

LOCAL DEMOCRACY AND BOUNDARY COMMISSION FOR WALES MEETING HELD ON 21 AUGUST 2018 AT HASTINGS HOUSE

Present: Mr Owen Watkin (Chair); Mr Ceri Stradling; Mr David Powell; Mrs Julie May and Mr Theodore Joloza.

LDBCW Officers attending: Mr Steve Halsall (Chief Executive); Mr Matt Redmond (Deputy Chief Executive); Mr Dave Carr (Finance Manager); Mrs Cher Cooke (Review Officer); Mr Daniel Mosley (Review Officer); Mr Farhan Khan (Review Officer); Mrs Catherine Thomas (Review Assistant); Mrs Caroline Redmond (Office Assistant)

Time Started: 08:30

Time Finished: 14:40

Apologies: Mr Ross Evans (Review Officer)

1. Declarations of Interest

- 1.1. No Declarations of Interest were made.

2. Chair's Briefing

- 2.1. The Chair stated that as the National Assembly was in recess there were no matters to report.

3. Minutes of the Commission meeting held on 24 July 2018

- 3.1. It was **Resolved** to approve the minutes of the meeting held on 24 July 2018 as a correct record of the matters considered.

4. Issues Arising

- 4.1. Consideration was given to the report dated August 2018 by the Deputy Chief Executive on Issues Arising.
- 4.2. It was **Resolved** to accept the Report as a whole noting the issue for later discussion in the meeting, and updated progress was also noted on the following issue:
 - **(Issue 5)** Investors In People – The Chief Executive updated the Commission on the outcome of the reassessment. The Commission has passed its

reassessment. The Report will be circulated once received and the Assessor will be invited to a future Commission meeting to present the Report.

- **JEGS review** - It was reported that the review would commence shortly.

5. Bridgend Electoral Review

5.1. Consideration was given to the Report dated 11 August 2018 by the Review Officer.

5.2. The Commission **Agreed** Option 1 for Llynfi Valley which contains the proposed electoral wards of:

Caerau, Llangynwyd, Maesteg East and Maesteg (West)

The following reasons were noted in support of the decision:

- Utilises the scheme provided by Bridgend County Borough Council.
- Uses easily identifiable boundaries within the area.
- Considerably improves the electoral parity in the area.
- Reduced the number of members for the area.

5.3. The Commission **Agreed** Option 2 for Garw Valley which contains the proposed electoral wards of:

Bettws, Lower Garw, Newcastle Higher and Upper Garw

The following reasons were noted in support of the decision:

- Support from Garw Community Council.
- Ensures single-member representation across the area as a preference.
- Considerably improves the electoral parity in the area.
- Reduced the number of members for the area.

5.4. The Commission **Agreed** Option 1 for Ogmore Valley which contains the proposed electoral wards of:

Blackmill, Nant-y-Moel, Ogmore Vale

The following reasons were noted in support of the decision:

- Utilises the existing arrangements
- Single-member wards throughout the area with appropriate levels of variance.
- Support from Bridgend County Borough Council.

- 5.5. The Commission **Agreed** Option 2 for Coychurch Higher and Pencoed which contains the proposed electoral wards of:

Bryncethin, Bryncoch, Pencoed East, Pencoed West and Sarn

The following reasons were noted in support of the decision:

- Provides a majority of single-member wards across the area
- Improves the level of electoral parity across the area.

- 5.6. The Commission **Agreed** Option 2 for Coity Higher which contains the proposed electoral wards of:

Coity Higher

The following reasons were noted in support of the decision:

- Utilises the whole of the community.
- Ensures appropriate level of electoral parity.

- 5.7. The Commission **Agreed** Option 2 for Brackla which contains the proposed electoral wards of:

Brackla East and Coychurch Lower, Brackla East Central, Brackla West Central and Brackla West

The following reasons were noted in support of the decision:

- Utilises the scheme provided by Bridgend County Borough Council.
- Uses easily identifiable boundaries within the area.
- Considerably improves the electoral parity in the area.

- 5.8. The Commission **Agreed** Option 2 for Bridgend Town which contains the proposed electoral wards of:

Bridgend Central and Oldcastle

The following reasons were noted in support of the decision:

- Considerably improves the electoral parity in the area.
- Reduced the number of members for the area.
- Ensures that the entire town centre of Bridgend is within one electoral ward.

