the report and its contents and recommend it for adoption by the Full Council as required.

2. What is the background and relevant considerations?

- 2.1 I am required to report to the full Council annually outlining the support available to Councillors.
- 2.2 In accordance with the requirements of the Local Government (Wales) Act 2011, the Democracy Services Committee is responsible for specific matters (under Section 11), as follows:
- Fulfilling the role of the local authority to appoint a Head of Democracy Services
 - Review the support available in relation to staff, buildings and other resources available to the Head of Democracy Services, to ensure they are adequate for the requirements of the role.
 - Produce a report, at least once a year, to be presented to the Full Council in relation to support for Members.
- 2.3 This year's annual report is concise and focuses on the developments made during the year rather than outlining all the support available to Members. It also outlines the top priorities for the year ahead.
- 2.4 I want to thank you the members of the Democracy Services Committee for your constructive comments during our meetings over the year. A number of teams assist me in providing the best possible support to you, and I want to

thank everyone for their work, but I want to specifically thank the Democracy and Language Service officers, who are your main day-to-day liaison, to Catrin Love and the learning and development team, and all the other officers who assist in supporting you in your role. I look forward to working with you all in the future to further develop the provision.

*The Annual report by the
Head of Democracy Services
2023/24*



FOREWORD

I am delighted to present my annual report outlining the support that is available for Gwynedd Councillors. In this report I have focused on the additional achievements undertaken during the year to support you.

I am eager to continue to support you in the most effective way and this would not be possible without your support as Councillors, and the support of the various officers working in the background.

I look forward to working with you over the coming years. Thank you.

Regards,

Ian



Ian Jones,
Head of Democracy Services

REPORTING BACK ON THE PRIORITIES FOR 2023/24

2023/24 – continued support

2023/24 has been a year of continuing with the work of building on the solid foundations of support that are in place for you. I had outlined the four top priorities for the year. The following shows the progress against all four areas.

SECURITY AND SUPPORT FOR COUNCILLORS

What did we promise?

Continue to focus on security issues for Councillors as well as mental health and well-being support for Councillors.



What did we achieve?

- We continue to focus on Security matters for Councillors, with risk assessments undertaken prior to all hybrid meetings.
- Specific training on Security for Members is held, with Security issues also being discussed as part of the training for Chairs.
- A series of Member bulletins have given focus to well-being support for Councillors, and also specific pages on the Members Intranet available.
- Informal sessions with female Councillors are held with the benefit of Councillors being able to support each other in their unique role.

TRAINING FOR COUNCILLORS — PERSONAL DEVELOPEMENT TALKS

What did we promise?

We will offer 1-1 sessions for Councillors to discuss support in terms of development in your role and to prepare for potential future roles e.g. role as Chair.

What did we achieve?

- There has been some change of track by prioritising the need to address core training as a starting point.
- We have started by revisiting the most appropriate use of resources by initially targeting core training:
- Nevertheless, we are running a full programme of training, including more developmental training for Councillors.
- We provide high-quality internal and external training.
- The challenge now is to ensure the most appropriate use of resources.



EXAMINING OUR SCRUTINY ARRANGEMENTS FOLLOWING THE WORK OF AUDIT WALES

What did we promise?

We will examine our scrutiny arrangements in light of the work report from Audit Wales on our current arrangements, examining whether there is a need for more training or to adapt our committees in any way.



Purpose of Scrutiny in Gwynedd:

TO FACILITATE DRIVING IMPROVEMENT IN SERVICES FOR THE PEOPLE OF GWYNEDD

This will be done constructively by:

- Investigating concerns regarding the quality of our services
- Acting as a Critical Friend, and ensuring that appropriate attention is given to the citizen's voice
- Identifying good practice and weaknesses
- Holding the Cabinet and its members to account
- Review or scrutinise, decisions or actions, that are not the responsibility of the Cabinet

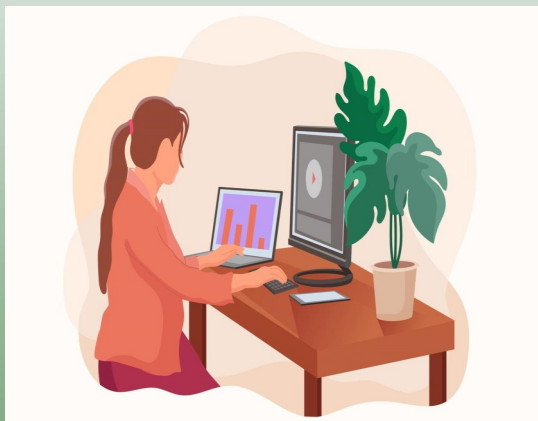
What did we achieve?

