

<p><b>5.1: Recording of Members’ time involved in registrable activities: new Standing Order 31B</b>                  See BC(3)33-10 (Paper 3): paragraphs 8 -14</p>	
<p><b><u>STANDING ORDER 31B – Recording time involved in registrable activities</u></b></p>	<p><b>Add new Standing Order</b>                  Insert new title to reflect content of the new Standing Order.</p> <p>New Standing Order 31B would require Members to provide notification of the estimated time involved in registrable activities within broad time bands. Proposed Standing Order 31B would also specify what information must be contained in the notification, the deadlines within which it must be provided and how this information would be published.</p> <p>The proposed Standing Order meets:</p> <ul style="list-style-type: none"> <li>• recommendation 15 of the Independent Panel’s report, <a href="#">Getting it Right for Wales</a>, which states that “in addition to recording information on other employment on the Register of Interests, Assembly Members should also be required to detail the time involved in this additional employment”.</li> <li>• the recommendation made by the Committee on Standards of Conduct in its response to the Review of Standing Orders that a new, stand-alone Standing Order should be drafted instead of extending the coverage of Standing Order 31</li> </ul> <p>This proposal ensures that no Member would be unwittingly guilty of committing a criminal offence should they fail to record their time involved in registrable activities correctly.</p>
<p>31B.1 Where a Member is required to register an interest, in accordance with Standing Order 31.2, that Member must at the same time, where that interest is also a registrable activity, make a notification under Standing Order 31B.</p>	<p><b>Add new Standing Order</b>                  This would require Members to provide notification of the estimated time involved in a registrable activity at the same time that they register the interest in accordance with Standing Order 31.2.</p>

<p>31B.2 For the purposes of Standing Order 31B, a “registrable activity” is a registrable interest which falls within either:</p> <ul style="list-style-type: none"> <li>(a) sub-paragraph (i) of paragraph 5 of the Annex to Standing Order 31 (remunerated directorships), or</li> <li>(b) sub-paragraph (ii) of that paragraph (employments, offices, trades, professions or vocations)</li> </ul> <p>and relates to the Member himself or herself (rather than to a partner or dependant child of the Member).</p>	<p><b>Add new Standing Order</b></p> <p>Members would be required to record the estimate of time involved in a “registrable activity” which is defined here. It would be any activity a Member has registered on the Register of Interest, in accordance with Standing Order 31.2, under paragraph 5(i) or 5(ii) of the Annex to Standing Order 31.</p> <p>In both cases, the requirement to record time involved in these activities relates to the Member himself or herself (rather than to a partner or dependant child of the Member).</p>
<p><b>Notification</b></p>	<p><b>Insert sub-heading</b></p>
<p>31B.3 Notification is to be by reference to the following bands:</p> <ul style="list-style-type: none"> <li>Band 1: Less than 5 hours per week;</li> <li>Band 2: Between 5 and 20 hours per week;</li> <li>Band 3: More than 20 hours per week.</li> </ul>	<p><b>Add new Standing Order</b></p> <p>It is proposed that there are three bands into which Members must register their estimated registrable activity.</p>
<p>31B.4 Notification must state into which of those bands the average number of hours which the Member devotes, (or expects to devote) to each registrable activity each week, will fall.</p>	<p><b>Add new Standing Order</b></p> <p>Self-explanatory.</p> <p>When completing the necessary notification form (SO 31B.6) Members could, at their discretion, annotate precise information on the exact time spent undertaking the registrable activity within a specific band (e.g if a Member writes a column for a quarterly publication – falling under Band 1 – but wishes to note that only two hours is spent every three months on this registrable activity, space could be provided for this).</p>

<p>31B.5 If (whether as a result of a change of circumstances or for any other reason) the notification which a Member has given in relation to a registrable activity is no longer correct, the Member must, within four weeks, make a further notification under Standing Order 31B.</p>	<p><b>Add new Standing Order</b>                  Members would be under a continuing duty to ensure that the record of the notifications of estimated time made by Members (a requirement under Standing Order 31.B7) contains the correct information. If a Member’s notification of a registrable activity is no longer correct, the Member is required to make a further notification of estimated time under this new Standing Order within four weeks. This would be done by submitting the form in accordance with SO 31B.6.</p>
<p>31B.6 Notification must be given by completing and signing the form prescribed by the Presiding Officer for the purpose and delivering it to the Clerk.</p>	<p><b>Add new Standing Order</b>                   Self-explanatory.                   Reference to delivering the form to “the Clerk” in this Standing Order is consistent with proposed wording in other Standing Orders where business is to be tabled, documents are to be laid, or forms are required to be submitted. In practice, the Table Office will still be responsible for receiving forms relating to registrable interests and activities. Any guidance to Members would make it clear that they should be submitted to the “Table Office”.</p>
<p><b>Publication</b></p>	<p><b>Insert sub-heading</b></p>
<p>31B.7 The Presiding Officer must maintain a record of the notifications made by Members under Standing Order 31B and must publish the record and make a copy available for inspection in person by Members and by the public.</p>	<p><b>Add new Standing Order</b>                  This requires that a record of notifications made under Standing Order 31B be maintained and published. This reflects arrangements elsewhere in Standing Orders for the publication of documents relating to, for example, the Register of Interests, the record of notification made relating to the recording of the employment of family members and the recording of membership of societies.</p>

Form of notification and record	Insert sub-heading
<p>31B.8 The form prescribed by the Presiding Officer under Standing Order 31B.6 may be combined with the form prescribed by the Presiding Officer under Standing Order 31.2.</p>	<p><b>Add new Standing Order</b>  For simplicity, this would allow the Presiding Officer to combine the form for notification of estimated time involved in registrable activities with the form prescribed under Standing Order 31.2 for the registration of interests. This would allow Members to register interests and give notification of the estimated time involved in a registrable activity at the same time.</p>
<p>31B.9 The record of notifications maintained by the Presiding Officer under Standing Order 31B.7 may be combined with the Register of Interests maintained by the Presiding Officer under Standing Order 31.1.</p>	<p><b>Add new Standing Order</b>  Self-explanatory. This would mean that any Member or the general public could inspect both the records of notifications and the Register of Interest via the same source.</p>