

**DEMOCRACY AND BOUNDARY COMMISSION CYMRU MEETING
HELD AT 10:00 AM ON 30 OCTOBER 2024 VIA MS TEAMS**

Present: Bev Smith (Chair), Michael Imperato (Deputy Chair) Dianne Bevan, Frank Cuthbert, Ginger Wiegand, Bethan Williams Price

DBCC Officers attending: Chief Executive; Head of Policy and Programmes; Finance Manager; Review Manager and Team Support Officer.

Guest: Legal Advisor

Time Started: 10:00

Time Finished: 13:15

1. Declarations of Interest

1.1. No Declarations of Interest were made.

2. Chair's Briefing

2.1. The Chair briefed the Commission on the change of format for the 30 October 2024 meeting due to discussion that needed to be held in relation to the proposed changes to the naming policy for the Senedd Review.

3. Minutes of the Commission meeting held on 25 September 2024

3.1. It was **Resolved** to approve the minutes of the meeting held on 25 September 2024 as a correct record of the matters considered, subject to minor amendments.

4. Issues Arising

4.1. It was **Resolved** to accept the Report noting any issues for later discussion in the meeting, and updated progress was noted on the following issues:

4.2. **(Issue 1)** It was **noted** that the Commission received 1 FOI request between 19 September 2024 and 23 October 2024. This relates to social media tools used by the Commission.

4.3. **(Issue 2)** It was **noted** that the Commission is currently undertaking Community Reviews for Swansea and Pembrokeshire. Further details are included in a separate agenda item.

- 4.4. (Issue 3)** It was **noted** that the amended copy of the lease has been received from WG and the conference room in CP2 has now been set up. BOF have visited the Commission's office to consider the move of the smaller items. Unwanted office furniture have also been disposed via a removals company and BHF. It is anticipated that staff are likely to be able to utilise the new office premises from w/c 11 November onwards.
- 4.5. (Issue 4)** It was **noted** that the Commission has received a complaint from Cymdeithas yr Iaith relating to the approach the Commission has taken on naming Senedd constituencies. Independent legal advice has been sought on this matter and it was proposed that based on the responses it has received relating to the constituency names, the naming policy should be revised. Following a discussion with Jorren Knibbe, the proposed policy was **agreed**, subject to minor amendments. This policy would be included within the revised proposals report and the Commission would invited responses to the policy. The Commission would also apply the policy to the naming exercise for the Senedd review agenda item.
- 4.6. (Issue 5)** It was **noted** that the [Local Government and Housing Committee](#) has agreed to undertake an inquiry into role, governance and accountability of the community and town council sector
- The terms of reference for the inquiry are to examine:
- The role and value of community and town councils in Wales;
 - Whether the sector is fit for purpose in an evolving local government landscape;
 - Governance and scrutiny arrangements and its impact on accountability and transparency;
 - Scope of digital and new technology to improve decision-making, service provision and participation in local democratic processes;
 - How new powers and responsibilities for this tier of government are utilised to support communities
- The Commission has submitted a written response.

5. Transition Programme (for discussion)

- 5.1.** It was **noted** that the Commission discussed the scheduled PSBA transfer over to Cathays Park Welsh Government offices next week and the impact that it will have on staff.

6. Future Work Programme

- 6.1. Consideration was given to the Future Work Programme Report dated 23 October 2024 by the CE.
- 6.2. It was **noted** recruitment for the Head of Democratic Health had been successful with a start date of January 2025.
- 6.3. It was **noted** that the board succession plan has been updated with confirmation of end dates.
- 6.4. The Chair updated the Commission on the discussion held relating to the Information Platform and the risks associated with the project. It has been agreed between DBCC and WG that a project implementation board will be set up to facilitate the development of the platform.
- 6.5. Commission members **agreed** the CE Recruitment Policy, subject to a minor amendment relating to a probation period.
- 6.6. Commission members **noted** the Future Work Programme Report.

7. Budget Report 2024-25

- 7.1. Consideration was given to the Budget Monitoring Report dated 30 October 2024 by the FM which showed the budget position to the end of September 2024.
- 7.2. It was **noted** that Commission's cash expenditure vs. budget situation to the 30 September 2024 was underspent by £45,360.
- 7.3. It was **noted** that for the period ending 30 September 2024 the Commission's budget was underspent by £42,198.
- 7.4. Commission members **noted** the budget position to the end of September 2024.

8. Risk Management

- 8.1. Consideration was given to the DBCC Risk Register dated 30 October 2024.
- 8.2. The Risk Register was **noted** and **agreed** by the Commission subject to the changes made at the last Commission meeting.

9. DBCC Future Work Programme Risk Register

- 9.1. Consideration was given to the DBCC Future Work Programme Risk Register dated 30 October 2024.

9.2. The DBCC Future Work Programme Risk Register was **noted** and **agreed** by the Commission subject to the changes made at the last Commission meeting.

10. Reviews Progress Report

10.1. Consideration was given to the Reviews Progress Report dated 22 October 2024. It was **noted** that the Commission is currently undergoing Community Reviews in Ceredigion, Swansea and Pembrokeshire.

10.2. It was **noted** that the Ceredigion review has been completed. The Final report was published on 9 October 2024.

10.3. It was **noted** that the Swansea review final report will be published 5 November.

10.4. It was **noted** that the Pembrokeshire review final report will be discussed at this meeting.

10.5. It was **noted** that the Carmarthenshire review recommendations will be discussed at the November meeting.

11. Pembrokeshire Community Review – Final Report

11.1. Consideration was given to the Pembrokeshire Community Review Final Report dated 23 October 2024 by the HoPP.

11.2. The Commission decided on the following names:

- Maenordeifi
- Pencaer
- Llanstadwel
- Monkton a De St Mary

12. Senedd Review - Draft Revised Proposals Report

12.1. Consideration was given to the Options for Revised Proposals and Revised Proposals Report based on recommendations dated 22 October 2024 by the HoPP.

12.2. The Commission considered the options, and agreed a scheme to form the Revised Proposals of the Commission. Name changes to constituencies were agreed and the majority of constituencies taking on a single Welsh language name in line with the new naming policy as agreed by the Commission prior to the meeting.

12.3. The Senedd Options Paper was **noted** and a scheme of revised proposals was **agreed** by the Commission.

13. Calendar of Events

13.1. Consideration was given to the Calendar of Events.

14. Any Other Relevant Business

18.1 No other relevant business was noted.

Date of Next Meeting: 27 November 2024