

# 2013 Review of Parliamentary Constituencies

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## Boundary Commission meeting minutes.

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## **BOUNDARY COMMISSION FOR WALES**

Minutes of the meeting held at Conference Room, Cardiff Crown Court, King Edward VII Avenue, Cardiff at 13:45 on Monday **21 March 2011**.

### **Present:**

The Hon Mr Justice Lloyd Jones	Deputy Chairman (in the Chair)
Mr P Wood	Commissioner
Mr J Bader	Commissioner
Mr E H Lewis	Secretary (National Assembly for Wales)
Mr S Halsall	Secretariat
Mr D Carr	Secretariat
Mr M Redmond	Secretariat
Ms. Michaela Gordon	Assessor, Ordnance Survey

Apologies for absence were received from Aaron Sollis (Assessor, Ordnance Survey) and Alison Whitworth (Assessor, Office for National Statistics).

### **1. DECLARATIONS OF INTEREST**

1.1 No new interests were declared.

### **2. MINUTES OF THE MEETING HELD ON 4<sup>th</sup> FEBRUARY 2011** (BCW/2011/2/Paper 1)

2.1 The Commission approved the minutes of the previous meeting.

### **3. MATTERS ARISING SINCE THE MEETING OF 4<sup>th</sup> FEBRUARY 2011** (BCW/2011/2/Paper 2)

#### **Interim Reviews of the Boundaries between the Ogmore CC and Pontypridd CC, Cardiff North BC and Cardiff South and Penarth BC and Cardiff South and Penarth BC and Vale of Glamorgan CC**

3.2 It was reported that these reviews would be dealt with at Agenda Item 5.

#### **Parliamentary Voting Systems and Constituencies Act**

3.3 It was noted that the Act would be dealt with at Agenda Item 6.

#### **Sixth General Review Commencement**

3.4 It was reported that the Sixth General Review was officially announced by the four Boundary Commissions on 4<sup>th</sup> March 2011.

#### **Programme Timetable**

3.5 It was noted that the Act would be dealt with at Agenda Item 9.

**4. INTERIM REVIEWS FOR THE BOUNDARIES BETWEEN THE OGMORE CC AND PONTYPRIDD CC CONSTITUENCIES, CARDIFF NORTH BC AND CARDIFF SOUTH AND PENARTH BC CONSTITUENCIES AND CARDIFF SOUTH AND PENARTH BC AND VALE OF GLAMORGAN CC CONSTITUENCIES**

(BCW/2011/2/Paper 3)

4.1 Prior to the meeting the Deputy Chair, Commissioners and Secretary signed the Final Proposal Reports and issuing letters. It was reported that these would be sent to Cabinet Office before 1<sup>st</sup> April 2011.

4.2 The Deputy Chair thanked the Secretariat for their efforts in the completing of the Reviews.

**5. PARLIAMENTARY VOTING SYSTEM AND CONSTITUENCIES ACT 2011 (PVSC)**

5.1 The Secretary reported that the PVSC Bill was given Royal Assent on 17<sup>th</sup> February 2011. The Deputy Chair thanked everyone for their input in the creation of the Act, particularly as the Commission faced some very tight deadlines.

**6. PARLIAMENTARY COMMISSIONS' MEETING IN CARDIFF**

6.1 The Deputy Chair thanked the Secretariat for organising what was a very informative and beneficial meeting.

**7. POLICIES AND DECISIONS**

(BCW/2011/2/Paper 4)

7.1 It was reported that the Secretariat had devised the paper to set out some of the policies and decisions required by the Commission over the coming meetings. These were discussed briefly as follows.

**Information Booklet**

7.2 There was a brief discussion on the contents of the Information Booklet. **It was agreed** that the booklet should:

- Set out the procedures
- Emphasise the difficulties and change from the previous rules
- Offer advice on appropriate submissions and representations

**Public Hearings and their Chairs**

7.3 **It was agreed** that the Commission would prefer to use Assistant Commissioners (AC) as the Chairs of the Public Hearings. The Deputy Chair requested a list of the ACs be provided to him.

- 7.4 Following on from the discussions held at the Parliamentary Commissions' meeting earlier that day, the Boundary Commission for England's approach of having the Chairs of the Public Hearings report to a 'Lead Chair' for each region and then produce a Report for the Commissioners to consider was discussed. It was acknowledged that this approach had significant merit and may be adopted by the Commission on an all-Wales basis.
- 7.5 The necessary skills required to chair Public Hearings and the potential difficulties with availability of ACs was briefly discussed.
- 7.6 The paper set out provisional locations and venues for the Public Hearings. An alternative mid-Wales location of Aberystwyth was suggested for future consideration.
- 7.7 It was suggested that as far as possible the Public Hearings should be consistent and this would be achieved primarily through the briefing provided by the Commission to the Chairs.
- 7.8 **It was agreed** that the Commissioners would not attend the Hearings. **It was also agreed** that a presentation of the scheme would be made at the beginning of each hearing and it would be made by a member of the Secretariat. **It was agreed** the member of the Secretariat making the presentation would **not** be expected to answer questions on the proposals.

### Terminology

- 7.9 Following on from the discussions held at the Parliamentary Commission's meeting earlier that day, the name of the review was considered. **It was agreed** that, as the review was to be carried out under rules that were significantly different from those in place at the last review, it was not appropriate to use the title 'Sixth General Review' as this implied a continuation of the procedures that applied to the previous reviews. **It was agreed** that the review should be called the '2013 Review of Parliamentary Constituencies'
- 7.10 Following on from the agreement made at the Parliamentary Commission's meeting earlier that day, **it was agreed** that the former 'Provisional Recommendations' would now be called 'Initial Proposals', in line with the new legislation.
- 7.11 **It was agreed** that the Booklet would be called an 'Information Booklet'.

### Timing

- 7.12 Discussions on the publication of initial proposals and the knock-on effects of the timing of the public hearings were held. It was concluded that publication at the beginning of September would be preferable, although it would have the consequence of holding the public hearings during the UK party conference season (the Welsh party conference season occurring in March).

### Meeting with the Political Parties

- 7.13 It was reported that the meeting was scheduled to take place on 20<sup>th</sup> April. A time was to be confirmed. **It was agreed** that the Secretary would write to the parties asking for agenda items.
- 7.14 **It was agreed** that the Commission would state their present thinking on the procedures only. Discussions with the parties would be limited to their thoughts on the procedures alone and any discussions towards schemes or proposals would be resisted.
- 7.15 **It was agreed** that an agreed note of the meeting would be published. **It was agreed** that the Secretary would write to Prof Ron Johnson that this would be the case.

### Meeting with Peter Hain MP

- 7.16 It was agreed that it would be inappropriate for the Commission to meet with Mr Hain. It was agreed that the Secretary would write to Mr Hain informing him of the Commissions decision.

## 8. OTHER BUSINESS

### Schemes

- 8.1 The Secretariat reported that they had commenced the process of developing schemes for the Commission's future consideration. The numerous difficulties incurred so far were explained and discussed briefly. It was reported that, should the Commission meet at the necessary times, publication in early September should be possible.

### Logo

- 8.2 **It was agreed** that the Commission would consider a new logo based on that which the Boundary Commission for England had commissioned. **It was agreed** that the Secretary would provide the Deputy Chair and Commissioners the draft logo for their consideration.

### Local Government Boundaries

- 8.3 The Assessor from Ordnance Survey reported that following the change to the PVSC Act where Community areas and the wards of those Communities (where they exist), they had discussed the possible inclusion of the Local Government Boundaries in their 'Boundary Line Product'. If it were possible to receive the data from the Local Government Boundary Commission for Wales and QA it appropriately then it could be available in the October release of the Product.
- 8.4 **It was agreed** that the Deputy Secretary would provide the relevant data to Ordnance Survey.

**9. DATE OF NEXT MEETING**

9.1 A date for the next meeting was set for 20<sup>th</sup> April 2011.

## **BOUNDARY COMMISSION FOR WALES**

Minutes of the meeting held at Caradog House, St. Andrew's Place, Cardiff at 11:00 on Wednesday **20 April 2011**.

### **Present:**

The Hon Mr Justice Lloyd Jones	Deputy Chairman (in the Chair)
Mr P Wood	Commissioner
Mr J Bader	Commissioner
Mr E H Lewis	Secretary (National Assembly for Wales)
Mr D Carr	Secretariat
Mr M Redmond	Secretariat
Ms. Michaela Gordon	Assessor, Ordnance Survey

Apologies for absence were received from Aaron Sollis (Assessor, Ordnance Survey), Alison Whitworth (Assessor, Office for National Statistics) and Steve Halsall (Secretariat).

### **1. DECLARATIONS OF INTEREST**

1.1 No new interests were declared.

### **2. MINUTES OF THE MEETING HELD ON 21<sup>st</sup> MARCH 2011 (BCW/2011/3/Paper 1)**

2.1 The Commission approved the minutes of the previous meeting.

### **3. MATTERS ARISING SINCE THE MEETING OF 4<sup>th</sup> FEBRUARY 2011 (BCW/2011/3/Paper 2)**

#### **Policies and Decisions**

3.1 It was reported that further work had been undertaken on these and would be dealt with at Agenda Items 6 and 7.

#### **Meeting with the Political Parties**

3.2 It was reported that an invitation had been issued to the four main political parties and any agenda items received would be tabled at this meeting.

#### **Meeting with Mr Peter Hain MP**

3.3 It was reported that a letter had been sent to Mr Hain advising that it would be inappropriate for the Commission to meet with him.

## Logo

- 3.4 It was noted that a new version of the logo had been circulated to the Commissioners.

## Local Government Boundaries

- 3.5 It was reported that the Deputy Secretary had provided the data to the Assessor of Ordnance Survey.

## Funding

- 3.6 It was reported that the sponsor divisions, Cabinet Office (CO), would be directly funding the Commission for staffing and accommodation and that the Secretary and Finance Manager would be meeting with CO colleagues to confirm the details. It was also reported that this arrangement would begin as of the second quarter of the present financial year.

## 4. MINUTES OF THE INTER-PARLIAMENTARY COMMISSIONS MEETING (BCW/2011/3/Paper 3)

- 4.1 The Commission approved the minutes of the meeting. **It was agreed** that they would be circulated to the other UK Commissions.
- 4.2 The Deputy Chairman wished to pass on the thanks from the other Deputy Chairmen to the Secretariat for their efforts in the arranging the meeting. They believed that the meeting was invaluable.

## 5. INFORMATION BOOKLET (BCW/2011/3/Paper 4)

- 5.1 A brief description of the drafting process for the booklet was made. The Commission then considered the draft in detail and made several amendments.
- 5.2 Under the section relating to the Public Hearings a discussion was made as to whether the Commission would wish to have an Assistant Commissioner (AC) act as a 'lead Chairman'. This individual would act as a Chairman to some of the PHs, coordinate the other Chairmen to aid with consistency of the PHs and provide a report, with recommendations, to the Commission on their views as a result of the PHs. **It was agreed** that the Secretary and Deputy Chairmen would consider the list of ACs with a view to appointing a 'lead Chairmen'.
- 5.3 With regard to the Chairmen of the Public Hearing, in addition to the lead Chairman, **it was agreed** that it would be checked with the legal advisor whom the Commission could appoint as a Chairman of a PH and the fee rate.
- 5.4 Once the draft booklet had been considered and amended, **it was agreed** that further drafts would be circulated by email.



## 6. PROGRAMME TIMETABLE

(BCW/2011/3/Paper 6)

6.1 **It was agreed** that the timetable provided was acceptable.

## 7. Policies and Decisions

(BCW/2011/3/Paper 5)

7.1 It was reported that the Secretariat had amended the paper considered at the previous meeting that set out some of the policies and the decisions required by the Commission during the coming meetings. The paper was discussed briefly as follows.

### Previous Decisions

7.2 The decisions of the previous meeting were set out.

### Schemes

7.3 The Secretariat outlined the modelling that had been done and in view of these wished for views from the Deputy Chairman and Commissioners on:

- The possible starting points upon which schemes should be built.
- How closely and what weight we should give to having regard to Unitary Authority and existing constituency boundaries.
- The possibly breaking of Electoral Divisions into their constituent parts (Community and Community wards)
- The naming of constituencies.

7.4 **It was agreed** that the basis for the modelling was sound and that they wished to see schemes in more detail, including those where electoral divisions were broken but whole Communities retained in an individual constituency.

### Public Hearings

7.5 **It was agreed** that no Public Hearing should take place in more than one location.

## 8. OTHER BUSINESS

8.1 There was no other business.

## 9. DATE OF NEXT MEETING

9.1 Dates for the next two meeting were set for 17<sup>th</sup> June 2011 and the 29<sup>th</sup> July 2011.

## BOUNDARY COMMISSION FOR WALES

Minutes of the meeting held at Caradog House, St. Andrew's Place, Cardiff at 10:00 on Friday **17 June 2011**.

### Present:

The Hon Mr Justice Lloyd Jones	Deputy Chairman (in the Chair)
Mr P Wood	Commissioner
Mr J Bader	Commissioner
Mr E H Lewis	Secretary (National Assembly for Wales)
Mr S Halsall	Secretariat
Mr D Carr	Secretariat
Mr M Redmond	Secretariat
Mr D Williams	Secretariat
Mrs A Davies	Secretariat
Ms. Michaela Gordon	Assessor, Ordnance Survey

The Deputy Chairman welcomed Gerard Elias to the meeting, who was present as an observer.

