

**LOCAL DEMOCRACY AND BOUNDARY COMMISSION FOR WALES MEETING
HELD ON 29 May 2019 AT HASTINGS HOUSE, 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 Tom Jenkins (Review Manager); Mr Huw Blacker (Review Officer); Mr Rhys Brooks (Review Officer); Mrs Cher Cooke (Review Officer); Mrs Caroline Redmond (Office Assistant);

Time Started: 9:30

Time Finished: 13:30

Apologies:

1. Declarations of Interest

1.1. No Declarations of Interest were made.

2. Chair's Briefing

2.1. The Chair thanked the Commission's staff and other Commissioners for all their support and work during his time at the Commission and he wished everyone well with the confidence that the review programme would be completed in an effective and timely manner.

3. Minutes of the Commission meeting held on 30 April 2019

3.1. Subject to some minor amendments it was **Resolved** to approve the minutes of the meeting held on 30 April 2019 as a correct record of the matters considered.

4. Issues Arising

4.1. Consideration was given to the report dated 21 May 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 1)** Welsh Language Standards.
- **(Issue 2)** Accessibility of Review Reports
- **(Issue 3)** Change Programme
- **(Issue 4)** Small Workplace Health Award

4.3. The work that David Burley had completed on the IT project to date was **Noted** and thanks from the Chair were extended.

5. Flintshire Electoral Review – Draft Options

5.1. Consideration was given to the Report dated 20 May 2019 by the Review Officer.

5.2. The Commission agreed the Draft Proposals for Region 1 – Option 3 which contains the electoral wards of:

Ffynnongroyw, Gronant, Mostyn, Trelawynd and Gwaenysgor, and Whitford

The following reasons were noted in support of the decision:

- Significantly improves electoral variance
- Retains single-member wards in a rural area.
- Takes into consideration the urban/rural divide

5.3. The Commission agreed the Draft Proposals for the Region 2 – Option 4 (as amended) which contains the electoral wards of:

Bagillt East, Bagillt West, Greenfield, Holywell Central, Holywell East, and Holywell West

The amendment to this option was agreed proposing that the electoral ward of Holywell would be represented by 3 members instead of the originally proposed two.

The following reasons were noted in support of the decision:

- Improves the overall level of electoral parity in the area.
- Retains a single-member ward,
- The amendment addresses the inappropriate level of electoral variance that would occur if the suggested electoral ward of Holywell was represented by 2 members.

- 5.4. The Commission agreed the Draft Proposal for Region 3 – Option 2 which contains the electoral wards of:

Brynford, Caerwys, Cilcain, Gwernaffield, Gwernymynydd and Halkyn

The following reasons were noted in support of the decision:

- Significantly improves the levels of electoral variance
- Avoids splitting the Communities of Cilcain and Gwernaffield

- 5.5. The Commission agreed the Draft Proposal for Region 4 – Option 2 which contains the electoral ward of:

Argoed, New Brighton, Northop, and Northop Hall

The following reasons were noted in support of the decision:

- Significantly improves levels of electoral variance
- Addresses the views received in representations from Northop Community Council and The Alyn and Deeside Conservative Association

- 5.6. The Commission agreed the Draft Proposal for the Region 5 – Option 2 which contains the electoral wards of:

Shotton East, Shotton Higher and Shotton West

The following reasons were noted in support of the decision:

- Significantly improves electoral parity within the area
- Is one of the options put forward by the Flintshire County Council
- Retains a single-member ward
- Acknowledges that the railway line creates a clear boundary between Shotton West and the rest of Shotton.

- 5.7. The Commission agreed the Draft Proposal for the Region 6 – Option 3 which contains the electoral wards of:

Buckley Bistre East, Buckley Mountain, Buckley Bistre West and Buckley Pentrobin

The following reasons were noted in support of the decision:

- Significantly improves electoral parity within the area
- Has clearly defined boundaries that are easily identifiable
- Creates multi-member wards in an urban area

- 5.8. The Commission agreed the Draft Proposal for the Region 7 – Option 2 which contains the electoral wards of:

Flint Castle, Flint Coleshill, Flint Oakenholt and Flint Trelawny

The following reasons were noted in support of the decision:

- Best addresses the existing levels of electoral variance
- Retains a single-member ward
- Utilises one of the suggested boundary changes by Flintshire County Council

- 5.9. The Commission agreed the Draft Proposal for Region 8 – Option 1 which contains the electoral wards of:

Connah's Quay Central, Connah's Quay Golftyn, Connah's Quay South and Connah's Quay Wepre

The following reasons were noted in support of the decision:

- Best addresses the existing levels of electoral variance
- Is the option put forward by Flintshire County Council.

