

**LOCAL DEMOCRACY AND BOUNDARY COMMISSION FOR WALES MEETING
HELD ON 26 FEBRUARY 2019 AT THE MERCURE HOTEL, CARDIFF.**

This document is available in Welsh

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

LDBCW Officers attending: Mrs Shereen Williams (Chief Executive); Mr Matt Redmond (Deputy Chief Executive); Mr Dave Carr (Finance Manager); Mr David Burley (Business Support Manager); Mr Tom Jenkins (Review Manager); Mr Huw Blacker (Review Officer); Mr Farhan Khan (Review Officer);

Time Started: 09:30

Time Finished: 14:00

Apologies: Matthew Farrell (Review Officer), Cher Cooke (Review Officer), Cath Thomas (Review Assistant), Caroline Redmond (Office Assistant)

1. Declarations of Interest

- 1.1. No Declarations of Interest were made.

2. Chair's Briefing

- 2.1. Julie James AM Minister for Housing and Local Government to visit the Commission on the 13th May, a briefing will be provided on what the Commission's role entails.
- 2.2. The Local Government Bill has been delayed until further notice.
- 2.3. Assembly Commission Bill is likely to have Royal Assent in January.
- 2.4. Sinead O'Toole to leave her post in the Commission's sponsor division in the Welsh Government. The Chief Executive to send an email to Sinead thanking her for her assistance and support.

3. Minutes of the Commission meeting held on 29 January 2019

- 3.1. It was **Resolved** to approve the minutes of the meeting held on 26 February 2019, following a number of minor amendments, as a correct record of the matters considered.

4. Issues Arising

- 4.1. Consideration was given to the report dated 19 February 2019 by the 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 issues:
 - **(Issue 3)** HR Policies
 - **(Issue 5)** JEGS Review
 - **(Issue 6)** IIP Recommendations.

5. Denbighshire Electoral Review - Options

- 5.1. Consideration was given to the Report dated 19 February 2019 by the Review Officer.
- 5.2. The Commission agreed Scheme 2 for the Prestatyn North and South West Area which contains the electoral wards of:

Prestatyn North and Prestatyn South West

The following reasons were noted in support of the decision:

- Retains the current arrangements
- Retains easily identifiable boundaries
- Lack of representations supporting Scheme 1

- 5.3. The Commission agreed Scheme 1 for the Rhyl South East Area which contains the electoral ward of:

Rhyl South East

The following reasons were noted in support of the decision:

- Substantially improves the overall level of electoral parity in the area.
- None of the wards remain greater than $\pm 25\%$ of the county average
- Addresses the representations received from Denbighshire County Council and Rhyl Town Council

- 5.4. The Commission agreed Scheme 1 for the Denbigh Area which contains the electoral wards of:

Denbigh Central, Denbigh Lower and Denbigh Upper/Henllan

The following reasons were noted in support of the decision:

- Significantly improves the overall level of electoral parity in the area.

- 5.5. The Commission agreed Scheme 1 for the Rural Area which contains the electoral wards of:

Llanarmon-yn-Ial/ Llandegla and Llanbedr Dyffryn Clwyd/Llangynhafal

The following reasons were noted in support of the decision:

- Improves the overall level of electoral parity in the area.
- Retains single member wards

- 5.6. The Commission agreed Scheme 1 for the Corwen and Llandrillo Area which contains the electoral wards of:

Corwen and Llandrillo

The following reasons were noted in support of the decision:

- Improves the overall level of electoral parity in the area.

- 5.7. The Commission considered the names of the electoral wards and agreed that the proposed Corwen and Llandrillo electoral ward would be given the recommended single language name of Edeirion as proposed by the County Council.

- 5.8. The Commission considered the names of the electoral wards and agreed that the proposed Denbigh Central and Upper with Henllan electoral ward would be given the recommended Welsh name of Dinbych Caledfryn a Henllan and the English name of Denbigh Caledfryn ward Henllan as proposed by the County Council.