- ♦ A review has been completed during the year.
- ♦ Confirmation of proceeding with current arrangements of 3 committees.
- ♦ Training has been offered to all Councillors to emphasise the importance of strategic and insightful questioning and the need for clear recommendations in order to be able to track and evidence the impact of scrutiny.
- ♦ Modifications to our internal arrangements to sharpen our scrutiny arrangements e.g., a particular focus on insightful questioning in the briefings, preparing questions in advance in the informal sessions and self-appraisal of the performance of committees.

A PAPERLESS COUNCIL

What did we promise?

Moving towards becoming a paperless Council to reduce our carbon footprint and to realise the relevant savings for the Council



What did we achieve?

- * We have acted to achieve the various benefits - environmental benefit, instant sharing of information, achieving savings.
- * 29 Councillors received paper copies (for between 1 and 10 committees each).
- * We have provided an additional screen for Councillors to assist with their work and offered 1:1 training on the installation and use of the equipment.
- * Some individuals continue to receive paper copies as required.
- * This has saved the Council money with printing and postage costs, as well as reducing the carbon footprint, avoiding any postal problems, and enabling direct communication etc.

Thank you to everyone for their co-operation.

2023/24— OTHER ACHIEVEMENTS

91% of Gwynedd Councillors have reported that the service from the Democracy Team is good/very good.

98% of Decision Notices from Council committees are published within 5 working days.

Ran the committee programme for the year, over **150** meetings in total, virtual and multi-location meetings and developed our web-broadcasting arrangements.

Administered the salaries and expenses of Councillors and publishing the information in accordance with the statutory requirements.

Assisted individual Councillors with various situations. Reviewed the Councillors' maternity arrangements and rights is one example

Welcomed a new Councillor during the year, and reviewed our welcoming and induction arrangements.

Took additional steps to overcome connection issues and improve sound in the chambers for hybrid meetings.

Administered regional committees and supported the establishment of the North Wales Corporate Joint Committee and its sub-committees.

Administered Councillors salaries and costs in accordance with the Independent Remuneration Committee.

Conducted a full programme of training with recordings of many of the events on the Members Intranet.

Continued to develop the Members' Intranet and publish a weekly Members' bulletin for timely communication.

Offered support and guidance with using technology in meetings.

Supported the Chairs and Vice-chairs of various committees by providing them with a briefing note, reports, advice and guidance in both formal and informal situations. Held specific training for Chairs and prospective Chairs, including an element of using technology.

PRIORITIES FOR 2024/25

During 2024/25 we will continue with the usual array of support for Councillors. In addition we will:

- ◇ ***Continue to build upon our arrangements for security and support for Elected Members within our means.***

- ◇ ***Rationalise the training programme and briefing programme for Councillors in order to ensure the best use of Councillors' time and the best use of Council resources.***

- ◇ ***Proceed with the changes to scrutiny arrangements to ensure that scrutiny makes a difference.***

- ◇ ***Work with the Chair of the committee to highlight the support available to Councillors—starting with 'the Chair's newsletter' as part of the Members Bulletin following each Democratic Services committee meeting .***

Please contact me or any of the team directly to discuss any concerns.

I look forward to working with you over the coming year.

CYNGOR GWYNEDD



Report to a meeting of the Democracy Services Committee

Date of Meeting: 18 June 2024
Title of Item: Member Training and Development.
Contact Officer: Catrin Love, Assistant Head of Corporate Support

1. DECISION

The Democracy Services Committee is asked to consider the report content, offer comments and accept the proposals within.

2. What is the background and relevant considerations?

- 2.1 At the last meeting, it was highlighted that it is more important than ever to rationalise the training provision for elected members.
- 2.2 It was explained that that the training programme for elected members in going forwards would involve three aspects:
 - Core Training
 - Other training
 - Personal Development Reviews
- 2.3 You will remember that in the last meeting, specific attention was given to the Core Training element, which are the most basic and fundamental part of the training programme which all Elected Member require to be able to perform their function effectively.
- 2.4 Over the last few months, there has been follow up on this matter, by way of corresponding with each Group Leader to raise awareness of the matter, and ask that they follow up with Group members where gaps exist in the 7 Core elements.
- 2.5 It's evident that the follow up has happened on their part as some Members have been in contact to ask for further information as to what is required of

them. To date, this hasn't resulted in a significant increase in completion numbers to what we reported on last time.