### 1. DECLARATIONS OF INTEREST

- 1.1 Mr Paul Wood informed the meeting that his wife was a member of Crynant Community Council, an area which would be discussed at the meeting. **It was agreed** that as nearly everyone present would be living in areas under discussion, there was no conflict of interest.

### 2. APOLOGIES FOR ABSENCE

- 2.1 No apologies were received.

### 3. MINUTES OF THE MEETING HELD ON 20 APRIL 2011 (BCW/2011/4/Paper 1)

- 3.1 The Commission approved the minutes of the previous meeting.

### 4. MATTERS ARISING SINCE THE MEETING OF 20 APRIL 2011 (BCW/2011/4/Paper 2)

#### Information Booklet

- 4.1 It was reported that a further draft had been prepared. This would be discussed under Agenda Item 6.

#### Meeting with the Political Parties

- 4.2 It was reported that the Minutes were yet to be agreed.

## Funding

- 4.3 Following a meeting in April 2011, further progress had been made with funding from the Cabinet Office (CO) which was due to start from July 2011. Staff and accommodation costs would be paid in advance once invoices were raised and received by the CO. The situation would then be reviewed at the end of the first year. **It was agreed** that, at the present time, the Secretariat had sufficient resources to carry out the Parliamentary Review. **It was noted** that this had been approved by the Auditors and Financial Advisor.

## 5. CONSIDERATION OF SCHEMES

(BCW/2011/4/Paper 3)

- 5.1 Mr Matthew Redmond gave a brief outline of several proposed schemes for Parliamentary constituencies under the 2011 Act. The Deputy Chairman acknowledged that a phenomenal piece of work had been produced by Mr Redmond and the Secretariat, this view was endorsed by the Commission. The Deputy Chairman expressed his grateful thanks. The Commission discussed the schemes, the key points made in discussion are summarised below.

### 5.2 Scheme 1

- You have to travel outside the constituency to get to another constituency
- Some parts of Wales could be disadvantaged by the scheme
- The shapes were problematic in terms of communication links
- This scheme would create significant problems with the Carmarthenshire constituency – shape and distances

### 5.3 Scheme 2

- Newport remains roughly the same with the exceptions of Langstone, Rogerstone and Graig
- Torfaen – all retained with the addition of Caerleon
- Blaenau Gwent – all retained
- Merthyr Tydfil and Rhymney – addition of Bargoed, Ynysybwl, Coed y Cwm and Abercynon
- Cardiff North and Penarth – Adamsdown now added. Sully removed.
- Cardiff West – without Riverside. Llantrisant and Llantwit Fardre added.

### 5.4 Scheme 3

- Caernarfon has a good link to Anglesey.
- Long journey from Cardigan to the north.
- Good for the north but not good for mid and south Wales.

### 5.5 Scheme 4

- Community ties would not be taken into account if Grangetown were to be removed from Cardiff and placed with Penarth and Barry.
- Communication problems with Afan and Rhondda.

- Mynydd Uchaf – from the Black Mountains to Merthyr Tydfil (covered six unitary authorities).

## 5.6 Scheme 5

- Cardiff East and Newport. Problems with this part of the scheme as it linked the two cities. The Commission requested an alternative.

5.7 The Commission's preferred scheme was Scheme 5 as this was thought to most closely consider community ties and local factors within the rules laid out in the legislation. The Commission therefore requested that a revised version of Scheme 5 be produced which reflected the comments made.

## 6. INFORMATION BOOKLET (BCW/2011/4/Paper 4)

6.1 A further draft of the Information Booklet had been produced and was considered.

6.2 **It was agreed** that Mr John Bader provide a re-draft of the information booklet (week commencing 20 June) and, once completed, forward to Mr Gerard Elias for checking and circulation.

## 7. BCW ANNUAL REPORT 2010/2011 (BCW/2011/4/Paper 5)

7.1 A draft of the Commission's Annual Report was considered. **It was agreed** that the Deputy Chairman would write the Foreword for the report.

## 8. PUBLIC HEARING LOCATIONS (BCW/2011/4/Paper 6)

8.1 Five locations were proposed for the public hearings. It was suggested that venues in Llandrindod Wells and Builth Wells should also be explored. Mr Paul Wood suggested that the Public Hearings do not start or finish in Cardiff. The political parties should be asked if they wish to make a presentation. Further research would be undertaken for venue availability and capacity

8.2 **It was agreed** that Gerard Elias would be the lead Chairman with an Assistant Chairman. Geraint Walters had been approached as an AC but it was stressed that he needed to be informed of the dates as quickly as possible. Mr Gerard Elias suggested that Geraint Walters could take the lead in the Public Hearings that have predominantly Welsh speakers in attendance. **It was agreed** that the bookings of ACs should be confirmed as soon as possible.

## 9. BCW WELSH LANGUAGE SCHEME REPORT AND SCHEME UPDATE (BCW/2011/4/Paper 7)

- 9.1 It was uncertain if the report/scheme update was to be submitted to the Welsh Language Board. The Secretariat were asked to investigate the latest position and proceed as required.

## **10. PROGRAMME TIMETABLE**

- 10.1 The Programme Timetable was circulated for information.

## **11. OTHER BUSINESS**

- 11.1 There was no other business.

## **12. NEXT MEETING**

- 12.1 The next meeting was to be held on Friday 29 July 2011. No further meetings had been scheduled.

**BOUNDARY COMMISSION FOR WALES**

Minutes of the meeting held at Caradog House, St. Andrew's Place, Cardiff at 10:30 on Friday **29 July 2011**.

**Present:**

The Hon Mr Justice Lloyd Jones	Deputy Chairman (in the Chair)
Mr P Wood	Commissioner
Mr J Bader	Commissioner
Mr E H Lewis	Secretary
Mr S Halsall	Secretariat
Mr D Carr	Secretariat
Mr M Redmond	Secretariat
Mr D Williams	Secretariat (present only for Agenda Items 7, 8 and 9)
Mrs A Davies	Secretariat
Ms. Michaela Gordon	Assessor, Ordnance Survey

**1. OPENING REMARKS AND DECLARATIONS OF INTEREST**

- 1.1 Mr Justice Lloyd Jones opened the meeting by expressing his unhappiness regarding the current situation in respect of Paul Wood and John Bader. Mr Wood and Mr Bader had tendered their resignations to the Commission due to issues unrelated to the work of the Boundary Commission for Wales. Although the Commissioners resignations had been accepted, they would remain in post until new Commissioners had been appointed. Mr Justice Lloyd Jones expressed his grateful thanks to the Commissioners for the position they had taken.
- 1.2 The Commission noted that if new Commissioners were appointed early in the autumn, the Commission would have a tight timetable for delivery of initial proposals for the 2013 Review. However, Mr Edward Lewis reported that there would be no serious implications on the final delivery of the review which would be completed by October 2013.
- 1.3 Mr Justice Lloyd Jones expressed his gratitude to Paul Wood and John Bader for their huge contribution and for the benefit of their wisdom and judgement.

1.4 No new interests were declared.

**2. APOLOGIES FOR ABSENCE**

2.1 No apologies were received.

**3. MINUTES OF THE MEETING HELD ON 17 JUNE 2011**  
(BCW/2011/5/Paper 1)

3.1 The minutes of the meeting of 17 June 2011 were accepted as a true record.

**4. MATTERS ARISING SINCE THE MEETING OF 17 JUNE 2011**  
(BCW/2011/5/Paper 2)

**Meeting with the Political Parties**

- 4.1 The minutes of the meeting with the Political Parties were listed under Agenda Item 8.

**Funding**

- 4.2 An update from the Finance Manager would be given under Agenda Item 9.

**Schemes**

- 4.3 Following the last meeting, further work had been carried out on the schemes. This was to be presented under Agenda Item 5.

**Information Booklet**

- 4.4 A further draft of the Information Booklet had been produced and would be discussed under Agenda Item 6.

**Public Hearings**

- 4.5 The latest plans for public hearings would be discussed under Agenda Item 7.

**Welsh Language Scheme**

- 4.6 The Commission's Welsh Language Scheme was currently being processed and the web site would be updated.

**BCW Annual Report**

- 4.7 The Annual Report had been circulated and agreed for publication.

**5. CONSIDERATION OF SCHEMES**  
(BCW/2011/5/Paper 3)

- 5.1 A series of options had been presented to the previous meeting. 'Scheme 5' was the preferred scheme from the meeting held on 17 June 2011 but some modifications had been suggested. The Secretariat presented three options based on these modifications.

- 5.2 Having considered the various options which modified the earlier schemes, the Commissioners considered that the most appropriate scheme was 'Scheme 5B', a brief note of these deliberations is at Appendix A. However, it was decided that it was not appropriate to approve any scheme at this stage given that new Commissioners would soon be appointed.

**6. INFORMATION BOOKLET**  
(BCW/2011/5/Paper 4)

- 6.1 The Commission had received various comments from the Treasury Solicitor, Roland Phillips, regarding the Information Booklet and a further review was undertaken on the latest draft. The Deputy Chairman asked that the notes of the amendments that had been taken during the discussion be used to produce a new version and the changes be highlighted and sent to Roland Phillips for approval, together with a request for advice concerning redacting. Any further concerns would be addressed by Mr Justice Lloyd Jones and Edward Lewis.

## **7. DELAY/COMMISSIONER CHANGE – NEWS RELEASE**

- 7.1 The Secretariat was eager for a notice to be published as soon as possible in order to inform stakeholders about the changes to the Commission and the associated delay to the 2013 review.
- 7.2 Mr Justice Lloyd Jones had drafted a news release which was approved. Edward Lewis agreed that the Secretariat would field any further enquiries through the office.

## **8. PUBLIC HEARINGS**

- 8.1 David Williams updated the meeting on progress with arranging the public hearings. All venues had been identified. Bangor University was unavailable and therefore the Celtic Royal Hotel in Caernarfon had been identified as a new venue covering North West Wales. Confirmation booking emails had been sent and received. As the bookings were postponed rather than cancelled, the Commission would not incur cancellation fees.
- 8.2 Mr Gerard Elias, lead Assistant Commissioner, had asked for input on the dates of the rescheduled Public Hearings.
- 8.3 Details were provided regarding candidates for Assistant Commissioners. Mr Clive Lewis would assist in the two meetings in South Wales with Mr Geraint Walters assisting in North Wales.

## **9. NOTE OF THE MEETING WITH POLITICAL PARTIES**

- 9.1 The Minutes were agreed and would be published.

## **10. PROGRAMME TIMETABLE**

- 10.1 Edward Lewis gave an update to the meeting on the timetable. The timetable had been amended to reflect the changes to the Commission. The review would still be delivered by October 2013 and the new dates had allowed adequate time for translation work.

## **11. FINANCE**

- 11.1 Dave Carr, Finance Manager, confirmed that there was sufficient funding from the Cabinet Office for the work to be carried out.

## **12. OTHER BUSINESS**



- 12.1 Edward Lewis reported on discussions with the Wales Office regarding the Welsh Government constituency reviews. The Welsh Government had decided against linking into a Bill in the next session as that would be difficult within the timescale. A Green Paper was expected to be published by the Secretary of State for Wales in 2012 and legislation would be programmed for the Third Session of Parliament.
- 12.2 Mr Justice Lloyd Jones again expressed his regret that the Parliamentary Commissioners had been placed in a position whereby they felt it necessary to resign. He expressed his warm and enthusiastic thanks for the outstanding contribution that had been made to the Commission. This had never been more evident than in today's meeting.

## **11. NEXT MEETING**

- 11.1 No further meetings had been scheduled.

## **APPENDIX A**

### **Scheme 5A**

The discussion suggested that the original Scheme 5 was superior to this one.

Disadvantages:

- Constituency running from the coast to Bargoed
- Irregular shape
- Does not have inter-relationship between the communities

### **Scheme 5B**

The Commissioners noted that this particular scheme centred on Ceredigion resulted in the area being reduced from 125km<sup>2</sup> to 110km<sup>2</sup> after the discussion held during the previous meeting. This was preferable to the original scheme.

Advantages:

- Unified shape
- Covers less area
- Better communications

Disadvantages:

- Brings in Cenarth from another unitary authority
- Increases in area and population in the Brecon and Radnorshire constituency which is 0.5% above EQ – it was previously 4.85% below the EQ

### **Scheme 5C**

Again this scheme looked at the western area of Wales.

Disadvantages:

- New constituency runs from Fishguard to the Aman Valley
- Includes Llanidloes which is isolated by the mountains

## **BOUNDARY COMMISSION FOR WALES**

Minutes of the meeting held at Caradog House, St. Andrew's Place, Cardiff at 3:30 pm on Thursday **6 October 2011**.

### **Present:**

The Hon Mr Justice Lloyd Jones	Deputy Chairman (in the Chair)
Mr Paul Loveluck	Commissioner
Professor Robert McNabb	Commissioner
Mr E H Lewis	Secretary
Mr S Halsall	Secretariat
Mr D Carr	Secretariat
Mr M Redmond	Secretariat
Mrs A Davies	Secretariat
Ms. Michaela Gordon	Assessor, Ordnance Survey

### **1. INTRODUCTION, OPENING REMARKS AND DECLARATIONS OF INTEREST**

- 1.1 The Deputy Chairman opened the meeting by welcoming the two new Commissioners. There had been a total of 64 applicants for the Commissioner roles which represented a very strong field. The Deputy Chairman also thanked the outgoing Commissioners, Mr Paul Wood and Mr John Bader.
- 1.2 No new interests were declared.