- 5.9. The Commission **Agreed** Option 2 for Laleston and Cefn Glas which contains the proposed electoral wards of:

Bryntirion, Laleston and Merthyr Mawr and Cefn Glas

The following reasons were noted in support of the decision:

- Utilises the existing electoral arrangements, with an increase of members for the Bryntirion, Laleston and Merthyr Mawr ward.
- Considerably improves the electoral parity in the area.

- 5.10. The Commission **Agreed** Option 1 for Porthcawl which contains the proposed electoral wards of:

Newton, Nottage, Porthcawl East, Porthcawl West and Rest Bay

The following reasons were noted in support of the decision:

- Utilises the scheme provided by Bridgend County Borough Council and Porthcawl Town Council.
- Uses easily identifiable boundaries within the area.
- Considerably improves the electoral parity in the area.
- Ensures single-member majority of wards across the area.

- 5.11. The Commission **Agreed** Option 1 for Cornelly which contains the proposed electoral wards of:

Cornelly and Pyle, Kenfig Hill and Cefn

The following reasons were noted in support of the decision:

- Considerably improves the electoral parity in the area.

- 5.12. The Commission **Agreed** the proposed electoral ward names to be included in the Draft Proposals Report and these will be sent to the Welsh Language Commissioner for comment. A draft of the Draft Proposals Report will be brought to the next Commission meeting.

- 5.13. The Commission **Agreed** to the consequential arrangements to the Community and Town Councils affected.

6. Monmouthshire Community Review

- 6.1. Consideration was given to the Report dated 08 August 2018 by the Review Officer and presented by the Deputy Chief Executive.

- 6.2. The Commission considered the Town of Abergavenny and **Agreed**:

- The external community boundaries as proposed by Monmouthshire County Council (MCC)
- The internal community ward boundaries as proposed by MCC.
- The proposed name change of the community wards from Castle to Pen y Fal, and the Priory to Park proposed by MCC.
- The consequential Town Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.3. The Commission considered the Community of Caerwent and **Agreed:**

- The external community boundaries as proposed by MCC
- The internal community ward boundaries as proposed by MCC.
- The consequential Community Council arrangements as proposed by the Secretariat, amended from MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.4. The Commission considered the Town of Caldicot and **Agreed:**

- The external community boundaries as proposed by MCC
- The internal community ward boundaries as proposed by MCC.
- The consequential Town Council arrangements as proposed by the Secretariat, amended from MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.5. The Commission considered the Town of Chepstow and **Agreed:**

- The external community boundaries as proposed by MCC
- The internal community ward boundaries as proposed by MCC.
- The proposed name change of the community ward from St Mary's to Caldicot Castle as proposed by MCC.
- The consequential Town Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat (Option B), as it ensure appropriate levels of electoral parity.

6.6. The Commission considered the Community of Crucorney and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The consequential Community Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.7. The Commission considered the Community of Devauden and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The proposed name change of the community ward from Llanvihangel Wolvesnewton to Llanvihangel Tor-Y-Mynydd as proposed by MCC.
- The consequential Community Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.8. The Commission considered the Community of Goetre Fawr and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The proposed name change of the community ward from Mamhilad to Goetre Wharf as proposed by MCC.
- The consequential Community Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.9. The Commission considered the Community of Grosmont and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The consequential Community Council arrangements as proposed by the Secretariat amended from MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.10. The Commission considered the Community of Gwehelog Fawr and **Agreed:**

- The external community boundaries as proposed by MCC, which dissolves the Community of Gwehelog Fawr.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.11. The Commission considered the Community of Llanarth and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The consequential Community Council arrangements as proposed by the Secretariat amended from MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.12. The Commission considered the Community of Llanbadoc and **Agreed:**

- The external community boundaries as proposed by MCC.

- The internal community ward boundaries as proposed by MCC.
- The consequential Community Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.13. The Commission considered the Community of Llanelly and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The consequential Community Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.14. The Commission considered the Community of Llanfoist Fawr and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The proposed name change of the community ward from Llanwenarth Ultra to Govilon as proposed by MCC.
- The consequential Community Council arrangements as proposed by the Secretariat amended from MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.15. The Commission considered the Community of Llangattock Vibon Avel and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The proposed name change of the community from Llangattock Vibon Avel to Skenrith as proposed by MCC.
- The consequential Community Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.16. The Commission considered the Community of Llangwm and **Agreed:**

- The proposed name change of the community from Llangwm to Llantrisant Fawr following the merging of the two communities as proposed by MCC.

6.17. The Commission considered the Community of Llanybi Fawr and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The consequential Community Council arrangements as proposed by MCC.

