

**LOCAL DEMOCRACY AND BOUNDARY COMMISSION FOR
WALES MEETING
HELD ON 05 AUGUST 2020**

This document is available in Welsh

Present: Dr Debra Williams (Chair); Mr Ceri Stradling (Deputy Chair); Mr David Powell; Mrs Julie May; Mr Theodore Joloza.

LDBCW Officers attending: Mrs Shereen Williams (Chief Executive); Mr David Burley (Head of Business); Mr Dave Carr (Finance Manager); Mr Tom Jenkins (Head of Policy and Programmes); Mr Huw Blacker (Review Officer); Mr Josh Lovell (Review Officer); Mr Rhys Brooks (Review Officer); Mr Nathan Sweetman (Business Support Officer); Mrs Cath Thomas (Business Support Officer).

Time Started: 09:30

Time Finished: 14:00

Apologies:

N/A

1. Declarations of Interest

David Powell and Julie May both declared an interest, as residents of Cardiff.

2. Chair's Briefing

- 2.1. The Chair confirmed that she intends to undertake one-to-ones with members of staff.
- 2.2. Head of Policy and Programmes stated that he is currently undertaking one-to-ones with Review Officers.
- 2.3. CE stated that the Freedom of Information documentation, for Monmouthshire, has been sent to Cllr Armand Watts, as requested. Head of Business confirmed that all communication has been sent.
- 2.4. The Chair provided an update concerning a meeting she had with Lisa, at Welsh Government, and stated that this had a satisfying outcome.

3. Minutes of the Commission meeting held on 30 June 2020

- 3.1. It was **Resolved** to approve the minutes of the meeting as a correct record of the matters considered subject to some minor amendments.

4. Issues Arising

- 4.1. **(Issue 1) Framework Agreement.** CE provided an update. Elaina, at Welsh Government, to follow up with Amy Edwards at Welsh Government, as a priority, regarding this. Amy Edwards will get in touch with the Finance Manager to set up the next officials meeting. CE added that there has not been a response from the Public Bodies Unit.
- 4.2. **(Issue 2) Senedd Electoral Reform Committee.** CE confirmed that the Senedd Electoral Reform Committee do not require any further information from LDBCW.
- 4.3. **(Issue 3) HR Files.** Head of Business confirmed that a reconciliation of the HR files has been completed.
- 4.4. **(Issue 4) Re-inserted Notes. Action -** CE to liaise with the Finance Manager concerning the Wales Audit Office re-inserted salary notes.

5. Cardiff Electoral Review – Final Options

- 5.1. Consideration was given to the Report dated 23 July 2020 by the Review Officer.
- 5.2. The Commission considered the proposals for the existing electoral wards for Region 1 of Adamsdown, Cathays, Gabalfa, Plasnewydd and Riverside and **agreed option 2**. This option comprises the five electoral wards of Adamsdown, Cathays, Gabalfa, Plasnewydd and Riverside.

The following reasons were noted in support of the decision:

- Retains the existing electoral wards.
- Creates no split communities.
- Creates no new multi-member wards in the area.
- Retains both existing four-member electoral wards in the region.
- None of the wards are projected to have a level of electoral variance that is +/-25% of the proposed county average.

This option returns a total number of fifteen members, as per the existing membership.

- 5.3. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Adamsdown	Adamsdown
Cathays	Cathays
Gabalfa	Gabalfa
Plasnewydd	Plasnewydd
Riverside	Glanyrafon

5.4. The Commission considered the proposals for the existing electoral wards for Region 2 of Cyncoed, Llanrumney, Pentwyn, Penylan, Pontprennau, Rumney and Trowbridge and **agreed option 4.**

5.5. **Option 4** was developed during the meeting when considering alternative options for the Region. The Commission proposed to combine the electoral ward of Llanrumney with the Community of Old St Mellons to form a three-member electoral ward. The Commission also recommended that the Community of Pontprennau form a two-member electoral ward. These recommendations resulted in improved levels of electoral variance and created boundaries that would build on existing links within the Region. Representations received proposed to combine the Community of Pontprennau with the electoral ward of Pentwyn, however, the Commission was satisfied that Pontprennau, represented by two-members, would provide improvement to the overall variance in the Region.