### **2. APOLOGIES FOR ABSENCE**

- 2.1 Apologies had been received from Mr Gerard Elias, Assistant Commissioner. The Deputy Chairman explained to the Commissioners Mr Elias' role with the Commission.

### **3. MINUTES OF THE MEETING HELD ON 17 JUNE 2011 (BCW/2011/6/Paper 1)**

- 3.1 The minutes of the meeting held on 17 June 2011 were accepted as a true record.

### **4. MATTERS ARISING SINCE THE MEETING OF 29 JULY 2011 (BCW/2011/6/Paper 2)**

#### **Public Hearings**

- 4.1 Gerald Elias had been appointed as 'Lead Assistant Commissioner' and would therefore be chairing the Public Hearings, with Geraint Walters and Clive Lewis as Assistant Commissioners.

- 4.2 It was reported that the Assistant Commissioners had been invited to attend one of the Public Hearings being held by the Boundary Commission for England. This invitation was also extended to the Commissioners in order that they could see, first hand, the experience of others.

## **5. 2013 REVIEW - UPDATE ON PROGRESS**

- 5.1 Matthew Redmond gave an overview of the progress that had been made in developing various schemes which met the requirements of the Parliamentary Voting System and Constituencies Act 2011. Five detailed schemes had been developed which all had various strengths and difficulties. These schemes had been discussed in detail at a meeting of the Commission in July but no decision had been taken as to the preferred scheme.
- 5.2 Due to the change in Commissioners, the Commission requested that all documentation from the meeting held on 29 July 2011 be re-issued to the Commissioners. The Commissioners would review this in detail and at the next scheduled meeting the Commission would discuss all of the schemes, questioning each proposed constituency and looking at each boundary in detail to develop a preferred scheme from the Commission.
- 5.3 The Deputy Chairman thanked Matthew Redmond for his work in leading the development of the schemes.

### **INFORMATION BOOKLET**

- 5.4 The Commission's Information Booklet had not been finalised and required agreement prior to translation and publication. The Deputy Chairman made some stylistic changes and additional amendments were suggested by Paul Loveluck and Michaela Gordon. Following these changes the Information Booklet was approved.

### **PROGRAMME TIMETABLE**

- 5.5 The Commission discussed the timetable for the 2013 Review and agreed that the current timetable, which saw the initial consultation period in early 2012, needed to be adhered to due to the availability of the Assistant Commissioners.

## **6. NEXT MEETING**

- 6.1 The next meeting was scheduled for Thursday 20 October.

**BOUNDARY COMMISSION FOR WALES**

Minutes of the meeting held at Caradog House, St. Andrew's Place, Cardiff at 1:30 pm on Thursday **20 October 2011**.

**Present:**

The Hon Mr Justice Lloyd Jones	Deputy Chairman (in the Chair)
Mr Paul Loveluck	Commissioner
Professor Robert McNabb	Commissioner
Mr E H Lewis	Secretary
Mr S Halsall	Secretariat
Mr D Carr	Secretariat
Mr M Redmond	Secretariat
Mrs A Davies	Secretariat
Mr D Williams	Secretariat
Ms. Michaela Gordon	Assessor, Ordnance Survey

**1. INTRODUCTION, OPENING REMARKS AND DECLARATIONS OF INTEREST**

1.1 No new interests were declared.

**2. APOLOGIES FOR ABSENCE**

2.1 No apologies were received.

**3. MINUTES OF THE MEETING HELD ON 6 OCTOBER 2011**  
(BCW/2011/7/Paper 1)

3.1 Several drafting amendments were suggested to the minutes of the meetings held on 29 July 2011 and 6 October 2011. Following these amendments the minutes would be signed as a true record of the meetings.

**4. MATTERS ARISING SINCE THE MEETING OF 6 OCTOBER 2011**  
(BCW/2011/7/Paper 2)**Public Hearing Locations and Programme Timetables**

4.1 The Commission's 2013 Review 'Information Booklet' had been translated and the publishing costs had been approved by the Cabinet Office. The Booklet would be published before the end of October.

4.2 Paul Loveluck queried the accuracy of the Welsh translation and the process within the Commission's Secretariat for checking translations. The Secretary replied that Welsh-speaking staff from the secretariat proof-read translations. Steve Halsall also commented that the ability of staff to proof-read translations may be compromised if a

high amount of representations is received. The Secretary therefore proposed to discuss with the translators the issue of quality control.

- 4.3 The dates for the Public Hearings had been amended as Geraint Walters (Assistant Commissioner) was unavailable during the middle of March. The sequence of meetings would be modified to match AC's availability.
- 4.4 Robert McNabb was to attend the England Commission's Public Hearing in Bristol on 7/8 November and Paul Loveluck the Hearing at Ludlow on the same dates.

## **5. 2013 REVIEW - INITIAL PROPOSALS**

- 5.1 Notices concerning the Initial proposals would be posted in local newspapers from each constituency and also on the Commission's website. MPs would receive a copy in advance (10 January 2012) before the proposed publication date of 11 January 2012. Embargoed copies would also be given to the press.
- 5.2 The Commission discussed the various possible schemes which met the requirements of the 2011 Act, 'Scheme 5' was identified as the preferred scheme. Mr Loveluck had previously raised with the Secretariat the possibility of reworking Scheme 1. He thought it was a good fit for South Wales and also worked in North Wales although it caused substantial problems in Mid Wales. Professor McNabb agreed but explained that he had worked on this proposal with the Secretariat to try to incorporate the best of both Schemes 1 and 5. However, after extensive discussions had come to the conclusion that it would not work. The scheme had the problem of a constituency which included both Pontardawe and the Cynon Valley with a centre of gravity at the east of the constituency in Aberdare. There were also substantial problems elsewhere – for example, the Carmarthenshire constituency was a very obvious construct, Ceredigion including Bwlch Wells was not desirable and the scheme would divide Torfaen down the middle. The Commission therefore agreed that this was not a viable option.
- 5.3 Mr Loveluck raised a general question as to what weight should be attached to maintaining the whole of an existing constituency within a new constituency. The Commission agreed that considerable weight should normally be given to this consideration in order to maintain as much consistency and continuity as possible and to form constituencies which electors are more likely to identify with and that respect local ties.
- 5.4 The Commission discussed their preferred scheme, 'Scheme 5' in detail in order to come to a near final view on their initial proposals which would be published for consultation. The Commission discussed each constituency and each boundary in detail to ensure that the proposals met the requirements of the legislation, whilst also being suitable to local needs. A note of the discussion is included at Appendix A.

## **6. BUDGET REPORT** (BCW/2011/6/Paper 6)

- 6.1 The Finance Manager presented the latest budget report. Direct funding was set up with the Cabinet Office. Permission needed to be obtained for spend on advertising.

Full provision had been made in the budget for the 2013 Review and a budget report would be submitted to the Cabinet Office on a quarterly basis.

## **7. RELATIONSHIP WITH LGBCW**

- 7.1 The Secretary reported that the Cabinet Office were likely to appoint a separate Secretary for the Parliamentary Boundary Commission for Wales and that in the longer term the current dual Secretariat arrangements may have to be revisited. Potentially, tensions could arise over resources. Due to the current situation at the LGBCW, the LGBCW work which should have peaked had stopped and would be re-starting in the New Year. The two Commissions were working with one joint set of staff.
- 7.2 The Commission raised the risk of conflicts for staff resources between the BCW and LGBCW as the work on the 2013 Review developed. The Parliamentary Commission would have to anticipate their requirements and work with the LGBCW to agree resources. To assist in this it was important for a new Memorandum of Understanding to be developed between BCW and LGBCW.
- 7.3 The Commission suggested that a full Risk Register be implemented by the BCW.

## **8. ADVICE FROM THE WELSH LANGUAGE BOARD CONCERNING ELECTRONIC COMMUNICATIONS** (BCW/2011/6/Paper 7)

- 8.1 The Deputy Chairman suggested a letter be drafted in response to correspondence received from the Welsh Language Board, thanking them for drawing the matter of the translation of electronic communications to the Commission's attention and also letting them know that the Commission did not put anything on its website in English that was also not published in Welsh.

## **9. BCW LOGO**

- 9.1 A proposed new logo was presented to the Commission but was not thought acceptable. The Deputy Chairman asked if the Parliamentary Commission could use the LGBCW logo, with modified squares. A further example was presented at the end of the meeting which was accepted as a basis for a logo to be prepared. It was suggested that the portcullis be incorporated in the top right-hand corner. Contact would be made with the Cabinet Office to establish whether this would be acceptable. **It was agreed** to adopt a new logo together with the inclusion of the portcullis after consultation with the Cabinet Office on the issue.

## **10. MEDIA RELATIONSHIPS**

- 10.1 The experience of the Boundary Commission for England (BCE) on the launch of their initial proposals was one of considerable public and media interest. The BCE had engaged proactively with the media and had given interviews as appropriate. The Commissioners were asked to consider whether the Commission should adopt a

similar approach and whether a press conference should be held at the beginning of the Initial consultation period.

- 10.2 Paul Loveluck suggested that the press are invited to a briefing, then a Q & A session. There were a small number of journalists who would be involved in the reporting of this matter. Michaela Gordon suggested that in the light of the English experience, it was essential to place great emphasis on the “draft” nature of the proposals as part of the consultative process. The public need to be made aware of the process and how difficult it was. The Commission should also be clear that they are happy to listen to alternative schemes/suggestions. **It was agreed** that the Secretariat should draw up proposals for a press briefing on 10 January 2012.
- 10.3 Michaela Gordon suggested that the Commission liaise with the OS Press Officer so that a joint statement can be issued.
- 10.4 Paul Loveluck asked whether the Commission should use the services of a Welsh-speaking Press Officer for the month following the Initial proposals release. The Secretary agreed to speak to the Cabinet Office regarding this proposal.

## 11. **INTER-COMMISSION MEETING – 14/15 DECEMBER, BELFAST** (BCW/2011/6/Paper 8)

- 11.1 The Deputy Chairman was hoping to attend the Inter-Commission Meeting, other diary commitments permitting. If possible, both Commissioners would also attend.

## 12. **ANY OTHER BUSINESS**

- 12.1 COMPLAINTS WALES (BCW/2011/6/Paper 9). Consideration was given to an invitation made by the Public Services Ombudsman for Wales to participate in a new service for the handling of complaints in Wales. This would be a telephone and web based sign posting service offering advice on how to complain and who to complain to. The Commission did not come under the Public Services Ombudsman for Wales but under the Parliamentary and Health Service Ombudsman. Each parliamentary Boundary Commission comes under this arrangement. **It was agreed** that the invitation would be declined. An opportunity would be taken to update the complaints procedure which would be adopted subject to some amendments.

## 13. **NEXT MEETING**

- 13.1 The next meeting will be held at 10:30 am Friday 25 November 2011. A possible further date for a meeting was identified as Tuesday 20th December 2010.



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**Appendix A: Detailed Considerations 20 October 2011**

1. Gorseinon in Llanelli. The Secretariat explained that this electoral division is not the entire community of Gorseinon. To move the entirety of Community of Gorseinon to 'Swansea West' it would be necessary to move two electoral divisions. That would leave Llanelli below the EQ range. That might be met by adding Mawr and Llangyndeyrn. However the transfer of Gorseinon to Swansea West would increase Swansea West to well above the EQ range so there would have to be compensation for that. Neath would eat into Swansea. Aberavon would take back Coedffranc. Neath would be going into Swansea. The net result would be 15 constituencies retained. It would reduce the size of Carmarthen but not below the EQ range.

There was a general discussion as to whether it was preferable to put Gorseinon into Llanelli or Neath into Swansea. The meeting concluded that it was preferable to leave Gorseinon in Llanelli. Gorseinon has its own identity.

2. Birchgrove added to Neath. If the whole Llansamlet ED was added to Neath that would be 5,000 too many and there would have to be further compensatory moves. After discussion it was concluded that the disadvantages outweigh the advantages. It was also noted that this area was north of the M4 motorway so it was convenient to leave it as in Scheme 5a. The same considerations applied in respect of Clydach which again is north of the M4 motorway.

3. Pontyclun in Cardiff West.  
The Deputy Chairman raised a question of whether it would be possible to transfer Pontyclun to Pontypridd. It is at present in the Pontypridd constituency. The Secretariat explained that this could be done leaving Pontypridd within the EQ range. However Cardiff West would then be below the EQ range.

There was a lengthy discussion as to which areas might be moved into Cardiff West in order to compensate. Consideration was given to Whitchurch or Tongwynlais or both. However it did not work.

The meeting considered all other possible options for compensating Cardiff West for losing Pontyclun but the numbers simply did not work out.

4. Caerphilly and Cardiff North.  
There was some concern about this proposal. It was pointed out that there is a mountain in the middle of the constituency. However there are road and railway links between Cardiff and Caerphilly, although the best road link is by the A470.

The Secretariat reminded the meeting that in Scheme 4 there was a scheme for Cardiff which, considered in isolation, might be preferable. However that had been rejected because of its impact on the Heads of the Valleys.

The meeting canvassed and considered other possibilities.

The general conclusion was that the proposal was far from perfect but there was no real alternative and it should be left.