- 5.10. The Commission agreed the Draft Proposal for the Region 9 – Option 3 which contains the electoral wards of:

Mold Broncoed, Mold East, Mold South and Mold West

The following reasons were noted in support of the decision:

- Best addresses the existing levels of electoral variance without isolating electors
- Utilises two of the suggested boundary changes by Flintshire County Council

- 5.11. The Commission agreed the Draft Proposal for the Region 10 – Option 3 which contains the electoral wards of:

Aston, Hawarden, Mancot, Queensferry and Sealand

The following reasons were noted in support of the decision:

- Significantly improves electoral parity within the area
- One of the proposed wards within this option is projected to have inappropriate levels of electoral variance. This is an issue that can be re-examined in the next review if the projected figures are realised.

- 5.12. The Commission agreed the Draft Proposal for the Region 11 – Option 4 which contains the electoral wards of:

Caergwrle, Higher Kinnerton , Hope, Leeswood, Llanfynydd, Penyffordd and Treuddyn

The following reasons were noted in support of the decision:

- Significantly improves electoral parity within the area
- Addresses the views received in representations from Leeswood and Pontblyddyn Community Council
- Does not create a three-member ward in a rural area.

- 5.13. The Commission agreed the Draft Proposal for the Region 12 – Option 2 which contains the electoral wards of:

Saltney Mold Junction and Saltney Stonebridge

The following reasons were noted in support of the decision:

- Best addresses the existing levels of electoral variance without isolating electors
- Addresses the views received in the majority of the representations for this area.

- 5.14. The Commission agreed the Consequential Arrangements for the following: for the following:

- Connah's Quay Town Council
- Flint Town Council – 5 Town Councillors for Coleshill
- Mold Town Council

- 5.15. The Commission considered the names of the electoral wards and agreed that the proposed electoral ward names to be sent to the Welsh Language Commissioner for comment.

6. Carmarthenshire Electoral Review – Final Report

- 6.1. Consideration was given to the Report dated 10 May 2019 by the Review Officer.

- 6.2. The Commission considered the names recommended by the Welsh Language Commissioner.

- 6.3. The Report was **agreed** subject to minor amendments to be made by the Review Officer before beginning the Quality Assurance process.

- 6.4. The Commission also agreed the Equality Impact Assessment and Welsh Language Policy Impact Assessment for Carmarthenshire.

7. Risk Management – Risk Register

- 7.1. Consideration was given to the Report dated 15 May 2019 by the Finance Manager.
- 7.2. It was noted that the implementation dates for two of the mitigating actions regarding the recruitment of additional Review Officers in Risk CR2 needed to be updated. It was **agreed** that the dates would be updated to show the starting dates of the additional Review Officers.
- 7.3. The report was **noted**.

8. Budget Report

- 8.1. Consideration was given to the Report dated 29 May 2019 by the Finance Manager.
- 8.2. The Commission noted that the position at the end of April 2019 was an underspend of £19.4K. This underspend was almost entirely a result of staff costs being less than estimated due to the number of Review Officers in place being less than expected. However, it was anticipated that recent changes to the staff structure will take up some of the underspend.
- 8.3. The report was **noted**.

9. Reviews Progress Report

- 9.1. Consideration was given to the Report by the Deputy Chief Executive.
- 9.2. No changes to the existing risks were raised.
- 9.3. The content of the report was **noted**.

10. Welsh Language Annual Report

- 10.1. The Commission considered the Annual Report and noted the progress since the first Welsh Language Report was published by the Commission last year.
- 10.2. Consideration was given to the possibility of inviting the new Welsh Language Commissioner to the Commission offices in Cardiff.

10.3. The Content of the report was **noted**.

11. Remit Letter Consideration – Accessibility Report

11.1. Consideration was given to the Report by the Chief Executive

11.2. The content of the report was **noted** and options would be considered going forward.

12. Calendar of Events

12.1. No additions were made to the Calendar of events.

12.2. The Commission **noted** the calendar.

13. Any Other Business

13.1. The Chief Executive has identified some training courses which would prove beneficial to the Secretariat and has requested allocation of additional funding to training.

13.2. The Commission agreed that the funding should be re-allocated for training and development.

13.3. The Commission noted its thanks to Dave Burley for the excellent work undertaken on the Commission's IT Transformation project.

13.4. The Commission noted its thanks to Owen Watkin for his leadership and achievements as Chairman.

Date of Next Meeting: 25 June 2019