6.18. The Commission considered the Community of Llanhennock and **Agreed:**

- The proposed name change of the community from Llanhennock to Llangybi Fawr following the merging of the two communities as proposed by MCC.

6.19. The Commission considered the Community of Llanover and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The proposed name change of the community from Llanover to Gobion Fawr as proposed by MCC.
- The consequential Community Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.20. The Commission considered the Community of Llantilio Crossenny and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The proposed name change of the community from Llantilio Crossenny to Whitecastle as proposed by MCC.
- The proposed name change of the community ward from Llantilio Crossenny to Whitecastle as proposed by MCC.
- The consequential Community Council arrangements as proposed by the Secretariat amended from MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.21. The Commission considered the Community of Llantilio Pertholey and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The consequential Community Council arrangements as proposed by the Secretariat amended from MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.22. The Commission considered the Community of Llantrisant Fawr and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The consequential Community Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.23. The Commission considered the Community of Magor with Undy and **Agreed:**

- The external community boundaries as proposed by MCC.

- The internal community ward boundaries as proposed by MCC.
- The proposed name change of the community wards from Denny, Mill, Salisbury and The Elms to Magor East, Magor West and Undy as proposed by MCC.
- The consequential Community Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat, to ensure effective electoral wards.

6.24. The Commission considered the Community of Mathern and **Agreed:**

- The external community boundaries as proposed by MCC.
- To not implement the internal boundary change proposed by MCC between the Mounton and Pwllmeyric wards as it does not support the aim of effective and convenient local government.
- The consequential Community Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.25. The Commission considered the Community of Mitchell Troy and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The consequential Community Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.26. The Commission considered the Town of Monmouth and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The proposed name change of the community ward from Dixon and Osbaston to Osbaston as proposed by MCC.
- The consequential Town Council arrangements as proposed by the Secretariat (Option B) amended from MCC to ensure appropriate levels of variance.
- The consequential electoral ward arrangements as proposed by the Secretariat (Option B – two-member Drybridge) to ensure appropriate levels of variance.

6.27. The Commission considered the Community of Portskewett and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The consequential Community Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.28. The Commission considered the Community of Raglan and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The consequential Community Council arrangements as proposed by the Secretariat (Option B) amended from MCC to ensure appropriate levels of variance.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.29. The Commission considered the Community of Rogiet and **Agreed:**

- The external community boundaries as proposed by MCC.
- The consequential Community Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.30. The Commission considered the Community of Shirenewton and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The proposed name change of the community wards to Earlswood and Newchurch, and Shirenewton and Mynyddbach.
- The consequential Community Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.31. The Commission considered the Community of St Arvans and **Agreed:**

- The external community boundaries as proposed by MCC.
- The consequential Community Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.32. The Commission considered the Community of Tintern and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.
- The proposed name change of the community from Tintern to Wye Valley as proposed by MCC.
- The consequential Community Council arrangements as proposed by MCC.
- The consequential electoral ward arrangements as proposed by the Secretariat.

6.33. The Commission considered the Community of Trellech United and **Agreed:**

- The external community boundaries as proposed by MCC.
- The internal community ward boundaries as proposed by MCC.

- The consequential Community Council arrangements as proposed by the Secretariat amended from MCC to ensure appropriate levels of variance.
 - The consequential electoral ward arrangements as proposed by the Secretariat.
- 6.34. The Secretariat will now draft a Final Recommendations Report which will be brought to a future Commission meeting.
- 6.35. The Commission expressed its appreciation of the work of Ross Evans, Daniel Mosely and Tom Jenkins in producing the Report.

7. Torfaen Electoral Review

7.1. Consideration was given to the Report dated 13 August 2018 by the Review Officer.

7.2. The Commission **Agreed** Option 4 which contains the proposed electoral wards of:

Abersychan, Blaenavon, Coed Eva, Croesyceiliog, Fairwater, Greenmeadow, Llanfrechfa and Ponthir, Llantarnam, Llanyrafon, New Inn, Panteg, Pontnewydd, Pontnewynydd and Snatchwood, Pontypool Fawr, St Dials, Trevethin and Penygarn, Two Locks, and Upper Cwmbran.

The following reasons were noted in support of the decision:

- Significantly improves the level of electoral parity
 - Ensures the wishes of Pontypool Community Council and others are respected in regards to the Pontypool Fawr electoral ward.
 - Ensures the forecasted electoral figures are all appropriate.
 - Respected the local community and social ties across the County Borough.
- 7.3. Any additionally names will be sent to the Welsh Language Commissioner for any comments.
- 7.4. A draft of the Final Recommendations Report based off the agreed scheme will be brought to the next Commission Meeting for approval.
- 7.5. Daniel Moseley was thanked for producing the Report.

