



## **C O U N C I L   S U M M O N S**

**To all Members of Council**

**You are hereby summoned to attend a**

**MEETING OF THE COUNCIL**

**to be held at 2.00 pm on**

**27 October 2021**

**VIA MICROSOFT TEAMS**

**ALL MOBILE TELEPHONES TO BE SWITCHED TO SILENT FOR THE  
DURATION OF THE MEETING**

**--- A G E N D A ---**

### **PART A**

1. Welcome and Roll Call
2. Mayor's Announcements
3. Declarations of Interest

### **PART B**

4. Public Speaking at Council Meetings (Pages 3 - 20)
5. Member Induction 2022 and Diversity in Democracy Programme (Pages 21 - 56)
6. 2023 Review of Parliamentary Constituencies – Initial Proposals (Pages 57 - 78)

## **PART C**

7. Notice of Motion under Section 10 of Part 4 (Rules of Procedure) the Council's Constitution
8. Questions from Members, with Notice, under Rule 9.2 of the Council's Procedure Rules
9. Urgent Items  
*Any urgent items (whether public or exempt) at the discretion of the Mayor pursuant to Section 100B (4) (b) of the Local Government Act 1972.*



**Chief Executive**

**Civic Centre  
Port Talbot**

**Thursday, 21 October 2021**

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

**Council**  
**27<sup>th</sup> October 2021**

### **Report of the Head of Legal and Democratic Services – Mr Craig Griffiths**

#### **Matter for Decision**

#### **Wards Affected:**

All wards

#### **Public Speaking at Council Meetings**

#### **Purpose of the Report:**

1. To commend the findings of the Democratic Services Committee in respect of Public Speaking at meetings to Council for approval.

#### **Background:**

2. One of the requirements of the Local Government and Elections Wales Act 2021 (“the Act”) is that local authorities must establish ways of promoting and facilitating processes by which local people may make representations to the principal council about a decision before, and after, it is made.
3. Neath Port Talbot County Borough Council (“the Council”) already has a number of measures in place for the public to participate in decision making. Both elected members and the public have various rights to participate in the Council’s democratic processes. Part 4 of the Constitution sets out the procedure rules of the Council which govern the conduct of all council/cabinet/committee meetings and decision making within these forums.

4. There are two different types of involvement that the public can have as part of the participation in the democratic processes of the Council and these relate to themselves as individuals and also involvement via their local member.
5. The public are able to attend any meetings of council/cabinet/cabinet boards or committees where matters are considered in public. They are only excluded where matters are deemed confidential or exempt by virtue of the Local Government Act 1972, where reports are considered in private and members subsequently resolve to exclude the public.
6. The public are also able to present petitions on any matter and the Council requires such petitions to be handed to the relevant directorate. The public are not entitled to provide such petitions during an actual meeting of the council/cabinet/cabinet boards or committees. Members should note that a Council Petition Scheme will shortly be considered by Democratic Services Committee and commended to Council by the end of 2021
7. Members of the public are entitled to speak in the following circumstances:
  - a. Where they are witnesses before a Standards Committee established under the Standards Committees (Wales) Regulations 2001 to hear code of conduct matters against county borough and town/community councillors;
  - b. Where they are applicants for a licence or a witness to any matters before the Licensing and Gambling Acts Committee;
  - c. Where they are making representations for or against a development before the Planning Committee in line with the Council's Protocol for speaking at meetings of the Planning Committee.
  - d. Where they are invited to attend a Scrutiny Committee to discuss an issue of local concern and/or answer questions in accordance with the Council's Scrutiny Procedure Rules.
8. It should be noted that a Scrutiny Committee shall make arrangements to enable all persons who live or work in the area of the Council to bring to the attention of the Committee their views on any matter under consideration by that Committee. The Council achieves this via the publication of the forward work programme

and the publication of the agenda (in accordance with statutory rules). However, persons who live or work in the Council's area may submit written representations on any matter under consideration by the Committee by submission to the Chief Executive up until one clear day before any relevant meeting of the Committee and these representations shall be reported to the Committee either in full or in summary at the discretion of the Chair

9. Elected members are of course able to bring any matter referred to them by their constituents before council/cabinet/cabinet boards or committees. In the following manner:
  - a. A member of Council may ask the Leader or the Chair of a cabinet/cabinet board or committee any question without notice on any item being received or under consideration;
  - b. If an item is not on the agenda for discussion, a member may ask the Mayor, any member of the Executive or a Chair of any committee any question on any matter to which the Council has powers or duties or which affects the area provided that at least 1 working day notice in writing is given to the Chief Executive or where the matter is urgent they have the consent of the Chair to put the question and it is provided no later than 2 hours before the start of the meeting to the Chief Executive.
  - c. Members can make a Motion on Notice provided it is signed by at least 2 members and delivered to the Chief Executive no later than 8 clear days before the date of the meeting.
  - d. Members can propose a motion (without notice) on any matter that is being considered by members at a meeting of council/cabinet/cabinet boards or committee.
  - e. Members of Scrutiny Committees can request matters be considered by the Scrutiny Committee in respect of matters relating to the discharge of the Council's functions provided 8 clear working days' notice is given.
  - f. Members can 'Call In' items following consideration by the executive/cabinet within 3 days of the decision being made (subject to the appropriate number of members requesting the same).