5.6. This option comprises the seven electoral wards of Cyncoed, Llanrumney and Old St Mellons, Pentwyn, Penylan, Pontprennau, Rumney and Trowbridge.

The following reasons were noted in support of the decision:

- Retains four of the existing electoral wards.
- Provides improvements to electoral parity.
- Creates no split communities.
- None of the wards remain at greater than +/- 25% of the proposed county average.

This option returns a total number of nineteen members, a decrease of one from the existing membership.

5.7. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Cyncoed	Cyncoed
Llanrumney and Old St Mellons	Llanrhymni a Phentref Llanelirwg
Pentwyn	Pentwyn
Penylan	Penylan
Pontprennau	Pontprennau
Rumney	Tredelerch
Trowbridge	Trowbridge

5.8. The Commission considered the proposals for the existing electoral wards for Region 3 of Creigiau and St Fagans, Pentyrch and Radyr and **agreed option 1**. This option comprises the two electoral wards of Radyr, and Pentyrch and St Fagans.

The following reasons were noted in support of the decision:

- Creates no split communities.
- None of the wards remain at greater than +/- 25% of the proposed county average.

This option returns a total number of five members, an increase of two from the existing membership.

5.9. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Pentyrch and St Fagans	Pentyrch a Sain Ffagan
Radyr	Radur

5.10. The Commission considered the proposals for the existing electoral wards for Region 4 of Heath, Lisvane, Llanishen, Rhiwbina, and Whitchurch and Tongwynlais and **agreed option 1**. This option comprises the five electoral

wards of Heath, Lisvane and Thornhill, Llanishen, Rhiwbina, and Whitchurch and Tongwynlais.

The following reasons were noted in support of the decision:

- Retains three of the existing electoral wards.
- Provides significant improvement to electoral parity.
- Creates no split communities.
- None of the wards retains a level of variance that is greater than +/- 25% of the proposed county average.

This option returns a total number of fifteen members, as per the existing membership.

5.11. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Heath	Y Mynydd Bychan
Lisvane and Thornhill	Llys-faen a'r Ddraenen
Llanishien	Llanisien
Rhiwbina	Rhiwbeina
Whitchurch and Tongwynlais	Yr Eglwys Newydd a Thongwynlais

5.12. The Commission considered the proposals for the existing electoral wards for Region 5 of Butetown, Grangetown and Splott and **agreed option 1**. This option comprises the three electoral wards of Butetown, Grangetown and Splott.

The following reasons were noted in support of the decision:

- Retains one of the existing electoral wards.
- Provides significant improvement to electoral parity.
- Creates no split communities.
- None of the wards will remain at greater than +/- 25% of the proposed county average.

This option returns a total number of ten members, an increase of three from the existing membership.

5.13. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Butetown	Butetown
Grangetown	Grangetown
Splott	Y Sblot

6. Caerphilly Electoral Review – Final Options

- 6.1. Consideration was given to the Report dated 16 July 2020 by the Review Officer.
- 6.2. The Commission considered the proposals for the existing electoral wards for Region 1 of Aber Valley and **agreed option 2**. This option comprises the one electoral ward of Aber Valley.

The following reasons were noted in support of the decision:

- Retains the existing electoral wards.
- Creates no split communities.
- Provides acceptable electoral parity.
- No wards exceed an electoral variance of +/-25% of the county average.
- Conforms to most of the representations we have received.

This option returns a total number of three members, as per the existing membership.

6.3. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Aber Valley	Cwm Aber

- 6.4. The Commission considered the proposals for the existing electoral wards for Region 2 of Aberbargoed, Bargoed, Blackwood, Cefn Fforest, Gilfach and Pengam and **agreed option 2**. This option comprises the four electoral

wards of Aberbargoed and Bargoed, Blackwood, Cefn Fforest and Pengam, and Gilfach.

