

Name: Peredur Hughes

TERMS AND CONDITIONS OF APPOINTMENT TO WALES ANIMAL HEALTH AND WELFARE FRAMEWORK GROUP

BACKGROUND

- 1.1 The Wales Animal Health and Welfare Framework Group was set up in June 2014 under section 40 of the Government of Wales Act 1998 and section 3 (I) of the Animal Health Act 1981.

ROLE OF THE WALES ANIMAL HEALTH AND WELFARE FRAMEWORK GROUP

- 2.1 The Wales Animal Health and Welfare Framework Group was set up to support the development and subsequent implementation of the new Wales Animal Health and Welfare Framework. As part of this pivotal role, it ensures that there is a recognised link between the Welsh Government, livestock keepers, other animal owners, veterinary profession, industry representatives and special interest groups, covering the whole spectrum of animal health & welfare issues.

DUTIES

- 3.1 You are not an employee. Accordingly nothing in this document shall be construed as, or taken to create, a contract of employment between you and the Welsh Government.
- 3.2 As a Member you will be expected to work as a team to support the development, implementation and delivery of the Wales Animal Health & Welfare Framework. Key elements of the role will be to;
- raise and consider new issues which could potentially impact on achieving the strategic outcomes within the Wales Animal Health and Welfare Framework;
 - consider delivery of outcomes and priorities, especially important in current (& future) climate of pressurised resources;
 - challenge new and emerging policy;
 - liaise with and gain information from industry to better inform decisions;
 - ensure continuous reviews of progress, identify, deliver and where required facilitate improvements and projects;
 - facilitate and streamline communication of key messages & flow of information as part of a broader communications strategy; and
 - establish and maintain links to industry organisations and representative groups, the wider agricultural and rural economy as well as to areas such as human health, education, tackling poverty etc;
 - perform a representative role – members can act as spokespeople on animal health & welfare issues;
 - ensuring that the Committee on Standards in Public Life's Seven Principles of Public Life are adhered to.

PERIOD OF APPOINTMENT

- 4.1 Your appointment commenced on the 7th April 2015 and expires on the 31st May 2018. The appointment can be terminated early by either party, by giving 1 months notice, in writing.
- 4.2 Should the Wales Animal Health & Welfare Framework be dissolved, restructured or wound up before the end of your normal period of appointment, your appointment will terminate on dissolution, or such other date as is specified in any relevant legislation.
- 4.3 The appointment will be terminated immediately, should you be convicted of a criminal offence, and/or where the Minister for Natural Resources and Food believes that your conduct means you are no longer a suitable person for the office of member of the Wales Animal Health & Welfare Framework Group.

REMUNERATION

- 5.1 The post is remunerated at £114 per day and the remuneration will be paid per meeting.
- 5.2 The post of the member will be at £114 per day. Members are regarded as holders of an office for tax and National Insurance purposes. Fees payable will, as a result, be chargeable to tax under Section 62 of the Income Tax Earnings and Pensions Act 2003 and subject to Class 1 National Insurance contributions. These liabilities will be deducted via the Welsh Government payroll system and the net fee paid to the office holder.

EXPENSES

- 6.1 Travel and subsistence expenses you incur in attending Wales Animal Health & Welfare Framework Group meetings or on visits on behalf of the Wales Animal Health & Welfare Framework Group will be reimbursed by Welsh Government within the recognised limits. Claims for reimbursement should be made to Professor Christianne Glossop, the Chief Veterinary Officer, Wales.
- 6.2 Childcare and other dependent expenses may be paid, on production of receipts, for additional costs incurred as a direct consequence of duties performed in the capacity of your work for the Wales Animal Health & Welfare Framework Group.

TIME COMMITMENT/LOCATION

- 7.1 You will be expected to commit approximately 20 days per year. Members of the Wales Animal Health and Welfare Framework Group will be expected to be available to attend 4 meetings a year plus 1 day preparation. It is likely that there will also be demand led days. It is estimated that this could equate to an extra 12 days per year.

- 7.2 Meetings will normally take place in Cardiff, but it is possible that these could be in other locations throughout Wales.

ATTENDANCE

- 8.1 You are expected to attend the meetings regularly. Your appointment may be terminated, without notice, if attendance becomes so erratic as to interfere with the good running of the Wales Animal Health and Welfare Framework Group.

GIFTS AND HOSPITALITY

- 9.1 You are expected to ensure that acceptance of gifts and hospitality can stand up to public scrutiny. Gifts should be declined wherever possible, and any offers should be reported to the Wales Animal Health and Welfare Framework Group Secretariat. Where it would be ungracious or otherwise difficult not to accept, you should inform the Wales Animal Health and Welfare Framework Group Secretariat of the gift, the estimated value and the donor. You must take personal responsibility to ensure that a record is placed in the hospitality register of the Office of the Chief Veterinary Officer, Wales. Similarly, care should be taken that no extravagance is involved with working lunches and other social occasions.

CONDUCT

- 10.1 You will hold office subject to compliance with the Public Standards Committee's seven Principles of Public Life. A copy of these are attached to these terms and conditions.

CONFLICTS OF INTEREST

- 11.1 You must declare any personal or business interests which may, or may be perceived to, influence your judgements in performing your functions.
- 11.2 You will appreciate that a public body of this sort attracts considerable public interest and is accountable to the Welsh Government, through the Minister for Natural Resources and Food, for its stewardship. It is particularly important to ensure that there is no possible conflict of interest between your current responsibilities (or previous positions) and the responsibilities of this post. You must exercise caution in taking up new responsibilities which could conflict with the interests of this body and should notify the Welsh Government before you accept any new appointment which is offered to you.
- 11.3 These interests will be included in a register of interests maintained by the Office of the Chief Veterinary Officer (Wales) and you must ensure that your entries are kept up to date.

- 11.4 Should a particular matter give rise to a conflict of interest you are required to inform the Chair of the Wales Animal Health & Welfare Framework Group in advance and withdraw from discussions or consideration of that matter.
- 11.5 You are encouraged to register your own non-pecuniary interests and interests of persons living in the same household which are closely related to the activities of Wales Animal Health & Welfare Framework Group.
- 11.6 The Welsh Government may have to ask you to resign your appointment with the Wales Animal Health & Welfare Framework Group if you wish to accept another appointment.

POLITICAL ACTIVITY

- 12.1 You are not expected to occupy paid party political posts or hold particularly sensitive or high roles in a political party. Subject to the foregoing, you are free to engage in political activities provided that you are conscious of your general public responsibilities and exercise a proper discretion, particularly with regard to the work of Wales Animal Health & Welfare Framework Group.
- 12.2 You are expected to inform the Welsh Government if you intend to accept a prominent position in any political party and understand that your appointment to the Wales Animal Health & Welfare Framework Group may be terminated early, if it is felt that the positions are incompatible.
- 12.3 If you, at any time during your term of office, accept a nomination for election to [include here any disqualifications eg the House of Commons, European Parliament, National Assembly of Wales, you will need to resign your appointment.

BANKRUPTCY

- 13.1 You may be removed from office before the end of your term of appointment if you have been made the subject of a bankruptcy order.

OFFICIAL SECRETS ACT

- 14.1 The provisions of the Official Secrets Act 1911 to 1989 apply to members of the Wales Animal Health & Welfare Framework Group. Unauthorised disclosure of any information gained in the course of this appointment, or its use by you or others for personal gain or advancement, could result in your appointment being terminated early, or even criminal prosecution.

I agree to abide by the Terms and Conditions of Appointment contained herein:

Signed: _____

Name (Block Capitals): _____

Date: _____