10. One additional method though that would aid in allowing greater access for constituents to raise issues with the Council would be to provide the opportunity for members of the public to ask questions to elected members at meetings of Council.
11. Accordingly, a draft protocol of public speaking has been prepared and is enclosed at Appendix 1 for member's approval.
12. Members of the Democratic Services Committee considered the same at their meeting of the 11<sup>th</sup> October 2021 and now commend this Public Speaking Protocol to Council for approval with the aim that it will come into effect from the 3<sup>rd</sup> January 2022. This will enable the Council to provide a translation of the scheme and publicise the same via our social media platforms.
13. Once implemented, it would be proposed that the Public Speaking Protocol be reviewed after a period of 12 months to ensure it remains appropriate or whether amendments may be required to ensure the overarching aims of providing the public the opportunity to raise questions with members are being met.

### **Financial Impacts:**

14. An additional financial pressure may be identified where there is a need to ensure further Welsh language translation of particular questions that maybe raised and to accommodate any reasonable adjustments that are necessary to meet Equality Act 2010 obligations to allow members of the public to raise questions. This financial impact will be kept under review.

### **Integrated Impact Assessment:**

15. A first stage impact assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016. The first stage assessment, attached at Appendix 2, has indicated that a more in-depth assessment is not required.

### **Valleys Communities Impacts:**

16. There are no valley community impacts

### **Workforce Impacts:**

17. There are no workforce impacts associated with the proposed implementation; however any workforce implications that arise from the draft protocol will need to be evaluated and in the event of any impacts a report will be brought back to members for consideration.

### **Legal Impacts:**

18. The protocol will enable the Council to meet its legislative obligations under the Local Government and Elections (Wales) Act 2021

### **Risk Management Impacts:**

19. There are no risk management issues associated with this report.

### **Consultation:**

20. There will be no requirement for any consultation.

### **Recommendations:**

21. It is recommended that, having due regard to the Integrated Impact Screening Assessment:
  - (a) Members endorse the implementation the Public Speaking Protocol set out at Appendix 1 of this report from 3<sup>rd</sup> January 2022; and

(b) Delegated authority be granted to the Head of Legal and Democratic Services to update the Constitution to include reference to the Public Speaking Protocol.

**Reasons for Proposed Decision:**

22. To ensure that the Council is promoting and facilitating processes by which local people may make representations before, and after, a decision is made by the Council.

**Implementation of Decision:**

23. The decision is proposed for implementation immediately

**Appendices:**

24. Appendix 1 - Draft Public Speaking Protocol

Appendix 2 – Integrated Impact Screening Assessment

**List of Background Papers:**

25. None

**Officer Contact:**

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## **Appendix 1**

### **PROTOCOL FOR PUBLIC SPEAKING AT COUNCIL MEETINGS**

- 1) A period of up to 15 minutes in each meeting shall be allowed for public questions commencing from the 3<sup>rd</sup> January 2022 and shall be reviewed by the Democratic Services Committee by the end of December 2022.
- 2) Any person (other than Members or employees of the Council) who resides or works in the locality of Neath Port Talbot may ask questions of Cabinet Members or of the chairs of committees of the Council at Ordinary Meetings of the Council, Cabinet/Cabinet Boards, Democratic Services Committee, Standards Committee and Governance and Audit Committee only.
- 3) A question may only be asked if notice has been given by delivering it in writing or by electronic mail to the mailbox set up by the Democratic Services Manager for such purpose no later than 5pm, 2 Working Days before the day of the meeting. Each question must give the name and address of the questioner and must specify the person to whom it is to be put (by name or title).
- 4) Where the questioner indicates that they wish to ask their questions in the Welsh language, Welsh language translation will be sought for that particular question and answer. In the event that Welsh language translation is not available, then this will be discussed with the questioner and alternative arrangements will be considered/sought.
- 5) Where the questioner indicates any additional needs to enable the question to be put, Democratic Services officers shall liaise with the questioner to ensure all appropriate needs are capable of

being met in the delivery of the questions. In the event that reasonable adjustments are not able to be made, alternative methods of delivery of the question will be considered with the questioner.

- 6) At any one meeting no person may submit more than one question and no more than one such question may be asked on behalf of one organisation.
- 7) The number of questions that an individual can ask in a municipal year shall be limited to two (to ensure that all individuals have an opportunity to attend such meetings). In the event though that a person wishes to attend a meeting to ask a question over and above these two occasions, they shall be entitled to request it, provided their question is not rejected pursuant to clause 8 below.
- 8) The Chair may reject a question, provided they have consulted with the Chief Executive, Monitoring Officer or Head of Democratic Services, (with the ruling of the Chair final) if it:
  - a) is not related to matters for which the Council has a responsibility and which substantially affect the well-being of the administrative area of the Council and/or the citizens (or a significant group of them) of the Council.
  - b) Comes from an individual who has been declared a vexatious complainant pursuant to the Council's Unreasonable Behaviour Policy.
  - c) is in relation to matters which
    - (i) are defamatory, frivolous or offensive;
    - (ii) have been considered by the Council's Corporate Complaints Policy
    - (iii) require the disclosure of confidential or exempt information;or

- (iv) relate to the personal circumstances or conduct of any officer and/or Member or conditions of service of employees;
  - (v) relate to an individual, particular group or business or the questioner's own particular circumstances;
  - (vi) which are ultra vires the Council or unlawful;
  - (vii) is substantially the same as a question which has been put at a meeting in the past six months;
  - (viii) relates to a matter which is the subject of legal or enforcement proceedings or an appeal to a court or tribunal or to a Government Minister or a Member of the Senedd, or an investigation which is subject to an investigation by the Public Service Ombudsman for Wales;
  - (ix) relates to the activities and aims of a political party or organisation;
  - (x) relates to a decision of the Planning/Licensing/Democratic Services or Standards Committee (including any sub-committees) or a matter which may result in a decision by one of the aforementioned committees;
  - (xi) is a statement or otherwise is not a genuine enquiry; or
  - (xii) would require the expenditure of a disproportionate amount of time, money or effort to prepare the answer
- 9) The Democratic Services Manager will make a record of each question received and a copy of the questions to be asked at a meeting will be open to public inspection and circulated to Members prior to the meeting. The questioner shall be given the opportunity to read their question orally.
- 10) Questions will be asked in the order in which notice of them was received, except that the Chair may group together similar questions.