5. Rogerstone in Islwyn South.  
It is an oddly shaped constituency but it does reflect the road communications. The shape of the constituency matches the road network. It also follows the Sirhowy Valley. It would not be possible to remove Rogerstone.

The meeting was content with the proposal.

6. The Rhondda ward of Pontypridd is not in the Rhondda constituency. This was based on a misapprehension. This ward is an integral part of Pontypridd and should be in the Pontypridd constituency.

7. Rhondda and Cynon Valleys.  
The meeting considered the problems of road communications between the two valleys. The only "A" road is at the northern boundary of the proposed constituency.

The Deputy Chairman suggested that Cymmer was more appropriately in the Rhondda than the Pontypridd constituency. It would be possible to compensate Pontypridd by adding Abercynon or Ynysybwl or both to Pontypridd.

After a detailed examination of the figures it was decided to add Cymmer to Rhondda and to add Abercynon and Ynysybwl to Pontypridd.

The resulting proposal reduces the difficulties of east / west communications because the A road between the two valleys is at the north of the constituency.

8. Blackwood in Blaenau Gwent.  
This was not considered a problem.
9. Caerleon in Torfaen. The Caerleon electorate is 6,889. The meeting considered that Bettws and Malpas have to be in Newport. As a result it was not possible to integrate Caerleon with Newport or Monmouthshire. The proposal will be left as it is.

The meeting then turned to consider the other constituencies in Scheme 5. The meeting was content with the proposal with Ceredigion in Scheme 5b.

The constituencies combining Merthyr Tydfil, Rhymney and Aberdare. There are good road links

The meeting was happy with this.

Brecon and Radnorshire and Montgomeryshire. Mr Loveluck was concerned about the position of Forden. After discussion it was decided to add Forden to Brecon and Radnorshire. On a rough calculation this would leave Brecon and Radnorshire 2.3% above the EQ and leave Glyndwr 3% below. It created no difficulty in relation to existing constituencies or authorities.

It was decided that Forden should be added to Brecon and Radnorshire.

10. Gwynedd.  
This includes Caernarfon. It was 4.8% below the EQ. This was desirable because it is such a big constituency in terms of area.  
This was considered an appropriate solution.

11. Ynys Mon.  
Bryn and Pandy electoral divisions had been moved into this constituency. This made sense because they are on the west side of the mountain.
12. Colwyn and Conwy Bays.  
This is 2.6% above the EQ but compact for North Wales.
13. Flintshire.  
The meeting was content with the proposals.
14. Wrexham Maelor.  
Here the proposal broke electoral divisions in order to maintain whole communities and to keep within EQ.  
The meeting was content.
15. Glyndwr and North Montgomeryshire.  
This was about 2% below the EQ.  
The meeting was content.

The meeting then took stock of the overall Scheme 5a with the amendments for Ceredigion (5b), Pontypridd / Rhondda, and Brecon and Radnorshire / Glyndwr and North Montgomeryshire.

6 of the 7 unitary authorities are retained within the new constituencies.

15 existing constituencies are retained entirely in new constituencies.

The proposals were adopted as the Commission's initial proposals.

16. The meeting then considered the question of names. After much discussion it was agreed that where more than one place name was in the name of a constituency that the Commission would adopt a policy of alphabetisation. The Commission adopted the following as its initial proposals (the Secretariat's working title from Scheme 5a featuring first and the adopted name following):
  1. Pembrokeshire - South and West Pembrokeshire CC.
  2. Ceredigion - Ceredigion and North Pembrokeshire CC.
  3. Carmarthenshire - Caerfyrddin CC.
  4. Llanelli and Pontardulais - Loughor CC.
  5. Swansea West and Gower - Gower and Swansea West CC.
  6. Swansea East - Swansea East BC.
  7. Neath - Neath CC.
  8. Aberavon and Ogmore - Aberavon and Ogmore CC.
  9. Bridgend - Bridgend CC.
  10. The Vale of Glamorgan - The Vale of Glamorgan CC.
  11. Cardiff South and Penarth - Cardiff Central and Penarth BC.
  12. Cardiff East - Cardiff East BC.
  13. Cardiff West - Cardiff West CC.
  14. Caerphilly and Cardiff North - Caerphilly and Cardiff North CC.
  15. Pontypridd - Pontypridd CC.
  16. Rhondda and Cynon - Rhondda CC.
  17. Aberdare, Merthyr Tydfil and Rhymney - Heads of the Valleys CC.
  18. Blaenau Gwent and Islwyn North - Blaenau Gwent CC.

19. Torfaen - Torfaen CC.
20. Monmouthshire - Monmouthshire CC.
21. Newport - Newport Central BC.
22. Islwyn South - Newport West and Sirhowy CC.
23. Brecon and Radnorshire - South Powys CC.
24. Glyndwr and North Montgomeryshire - Glyndwr and North Powys CC.
25. Gwynedd - Gwynedd CC.
26. Ynys Môn and Menai - Menai ac Ynys Môn CC.
27. Colwyn and Conwy Bays - Llandudno CC.
28. Alyn and Deeside - Alyn and Deeside CC.
29. Dee Estuary - Dee Estuary CC.
30. Wrexham Maelor - Wrexham Maelor CC.

It was requested that the Minutes should reflect the difficulties the Commission has had regarding the balancing of electorate numbers.

**BOUNDARY COMMISSION FOR WALES**

Minutes of the meeting held at Caradog House, St. Andrew's Place, Cardiff at 10:30 am on Friday **25 November 2011**.

**Present:**

The Hon Mr Justice Lloyd Jones	Deputy Chairman (in the Chair)
Mr Paul Loveluck	Commissioner
Professor Robert McNabb	Commissioner
Mr Steve Halsall	Acting Secretary
Mr Matthew Redmond	Secretariat
Mrs Alison Davies	Secretariat
Mr David Williams	Secretariat
Mr Ben Whitestone	BCW Secretary Appointee (observing)
Ms. Michaela Gordon	Assessor, Ordnance Survey

**1. INTRODUCTION, OPENING REMARKS AND DECLARATIONS OF INTEREST**

- 1.1 The Deputy Chairman opened the meeting by expressing his appreciation and grateful thanks for the huge contribution made to the Parliamentary Commission over the years by the former Secretary, Edward Lewis, who had tendered his resignation.
- 1.2 The Deputy Chairman also had great pleasure in welcoming Ben Whitestone to the meeting, who would commence his role of Secretary on 19 December 2011. Steve Halsall also welcomed Ben Whitestone's appointment.
- 1.3 No new interests were declared.

**2. APOLOGIES FOR ABSENCE**

- 2.1 No apologies were received.

**3. MINUTES OF THE MEETING HELD ON 20 OCTOBER 2011**  
(BCW/2011/8/Paper 1)

- 3.1 A review of the Minutes of the meeting held on 20 October was postponed until the next meeting.
- 3.2 A full and detailed note of the changes to the constituencies would not be included in the minutes but would be issued as a separate appendix. In due course the Minutes would be published on the Commission's website.

**4. MATTERS ARISING SINCE THE MEETING OF 20 OCTOBER 2011**  
(BCW/2011/8/Paper 2)

- 4.1 It was decided that a Risk Register should be produced within six months.
- 4.2 BCW logo - It was reported that the Cabinet Office advised the Commission that it should not use the portcullis symbol on its new logo. The logo presented to the meeting was therefore approved.
- 4.3 Media Relations - Matthew Redmond commented that he was hopeful that a Press Officer would be seconded to the Commission for three months and would start within the next few weeks. She was currently working with the Boundary Commission for England doing similar work.

## **5. INITIAL PROPOSALS REPORT** (BCW/2011/8/Paper 3)

- 5.1 The Initial Proposals report had already been reviewed by the Deputy Chairman and Commissioners, who had submitted proposed amendments.
- 5.2 A thorough reading took place of the report/amendments and considerable drafting changes were approved.
- 5.3 The Initial Proposals report was to be amended as soon as possible, and sent to the Deputy Chairman and Commissioners for final approval. A copy was also to be sent to the Treasury Solicitor for a final check.

## **6. PUBLIC HEARINGS** (BCW/2011/8/Paper 4)

- 6.1 David Williams gave an updated report on the venues/bookings for the public hearings.
- 6.2 Paul Loveluck expressed concern that, under the proposed arrangements, political parties would not be allocated time to give their presentations until the final public hearing. The Deputy Chairman and Matthew Redmond agreed to meet with Gerard Elias (Assistant Commissioner) to discuss this further. The Commission suggested that each party be given 30 minutes for their presentation at the opening Public Hearing in Swansea.
- 6.3 A decision was required on how to deal with the press and enquiries. It was suggested that a press conference be held on 10 January 2012, ahead of the publication on 11 January. On balance, the Commission was not convinced that a press conference was needed, although perhaps a briefing could be made to the press, with a press release in English and Welsh, issued on an embargoed basis.
- 6.4 The Commission asked that the Cabinet Office be approached with a request for Welsh-speaking media relations support. Comments were made that if the Cabinet Office could not assist on this, then the Commission would need to take steps itself to ensure full bi-lingual communications support.
- 6.5 The meeting was informed that Robert McNabb, Matthew Redmond and a number of other secretariat staff attended the Boundary Commission for England public hearing

in Bristol. Paul Loveluck had also attended a BCE hearing, in Ludlow. At the hearings information leaflets, copies of the proposals and the information booklet were available for the public to take away. The media conducted interviews outside the hearing venue.

## **7. ANY OTHER BUSINESS**

- 7.1 The Assistant Commissioners had asked what their expected preparation time would be. It was agreed that this would be left to their discretion.

## **8. NEXT MEETING**

- 8.1 A meeting had not been arranged for December. A proposed meeting at 10:30 am on Friday 27 January 2012 was suggested. If a meeting was required in December, due notice would be given.

BCW/2012/1st Meeting

## **BOUNDARY COMMISSION FOR WALES**

Minutes of the meeting held at Caradog House, St. Andrew's Place, Cardiff at 10:30 am on Friday 3 February 2012.

### **Present:**

The Hon Mr Justice Lloyd Jones	Deputy Chairman (in the Chair)
Mr Paul Loveluck	Commissioner
Professor Robert McNabb	Commissioner
Mr Ben Whitestone	Secretary
Mr Steve Halsall	Deputy Secretary
Mr Matthew Redmond	Secretariat
Mrs Alison Davies	Secretariat
Ms Michaela Gordon	Assessor, Ordnance Survey

### **1. INTRODUCTION, OPENING REMARKS AND DECLARATIONS OF INTEREST**

1.1 No new interests were declared.

### **2. APOLOGIES FOR ABSENCE**

2.1 No apologies were received.

### **3. MINUTES OF PREVIOUS MEETINGS**

20 October 2011 - BCW/2012/1/Paper 1

25 November 2011 – BCW/2012/1/Paper2

3 January 2012 – BCW/2012/1/Paper 3

3.1 The Deputy Chairman and the Secretary agreed to consider the minutes of previous meetings in order to produce definitive versions for publication.

3.2 The notes of detailed discussions around specific proposals would be separated from the minutes and included as separate annexes.

3.3 The minutes of the meetings of 20 October, 25 November and 3 January were reviewed and approved subject to minor drafting points.

### **4. PROGRESS REPORT**

(BCW/2012/1/Paper 4)

4.1 The Secretary gave an overview of progress with the 2013 Review since the previous meeting. Initial proposals were published on 11 January and received extensive interest from MPs, Political Parties, the Media and the Public. The Secretariat worked



very hard to finalise proposals and distribute them in print and online. During January the Commission's website had received 10 times more visits than in a usual month.

- 4.2 The Commission noted the overall favourable reaction from key commentators which would hopefully lead to a constructive consultation.
- 4.3 The Commissioners thanked all staff for their hard work during the preparation for and launch of initial proposals.
- 4.4 The Secretariat briefly outlined the main themes that were emerging from the public consultation. To date the area that had generated the largest response was the Commission's proposals for South East Wales, particularly The Cynon Valley, Caerphilly and Cardiff North and Newport West and Sirhowy Valley. Several detailed counterproposals had been received and these would be presented to the Commission for consideration in due course.
- 4.5 The Assistant Commissioners had been made aware of the emerging responses in order that they were prepared for the likely debate that would arise during the public hearings.
- 4.6 Public Notices announcing each public hearing were being published in local media two weeks prior to each hearing. The timetable for each hearing would then be finalised (as much as possible) one week in advance of each hearing. The Commission agreed that a timetable of speakers for each hearing would be published on the website. **Action: Steve Halsall.**
- 4.7 The policy on media coverage at public hearings was that the media would be welcome to attend the hearings but no recordings would be allowed during the hearing itself, in order to not discourage members of the public from giving their representations. However, the media would be allowed to take 'scene setting' recordings of the venue if requested. Ben Whitestone and Matthew Redmond would also be available before each hearing to answer any questions from the media. Gerald Elias, lead Assistant Commissioner, was content with this approach.
- 4.8 The Communication Plan for the second consultation period and any consultation on revised proposals would be submitted to the Commission in due course.

## **5. FORWARD PLANNING REPORT** (BCW/2012/1/Paper 5)

- 5.1 The Secretary gave an overview of the detailed proposed Forward Plan which outlined the key tasks and milestones for the 2013 Review during 2012.
- 5.2 Key points to note from the plan were that:
  - the second consultation period was planned to be held during late May and June 2012
  - the Commission would consider representations and revisions during August and September
  - any consultation on revised recommendations was planned to be held before Christmas 2012

5.3 The Commission recognised the risks to achieving the plan - for example the timetable for the translation, redaction and publication of responses from the initial consultation period - but were content that the forward plan was achievable and appropriate.