8. Gwynedd Electoral Review

8.1. Consideration was given to the Report dated 9 August 2018 by the Review Officer.

- 8.2. The Commission **Noted** the report and **Accepted** the Report subject to a few minor modifications. A revised Foreword would be prepared, following suggestions made at the meeting, to be **agreed** with the Commissioners via email.
- 8.3. The Commission **Noted** the advice from the Welsh Language Commission and **Agreed** with the recommendation for the 'Abersoch gyda Llanengan' ward.
- 8.4. The report will now undergo Quality Assurance before publication in November 2018.

9. Accommodation

- 9.1. Consideration was given to the Report dated 13 August 2018 by the Deputy Chief Executive.
- 9.2. The Chief Executive informed the commission that Hugh James, Solicitors were drafting the new lease and that an update would be given at the next meeting

10. Extension of the Electoral Franchise

- 10.1. Consideration was given to the Report dated 14 August 2018 by the Deputy Chief Executive upon the request of the Welsh Government enabling persons attaining the age of 16 to apply to be included in electoral registers for the purpose of voting at elections for the National Assembly and in local government elections.
- 10.2. The Commission **Agreed** that it would be prepared to undertake an analysis of including 16-17 year olds and 10-17 year olds on the present review programme, provided there was acknowledgment of the potential impact of the work on the existing capacity of the Secretariat, and the need for expert statistical advice. It was further **Agreed** to seek specialist advice to assist with the statistical analysis.

11. Independent Review Panel on Community and Town Councils in Wales

- 11.1. Consideration was given to the Report dated 14 August 2018 by the Chief Executive and Deputy Chief Executive.
- 11.2. The Commission **noted** the report.

12. Minutes of the Workforce Sub-Committee – 27 March 2018

- 12.1. Consideration was given to the Report dated 14 August 2018 by the Deputy Chief Executive.
- 12.2. The Commission **noted** the report.

13. Minutes of the Workforce Sub-Committee – 24 July 2018

- 13.1. Consideration was given to the Report dated 14 August 2018 by the Deputy Chief Executive.
- 13.2. The Commission **noted** the report.

14. Risk Management – Risk Register

- 14.1. Consideration was given to the Report dated 10 August 2018 by the Finance Manager. The Commission **Agreed** that the Corporate Risk Register reflected the current position and did not need to be changed at this time.
- 14.2. The Commission **noted** the report.

15. Budget Report

- 15.1. Consideration was given to the Report dated 13 August 2018 by the Finance Manager. The Commission noted and **agreed** the proposed changes to budget category allocations. The current estimated underspend for the year was noted and it was considered that the pending agreement of the new accommodation lease costs would provide a clearer picture of future expenditure.
- 15.2. The Commission **noted** the report.

16. ICT Transformation Project Report

- 16.1. Consideration was given to the Report dated 14 August 2018 by the Business Support Manager.
- 16.2. The Commission **noted** the report.

17. Report of Audit and Risk Assurance Committee meeting – 25 July 2018

17.1. Consideration was given to the Report dated 10 August 2018 by the Finance Manager. The Commission noted that the Auditor General for Wales intended to issue an unqualified audit report on the Commission's 2017-18 audited financial statements and annual accounts which were adopted and signed by the Committee.

17.2. The Commission **noted** the report and the Minutes of the Audit Committee held on 25 July 2018.

18. Reviews Progress Report

18.1. Consideration was given to the Report dated 14 August 2018 by the Deputy Chief Executive.

18.2. The Commission **Agreed** the changes to the review programme.

18.3. The Commission noted that due to extenuating circumstances, Neath Port Talbot County Borough Council had requested an extension of the initial consultation period to the 9 November 2018. The Commission **Agreed** to this request with the proviso that any representations or objections made directly to the Council would be included in the Council's response to the Commission.

19. Supporting and Promoting the Welsh Language: An inquiry into the legislative, policy and wider context

19.1. Consideration was given to the Report dated 14 August 2018 by the Deputy Chief Executive, and to the draft response prepared by the Chief Executive.

19.2. The response was **Agreed** and that it be sent to the Assembly Committee by 14 September 2018.

20. Calendar of Events

20.1. The Commission noted the calendar.

20.2. It was **Agreed** that Theo Joloza would attend the Inter-Commission meeting in November 2018 in place of David Powell.

21. Any Other Business

21.1. There was no other business to discuss.

Date of Next Meeting: 25 September 2018