- 11) If the questioner is absent or fails to identify themselves then the question will be deemed to be withdrawn or alternatively arrangements can be made with the local member for the issue to be raised on their behalf.
- 12) A questioner who has put a question in person may also put one supplementary question without notice to the Member who has replied to his or her original question. A supplementary question must relate to the original question or the answer given and be limited to one minute. The Chair may reject a supplementary question on any of the grounds set out above.
- 13) No more than five minutes will be allowed for a response to any one question.
- 14) Any question which cannot be dealt with during public question time, either because of lack of time or because of the nonattendance of the Member, to whom it was to be put, will be dealt with by a written answer and a copy of the answer will be recorded in the minutes of the meeting
- 15) An answer may take the form of:
  - a) an oral answer given by the person to whom the question is addressed or another person nominated by them;
  - b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or
  - c) where the reply cannot conveniently be given orally, a written answer circulated later to Members of the Council.
- 16) A person to whom a question is addressed may decline to answer provided that they state the reason for declining to answer.
- 17) The Chair shall have discretion to instruct that a composite answer may be given to any questions which are closely related or

on the same subject matter, wherever he/she considers this appropriate. This shall not prejudice any right to ask a supplementary question, which may be available under the Council Procedure Rules and Constitution.

- 18) A copy of the questions that are to be asked at a Cabinet/Cabinet Board shall be included on the Agenda item for the corresponding Overview and Scrutiny Committee.

**Impact Assessment - First Stage**

1. Details of the initiative

<b>Initiative description and summary: Implementation of a Public Speaking Protocol at Council Meetings</b>
<b>Service Area: Democratic Services</b>
<b>Directorate: Chief Executives</b>

2. Does the initiative affect:

	Yes	No
Service users	X	
Staff	X	
Wider community	X	
Internal administrative process only		X

3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		X				The ability to place a question on the agenda and to ask at a meeting will be open to all residents of the County Borough and those that work in the area. If an individual falls within the category of a having a protected characteristic, reasonable adjustments will be undertake

						to enable needs to be met.
Disability		X				The ability to place a question on the agenda and to ask at a meeting will be open to all residents of the County Borough and those that work in the area. If an individual falls within the category of a having a protected characteristic, reasonable adjustments will be undertake to enable needs to be met.
Gender Reassignment		X				The ability to place a question on the agenda and to ask at a meeting will be open to all residents of the County Borough and those that work in the area. If an individual falls within the category of a having a protected characteristic, reasonable adjustments will be undertake to enable needs to be met.
Marriage/Civil Partnership		X				The ability to place a question on the agenda and to ask at a meeting will be open to all residents of the County Borough and those that work in the area. If an individual falls within the category of a having a protected characteristic, reasonable adjustments will be undertake to enable needs to be met.
Pregnancy/Maternity		X				The ability to place a question on the agenda and to ask at a meeting will be open to all residents of the County Borough and those that work in the area. If an individual falls within the category of a having a protected characteristic, reasonable adjustments will be undertake to enable needs to be met.
Race		X				The ability to place a question on the agenda and to ask at a meeting will be open to all residents of the County Borough and those that work in the area. If an individual falls within the category of a having a protected characteristic, reasonable adjustments will be undertake to enable needs to be met.
Religion/Belief		X				The ability to place a question on the agenda and to ask at a meeting will be open to all residents of the County

						Borough and those that work in the area. If an individual falls within the category of a having a protected characteristic, reasonable adjustments will be undertaken to enable needs to be met.
Sex		X				The ability to place a question on the agenda and to ask at a meeting will be open to all residents of the County Borough and those that work in the area. If an individual falls within the category of a having a protected characteristic, reasonable adjustments will be undertaken to enable needs to be met.
Sexual orientation		X				The ability to place a question on the agenda and to ask at a meeting will be open to all residents of the County Borough and those that work in the area. If an individual falls within the category of a having a protected characteristic, reasonable adjustments will be undertaken to enable needs to be met.

#### 4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		X				Individuals will be able to make any representations or raise any questions in the Welsh language and consideration to such matters will be in line with the Council's Welsh Language Standards.
Treating the Welsh language no less favourably than English		X				Individuals will be able to make any representations or raise any questions in the Welsh language and consideration to such matters will be in line with the Council's Welsh



						Language Standards.
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5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		X				There are no impacts on from a biodiversity perspective
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		X				There are no impacts on the promotion or resilience of ecosystems

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6. Does the initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long term well-being of people	X		The introduction of a public speaking protocol will work in conjunction with the current ways of facilitating democratic processes that the Council already embarks on and will assist in promoting and facilitating processes by which local people may make representations to the principal council about a decision before, and after, it is made.

<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	X		The proposal impacts on all three wellbeing objections in it will assist promoting and facilitating processes by which local people may make representations to the principal council about a decision before, and after, it is made.
<b>Involvement</b> - how people have been involved in developing the initiative	X		Officers have considered the proposal and to ensure the views of members have been sought, the report will be discussed and approved by Democratic Services Committee before being provided to Full Council for approval and agreeing implementation.
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions	X		Officers have considered the proposal and to ensure the views of members have been sought, the report will be discussed and approved by Democratic Services Committee before being provided to Full Council for approval and agreeing implementation.
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse	X		The introduction of a public speaking protocol will work in conjunction with the current ways of facilitating democratic processes that the Council already embarks on and will assist in promoting and facilitating processes by which local people may make representations to the principal council about a decision before, and after, it is made.