5.4 An electronic version of the forward plan was to be circulated to the Commission.  
**Action: Ben Whitestone.**

## 6. **CORRESPONDENCE WITH WELSH LANGUAGE BOARD** (BCW/2012/1/Paper 6)

6.1 The Secretary explained that a letter had been received from the Welsh Language Board regarding the naming of constituencies, and the fact that a single name had been proposed rather than an English and Welsh name. A proposed reply had been drafted that set out the legislative background and the Commission's informal, but consistent, policy for the naming of constituencies.

6.2 The Commission approved the draft response subject to some drafting changes and following a final sign-off of the Welsh and English versions by the Deputy Chair.  
**Action: Ben Whitestone.**

## 7 **PUBLIC HEARING PRESENTATIONS**

7.1 The Commission had received a copy of Gerard Elias' draft introduction to the public hearings. This was considered and approved subject to minor changes. The Commission suggested that copies of this introduction should be made available at the hearings in case attendees do not attend for the whole day.

7.2 Ben Whitestone and Matthew Redmond gave their presentations which would open each public hearing. The Commission made minor comments but were content that these presentations met the requirements of the legislation and accurately reflected the Commission's initial proposals.

## 8. **ANY OTHER BUSINESS**

8.1 None

## 9. **NEXT MEETING**

9.1 The next meeting was proposed for Friday 4 May 2012. An alternative date of Friday 11 May was also put forward.

9.2 A meeting would be held in late June or July. The 29 June was proposed and Commissioners agreed to confirm their availability.

9.3 Two meetings would be scheduled for September 2012 to allow for full consideration of revised proposals. The first September meeting should be a two day event and was proposed to be held on Thursday 6 and Friday 7 September. The Assistant Commissioners would be invited to attend this meeting.

BCW/2012/2nd Meeting

## **BOUNDARY COMMISSION FOR WALES**

Minutes of the meeting held at Caradog House, St. Andrew's Place, Cardiff at 9:30 am on Friday 4 May 2012.

### **Present:**

The Hon Mr Justice Lloyd Jones	Deputy Chairman (in the Chair)
Mr Paul Loveluck	Commissioner
Professor Robert McNabb	Commissioner
Mr Ben Whitestone	Secretary
Mr Steve Halsall	Deputy Secretary
Mr Matthew Redmond	Secretariat
Mrs Alison Davies	Secretariat
Ms Michaela Gordon	Assessor, Ordnance Survey

### **1. INTRODUCTION, OPENING REMARKS AND DECLARATIONS OF INTEREST**

1.1 No new interests were declared.

### **2. APOLOGIES FOR ABSENCE**

2.1 No apologies were received.

### **3. MINUTES OF PREVIOUS MEETINGS**

Two small amendments to the previous minutes were requested at Point 6.1 and 9.3. Once made, minutes to be signed as a true record of the meeting.

### **4. PROGRESS REPORT**

(BCW/2012/2/Paper 2)

4.1 The Secretary gave an overview of progress with the 2013 Review since the previous meeting. The initial consultation period closed on 4 April, over 500 written representations were received and the Assistant Commissioners heard the views of over 100 people at the public hearings. The largest number of representations received were in respect of Montgomeryshire, South and West Pembrokeshire, Cynon Valley and Caerphilly and Cardiff North. A petition of 3,500 signatures had been received regarding Cynon Valley.

4.2 A meeting had been held between the Assistant Commissioners and the Secretariat to discuss the representations received during the initial consultation period.

4.3 Matthew Redmond reported that full alternative schemes had been received from several members of the public as well as the political parties. The Commission will

consider all representations equally and the revised report should outline, as appropriate, the key themes from alternative schemes and the Commission's view as to their advantages and disadvantages.

- 4.4 Matthew Redmond gave an overview of the main areas of contention. A full report would be submitted to the Commission in September.
- 4.5 The Commissioners wished to thank all staff for their hard work during the initial consultation period, both at the public hearings and at the office.
- 4.6 Point 8 (Welsh language constituency names)  
Advice had been received from the Treasury Solicitor regarding the provision of alternative constituency names in Welsh but further advice was needed from the Cabinet Office.
- 4.7 Point 9a (High Level Risks – Office Move)  
The Deputy Secretary gave a brief overview of the latest position regarding office accommodation.
- 4.8 The Commission's lease agreement at Caradog House terminates at the end of September 2012; there may be an option to temporarily extend this for a little while, and alternative accommodation options had been discussed. A Local Government Boundary Commission meeting was scheduled for 17 May which would consider the business case for a potential move.
- 4.9 The Commission identified the need to identify break points in the work schedule over the next 12 months where a move may be possible without endangering the deadline. The Deputy Chair emphasised that BCW needed to comply with the statutory timetable and that the Commission had to be firm on its position. The Secretariat cannot contemplate moving at certain stages of the work schedule. The Secretary agreed to set out the BCW position formally in a letter to the LGBCW Secretary. The Deputy Secretary commented that this information will be included in the business cases to Welsh Government. **Action: Ben Whitestone**
- 4.10 Point 9b (Transcriptions and Translation of Representations)  
All transcripts and translations had been received and were being checked by Rachel Williams (Review Officer).
- 4.11 The Deputy Chair raised a further risk in that he had been appointed Chairman of the Law Commission with a possible start date of August. He would also become a Member of the Court of Appeal. As the Deputy Chair of the Boundary Commission must be a High Court Judge, the Deputy Chair would no longer be able to continue in this position, following his promotion to the Court of Appeal. The Cabinet Office were already aware of this and of the need to appoint a successor. It was hoped that this appointment would be sooner rather than later, in order that a period of shadowing could be arranged.

The Commissioners passed on their congratulations to the Deputy Chair.

## 5. PLANS FOR SECOND CONSULTATION PERIOD TIMING AND ISSUES (BCW/2012/2/Paper 3)

- 5.1 The Secretary gave an overview of the proposed plan for the 2013 Review second consultation period.
- 5.2 The Commission discussed plans for a proposed new website. The Secretary recommended moving to the new website prior to the secondary consultation period due to the need for a more robust, sustainable, professional and user friendly platform.  
**Action: The Commissioners agreed to the implementation of the new website for the second consultation period and wished their thanks to be passed to the Welsh Government for their support in the development of the site.**
- 5.3 An additional paper was presented by the Secretary (Policy for the publication of hard-copy representations). Three options were considered, a full print run for 50 places of deposit, a minimal print run for 30 places of deposit, and publishing electronically only. The Commissioners agreed that all 50 previous places of deposit receive hard copies as not all places have computer access as the Commission wanted to ensure that the publication was as accessible as possible.  
**Action: Secretariat to arrange publication of representations for all 50 places of deposit.**

## **COMMUNICATION PLAN**

(BCW/2012/2/Paper 4)

- 5.4 The Secretary introduced a Communication Plan for the 2013 Review which outlined the overall communication strategy and described specific communication activity. A few minor changes were suggested to the Stakeholder Framework and the specific communication material. Paul Loveluck requested that a copy of the newsletter (announcing the second consultation period) and a covering letter be sent to the Welsh Language Commissioner, for their information.

## **6 RISK REGISTER**

- 6.1 The risk register was reviewed by the Commissioners.  
**Action: The Commissioners agreed to adopt the Risk Management Policy as described.**
- 6.2 The full risk register should be reviewed by the Commissioners twice a year but any 'high' risks reported at each meeting. A risk should be added regarding availability of Commissioners – illness, unable to attend meetings, etc.  
**Action: The Secretary agreed to look into the quorum required to sign off Commission reports.**

## **7. BUSINESS PLAN 2012/2013 and ANNUAL REPORT 2011/2012**

- 7.1 The Commissioners reviewed the draft Business Plan and Annual Report. Several drafting amendments/changes were proposed.  
**Action: Ben Whitestone to amend the Business Plan and Annual Report.**

## **8. ANY OTHER BUSINESS**

9.1 The Deputy Secretary gave the Commissioners an update on Local Government Commission matters, including the appointment of two new Commissioners.

**Action: Ben Whitestone to inform the Cabinet Office of these changes.**

9.2 The date for the next Commission meeting was proposed:

10:30 am Friday 27 July 2012

9.3 It was proposed that an invitation is issued to Alison Whitworth, as Assessor for ONS, to attend this meeting.

**Action: Ben Whitestone to issue invitation**

A two day meeting would be held on 6 or 7 September to discuss revised proposals.

A further meeting was suggested for Friday 28 September to finalise the revised proposals.

BCW/ 2012/ 4<sup>th</sup> Meeting

## **BOUNDARY COMMISSION FOR WALES**

Minutes of the meeting held at Caradog House, St. Andrew's Place, Cardiff, at 10:00 am on Friday 27 July 2012.

### **Present:**

The Hon Mr Justice Lloyd Jones	Deputy Chairman (in the Chair)
Mr Paul Loveluck	Commissioner
Professor Robert M <sup>c</sup> Nabb	Commissioner
Mr Ben Whitestone	Secretary
Mr Matthew Redmond	Secretariat
Mr Ralph Handscomb	Secretariat
Ms Michaela Gordon	Assessor, Ordnance Survey
Ms Alison Whitworth	Assessor, Office for National Statistics

## **1. INTRODUCTION, OPENING REMARKS AND DECLARATIONS OF INTEREST**

- 1.1 No new interests were declared.

## **2. APOLOGIES FOR ABSENCE**

- 2.1 No apologies were received.

## **3. MINUTES OF PREVIOUS MEETINGS**

- 3.1 One small amendment to the previous minutes was requested at Point 4.11. Once made, minutes to be signed as a true record of the meeting.
- 3.2 Point 6.2 of the minutes requested clarification of the quorum needed for the Commission to function. It was confirmed that two members shall constitute a quorum.
- 3.3 The Commission requested that 'standing orders' be developed for the Commission. **ACTION: Secretary to draft 'standing orders' and table at a future meeting for the Commission's approval.**

## **4. PROGRESS REPORT (BCW/ 2012/ 3/ Paper 2)**

- 4.1 The Secretary gave an overview of progress with the 2013 Review since the previous meeting. The secondary consultation period closed on 10<sup>th</sup> July, over 200 written representations and petitions were received which represented a significant response in comparison to the proportion of representations received by the other United Kingdom boundary commissions. The largest number of representations received was in respect of proposals concerning Gowerton, closely followed by Whitchurch in Cardiff. Support for the Commission's North Wales Coast constituency was noted and there were

fewer representations received from the Cynon Valley than during the initial consultation period. A number of representations were again concerned with the Commission's proposals for Montgomeryshire.

- 4.2 A meeting had been held between the Assistant Commissioners and the Secretariat to discuss the representations received during the initial consultation period.
- 4.3 The Assistant Commissioners had considered all of the representations from the second consultation period and were due to meet at the Commission offices on 30<sup>th</sup> July to discuss their latest thinking and their draft report. The final Report was due to be submitted on 10 August 2012. **ACTION: The Secretary to circulate the Assistant Commissioners' report to the Commissioners as soon as it is available.**
- 4.4 **Point 9.a (Welsh language constituency names)**  
A letter had been received from the Welsh Language Commissioner which re-stated previous correspondence from the Welsh Language Board suggesting that the Commission had the power, and legal obligation, to provide official Welsh translations for constituency names in English. Firm guidance on this matter had been requested from the Cabinet Office. The Commission recognised the need to decide on a constituency naming policy as soon as possible.
- 4.5 **Point 9.b (Staffing)**  
The implications for staffing which may arise from the Wales Office's Green Paper (discussed under item 6) were noted and it was felt that they aligned with those relating to the Welsh Government's White Paper on local government review arrangements. The Commission noted that a new Memorandum of Understanding between the Commission, the Local Government Boundary Commission for Wales, Cabinet Office and Welsh Government was under development. It was hoped that this MoU would provide clarity around the joint approach to agreeing staffing at the Secretariat.

The Commission noted that Alison Davies and David Williams had now left the Secretariat and wished to record its thanks for their significant contributions.

- 4.6 **Point 10 (High Level Risks – Office Move)**  
The Secretary gave a brief overview of the latest position regarding office accommodation. It was likely that the joint Secretariat would move offices in December 2012 - although the status of extending the lease at Caradog House for only three months was still to be confirmed. There would be some additional cost associated with the move, with at least a one month overlap in accommodation costs during which the IT footprint would be established in the new accommodation. The Cabinet Office had confirmed that this was acceptable, and indeed preferable to forcing a move during September. This timetable alleviated concerns over the preparation for the publication of the revised proposals and the eight-week representations period. **ACTION: The Secretary to follow-up the Commission's 'Notice to Quit' that had been issued and inform the Commission when the position had been confirmed.**



## 5 PLANS FOR REVISED PROPOSALS (BCW/ 2012/ 3/ Paper 3)

- 5.1 The Secretary gave an overview of the proposed plan for the publication of Revised Proposals for the 2013 Review.

