



Attendance Allowance Scheme (Independent Remuneration Panel for Wales)

At the April 2024 council meeting, the Council resolved that they would adopt the Determination of the IRPW Annual Report for Attendance Allowance:

Determination 49:

Each council can decide to introduce an attendance allowance for members. The amount of each payment must not exceed £30.

A member in receipt of financial loss will not be entitled to claim attendance allowance for the same event.

The mandatory maximum for each qualifying event is £30. There is no stipulated minimum.

Payments for attendance must be in respect of official business or approved duty which are identified in the council's Standing Orders or alternatively by specific resolution. The scheme should specify for which events payments will be made.

All members of the council will be entitled to the payment for attendance at the events specified in this scheme, but an individual member may decline to receive payment by informing (in writing) the proper officer.

Official Business or Approved Duty

- The monthly council meeting (which includes the Finance Committee, Planning & Highways Committee and Leisure & Environment Committee meetings held on the same evening)
- Meetings of the Staffing Committee
- Any extra-ordinary council meetings throughout the year
- To qualify for the Attendance Allowance, members are required to be present for the duration of the identified meetings.

Payments

- The sum of £20 was approved as the Attendance Allowance for each qualifying event
- Payment will be made in conjunction with all other IRPW payments and will be made to members at the end of the financial year February or March
- Payments will be as one lump sum
- Payments will be paid directly to the members via bacs and will be paid via payroll where appropriate tax and national insurance will be deducted.
- Should a member leave part way through a year, a pro rata payment will be made.
- Should a member claim for the Attendance Allowance and then not be able to attend the meeting, any over payment made will be deducted from the following year allowance or the member will be requested to reimburse the council.

The Council reviewed, approved and adopted at its AGM held on 1st May 2024