### 7. Declaration - based on above assessment (tick as appropriate):

A full impact assessment (second stage) <b>is not</b> required	X
Reasons for this conclusion	
The introduction of a public speaking protocol will work in conjunction with the current ways of facilitating democratic processes that the Council already embarks on and will assist in promoting and facilitating processes by which local people may make representations to the principal council about a decision before, and after, it is made. No protected characteristics are affected, it will have no impact on biodiversity nor will it be contrary to any welsh language requirements.	

	<b>Name</b>	<b>Position</b>
Signed off by	Craig Griffiths	Head of Legal and Democratic Services

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## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### COUNCIL

27<sup>th</sup> October 2021

#### Report of the Head of Legal and Democratic Services – Mr Craig Griffiths

#### Matter for Information

#### Wards Affected:

All wards

#### Member Induction 2022 and Diversity in Democracy Programme

#### Purpose of the Report:

#### Background:

#### Member Induction 2022

1. Local Government Elections will take place in May 2012 and it is important that prior to this, the Council reviewed its Induction Programme that will take place following the election of new members to the Council to accurately reflect the concerns and views of members based on their induction experience when they were elected in 2017.
2. The Democratic Services Committee has within its remit the responsibility 'to review the adequacy of provision by the Council of staff, accommodation, and other resources to discharge democratic services functions' and 'to make reports and recommendations to the Council in relation to such provision'.
3. Work is also being undertaken by the WLGA via their Member/Officer Networks to develop a 'typical induction curriculum' for use by Local Authorities.

4. Council requested that the Democratic Services Committee establish a 'Task and Finish' approach to the work so that members may contribute to the work that will be undertaken by officers.
5. Members of the Task and Finish Group have now considered a Member Induction Timetable prepared by officers and this is included at Appendix 1 for endorsement at Council. The Timetable is subject to continuing review but hopefully this version will give members an expectation of the timing of sessions that will take place.

### Diversity in Democracy

6. Members will be aware the WLGA has recently embarked on an ambitious Diversity and Democracy Programme to ensure council chambers are more representative of their communities following local elections in May 2022. As part of this at a meeting of the WLGA on the 5<sup>th</sup> March 2021, the WLGA Council agreed:
  - a. to encourage all political parties, through the WLGA Political Groups, to commit to proactive and coordinated activities to improve diversity in local government democracy;
  - b. a formal position calling for the introduction of resettlement grants for all councillors and senior salary holders;
  - c. to encourage all councillors to claim any necessary allowances or expenses;
  - d. to encourage a declaration by July 2021 from councils in Wales, on becoming 'Diverse Councils'; to:
    - i. Provide a clear, public commitment to improving diversity;
    - ii. Demonstrate an open and welcoming culture to all;
    - iii. Consider staggering council meeting times and agreeing recess periods to support councillors with other commitments; and
    - iv. Set out an action plan of activity ahead of the 2022 local elections.

- e. that councils should set targets to be representative of the communities they serve at the next elections;
  - f. to support the use of voluntary quotas for Welsh local elections; and
  - g. the WLGA reviews the impact of voluntary quotas following the next local elections.
7. Accordingly, in light of paragraph 6(d) above, in the Council meeting held on May 26<sup>th</sup> 2021, members formerly declared that the Council will:
- Provide a clear, public commitment to improving diversity;
  - Demonstrate an open and welcoming culture to all;
  - Consider staggering council meeting times and agreeing recess periods to support councillors with other commitments; and
  - Set out an action plan of activity ahead of the 2022 local elections.
8. In order to establish the best way to implement these requirements, Democratic Services Committee were tasked to consider the same as part of their consideration of the Member Induction Programme for 2022. In its initial meeting on 12<sup>th</sup> July 2021, this group agreed in its Terms of Reference to consider how the Council can contribute positively to Diversity in Democracy.
9. In response to the task set out in the WLGA requirements and instructed by Council, a draft diversity in democracy action plan of activity ahead of the 2022 elections has been prepared which has now been endorsed by the Democratic Services Committee at its meeting on the 11<sup>th</sup> October 2021. A copy of the proposed Diversity in Democracy Action Plan is set out at Appendix 2 and officers will now work on progressing these actions in the coming weeks and months.

### **Financial Impacts:**

10. There are no financial impacts associated with this report as suggested actions will be met within existing budgets.

### **Integrated Impact Assessment:**

11. There is no requirement for an Integrated Impact Assessment as this is a report in respect of governance arrangements only. A well designed Member Induction programme would assist the Council in discharging its duties and responsibilities as set out in the Equalities Act 2010

### **Valleys Communities Impacts:**

12. There are no valley community impacts

### **Workforce Impacts:**

13. There are no workforce impacts associated with this reports.

### **Legal Impacts:**

14. This work was undertaken in accordance with the functions of the Democratic Services Committee as expressed in the Local Government (Wales) Measure 2011 and to ensure compliance with the Local Government and Elections (Wales) Act 2021 .

### **Risk Management Impacts:**

15. There are no risk management issues associated with this report.

### **Consultation:**

16. There will be no requirement for any consultation.

### **Recommendations – FOR NOTING**



17. It is recommended for NOTING.

(a) Council note the Member Induction Timetable for Local Government Elections in 2022.