- 5.9. The Commission considered the names of the electoral wards and agreed that the proposed Llanarmon-yn-Ial and Llandegla electoral ward would be given the recommended Welsh name of Dyffryn Alyn and the English name of Alyn Valley as proposed by the County Council.

- 5.10. The Commission considered the names of the electoral wards and agreed that the proposed Llanbedr Dyffryn Clwyd and Gwyddelwern electoral ward would be given the recommended single name of Llanbedr Dyffryn Clwyd Gwyddelwern as proposed by the County Council.

- 5.11. The Commission considered the names of the electoral wards and agreed that the proposed Llanbedr Dyffryn Clwyd, Llanferres and Llangynhafal electoral ward would be given the recommended single name of Moel Famau as proposed by the County Council.

6. Blaenau Gwent Electoral Review – Equality Impact Assessment

- 6.1. Consideration was given to the Report dated 20 February 2019 by the Review Officer
- 6.2. The Report was agreed subject to amendments.

7. Blaenau Gwent Electoral Review – Welsh Language Impact Assessment

- 7.1. Consideration was given to the Report dated 20 February 2019 by the Review Officer
- 7.2. The Report was agreed.

8. Rhondda Cynon Taf Electoral Review - Options

- 8.1. Consideration was given to the Report dated 19 February 2019 by the Review Officer.
- 8.2. The Commission agreed Option 3 for the Pontypridd Area which contains the electoral wards of:

Cilfynydd, Glyncoch, Graig, Hawthorn, Pontypridd Town, Rhondda, Rhydfelen Central/Ilan, Taffs Well, Trallwng, Treforest and Ynysybwl

The following reasons were noted in support of the decision:

- Improves the overall level of electoral parity in the area.
- Retains 46% of the current arrangements
- Returns no split communities.

- 8.3. The Commission agreed Option 1 for the Llantwit Fardre Area which contains the electoral wards of:

Church Village, Llantwit Fardre and Ton-Teg

The following reasons were noted in support of the decision:

- Improves the overall level of electoral parity in the area.
- Was proposed by RCT County Borough Council

- Returns no three-member wards.
- Returns no split communities.

8.4. The Commission agreed Option 1 for the Llantrisant Area which contains the electoral wards of:

Beddau, Llantrisant Town, Talbot Green and Tyn-y-Nant

The following reasons were noted in support of the decision:

- Improves the overall level of electoral parity in the area.
- Addresses the representations received
- Returns no three-member wards.

8.5. The Commission agreed Option 1 for the Pont-y-Clun and Llanharry Area which contains the electoral wards of:

Llanharry and Pont-y-Clun

The following reasons were noted in support of the decision:

- Significantly improves the overall level of electoral parity in the area.
- Retains easily identifiable boundaries
- Was proposed by RCT County Borough Council
- Avoids arbitrarily splitting the existing Pont-y-Clun electoral ward in three

8.6. The Commission agreed Option 2 for the Llanharan Area which contains the electoral wards of:

Brynna and Llanharan

The following reasons were noted in support of the decision:

- Significantly improves the overall level of electoral parity in the area.

8.7. The Commission agreed Option 1 for the Rhondda South Area which contains the electoral wards of:

Cwm Clydach, Cymmer, Gilfach Goch, Pen-y-Graig, Porth, Tonypandy, Tonyrefail East and Tonyrefail West.

The following reasons were noted in support of the decision:

- Significantly improves the overall level of electoral parity in the area.
- Was proposed by RCT County Borough Council
- Returns no split communities

- 8.8. The Commission agreed Option 1 for the Rhondda North West Area which contains the electoral wards of:

Llwyn-y-Pia, Pentre, Trealaw, Treherbert, Treorchy and Ystrad

The following reasons were noted in support of the decision:

- Improves the overall level of electoral parity in the area.
- Proposed by RCT County Borough Council
- Returns no three-member wards.