### Timetable

- 5.2 The Commission discussed the proposed timetable for the publication of Revised Proposals and noted that the eight week consultation period avoided running over the Christmas holiday and Parliamentary recess periods. **The timetable presented was agreed by the Commission.** Although the Commission acknowledged that the timetable would be tight, it was deemed achievable and would have the benefit of contributing toward an overall catching-up in the Review process.
- 5.3 The Commission discussed the extent of the consultation on Revised Proposals. The PVSC Act could be interpreted as only requiring consultation on those constituencies which have changed between the initial and revised proposals. However, it was the view of the Secretariat that representations should be allowed on any constituency if the Commission were to retain the option of making changes to any constituency prior to submission of final recommendations. **The Commission agreed that it would accept representations on any constituency during the consultation on Revised Proposals.**

### Website

- 5.4 The Secretary proposed that an online form should be developed which would allow respondents to respond to the consultation on Revised Proposals directly via the Commission's website, as well as via post or email. This was possible due to the improved functionality offered by the new website which had been launched in advance of the second consultation period. **It was agreed that representations should be allowed via an online form.**

The Commissioners welcomed the implementation of the new website and noted that their thanks had been passed to Karl Perkins and Louise Fulker of the Welsh Government for their support in the development of the site.

### Publication

- 5.5 **It was agreed that:**
- The Assistant Commissioners' report should be published online and at places of deposit alongside the Commission's Revised Proposals Report.
  - Copies of representations received during the second consultation period would be published electronically only and limited printing would be by request.

### September meetings agenda

- 5.6 The Secretary presented a draft agenda for the Commission meeting on 6 and 7 September. It was important that the Commission made significant progress at this meeting. **It was agreed at that the Commission meeting agenda be**

**adopted. ACTION: Review Manager to present additional options that may not be covered in detail in the Assistant Commissioner's report, and to provide maps as appropriate.**

### Format and content

5.7 The Secretariat presented drafts of the general introductory chapters of the Commission's Revised Proposals Report. The Commission discussed these chapters in detail and proposed changes to the text. Changes were also proposed to the contents of chapter 5 (which would include the detail of each constituency) to cover all-Wales schemes received and the reasoning as to why specific points were not accepted. A change to the format to improve the clarity of the printed maps was **agreed** and those maps were to be inserted into the Report.

## **6 THE FUTURE FOR NATIONAL ASSEMBLY FOR WALES CONSTITUENCIES** (BCW/ 2012/ 3/ Paper 4)

6.1 The Review Manager presented a paper which summarised the Welsh Government Green Paper on 'The Future Arrangements for National Assembly for Wales' Constituencies' and raised a number of technical issues. These included:

- The difficulties presented with a +/- 5% range on an electoral quota based on 40 constituencies.
- The difficulties presented if constituencies were coterminous with Parliamentary constituencies, and if the number of those constituencies changed from 30.
- The collection of data on NAfW electors, and how the ONS RPF29 forms may be affected.
- The implications of fixed-term Assembly parliaments on the Commission and its Secretariat.

6.2 It was **agreed** that the Commission should respond to the Wales Office on the technical issues arising from the Green Paper, in relation to the two options for NAfW constituencies, and the length of fixed-term parliaments. ONS would be consulted on the response in order to agree the line on the possible impact on data collection and availability. **ACTION: A response letter be drafted and circulated to the Commission for approval via correspondence, to be sent to Wales Office by 13 August.**

## **7. ANY OTHER BUSINESS**

7.1 The Commission had heard at its previous meeting that the Deputy Chairman had been appointed as Chair of the Law Commission, and a Judge of the Court of Appeal, and so would vacate his Commission post from 1<sup>st</sup> October 2012. A process to appoint a replacement had begun and it was hoped that there would be time for a period of 'shadowing' to allow the new Deputy Chair to attend the meetings in September.

7.2 The Commission had been contacted as a part of the Law Commission scoping study on its proposed review of electoral law. It was felt that the scope of the review was not of any immediate concern to the Commission.

**ACTION: The Secretary to reply to the Law Commission acknowledging the study but raising no issues for the Commission.**

**Future Meetings**

6<sup>th</sup> and 7<sup>th</sup> September - Commission meeting (agree proposals, and sign-off bulk of Report)

28<sup>th</sup> September - Commission meeting (final revised proposals Report sign-off, publication plans)

BCW/ 2012/ 4<sup>th</sup> Meeting

## **BOUNDARY COMMISSION FOR WALES**

Minutes of the meeting held at Churchill House, Churchill Way, Cardiff, at 10:00 am on Thursday September 6<sup>th</sup> and Friday September 7<sup>th</sup> 2012.

### **Present:**

The Hon Mr Justice Lloyd Jones	Deputy Chairman (in the Chair)
Mr Paul Loveluck	Commissioner
Professor Robert M <sup>c</sup> Nabb	Commissioner
Mr Gerard Elias	Assistant Commissioner (items 1 to 6 only)
Mr Clive Lewis	Assistant Commissioner (items 1 to 6 only)
Mr Geraint Walters	Assistant Commissioner (items 1 to 6 only)
Mr Ben Whitestone	Commission Secretary
Mr Matthew Redmond	Commission Secretariat
Mr Ralph Handscomb	Commission Secretariat
Ms Michaela Gordon	Assessor, Ordnance Survey
The Hon Mr Justice Wyn Williams	Deputy Chairman (Elect) - observer

## **1. INTRODUCTION, OPENING REMARKS AND DECLARATIONS OF INTEREST**

- 1.1. The Deputy Chairman opened the meeting by welcoming Mr Justice Wyn Williams and the Assistant Commissioners to the meeting.
- 1.2. The Deputy Chairman thanked Her Majesty's Courts and Tribunals Service for allowing the Commission to hold the meeting on their premises.
- 1.3. No new interests were declared.

## **2. APOLOGIES FOR ABSENCE**

- 2.1. No apologies were received.

## **3. MINUTES OF PREVIOUS MEETING**

- 3.1. The minutes were agreed.

## **4. MATTERS ARISING.**

- 4.1. The Secretary reported that:
  - draft Standing Orders and Terms of Reference had been prepared and would be tabled for discussion at the meeting on 28 September;
  - the Commission's response to the Green Paper on Assembly Electoral Reform (final draft) would be circulated;
  - the Secretary had responded to the Law Commission's scoping paper on Electoral Law, raising no issues.

## **5. PROGRESS REPORT (BCW/ 2012/ 4/ Paper 2)**

- 5.1. The Secretary reported that following the Deputy Prime Minister's statement in August, regarding enactment of the 2013 Review recommendations by Parliament, a number of Freedom of Information requests had been received concerning the costs of the 2013 Review, both across the UK and specifically in Wales. The Secretary had responded to these requests on behalf of the Commission.
- 5.2. Cabinet Office had not yet advised the Commission on their position regarding the provision of official translations of constituency names (in either Welsh or English). The Cabinet Office Minister responsible for electoral and constitutional reform had been consulted, as had the Welsh Secretary but no response had been received. In the absence of this advice the Commission would propose official translations in its revised proposals report and would make clear its reasons for doing so.
- 5.3. Dates for the Inter-Commission meeting due in December 2012 had been withdrawn and fresh arrangements proposed for January 2013. Dates were to be agreed by those attending and availability confirmed by e-mail.

## **6. Assistant Commissioners' Report**

- 6.1. Mr Elias presented the Assistant Commissioners' report which summarised the representations that had been received and made recommendations to the Commission as a result. Each area was considered in detail and the Assistant Commissioners answered questions on their report. The Assistant Commissioners thanked the Secretariat for their support at the public hearings and following the hearings, without which the timely presentation of the report would not have been possible. The Assistant Commissioners also commented that the format of the public hearings, where all three Assistant Commissioners were present, facilitated effective working and made for quick progress with developing the recommendations once the consultation periods were complete.
- 6.2. The Assistant Commissioners had considered all representations made to develop their recommendations that reflected the comments received whilst also meeting the statutory criteria. New proposals were only put forward if there was felt to be an improvement made on the Commission's initial proposals.
- 6.3. The Deputy Chair thanked the Assistant Commissioners for their outstanding contribution to the work of the Commission.

*The Assistant Commissioners left the meeting.*

## 7. Discussion by the Commission

- 7.1. The Commission discussed the Assistant Commissioners' recommendations for all areas in great detail. The main points and conclusions are summarised as follows.

### South East Wales

The Commission considered all counter-proposals for this area. Points made in discussion included:

- 7.2. The Assistant Commissioners' recommendations for Cardiff were less disruptive to existing boundaries than the Commission's initial proposals.
- 7.3. There were community and communication links between Adamsdown, Butetown and Splott which were reflected in the proposed Cardiff South and Penarth constituency.
- 7.4. There were clear community links between Pentwyn and Penylan, and Cyncoed and Plasnewydd (via Penylan) which were reflected in the proposed Cardiff Central constituency. The inclusion of Heath in this constituency also reflected the links with Gabalfa and Plasnewydd and therefore formed a cohesive city centre constituency.
- 7.5. The substantial opposition to the Caerphilly and Cardiff North initial proposal had to be taken into account. The Commission carefully considered the Assistant Commissioners' recommendation for Cardiff North and West Gwent. The Commission recognised that this constituency joined Cardiff North with areas such as Risca and Tredegar Park which may not be considered desirable if judged in isolation. However, this composition was considered appropriate given the representations received and the constraints of the statutory requirements. The Commission considered the inclusion of the Community of Rudry in this constituency. This was discounted due to its small size and as it would break an Electoral Division and offer no real improvement to the composition of the constituency.
- 7.6. The recommendation for Cardiff North and West Gwent allowed for the creation of a constituency wholly contained within Caerphilly County Borough Council. This constituency would contain the whole of the existing Caerphilly constituency, except for the electoral divisions of Bargoed and Gilfach which would be united with the rest of the Bargoed Community in the proposed Merthyr Tydfil and Lower Cynon constituency. Social and communication links in the recommended Caerphilly constituency were considered strong. The Commission noted that there were also strong links between Abercarn/ Crosskeys (in the recommended Caerphilly constituency) and Risca (in the recommended Cardiff North and West Gwent constituency) however the Assistant Commissioners' proposal was considered appropriate.
- 7.7. There was considerable opposition to the division of the existing Cynon Valley constituency in the Commission's initial proposals. All of the counter-proposals that were made to alleviate these concerns were considered. Many

of the counter-proposals would split the Community of Llantrisant by removing Talbot Green to a Rhondda constituency. The Commission seriously considered this possibility even though it would be the only occasion in the proposals for Wales where a Community would be broken. However, even if the breaking of the Llantrisant Community were to be accepted, the further consequences of the counter-proposals for this area were considered unacceptable. For example, the Merthyr Tydfil Unitary Authority would be divided and undesirable amalgamations would be made through joining Pontypridd with the Rhymney Valley and Brynna, Llanharry and Llanharan with Rhondda. The Assistant Commissioners' recommended constituencies of Rhondda and Aberdare and Merthyr Tydfil and Lower Cynon would still divide the Cynon Valley but would alleviate some of the main concerns raised. The proposal would include Aberdare West/ Llwydcoed, Aberdare East, Aberaman North, Aberaman South and Cwmbach together in one constituency and Mountain Ash East, Mountain Ash West, Penrhiwceiber and Abercynon in another. It was asserted in representations made that if the Cynon Valley were to be divided then the most appropriate point would be between Mountain Ash and Aberaman. Other counter-proposals for this area would also disrupt the constituencies in Cardiff.

- 7.8. The counter-proposal which included Bettws with Torfaen rather than Caerleon with Torfaen was not considered appropriate as all major communication links between Bettws and Torfaen pass through Malpas which would remain part of the Newport constituency.

Following extensive discussion it was **agreed** that:

- 7.9. The Initial Proposals for Monmouthshire, Torfaen, Blaenau Gwent, Cardiff West and The Vale of Glamorgan should be **retained**.
- 7.10. The Assistant Commissioners' recommendations for Cardiff South and Penarth, Cardiff Central, Cardiff North and West Gwent, Newport, Caerphilly, Pontypridd, Rhondda and Aberdare and Merthyr Tydfil and Lower Cynon should be **accepted**.
- 7.11. The name of the Merthyr Tydfil and Lower Cynon constituency should be **amended** to Merthyr Tydfil, Rhymney and Lower Cynon to reflect the inclusion of the Rhymney Valley, and the whole of the existing Merthyr Tydfil and Rhymney constituency.
- 7.12. The name of the Cardiff North and West Gwent constituency should be **amended** to Cardiff North and South West Gwent which would better reflect the geographical area.

### South West Wales

The Commission considered all counter-proposals for this area. Points made in discussion included:

- 7.13. The counter-proposal which changed the composition of the Bridgend and Aberavon and Ogmore constituencies was not considered appropriate as it

would break a Community in Bridgend and did not represent an improvement to the Commission's initial proposals.

- 7.14. The Assistant Commissioners' recommendations for Llanelli, Gower and Swansea West and Swansea East took into account a variety of counter proposals for the area and, although not following one specific proposal in its entirety, provided a solution to the majority of the contentions raised, for example by giving effect to the links between Gorseinon and the Community of Loughor and between Llangyfelach and Swansea East.

Following extensive discussion it was **agreed** that:

- 7.15. The Initial Proposals for Bridgend, Aberavon and Ogmore, and Neath and the Swansea Valley should be **retained**.
- 7.16. The Assistant Commissioners' recommendations for Swansea East, Gower and Swansea West and Llanelli should be **accepted**.

