

# NANTYGLO & BLAINA TOWN COUNCIL

## CYNGOR TREF NANT-Y-GLO A BLAENAU

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Mrs T Hughes – Town Clerk/RFO      Mrs N Horner – Assistant Officer

### Attendance Allowance – Terms & Conditions

The Independent Remuneration Panel Wales 2022 details in which a council can decide to pay an attendance allowance to members (Determination 48). This determination states that each payment must not exceed £30 and that a member in receipt of financial loss compensation will not be entitled to claim attendance allowance for the same event.

Nantyglo & Blaina Town Council resolved the payment (and terms and conditions relation to) of Attendance Allowance at the Meeting of the Full Council held on 25<sup>th</sup> January 2022 and clarified at the Finance & General Purposes Committee meeting held on 27<sup>th</sup> September 2022.

Meeting attended	Amount of Attendance Allowance payable
Full Council Meeting & Events Committee (takes place on same day i.e. one sitting)	£30 per member
Planning & Highways and Finance & General Purposes Committees (takes place on same day i.e. one sitting)	£30 per member
Task & Finish Group Meetings	£10 per member
Whole Council Training Sessions	£10 per member

- Attendance Allowance is payable as from 9<sup>th</sup> May 2022
- As per the IRPW report, a member cannot claim both Attendance allowance and Financial Loss payments.
- If any member in employment is not paid by their employer for taking time to attend Council Meetings, then that member can claim the financial loss payment from the Town Council but is NOT able to claim the Attendance Allowance payment.
- Members will need to complete the meetings to be eligible to receive the attendance allowance i.e. payment would not be made pro rata.
- In reference to the above point, a period of grace of 10 minutes at the start of the meeting will be allowed. This is to account for any Member who may experience technical difficulties etc in joining the meeting.
- No attendance allowance is payable for individual training sessions attended.
- There is one payment paid per sitting e.g., for sittings consisting of the Full Council Meeting followed by the Events Committee, both meetings must be attended for the £30 payment to be made. This also applies for the sitting consisting of the Planning & Highways Committee and Finance & General Purposes Committee meetings.

- Both meetings of each sitting must be attended for payment to be made. Attendance Allowance payable will be paid in respect of one sitting (not individual meetings i.e. £30 for one sitting comprising of two meetings as specified above).
- Individual Members have the right to choose whether or not to accept the Attendance Allowance (as per the IRPW report).
- If a meeting is not quorate, then it would be classed as having taken place for attendance allowance purposes (Members present always attend an informal meeting to discuss the agenda fully, in its place).
- Nantyglo & Blaina Town Council are classed as a Group 3 council for payment/allowance purposes by IRPW.
- Payments will be made three times per year, in arrears as per most other member allowance payments.

(IRPW – Independent Remuneration Panel Wales)