The following reasons were noted in support of the decision:

- Provides acceptable variances.
- No split communities.
- Creates two less multi-member ward than those that already exist (currently five).
- Conforms to a majority of representations we have received.

This option returns a total number of ten members, a decrease of two from the existing membership.

6.5. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Aberbargoed and Bargoed	Aberbargoed a Bargoed
Blackwood	Coed-duon
Cefn Fforest and Pengam	Cefn Fforest a Phengam
Gilfach	Gilfach

6.6. The Commission considered the proposals for the existing electoral wards for Region 3 of Crosskeys, Penmaen, Pontllanfraith and Ynysddu and **agreed option 1**. This option comprises the three electoral wards of Crosskeys and Ynysddu, Penmaen and Pontllanfraith.

The following reasons were noted in support of the decision:

- Provides substantial improvement to electoral parity.
- Creates no split communities.
- No wards exceed an electoral variance of +/-25% of the county average.

This option returns a total number of eight members, as per the existing membership.

6.7. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
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Crosskeys and Ynysddu	Crosskeys ac Ynys-ddu
Penmaen	Pen-maen
Pontllanfraith	Pontllanfraith

6.8. The Commission considered the proposals for the existing electoral wards for Region 4 of Darran Valley, New Tredegar, Twyn Carno, Moriah and Pontlottyn and **agreed option 1**. This option comprises the four electoral wards of Darran Valley, Moriah and Pontlottyn, New Tredegar and Twyn Carno.

The following reasons were noted in support of the decision:

- Provides significant improvement to electoral parity.
- Creates no split communities.
- No wards exceed an electoral variance of +/-25% of the county average.
- Provides clearly identifiable boundaries.
- Supported by all the representations received.

This option returns a total number of six members, a decrease of one from the existing membership.

6.9. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Darran Valley	Cwm Darran
Moriah and Pontlottyn	Moriah a Phontlotyn
New Tredegar	Tredegar Newydd
Twyn Carno	Twyncarno

6.10. The Commission considered the proposals for the existing electoral wards for Region 5 of Hengoed, St Cattwg, Llanbradach and Ystrad Mynach and **agreed option 1**. This option comprises the four electoral wards of Hengoed, Llanbradach, St Cattwg and Ystrad Mynach.

The following reasons were noted in support of the decision:

- Provides substantial improvement to electoral parity.

- Creates no split communities.
- No wards exceed an electoral variance of +/-25% of the county average.

This option returns a total number of nine members, as per the existing membership.

6.11. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Hengoed	Hengoed
Llanbradach	Llanbradach
St Cattwg	Sant Cattwg
Ystrad Mynach	Ystrad Mynach

6.12. The Commission considered the proposals for the existing electoral wards for Region 6 of Bedwas, Trethomas and Machen, St James, Morgan Jones and St Martins and **agreed option 1**. This option comprises the five electoral wards of Bedwas and Trethomas, Machen and Rudry, Morgan Jones, St Martins and Van.

The following reasons were noted in support of the decision:

- Provides the best arrangement for the area.
- Provides clearly identifiable boundaries.
- Supported by all the representations received.

This option returns a total number of thirteen members, as per the existing membership.

6.13. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Bedwas and Trethomas	Bedwas a Threthomas
Machen and Rudry	Machen a Rhydri
Morgan Jones	Morgan Jones
St Martins	Sant Martin

Van	Y Fan
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7. Wrexham Electoral Review – Final Options

- 7.1. Consideration was given to the Report dated 28 July 2020 by the Review Officer.
- 7.2. The Commission considered the proposals for the existing electoral wards for Region 1 of Llay and Rossett and **agreed option 3**. This option comprises the two electoral wards of Llay and Rossett.

The following reasons were noted in support of the decision:

- Retains one of the existing electoral wards.
- Provides improvement to electoral parity.
- Creates no split communities
- While Rossett remains over 25% variance this does improve itself by 2023 (based on the projected data available).
- Avoids creation of a three member ward in a rural area.

This option returns a total number of four members, an increase of one from the existing membership.