#### West Wales

The Commission considered all counter-proposals for this area. Points made in discussion included:

- 7.17. There was a compelling case for the inclusion of the Maenclochog electoral division with South Pembrokeshire rather than Ceredigion and North Pembrokeshire. The community ties had been demonstrated by a substantial number of representations. The inclusion of Llangeler with Ceredigion and North Pembrokeshire was, although a consequential change as a result of Maenclochog, considered appropriate due to the links with Cenarth, Newcastle Emlyn and Llandysul.

Following extensive discussion it was **agreed** that:

- 7.18. The Assistant Commissioners' recommendations for Caerfyrddin, South Pembrokeshire and Ceredigion and North Pembrokeshire should be **accepted**.

#### Mid and North Wales

The Commission considered all counter-proposals for this area. Points made in discussion included:

- 7.19. A significant number of representations were received objecting to the division of the existing Montgomeryshire constituency. However, no counter-proposals were received for a scheme which retained the existing Montgomeryshire constituency. The Assistant Commissioners recommended the inclusion of the Montgomeryshire Electoral Divisions of Machynlleth, Glantwymyn and Llanbrynmair in the Brecon, Radnor and Montgomery constituency. This proposal would have the advantage of only dividing Montgomeryshire between two constituencies and would reflect the east/west communication links and the strong community ties between these areas of Montgomeryshire.



- 7.20. Representations were received which proposed that Berriew and Forden be included with north Powys rather than south Powys. However, there was also a strong response from Forden Community Council which asserted that Forden should remain with a south Powys constituency. Berriew Community Council asserted that they should remain with north Powys. The Commission concluded that there was a strong case for Berriew to be included with north Powys. The case for Forden was less strong but some evidence, such as that given on school catchment areas, did suggest a connection between Forden and areas to the north. In order to include Machynlleth, Glantwymyn and Llanbryn-mair in the Brecon, Radnor and Montgomery constituency then both Berriew and Forden would have to be included in the north Powys constituency. On balance the Commission considered this appropriate.
- 7.21. There was a strong case for the Community of Llandeiniolen (the electoral divisions of Bethel, Penisarwaun and Deiniolen) to be included in Gwynedd due to the strong community and communication links with Caernarfon.
- 7.22. Following inclusion of the Montgomeryshire Electoral Divisions of Machynlleth, Glantwymyn and Llanbryn-mair in Brecon, Radnor and Montgomery, Gwynedd would require a number of additional electors in order to satisfy the statutory electorate range, even taking into account the inclusion of Llandeiniolen. The inclusion of the Eglwysbach Electoral Division would not require any further Unitary Authority areas or existing constituencies to be included in Gwynedd and was therefore considered the most appropriate.
- 7.23. There was a compelling argument, mainly expressed at the public hearing in Wrexham, for the Ruabon Electoral Division and the south ward of the Community of Ruabon to be included with Denbigh and North Montgomeryshire.

Following extensive discussion it was **agreed** that:

- 7.24. The Initial Proposals for Alyn and Deeside and Flint should be **retained**.
- 7.25. The Assistant Commissioners' recommendations for Brecon, Radnor and Montgomery, Denbigh and North Montgomeryshire, Gwynedd, Ynys Môn a Bangor, Conwy and Colwyn and Wrexham should be **accepted**.
- 7.26. The name of the Flint constituency should be **amended** to Flint and North Denbighshire to reflect the areas of Denbighshire (including Rhyl and Prestatyn) included in this constituency.

## 8. The Revised Proposals Report (BCW/ 2012/ 4/ Paper 3)

- 8.1 The Secretariat presented the Commission with a draft Revised Proposals Report which had been drafted on the basis of the recommendations of the Assistant Commissioners, and initial discussion at the previous Commission meeting. The Commission discussed the Revised Proposals Report in detail suggesting drafting changes throughout.

8.2 It was agreed that:

- A revised draft of the Commission's Revised Proposals Report would be circulated for further discussion and agreement via correspondence as soon as possible.
- The Commission would finalise the report at the meeting on 28 September.

## 9. ANY OTHER BUSINESS

9.1. The Commission discussed the progress that had been made towards publication of revised proposals and **agreed** that the publication date of 24 October would be met. The launch date would be announced publicly on 20 September. Advance copies of the report and associated maps would be provided for MPs, under embargo, and would be distributed in Parliament on October 23<sup>rd</sup>. It was noted that this timetable would mean that Wales would be on roughly the same timescale as the other United Kingdom Boundary Commissions, having caught-up on the four month delay that occurred earlier in the process due to matters beyond the Commission's control. The Deputy Chairman extended the Commission's thanks to all who had been involved in this achievement.

## 10. Future Meetings

10.1. 28<sup>th</sup> September - Commission meeting (final Revised Proposals Report sign-off, publication plans etc)

BCW/ 2012/ 5<sup>th</sup> Meeting

## **BOUNDARY COMMISSION FOR WALES**

Minutes of the meeting held at Caradog House, Cardiff, at 10:00 am on Friday September 28<sup>th</sup> 2012.

### **Present:**

The Hon Mr Justice Lloyd Jones	Deputy Chairman (in the Chair)
Professor Robert M <sup>c</sup> Nabb	Commissioner
Mr Ben Whitestone	Commission Secretary
Mr Matthew Redmond	Commission Secretariat
Mr Ralph Handscomb	Commission Secretariat

## **1. INTRODUCTION, OPENING REMARKS AND DECLARATIONS OF INTEREST**

- 1.1. The Deputy Chairman opened the meeting.
- 1.2. No new interests were declared.

## **2. APOLOGIES FOR ABSENCE**

- 2.1. Apologies were received from Mr Paul Loveluck and Ms Michaela Gordon.

## **3. MINUTES OF PREVIOUS MEETING**

- 3.1. The minutes were accepted subject to small amendments as agreed.
- 3.2. There were no matters arising from the Minutes of the previous meeting.

## **4. PROGRESS REPORT (BCW/ 2012/ 5/ Paper 2)**

- 4.1. The Secretary reported that publication plans for Revised Proposals were on track. Printing of the large maps was to finish on 28 September 2012 and collation of papers for distribution was well advanced. Printing of the Assistant Commissioners' Report was underway and the Revised Proposals Report was currently with the translators, and would be sent for printing once suggestions and proof-reading corrections raised at this meeting had been incorporated.
- 4.2. The launch announcement was made on 20 September 2012. The launch was planned for 24<sup>th</sup> October 2012.
- 4.3. The Secretary reported that he had attended a very useful joint meeting of the four Boundary Commission Secretaries in Edinburgh. The Secretaries shared progress and discussed outline plans for the delivery of final recommendations in 2013. These discussions would be further developed at the Inter-Commission meeting in January 2013.

- 4.4. The Inter-Commission meeting proposed for January 2013 was being arranged by the Boundary Commission for England. Possible items which had been suggested for discussion included Individual Elector Registration and changes to Welsh boundary legislation (local government and Assembly). There would be the opportunity for split meetings to enable local government and Parliamentary issues to be dealt with in parallel.
- 4.5. The Secretary reported that there had been no further Freedom of Information requests received concerning the 2013 Review but it was possible that this would change after the conference recess and the Revised Proposals announcement.

### **Risks.**

- 4.6. The Commissions' office move was progressing and was on track to be complete by early January 2013
- 4.7. A new 'high' risk had been raised regarding the political speculation around the passing of any Order in Council in relation to the 2013 Review, and the impact on the consultation on revised proposals. The Secretariat were mitigating this risk through the Communication activities around the launch of revised proposals, see agenda item 6.

## **5. Revised Proposals Report (BCW/ 2012/ 5/ Paper 3)**

- 5.1. The Secretary reported that he had been in touch with the Cabinet Office regarding their position on the provision of official alternatives of constituency names (in either Welsh or English), although official advice from Ministers had not been received. The Commission clarified that the position that it had taken on the naming of constituencies did represent a change to its previously stated position. However, the Commission felt that the Secretary of State did have the power to confer alternative names for constituencies, this was in line with the provisions of the Welsh Language Act and not precluded by the 1986 Parliamentary Constituencies Act. The Commission would therefore continue with its proposals to provide appropriate alternatives in English or Welsh depending on the language of the Primary constituency name.
- 5.2. The Secretariat presented the Commission with a re-drafted Revised Proposals Report, incorporating changes agreed at the meeting on 6/7 September and via email subsequent to that meeting. With reference to comments received from the Treasury Solicitor and via email from Mr Paul Loveluck, the Commission discussed the Revised Proposals Report in detail and suggested further drafting and proof-reading changes throughout.
- 5.3. It was **agreed** that:
  - The redrafted version of the Commission's Revised Proposals Report would be translated and sent for printing.

## **6. Communication and Publication of Revised Proposals (BCW/ 2012/ 5/ Paper 4)**

- 6.1. The Secretary presented a detailed Communication Plan for the publication of revised proposals. The plan was in line with the Commission's overall

Communication Strategy and was intended to raise awareness of the Commission and its proposals and encourage the public to engage with the public consultation process.

6.2. The Commission discussed the Communication Plan in detail and agreed:

- That a press briefing would be held under embargo at 1200 on 23 October.
- A press release should be issued under embargo at 1200 on 23 October. The Commission made several drafting changes to the draft press release that was presented.
- Public Notices should be placed in the major Welsh national newspapers on 24 October alerting people to the publication of revised proposals, and where they can view the proposals.
- Printed versions of the reports, and mapping as appropriate, would be distributed in the post to places of deposit, libraries, local authorities, AMs and others on the distribution list.
- Printed versions of the reports, and mapping as appropriate, would be distributed to MPs, under embargo, by Commission staff in person at 1200 on 23 October at Portcullis House in Westminster.

## **7. TERMS OF REFERENCE (BCW/ 2012/ 5/ Paper 5)**

- 7.1. The Secretary presented draft Terms of Reference and Standing Orders for the Commission.
- 7.2. The Commission agreed the Terms of Reference and Standing Orders subject to a few minor drafting changes, some which had been submitted via email from Mr Paul Loveluck. The Secretary agreed to incorporate the changes.
- 7.3. The Commission discussed the extent of its involvement in monitoring the budget of the organisation, given that formal delegated responsibility was with the Secretary. The Commission agreed that it would be useful to have oversight of the Commission's budget and it should therefore receive a regular finance report. The Secretary agreed to develop a report for the Commission and circulate for comment.
- 7.4. The Secretary also proposed to provide the Commission with a detailed forward agenda which would ensure that the Commission met all of its Terms of Reference. This forward agenda would be developed and tabled at the next meeting.

## **8. ANY OTHER BUSINESS**

- 8.1. This being the Deputy Chairman's last meeting before taking up his new post at the Court of Appeal, the Commission expressed its regret at losing the leadership and guidance shown by the Deputy Chairman over the six years he was in office. Mr Justice Lloyd-Jones thanked the Commission for their good wishes and was sad to leave but, even though it was unfortunate that he was leaving the Commission at a crucial time, he felt that it he was leaving it in safe hands.

**Future Meetings**

- The date of the Inter-Commission meeting hosted by the Boundary Commission for England in January 2013 was not yet finalised. Details would be circulated as soon as they are known,
- The next Boundary Commission for Wales meeting had not been scheduled. There was a possibility that a late January meeting to discuss representations on revised proposals may be necessary. Members would be consulted nearer the date.

BCW/ 2013/1<sup>st</sup> Meeting

## **BOUNDARY COMMISSION FOR WALES**

Minutes of the meeting held at Hastings House, Cardiff, at 10:00 am on Thursday January 10<sup>th</sup> 2013.

### **Present:**

The Hon Mr Wyn Williams	Deputy Chairman (in the Chair)
Professor Robert M <sup>c</sup> Nabb	Commissioner
Mr Paul Loveluck	Commissioner
Mr Ben Whitestone	Commission Secretary
Mr Steve Halsall	Commission Deputy Secretary
Mr Matthew Redmond	Commission Secretariat
Mr Ralph Handscomb	Commission Secretariat
Ms Michaela Gordon	Ordnance Survey
Mr Peter Large	Office for National Statistics

## **1. INTRODUCTION, OPENING REMARKS AND DECLARATIONS OF INTEREST**

- 1.1. The Deputy Chairman opened the meeting.
- 1.2. No new interests were declared.

## **2. APOLOGIES FOR ABSENCE**

- 2.1. None.

## **3. MINUTES OF PREVIOUS MEETING**

- 3.1. The minutes were accepted subject to small amendments as agreed.

## **4. 2013 REVIEW PROGRESS REPORT (BCW/ 2013/ 1/ Paper 1)**

- 4.1. The Secretary reported that revised proposals were launched as planned on 24<sup>th</sup> October 2012 to relatively little media interest - this may have been due to the perception that the recommendations would not be adopted by Parliament. In general, what media coverage there was focussed on the political side with some criticism of 'wasteful public expenditure' due to the potential cancellation of the review. The work of the Commission was not criticised and there was some factual coverage of the consultation process. The consultation period ended on 18<sup>th</sup> December 2012 and a newsletter was issued on 20<sup>th</sup> November to act as a reminder. Over 200 representations were received overall.
- 4.2. There had been an intermittent problem with the Commission's website which led to some users being unable to download the revised proposals report. While this fault was being rectified by the Welsh Government technical team the Commission staff were able to provide assistance to callers by providing information by telephone, post or e-mail - there were no complaints. The

website was fully functional within a week and a bi-lingual Twitter account was being trialled by the Commission to ensure that key information can be quickly disseminated.