- 2.6 Our intention now is to arrange a further discussion with the Group Leaders over the coming weeks to further explain the situation and the associated risks as things stand.
- 2.7 Despite there being a number of Members who need to complete Core training elements, it's clear in the current financial climate with us now having entered the third electoral year that the provision will need to change. Some courses are running half empty, which is a significant drain on Officer time. One example of this was the Leading Safety and Personal Safety course held on 21/5/24, which is one of the seven Core titles. 11 members had registered for the Course. This is a Course which requires the Health and Safety Managers time (half a day) along with a translator, and the Member Training Officer. Only 4 members turned up on the day.
- 2.8 The intention in moving forward therefore is that there will be recordings of these Courses available on the Members' Intranet for members to watch at their own convenience with a request that they inform us as they complete the modules.
- 2.9 As we move forward, we will need a decision and clarity on the requirement for refresher training and Members are invited to offer comments on this matter. Course content does change over time in order to keep them current, and some Members do choose to attend a refresher title to keep their knowledge fresh and updated, but to date there is no official requirement on this need.
- 2.10 A number of Courses have been arranged since the last Meeting with highlights including a Best practice in Scrutiny session, which proved very popular attracting very positive feedback. Also, a Skills session for Chairs of Committees, Cost of living support, and several sessions on violence against women.
- 2.11 The WLGA (Welsh Local Government Association) has a comprehensive support package for Elected Members training. It is fair to note however that not all the provision is available bilingually and the Council is proactive in trying to influence that matter in accordance with our own Welsh Language Policy. The recent best practice in Scrutiny session is one such recent example where alternative arrangements were put in place to deliver this session in order to ensure it could be offered in Welsh.

- 2.12 The main activity over the next few months otherwise will focus on WLGA Self Appraisal framework on the support for Elected Members in Wales which sets out clear expectations on Member Learning and Development.
- 2.13 The first step in that process will be conduct a questionnaire over the summer months in order to seek input from Members over their training needs and what they wish to see included in the programme over the next year.
- 2.14 Opinion has already been sought on Welsh language skills and as a result a programme of language refinement sessions have been arranged for September
- 2.15 In keeping with the theme of seeking opinions, an informal session was held for female Councillors to give them the space to discuss and support each other in their role and compare any barriers. Eight Councillors attended the session held at the end of May. The main messages are conveyed in the following bullet points:
- 2.16 Councillors noted their frustration that certain officers were not answering emails/queries. The Councillors noted that they often inquire on behalf of others and that they are accountable to their constituents and have to report that they are 'still waiting for an answer'. On the other hand, Galw Gwynedd was identified as a particularly good asset that assisted them in their work as Councillors.
- 2.17 The Chief Executive had paid considerable attention to this, and Councillors should refer specific examples to him or through the democracy services.
- 2.18 Along the same lines, it was noted that the level of complaints and enquiries they receive seems to be going much higher, with people being less patient and expecting an immediate resolution. It was also noted that there was pressure on the Councillors because of some situations, and that they were trying to do their best in all situations. The current main areas of enquiry were housing, highways and road signs.
- 2.19 It was intended to explore the housing field further as part of the Care Scrutiny Committee programme during 2024/25.
- 2.20 In light of the above, it was pointed out that demands on time and trying to balance work as a Councillor, (in the Council, in the ward), paid work and family life was a huge challenge, and that family life seems to suffer the most. There was room to celebrate the successes that Cyngor Gwynedd had seen as more women were now Councillors and in lead roles.
- 2.21 As a result of the above and the challenge to try and attract more women, young people and women who were raising families to become Councillors, it had been noted that there was scope to raise awareness of Councillors and

prospective Councillors of the right to maternity leave and reclaim childcare costs.

2.22 Another matter discussed was support and assistance to Councillors – it was noted that many were receiving support from their colleagues, particularly their ward 'neighbours'. It was also noted that it was a lonely role, and many missed getting to know their fellow members when attending committees as was the case before the change to the act. Praise was given to the support available from the democracy team and to training sessions, but there was concern about the numbers attending.

CYNGOR GWYNEDD



Report to Democratic Services Committee

Date of meeting: 18 June 2024
Title of Item: Information regarding Financial remuneration.
Contact Officer: Vera Jones, Democracy and Language Manager.

1. DECISION

The Democratic Services Committee is asked to accept the report for information.