(b) Council note the Diversity in Democracy Action Plan prepared by Democratic Services Committee.

**Appendices:**

18. Appendix 1 - Member Induction Programme

Appendix 2 – Diversity in Democracy Action Plan

**List of Background Papers:**

19. None

**Officer Contact:**

Craig Griffiths

Head of Legal and Democratic Services

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Stacy Curran

Democratic Services Manager

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Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						<b>1 MAY</b>
2 Bank Holiday	3	4	5 <b>ELECTION DAY</b>	6	7	8
9	10	11	12	13	14	15
ICT Induction – issue of equipment and remote working induction						
Orientation – Port Talbot Civic Centre						
	Introduction to the Council, its role, Corporate Governance, Corporate Plan, Well Being Goals.	Orientation - Neath CC	Orientation – The Quays			
16	17 General meeting participation, rules of engagement, standing orders, multi-location meetings, etiquette, broadcasting	18 Mayor Making and Annual Meeting of Council	19 Code of Conduct and Ethics including civility and respect	20	21	22
23 Corporate Director Service Presentations	24	25 Council to reconstitute	26	27 Member Issues - H&S and Social Media'	28	29
30 <b>Bank Holiday</b>	31	<b>1 June</b>	2	3 <b>Extra Bank Holiday</b>	4	5

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		<b>1 June</b>	2	3 <b>Extra Bank Holiday</b>	4	5
6 Chairing Skills (Committee, meeting management and Scrutiny Chairing)	7	8 Standards Training Session (Group Leaders)	9	10 Code of Conduct and Ethics including civility and respect (repeated session)	11	12
13	14 Introduction to Service Areas – Market Place Fayre	15	16 Community Leadership and Casework	17	18	19
20 Financial including budgeting and treasury management (budget and forward financial plan background)	21	22	23 Committee Procedures and the role of Scrutiny and how to be an effective Scrutiny Member	24	25	26
27	28	29 Introduction to Equalities and Diversity including personal awareness and behaviour including Welsh Language Act and sustainable development	30	<b>1 July</b>	2	3

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1 July	2	3
4 Safe Data Management/GDPR and FOI's	5	6	7	8	9	10
11	12 Corporate Parenting	13	14	15	16	17
18	19	20 Safeguarding Children and Vulnerable Adults	21	22	23	24
25	26	27 Violence Against Women and Domestic Violence	28	29	30	31

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1 August	2	3	4	5	6	7
8	9	10	11	12	13	14
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22	23	24	25	26	27	28
29 Bank Holiday	30	31				

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1 September	2	3	4
5	6	7	8 Collaborative Working incl. Corporate Governance, scrutiny and Joint Committees.	9	10	11
12	13 The role of members in relation to the Social Services and Well-Being (Wales) Act	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1 October	2
3	4	5	6	7	8	9
10	11	12 Public Speaking and working with the media	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27 The role of members in relation to the Wellbeing of Future Generations Act	28	29	30
31						



Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1 November	2	3	4	5	6
7	8	9	10 The role of members in relation to the Wellbeing of Future Generations Act	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25 Climate Change, mitigation and decarbonisation	26	27
28	29	30				

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1 December	2	3	4
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12	13	14	15	16	17	18
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26	27	28	29	30	31	1 Jan

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1 January
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Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1 March	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
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27	28	29	30	31		

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**Draft: Induction Timetable 2022**

<b>Recommended Timeframe by WLGA</b>	<b>Area/Topic of Induction</b>	<b>Delivery Method/ Venue/Date(s)</b>	<b>Delivery Officer/Key Contact</b>
<b>Week One : May</b>	<b>Orientation (Council Offices and County facilities, access and security)</b>	Tour: Port Talbot CC (9-13 May) Neath CC (11 May) The Quays (12 May)	Democratic Services Staff
<b>Week One : May</b>	<b>Introduction to the Council, its role, Corporate Governance, Corporate Plan, Well Being Goals.</b>  (Key Issues Briefing. Session to be repeated)	Port Talbot CC Council Chamber and Electronically  Tuesday 10 May – Session 1 - 10.00am Session 2 - 2.00pm Session 3 - 6.00pm (electronically)	Chief Executive
<b>Week One : May</b>	<b>ICT Induction – issue of equipment and remote working induction</b>	Port Talbot Civic Centre 9-13 May	ICT Officers
<b>Week One : May</b>	<b>Code of Conduct and Ethics</b>	Port Talbot CC Council	Monitoring Officer

	<b>including civility and respect</b>	<p>Chamber and Electronically</p> <p>Thursday 19 May -  Session 1 – 10.00am  Session 2 – 2.00pm  Session 3 – 4.00pm  (electronically)</p> <p>Repeated Friday 10<sup>th</sup> June  Session 1 – 10.00am  Session 2 – 2.00pm</p>	
<b>Week One : May</b>	<b>General meeting participation, rules of engagement, standing orders, multi-location meetings, etiquette, broadcasting.</b>	<p>Port Talbot CC Council  Chamber Workshops</p> <p>Tuesday 17 May  Session 1 – 10.00am  Session 2 – 2.00pm  Session 3 – 6.00pm  (electronically)</p>	<p>Head of Legal /  Democratic Services  Manager</p>
<b>Week One : May</b>	<b>Corporate Director Service Presentations</b>	<p>Port Talbot CC Council  Chamber</p> <p>Monday 23 May  Session 1 – 10.00am  Session 2 – 2.00pm</p>	<p>Corporate Directors</p>