- 8.9. The Commission agreed Option 1 for the Rhondda Fach Area which contains the electoral wards of:

Ferndale, Maerdy, Tylorstown and Ynyshir

The following reasons were noted in support of the decision:

- Improves the overall level of electoral parity in the area.
- Retains easily identifiable boundaries
- Was proposed by RCT County Borough Council
- Returns no three-member wards.

- 8.10. The Commission agreed Option 2 for the Hirwaun and Rhigos Area which contains the electoral wards of:

Hirwaun and Rhigos

The following reasons were noted in support of the decision:

- Significantly improves the overall level of electoral parity in the area.

- 8.11. The Commission agreed Option 1 for the Cynon Valley Area which contains the electoral wards of:

Aberaman North, Aberaman South, Abercynon, Aberdare East, Aberdare West/Llwydcoed, Cwmbach, Mountain Ash East, Mountain Ash West, Pen-y-Waun and Penrhiwceiber.

The following reasons were noted in support of the decision:

- Significantly improves the overall level of electoral parity in the area.
- Was proposed by RCT County Borough Council
- Returns no split communities

- 8.12. The Commission considered the names of the agreed electoral wards and agreed that the welsh name for the proposed Rhydfelen Upper/Glyntaf should be Rhydfelen Uwchaf / Glyntaf to reflect the other names across the County.

9. Risk Management – Risk Register

- 9.1. Consideration was given to the Report dated 15 February 2019 by the Finance Manager.
- 9.2. It was **agreed** to remove Risk CR6 from the register as the Commission had received the signed lease. It was reported that the Commission's internal auditors, Deloitte, had benchmarked the Commission's lease costs and concluded that they presented good value for money.
- 9.3. It was **agreed** to amend the description of Risk CR2 to better reflect the risk being one of insufficient capacity to deliver the electoral review programme. It was **agreed** that new mitigating actions would be added to Risk CR2 to cover staff recruitment and the results of the JEGS exercise and consequent review of the Commission's staff structure. It was **agreed** to increase the residual risk rating from 16 to 20 to reflect the recent staff changes.
- 9.4. The Commission considered that Risk CR4 regarding completing the electoral review programme by the 2022 deadline was directly linked to Risk CR2 and therefore the inherent and residual risks should increase accordingly. It was **agreed** that the inherent risk rating would be increased from 12 to 15 and the residual risk rating would be increased from 6 to 8.
- 9.5. The report was Agreed.

10. Budget Report

- 10.1. Consideration was given to the Report dated 15 February 2019 by the Finance Manager and noted the estimated year-end underspend of approximately £32K.
- 10.2. It was reported that Welsh Government had been notified that the Commission intended to transfer £26k from revenue to capital to cover the cost of the additional ICT hardware and furniture.

10.3. Some of the translation, printing and postage in respect of several reviews had been delayed slightly meaning that the costs would not now be paid in the current financial year. The Commission has requested additional funds from Welsh Government to cover these costs in the next financial year (2019-20).

10.4. The report was noted.

11. ICT Transformation Project Progress Report

11.1. Consideration was given to the Report by the Finance Manager.

11.2. Website training has been completed and the new Commission website is at the final stages prior to go-live following switch of DNS by Welsh Government.

11.3. New IT equipment for the Commissioners has been purchased and awaiting delivery.

11.4. The content of the report was noted.

12. Commission Meetings Terms of Reference

12.1. Consideration was given to the Commission Meetings Terms of Reference. It was **agreed** that reference to the new ICT system and ICT security reports would be included.

13. Reviews Progress Report

13.1. Consideration was given to the Report by the Deputy Chief Executive.

13.2. No changes to the existing risks were raised.

13.3. The content of the report was noted.

14. Calendar of Events

14.1. The Commission noted the calendar.

15. Any Other Business

15.1. The Commission considered revised Impact Assessments for the Powys electoral review.

Date of Next Meeting: 26 March 2019