2. What is the background and relevant considerations?

2.1 In November 2023 a report was submitted to the committee outlining the proposals by the Independent Remuneration Panel for Wales for the 2024/25 financial year. The final report confirming the changes for 2024/25 was published by the Panel on 28th February, 2024. The aim of this report is to present the latest information to elected members.

The Role of the Independent Remuneration Panel for Wales

2.2 The Panel is responsible for setting the salary levels of Wales' Councillors, and their role is fully independent. Since its establishment, the Panel has expressed regularly and firmly that local democracy and public service governance is not cost-free, and that a value must be given to them if we are to enable everyone to participate. It is important to promote a culture that encourages individuals to receive remuneration to ensure that people from all parts of society can participate confidently in our democracy.

2.3 In addition, the Local Government (Wales) Measure 2011 makes it a requirement for the Panel to consider the financial implications of its decisions. The Panel has had to seek to balance both elements in parallel every year as it makes its decisions.

Remuneration for Elected Members.

2.4 The table below shows the details of Group B payments for 2024-25.

	remuneration payment for 2024/25	Remuneration Payment for 2023/24
Basic salary (payable to every elected member)	£18,666	£17,600
Band 1: leader	£62,998	£59,400
Band 1: Deputy leader	£44,099	£41,580
Band 2: executive members	£37,799	£35,640
Band 3: committee chairs (if they receive a recognition payment)	£27,999	£26,400
Band 4: the leader of the largest opposition party	£27,999	£26,400
Band 5: leaders of other political groups	£22,406	£21,340

2.5 The level set for the Civic Head is £27,999, and £22,406 for the Deputy Civic Head.

2.6 Note that it is a responsibility on the Authority to pay the level noted, however should an Elected Member decide that they do not wish to receive their salary or a proportion of their salary, they will need to write individually to the Head of Democratic Services.

Communication

2.7 Following receiving a number of enquiries from Elected Members about salary levels it was decided to report the information to the Democratic Services Committee and ask the members to share the information with other members. Information has already been provided through the medium of the Members Bulletin and on the Members intranet and we again encourage all members to utilise this important resource.

2.8 Examples of the information provided can be seen in Appendix A and B.

Cyflogau Aelodau Etholedig Salaries for Elected Members

2024/25



Cyfrifodeb Panel Annibynnol ar Gydabyddiaeth Ariannol Cymru yw gosod lefelau Cyflogau Cynghorwyr Cymru.

It is the responsibility of the Independent Remuneration Panel for Wales to set the salary levels of Wales' Councillors.

Bydd y cyflogau isod yn daladwy o'r 1af o Ebrill, 2024.
The salaries shown below will be payable from 1st April 2024.

Cyflog sylfaenol (yn daladwy i bob aelod etholedig) <i>Basic salary (payable to every elected member)</i>	£18,666
Band 1: arweinydd <i>leader</i>	£62,998
Band 1: dirprwy arweinydd <i>deputy leader</i>	£44,099
Band 2: aelodau gweithredol <i>executive members</i>	£37,799
Band 3: cadeiryddion pwyllgorau (os ydynt yn cael tâl cydnabyddiaeth) <i>committee chairs (if they receive a recognition payment)</i>	£27,999
Band 4: arweinydd grŵp yr wrthblaid fwyaf <i>the leader of the largest opposition party</i>	£27,999
Pennaeth Dinesig <i>Civic Head</i>	£27,999
Dirprwy Bennaeth Dinesig <i>Deputy Civic Head</i>	£22,406

Os oes Aelod Etholedig yn dymuno peidio derbyn y lwfans neu gyfran ohono, yna mae'n rhaid iddynt ysgrifennu yn unigol at Bennaeth Gwasanaethau Democratiaeth ar y cyfeiriad e-bost canlynol-

Should an Elected Member decide that they do not wish to receive their salary or a proportion of their salary, they will need to write individually to the Head of Democratic Services at the following email -

IanJones@gwynedd.llyw.cymru

Gwynedd Councillors—Information for 2024/2025



- ◆ The basic salary for Councillors is £18,666 from 1st April, 2024
- ◆ The salary is decided by the Independent Remuneration Panel for Wales

If you do not wish to receive the salary contact Ian Jones, Head of Democratic Services: ianjones@gwynedd.llyw.cymru



Do you look after a dependant?

Remember you're entitled to claim care costs if you pay for child or adult care in order to attend Council meetings

Contact the Democracy Team for more information:
gwasanaethdemocratiaeth@gwynedd.llyw.cymru