		Session 3 – 6.00pm (electronically)	
<b>1<sup>st</sup> two months</b>	<b>Introduction to Service Area Market Place Fayre</b>	<b>Princess Royal Theatre Tuesday 14<sup>th</sup> June 9.00am – 5.00pm</b> Market place, all senior officers with “stalls” sharing key policy info.	Service Managers and Officers and Democratic Services Staff
<b>1<sup>st</sup> two months</b>	<b>Introduction to Equalities and Diversity including personal awareness and behaviour. To include Welsh Language Act and sustainable development</b>	Wednesday 29 <sup>th</sup> June Time TBC  Member Seminar – Port Talbot Chamber CC and Electronically	Strategic Manger – Policy and Executive Support
<b>1<sup>st</sup> two months</b>	<b>Safeguarding children and vulnerable adults</b>	Wednesday 20 <sup>th</sup> July Time TBC  Member Seminar – Port Talbot Chamber CC and Electronically	Director of SSHS and Head of Children and Young People Services
<b>1<sup>st</sup> two months</b>	<b>Member Issues- H&amp;S and Social Media</b>	Friday 27 <sup>th</sup> May Time TBC  Member Seminar – Port Talbot	Health and Safety / Communications.

		Chamber CC and Electronically	
<b>1<sup>st</sup> two months</b>	<b>Community Leadership and Casework</b>	Thursday 16 <sup>th</sup> June Time TBC  Member Seminar – Port Talbot Chamber CC and Electronically	To be confirmed
<b>Prior to first meetings</b>	<b>Chairing Skills (Committee, meeting management and Scrutiny Chairing)</b>	Monday 6 <sup>th</sup> June Time TBC  Workshop - Port Talbot CC Chamber and Electronically	Head of Legal and Democratic Services / Democratic Services Manager
<b>Prior to first meetings</b>	<b>Committee Procedures and the role of Scrutiny and how to be an effective Scrutiny Member</b>	Thursday 23 <sup>rd</sup> June Time TBC  Workshop - Port Talbot CC Chamber and Electronically	Head of Legal and Democratic Services / Democratic Services Manager
<b>Prior to first meeting of Committee</b>	<b>Planning Committee</b>	To be considered when calendar of meetings drafted	Development Planning Manager
<b>Prior to first meeting of Committee</b>	<b>Democratic Services Committee</b>	To be considered when calendar of meetings drafted	Democratic Services Manager
<b>Prior to first meeting of Committee</b>	<b>Standards Committee</b>	To be considered when calendar of meetings drafted	Head of Legal and Democratic Services

Prior to first meeting of Committee	<b>Licensing and Gambling Acts Committee</b>	To be considered when calendar of meetings drafted	Legal Regulatory Manager
Prior to first meeting of Committee	<b>Governance and Audit Committee</b>	To be considered when calendar of meetings drafted	Chief Finance Officer
Prior to first meeting of Committee	<b>Appeals Panel e.g. Homelessness and Staffing Issues</b>	To be considered when calendar of meetings drafted	Head of Human and Organisational Development
Prior to first meeting of Committee	<b>Planning for non-Planning Members</b>	To be considered when calendar of meetings drafted	Development Control Manager
Prior to first meeting of Committee	<b>Cabinet Scrutiny</b>	To be considered when calendar of meetings drafted	Scrutiny Officer
Prior to first meeting of Committee	<b>Social Care, Health and Well-Being Scrutiny</b>	To be considered when calendar of meetings drafted	Scrutiny Officer
Prior to first meeting of Committee	<b>Education, Skills and Culture Scrutiny</b>	To be considered when calendar of meetings drafted	Scrutiny Officer
Prior to first meeting of Committee	<b>Regeneration and Sustainable Development Scrutiny</b>	To be considered when calendar of meetings drafted	Scrutiny Officer
Prior to first meeting of	<b>Streetscene and Engineering Scrutiny</b>	To be considered when calendar of meetings drafted	Scrutiny Officer

<b>Committee</b>			
<b>1<sup>st</sup> six months</b>	<b>Safe Data Management/GDPR and FOI's</b>	Port Talbot Civic Centre Chamber Monday 4 <sup>th</sup> July Session 1 – 10.00am Session 2 – 2.00pm Session 3 – 6.00pm	Chief Digital Officer and Head of Legal and Democratic Services
<b>1<sup>st</sup> six months</b>	<b>Corporate Parenting</b>	Port Talbot CC Council Chamber and electronically  Tuesday 12 <sup>th</sup> July Time TBC Port Talbot CC Chamber and Electronically	Director of Social Services, Health and Housing
<b>1<sup>st</sup> six months</b>	<b>Financial including budgeting and treasury management (budget and forward financial plan background)</b>	Port Talbot CC Council Chamber and electronically  Monday 20 <sup>th</sup> June Session 1 – 10.00am Session 2 – 2.00pm Session 3 – 6.00pm (electronically)	Chief Finance Officer
<b>1<sup>st</sup> six months</b>	<b>Violence against women, domestic violence and sexual violence</b>	Port Talbot CC Chamber  Wednesday 27 <sup>th</sup> July	To be confirmed