- 7.3. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Rossett	Yr Orsedd
Llay	Llai

- 7.4. The Commission considered the proposals for the existing electoral wards for Region 2 of Cefn, Llangollen Rural, Penycae, Penycae and Ruabon South, Plas Madoc and Ruabon and **agreed option 1**. This option comprises the seven electoral wards of Acrefair North, Cefn East, Cefn West, Llangollen Rural, Penycae, Penycae and Ruabon South and Ruabon.

The following reasons were noted in support of the decision:

- Retains four of the existing electoral wards.
- Provides improvement to electoral parity.
- No wards exceed an electoral variance of +/-25% of the county average.

This option returns a total number of seven members, as per the existing membership.

7.5. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Acrefair North	Gogledd Acre-fair
Cefn East	Dwyrain Cefn
Cefn West	Gorllewin Cefn
Llangollen Rural	Llangollen Rural
Penycae	Pen-y-cae
Penycae and Ruabon South	Pen-y-cae a De Rhiwabon
Ruabon	Rhiwabon

7.6. The Commission considered the proposals for the existing electoral wards for Region 3 of Brymbo, Esclusham, Johnstown, Minera, Pant, Ponciau and **agreed option 1**. This option comprises the six electoral wards of Brymbo, Esclusham, Pant and Johnstown, Minera, Ponciau and Rhos.

The following reasons were noted in support of the decision:

- Retains two of the existing electoral wards.
- Provides significant improvement to electoral parity.
- No wards exceed an electoral variance of +/-25% of the county average.

This option returns a total number of eight members, an increase of one from the existing membership.

7.7. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Brymbo	Brymbo

Esclusham	Esclusham
Pant and Johnstown	Pant a Johnstown
Minera	Y Mwynglawdd
Ponciau	Ponciau
Rhos	Rhos

7.8. The Commission considered the proposals for the existing electoral wards for Region 4 of Bryn Cefn, Gwenfro, Gwersyllt North, Gwersyllt West, Gwersyllt East and South, and New Broughton and **agreed option 2**. This option comprises the seven electoral wards of Bryn Cefn, Gwenfro, Gwersyllt North East, Gwersyllt North West, Gwersyllt South, Gwersyllt West and New Broughton.

The following reasons were noted in support of the decision:

- Retains two of the existing electoral wards.
- Creates significant improvement to electoral parity.
- Creates no split communities.
- Creates only single member wards
- The variance improves itself by 2023 (based on the projected data available).

This option returns a total number of seven members, as per the existing membership.

7.9. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Bryn Cefn	Bryn Cefn
Gwenfro	Gwenfro
Gwersyllt North	Gogledd Gwersyllt
Gwersyllt East	Dwyrain Gwersyllt
Gwersyllt South	De Gwersyllt
Gwersyllt West	Gorllewin Gwersyllt

New Broughton	New Broughton
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7.10. The Commission considered the proposals for the existing electoral wards for Region 5 of Cartrefle, Gresford East and West, Holt, Queensway, Smithfield and Whitegate and **agreed option 1**. This option comprises the seven electoral wards of Cartrefle, Gresford East and West, Holt, Queensway, Smithfield, Whitegate and Wynnstay.

The following reasons were noted in support of the decision:

- Retains three of the existing electoral wards.
- Provides significant improvement to electoral parity.
- Creates no spilt communities.
- No wards exceed an electoral variance of +/-25% of the county average.

This option returns a total number of seven members, as per the existing membership.

7.11. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Cartrefle	Cartrefle
Gresford East and West	Dwyrain a Gorllewin Gresford
Holt	Holt
Queensway	Queensway
Smithfield	Smithfield
Whitegate	Whitegate
Wynnstay	Wynnstay

7.12. The Commission considered the proposals for the existing electoral wards for Region 6 of Brynyffynnon, Erddig, Hermitage and Offa and **agreed option 1**. This option comprises the four electoral wards of Brynyffynnon, Erddig, Hermitage and Offa.