### **Management Information**

- 4.3. The budget was discussed and the savings from reduced staffing and printing costs were noted.

### **Risks**

- 4.4. There was one high risk - that of Parliament changing the PVSC Act. The Commission expressed some concern that the potential cancellation of the review and the political debate could have a long term impact on the reputation of the review process, and could seriously effect public engagement in future reviews. This will be an issue for all four UK Boundary Commissions to consider.
- 4.5. The Commissions' office move was still progressing and was on track to be completed by 23 January 2013. The move had now dropped from a high risk as there would be no real impact on the review process.

## **5. The Revised Proposals Report (BCW/ 2013/ 1/ Paper 2)**

- 5.1. The Secretary reported that there had been little time to analyse in full the representations received in relation to the Commission's revised proposals, but an early view was presented which suggested that, of the 236 representations received, there had been little in the way of new issues or counter proposals. A display of commonly used words and concepts written in the representations demonstrated the main areas of contention and support.
- 5.2. The Commission discussed the initial analysis of representations received in relation to the revised proposals for every constituency, with the aim of highlighting issues that required further analysis and consideration.
- 5.3 Key points made in discussion were:
- i. There was no response in relation to: Aberavon and Ogmore; Bridgend; Cardiff South and Penarth; or The Vale of Glamorgan
  - ii. The Commission noted that Blaenau Gwent County Council supported the Commission's proposal for Blaenau Gwent.
  - iii. The Commission noted that the revised proposal to create a Caerphilly constituency wholly contained within Caerphilly County Borough was generally supported.
  - iv. The Commission noted that there was some support for the revised proposal for Cardiff North and South West Gwent when compared to the initial proposals for this area. The Conservative Party suggested including the Community of Rudry within this constituency and it was also felt that further consideration should be given to the name of this constituency.



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- v. The Commission noted that there was a significant response in relation to the Cynon Valley, and the proposed constituencies of Merthyr Tydfil, Rhymney and Lower Cynon, and Rhondda and Aberdare. In this consultation period few responses contained counter-proposals but rather a simple objection to the division of the Cynon Valley, although they acknowledged that the revised proposals were an improvement on the initial proposals.
  - vi. There were a number of representations which objected to the inclusion of the Cymmer Electoral Division in the Pontypridd constituency due to the close ties that this Electoral Division has with Porth and the rest of the Rhondda.
  - vii. There was support for the revised proposals for Swansea and Llanelli, including reuniting Loughor and Gorseinon in one constituency, the inclusion of Llangyfelach in Swansea East and retaining Gowerton in the Gower constituency. Llanelli Town Council, however, objected to a constituency which crossed the river Loughor.
  - viii. There were a number of representations, including from individuals, the sitting MP for Preseli Pembrokeshire and Pembrokeshire Council, supporting the boundary change that moved Maenclochog into South Pembrokeshire. A significant number of representations objected to the newly proposed name of the constituency. It was suggested that a preferable name would be 'Mid and South Pembrokeshire'.
  - ix. There were very few representations in relation to the Caerfyrddin constituency and few objections to the change involving Llangeler.
  - x. The majority of the responses objecting to the Brecon, Radnor and Montgomery constituency related to the size of the constituency and the division of the existing Montgomeryshire constituency. The Commission noted that there was some support for the revised proposal which moved Berriew and Forden from this constituency to Denbigh and North Montgomeryshire.
  - xi. A number of representations supported the revisions to the Denbigh and North Montgomeryshire constituency with the inclusion of Ruabon, Berriew and Forden. The revised name was also supported. Opposition focused on the division of the existing Montgomeryshire constituency and the size of the proposed constituency.
  - xii. Opposition to the proposed Gwynedd constituency focussed on the inclusion of the Community of Llandeiniolen in this constituency and the removal of the Electoral Divisions of Machynlleth, Glantwymyn and Llanbrynmair to Brecon, Radnor and Montgomery (it was asserted that these three electoral divisions look more toward Gwynedd, although Machynlleth Town Council wrote in support of the Commission's Revised Proposals).
  - xiii. Opposition to the Conwy and Colwyn constituency focussed on the removal, in the revised proposals, of the Community of Penmaenmawr. The

arguments were finely balanced and linked to the proposed Ynys Môn a Bangor and Gwynedd constituencies.

- xiv. A significant number of representations opposed the adding of Penmaenmawr/Capelulo to the Ynys Môn a Bangor constituency because of the close ties that this area has with Conwy. It was also argued that the Community of Llandeinolen does have close ties with Bangor and should not therefore be included in Gwynedd.
- xv. The Commission continued to receive representations from residents in Montgomeryshire opposing the proposals and the splitting of Montgomeryshire at all. No counter proposal was offered.
- xvi. The Commission noted that Leeswood Community Council had objected to its inclusion in the Alyn and Deeside constituency.
- xvii. Wrexham Borough Council wrote to contend that the name of the Wrexham Maelor constituency should be revised to just Wrexham. However, having seen the Wrexham Council response in the local media one individual wrote in support of the inclusion of Maelor in the constituency name. Wrexham Council also contended that the Aberoer and Pentrebychan Community Wards of the Ponciau Electoral Division of Wrexham County Borough be included in the Denbigh and North Montgomeryshire Constituency with the remainder of that Electoral Division and that "effecting this minor change (an electorate of only 591) will ensure that electoral divisions and the communities they serve will not be artificially split between parliamentary constituencies".

## **6. FORWARD PLANNING (BCW/ 2013/ 1/ Paper 3)**

- 6.1. The Secretary presented a forward plan for the completion of the 2013 Review and outlined the current status of the other UK Commissions. The Commission agreed to the plan which aimed for publication of Final Recommendations on 13 June 2013.

## **7. REPORT FORMAT (BCW/ 2013/ 1/ Paper 4)**

- 7.1. The Secretariat presented a draft format for the Commission's Final Recommendations Report.
- 7.2. The draft was accepted, with the following points made in discussion:
  - It was agreed that the Deputy Chair would provide a Foreword as an introduction.
  - The Commission would further consider the possibility of again using the explanatory "grey box" option.
  - It was agreed that paragraph 3.4 would reflect the Commission's limited ability to effect change; and paragraph 3.9 was to be followed by discussion of comments received.

**8. PROGRESS REPORT TO THE SPEAKER (BCW/ 2013/ 1/ Paper 5)**

- 8.1. The Secretary presented a draft of the Commission's annual progress report to the Speaker. The draft was approved subject to minor amendments.

**9. INTER COMMISSION MEETING (BCW/ 2013/ 1/ Paper 6)**

- 9.1. The agenda for the forthcoming Inter-Commission meeting was discussed and agreed.

**10. FORWARD AGENDA**

- 10.1. A forward agenda for the Commission was discussed which aimed to allow the Commission to forward plan, to steer its business and to ensure that all elements of the Commission's Terms of Reference were addressed. The agenda was agreed. The post-review questionnaire process was also discussed and it was agreed that a Lessons Learned report would be produced by the Secretary.

The meeting closed at 12:40.

BCW/ 2013/2<sup>nd</sup> Meeting

## **BOUNDARY COMMISSION FOR WALES**

Minutes of the meeting held at Hastings House, Cardiff, at 10:30 am on Wednesday March 20<sup>th</sup> 2013.

### **Present:**

The Hon Mr Wyn Williams	Deputy Chairman (in the Chair)
Professor Robert M <sup>c</sup> Nabb	Commissioner
Mr Paul Loveluck	Commissioner
Mr Ben Whitestone	Commission Secretary
Mr Steve Halsall	Commission Deputy Secretary
Mr Matthew Redmond	Commission Secretariat
Mr Ralph Handscomb	Commission Secretariat
Ms Michaela Gordon	Ordnance Survey

### **1. INTRODUCTION, OPENING REMARKS AND DECLARATIONS OF INTEREST**

- 1.1. The Deputy Chairman opened the meeting.
- 1.2. No new interests were declared.

### **2. APOLOGIES FOR ABSENCE**

- 2.1. None.

### **3. MINUTES OF PREVIOUS MEETING**

- 3.1. The minutes were accepted subject to small amendments as agreed.

### **4. 2013 REVIEW PROGRESS REPORT (BCW/ 2013/ 2/ Paper 1)**

#### **Cancellation of the 2013 Review**

- 4.1. The Secretary reported that since the last meeting the 2013 Review had been cancelled by Parliament and the Act confirming this has received Royal Assent, but had not yet commenced. The Commission's website had been updated with this announcement and acknowledgements to those who contributed to the process. A Closure and Lessons Learned Report had been prepared for consideration.
- 4.2. MPs and AMs who were directly affected, Local Authority CEOs and EROs had been individually notified of the review cancellation and its effect on the co-terminosity of Assembly and Parliamentary constituencies. The Commission had received two direct responses from AMs and very little response from other interested parties.

- 4.3. The Wales Office has announced that it will not be taking forward suggested changes to National Assembly constituencies. Changes to these constituencies brought about by changes to local government boundaries may need to be handled by interim reviews and it was **agreed** that the Commission will write to the Wales Office to outline this consideration.

### Management Information

- 4.4. The joint Secretariat had now completed its move to Hastings House and, despite some initial problems with its IT provision; there was no significant disruption to business.
- 4.5. Despite costs associated with the accommodation change, the improvements in value-for-money on items such as printing and communication together with cancellation of the 2013 Review indicated that the Commission was due to underspend by year-end.

### Risks

- 4.6. Many Risks had now been removed as a result of the cancellation of the review. It was felt that the highest risks that remained were the effect on the reputation of future boundary reviews and retention of staff knowledge and experience between reviews. Incorporating the lessons learned into staff training is vitally important so that a future review can begin with the confidence that experience can bring.

## 5. The Revised Proposals - Decision Taken & Pending (BCW/ 2013/ 2/ Paper 2)

- 5.1. The Secretary reported that this paper was an opportunity to record the final status of the 2013 Review and such proposals as would have been incorporated into the final report. The Review Manager outlined the decisions that the Commission had taken on final recommendations and those that were pending when the review was cancelled. It was noted in respect of paragraph 4 of the paper that there were also some standard letters of representation about the proposed move of Penmaenmawr/Capelulo to the Ynys Môn a Bangor constituency; that in respect of paragraph 5 of Appendix 1 that there was a marked difference in the scale of representations about the Cynon Valley compared with representations in respect of other constituencies; and that in respect of paragraph 38 of Appendix 1 the representations about Montgomeryshire did acknowledge that the revised proposals were better than the original.
- 5.2. The Commission did not take any further decisions but agreed that the paper presented should be retained as an accurate record of the progress that had been made.

## 6. Closure and Lessons Learned Report (BCW/ 2013/ 2/ Paper 3)

- 6.1. The Secretary presented the first draft of the Closure and Lessons Learned Report which was **accepted** as being of high quality. The basis of the Report was to summarise the status of the Review at closure, to ensure that the

experience gained during the process was carried onwards and retained in corporate memory and to recommend areas for improvement.

6.2. Points were raised for further consideration in the next draft:

### Section 2

- Political parties could be met separately which might lead to a more open discussion.
- In future, the Commission ought to extend the opportunity for other stakeholders to become involved as well as engaging with the political parties.
- Earlier inclusion of the Welsh Government.
- The BCW and LGBCW Chairs to work more closely together throughout the Review and the Chairs of all UK Boundary Commissions to meet earlier in the process.
- A final sentence to be added “... *However our experience has shown that the limit of 5%, given the scale of the reduction in constituencies required in Wales, meant that associations of longstanding had to be set aside and some less than obvious associations had to be made...*”

### Section 3

- References to MapInfo throughout the Report should be generalised and replaced with Geographical Information Systems (GIS).
- In future, early engagement and participation in the process generally is to be encouraged.
- The Review should ensure that respondents consider the knock-on effects of their suggestions.
- It should also be stressed that quality assurance will continue to improve.

### Section 4

- It was **agreed** that more emphasis be placed on engagement with Community and Town Councils at an earlier stage of the Review.

### Section 6

- Some points on the relationship between the roles of Commissioners and the Assistant Commissioners would need to be addressed.
- Using the example of the joint Secretariat, consideration of whether a joint Commission or some element of joint membership would be more effective.
- It should be recommended that the Deputy Chair of the Boundary Commission sits on any Joint Secretary interview panel.
- The Memorandum of Understanding between the Commissions needs to be fully developed as soon as is practicable.
- It was noted that continued Project management training is being undertaken by Secretariat staff and this should be included.

## 7. PUBLICATION PLANS (BCW/ 2013/ 2/ Paper 4)

7.1. The Secretary outlined the options for publication of the Closure Report and minutes relating to the Review. It was **Agreed** that:

- The Minutes are to be translated and published as soon as they are available.

- Individual representations made during the consultation on revised proposals are not to be published as this would incur significant translation and publication costs which could not be justified given the cancellation of the Review.
- The Closure Report Summary to be published with the recommendations in full.

## **8. FORWARD AGENDA (BCW/ 2013/ 2/ Paper 5)**

- 8.1. The Secretary presented the forward agenda for the Commission. It was Agreed that the Memorandum of Understanding be finalised by September 2013 and a brief Annual Report be published to the website.
- 8.2. This being, possibly, the Secretary's final Commission meeting the Deputy Chairman extended his thanks to the Secretary for his outstanding contribution to the successful conduct of the 2013 Review.

The meeting closed at 12:40.