		(also online?)  Time TBC	
<b>1<sup>st</sup> six months</b>	<b>Collaborative Working incl. Corporate Governance, scrutiny and Joint Committees.</b>	Port Talbot CC Chamber and electronically  Thursday 8 <sup>th</sup> September Time TBC	Head of Legal and Democratic Services and Scrutiny Officer
<b>1<sup>st</sup> six months</b>	<b>Member and Officer Relations</b>	Port Talbot CC Chamber and electronically  TBC	Head of Legal and Democratic Services and Bethan Evans (External).
<b>2<sup>nd</sup> six months</b>	<b>The role of members in relation to the Social Services and Well-Being (Wales) Act</b>	Port Talbot CC Chamber Tuesday 13 <sup>th</sup> September Session 1 – 10.00am Session 2 – 4.00pm (electronic)	Director of Social Services, Health and Housing
<b>2<sup>nd</sup> six months</b>	<b>Public Speaking and working with the media</b>	Port Talbot CC Chamber and electronically  Wednesday 12 <sup>th</sup> October	External Trainer
<b>2<sup>nd</sup> six months</b>	<b>The role of members in relation to the Wellbeing of Future Generations Act</b>	Port Talbot CC Chamber Thursday 27 <sup>th</sup> October Session 1 – 10.00am Session 2 – 4.00pm (electronic)	Strategic Manager – Policy and Executive Support

		Neath CC Thursday 10 <sup>th</sup> November Session 1 – 2.00pm Session 2 – 6.00pm (electronic)	
2 <sup>nd</sup> six months	<b>Climate Change, mitigation and decarbonisation</b>	Port Talbot CC and Electronically Friday 25 <sup>th</sup> November Time TBC	Director of Environment and Regeneration
	<b>Standards Training (Group Leaders)</b>	Port Talbot CC Chamber Wednesday 8 <sup>th</sup> June	Head of Legal and Democratic Services

- **'Buddying' Support will also be offered**
- **A support package for Independent Members will be offered, further details to be considered.**

Objective	Action Plan	Timetable
Increase understanding of different tiers of government in Wales, the role each plays in society and how they operate.	Dissemination of Welsh Government educational resources to accompany the extension of the franchise to 16 and 17 year olds in Wales	Resources have been developed by WG and have been disseminated to schools.
	Utilising the opportunities for engagement and awareness raising and the educating of a 'role of a Councillor' through Key Stage 3, the welsh bacculaureate and citizenship lessons within schools and linking in with any new curriculum provided.	Winter 2021/2022
	Ongoing review of the effectiveness of the voting awareness raising campaigns elections and to build upon these campaigns ahead of the Local Government Elections 2022, ensuring wider partnerships arrangements are taken forward to allow engagement with wider audiences.	Ongoing
	Promote Welsh Government's Guidance / materials for 16 and 17 year olds regarding Democracy in Wales. Explore Web-based platforms.	Autumn 2021
	Establishment of a Council website page 'Becoming a Councillor' to inform prospective Councillors on information that might assist in determining whether	Autumn/Winter 2021- <b>COMPLETE</b>  Webpages developed and now live, being used actively in Social Media

	to stand.	postings and all Group Leaders made aware to include in candidacy discussions.
	Elections and Education Directorate to explore other potential avenues through school forums / youth councils / career fairs. Continue to engage with schools (subject to pandemic), including links with school councils and youth councils.	Autumn/Winter 2021
Increase engagement with the public to raise awareness of the role and activities of the Council provide clarity about how the public can better inform local decision making;	Overview of the Council website page 'Becoming a Councillor' to be reviewed and promoted.	Autumn/Winter 2021- <b>COMPLETE</b>  Webpages developed and now live, being used actively in Social Media postings and all Group Leaders made aware to include in candidacy discussions.
	Work with Town and Community Council's to ensure links with 'Becoming a Councillor page' are promoted.	Autumn/Winter 2021 – <b>ONGOING</b>
	Liaise with local community groups,	Autumn/Winter 2021- <b>ONGOING</b>



	school governors and other such organisations to ensure links with 'Becoming a Councillor page' are promoted.	
	Publication of Council's Constitution. Constitution guide now a requirement under the Local Government and Elections (Wales) Act 2021.	Constitution currently on the website. Guide to be in place by May 2022.
	Develop Public Participation Strategy Scheme for compliance with duty under the 2021 Act. Encouraging people to participate in decision making and promoting awareness of how to become a Member, what membership entails, promoting / facilitating processes	Provision in force May 2022 however public speaking at council meetings and e-petition schemes to be placed before Council in Autumn 2021
	To continue the webcasting of meetings as specified under the 2021 Act and develop a hybrid meeting policy and ensure availability of translation facilities for Full Council meetings to be conducted bilingually and any other meetings required in legislation.	Autumn/Winter 2021- <b>ONGOING</b>
	Liaise with Group Leaders to suggest they appoint Diversity Champions for each political group.	Autumn 2021
Comprehensive training and awareness programme available through a variety of routes available	Review and implementation of an Elected Member Learning and Development Strategy identifying areas and	Spring 2022

for members to support them in their role.	development available for Members.	
	Survey of members to be undertaken in May 2022 to identify any reasonable adjustments that maybe necessary to assist them in fulfilling their requirements as an elected member	May 2022
	Review areas of training and development which can be made available online, core set of training materials which can be used for all Members.	Spring 2022
	Members Induction Programme - work with the WLGA and share good practices with other councils.	Spring 2022
	Ensuring training opportunities are available bilingually whenever possible.	Ongoing
	Provide the opportunity for mentoring / shadowing for newly Elected Members and undertaking Personal Development Reviews.	To be in place prior to Local Government Elections in 2022
	Ensure members receive training in equalities as part of member induction programme in May 2022.	May 2022
	Promoting the WLGA's online "Councillor Guide" for the 2022 elections and the suite of National e'learning modules specifically developed for Members and	To be in place by May 2022