The following reasons were noted in support of the decision:

- Retains one of the existing electoral wards.
- Provides significant improvement to electoral parity.
- Creates no spilt communities.
- No wards exceed an electoral variance of +/-25% of the county average.

This option returns a total number of four members, as per the existing membership.

7.13. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Brynffynnon	Brynffynnon
Erddig	Erddig
Hermitage	Hermitage
Offa	Offa

7.14. The Commission considered the proposals for the existing electoral wards for Region 7 of Bronington and Overton and **agreed option 1**. This option comprises the three electoral wards of Bangor Is-y-Coed, Bronington and Hanmer, and Overton and Maelor South.

The following reasons were noted in support of the decision:

- Provides significant improvement to electoral parity.
- Creates no spilt communities.
- No wards exceed an electoral variance of +/-25% of the county average.

This option returns a total number of three members, an increase of one from the existing membership.

7.15. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Bangor Is-y-Coed	Bangor Is-y-Coed
Bronington and Hanmer	Bronington a Hanmer
Overton and Maelor South	Overton a De Maelor

7.16. The Commission considered the proposals for the existing electoral wards for Region 8 of Acton, Borrass Park, Maesydre, Little Acton and Rhosnesni and **agreed option 1**. This option comprises the four electoral wards of Acton and Maesydre, Borrass Park, Little Acton and Rhosnesni.

The following reasons were noted in support of the decision:

- Retains two of the existing wards.
- Provides significant improvement to electoral parity.
- Creates no spilt communities.
- No wards exceed an electoral variance of +/-25% of the county average.

This option returns a total number of six members, an increase of one from the existing membership.

7.17. The Commission recommends adopting the names as recommended below:

English Name	Welsh Name
Acton and Maesydre	Gwaunysterfyn a Maes-y-dre
Borrass Park	Borrass Park
Little Acton	Little Acton
Rhosnesni	Rhosnesni

8. Review Progress Report

- 8.1. Consideration was given to the report dated 27 July 2020 by the HPP and its contents **noted**.
- 8.2. It was **noted** that the Newport CE meeting will take place online 10 August and the Final report will be published 14 August.
- 8.3. It was **noted** that the Neath Port Talbot CE meeting will take place online 19 August and the Final report will be published 20 August.
- 8.4. It was **noted** that the Final reports for Cardiff, Caerphilly and Wrexham will be put before the September Commission Meeting and will probably be published before November.

- 8.5. It was **noted** that the Anglesey Draft consultation period will end 14 September and the Monmouthshire Initial consultation ends 28 September. Consultation meetings for both areas are being arranged.
- 8.6. It was **noted** that the Vale of Glamorgan Draft consultation period will recommence 1 September and finish 20 October 2020.
- 8.7. It was **noted** that the Commissioners will input into the 'Lessons Learnt' Report.

9. Risk Management – Risk Register

- 9.1. Consideration was given to the report dated 22 July 2020 by the FM and its contents **noted**.
- 9.2. It was **noted** that the changes agreed at the last meeting regarding mitigating actions for risk CR3 had been implemented and the risk rating reduced to 12.
- 9.3. There were no proposed changes to the Risk Register.

10. Budget Report

- 10.1. Consideration was given to the report dated July 2020 by the FM and its contents **noted**.
- 10.2. It was **noted** that, by the end of June, the underspend had risen to £35,000. However, it was expected that this underspend would be significantly reduced in coming months due to estimated future expenditure on BCW ICT requirements.

11. Current Business Continuity Arrangements

- 11.1. The CE gave a verbal update of the current arrangements.
- 11.2. It was **noted** that the office is operating on a rota basis and is closed on Fridays. The office is well-supplied with masks and anti-bacterial hand washes and meetings are socially distanced with Commissioners being supplied with individual lunches.
- 11.3. It was **agreed** to continue working this way for now and there should not be any pressure on staff to work at the office instead of homeworking.

12. Calendar of Events

12.1. The 15 September meeting was moved to 1pm on 1 September.

13. Any Other Relevant Business

13.1. There was no other relevant business.

14. Date of next Meeting: 01 September 2020