	freely available via the NHS learning@wales website or any replacement website	
Improve the safety of councillors and their families when undertaking their council duties	Ensure that members undertake health and safety training, cyber/social media security and lone working training to ensure their safety during elections and when they are elected.	Completed. To be promoted in May 2022
	Regularly review health and safety training, lone working training	Ongoing
	Publish official addresses on council website rather than personal addresses for Members (where requested).	Offer to be made to members in Autumn 2021
Maximise opportunities for individuals to work in ways that enable them to achieve a work / life balance which protects their welfare and wellbeing and allows them to manage their own health and any caring / dependency relationships.	Newly Elected Members to have identity cards to allow secure access to council buildings.	May 2022
	To continue the streaming of Council meetings as specified under the 2021 Act and development of hybrid meeting policies	Ongoing and Autumn/Winter 2021 for any new policy.
	Social media safety training to be delivered to members through the Member Induction Programme and built upon during their term of office.	May 2022
	Promote the WLGA's advice and support service to newly elected Members who receive online abuse.	May 2022
	Arrangements in place for remote	Ongoing and Autumn/Winter 2021 for any

	attendance in meetings in light of the experience of virtual meetings during the COVID-19 pandemic. Development policy for hybrid meetings.	new policy.
	Promote job-sharing by executive leaders and other office holders and how it can apply in any circumstance	May 2022
	Promote the remunerations that are available to Members on the Council website and to candidates standing for Election	Completed, to be included on any website prepared and promoted again to members in May 2022
	Promote family absence provisions	Completed and promoted again May 2022
	Promote the IRPW Contribution Towards Costs of Care and Personal Assistance Encourage all Members to claim any necessary allowances or expenses incurred.	Completed and promoted again May 2022
	Support the Welsh Government's and IRPW's commitment to explore Resettlement grants or 'parachute payments' payments for Members who lose their seats at election.	Ongoing
	Reviewing meeting times to have more flexibility to suit the committee Members.	Completed. In accordance with the 2011 Measure this must be undertaken at least once per term. Members of

		individual committees are provided flexibility to change meeting times in accordance with rules approved by Full Council
	Ensure Members are advised of the support available to them through the Head of Democratic Services – providing contact details at the earliest opportunity during the Member Induction. Ensuring Members are aware of the ‘Open Door’ policy of the Head of Democratic Services.	Ongoing
Assess the effectiveness of the provisions in 2011 Measure in relation to data collection, and in relation to other candidate data that could be collected in order for political parties to support diverse candidates at elections	Undertake a diversity and inclusion survey with Members which will provide a benchmark for future elections and allow the feedback to be reviewed to support / barriers that may have been experienced by a Member during their term of office. The survey feedback will help to deliver a positive and diverse environment for future Members to undertake their roles.	Autumn/Winter 2021
	Share survey feedback with Members.	Autumn/Winter 2021
Greater respect and support for those standing for and securing elected office.	Promote duty on political group leaders to promote high standards of conduct.	May 2022
	Standards Committee to monitor compliance in relation to standards of conduct and provide training.	Ongoing. All Members required to have Code of Conduct Training. Refresher training took place April 2021,

		training to be arranged for newly elected members.
	Ensure any proposals for hybrid meetings and venues for such meetings are appropriate in line with Equality Act 2010 requirements	Ongoing
	Supporting the Welsh Government's plans to introduce an Access to Elected Office fund to assist disabled people to stand for elected office at the 2022 Local Elections	Ongoing
Increase awareness of the role of members, the contribution they make to society and how to become an Elected Member.	Overview of the Council website page 'Becoming a Councillor' to be reviewed and promoted.	Autumn/Winter 2021- <b>COMPLETE</b>  Webpages developed and now live, being used actively in Social Media postings and all Group Leaders made aware to include in candidacy discussions.
	Produce a series of short explainer videos and sessions for the public highlighting the role of the member including: the benefits from both a member and community perspective, type of work undertaken, the remuneration received, training provided to undertake the role	Autumn/Winter 2021
	Promote the WLGA website 'Becoming a Councillor'	Autumn/Winter 2021
	Seek the participation of Group Leaders to champion the diversity expectations within the selection processes of their	Autumn/Winter

	<p>political parties and to encourage Group Leaders to promote the advice available to future candidates or individuals considering standing for office at the earliest opportunity.</p>	
	<p>Encourage Members to utilise own media platforms to promote the role of a Councillor through Member blogs / 'day in the life of'.</p>	<p>Autumn/Winter 2021</p>

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## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### Council

27th October 2021

### Report of the Chief Executive

#### Matter for Decision

**Wards Affected:** All Wards

#### 2023 Review of Parliamentary Constituencies - Initial Proposals

#### Purpose of the Report

1. To inform members of Council of the Boundary Commission for Wales' initial proposals from its review of the electoral arrangements for the current Parliamentary Constituencies of Aberavon and Neath and to seek the views of Council to the draft proposals to form a response.

#### Background

2. The Boundary Commission for Wales is an independent and impartial non-departmental public body which is responsible for reviewing Parliamentary constituency boundaries in Wales.
3. The Commission has the task of periodically reviewing all Welsh Parliamentary constituencies. The current review commenced on 5 January 2021 conducted on the basis of rules laid down by the UK Government.
4. These rules involve a significant reduction in the number of constituencies in Wales, reducing from 40 down to 32, and requires constituencies to comply with parameters in relation to the number of electors in each constituency.

## Legal Framework

5. The Parliamentary Constituencies Act 1986 (as amended) provides the electorate figures that are to be used for the review are those that were in the version of the electoral register published on the 'review date'.
6. For the 2023 Review, this means that the electorate figures used must be those from the electoral registers that were required to be published on 2 March, 2020.
7. In addition, the 1986 Act states that the Commission may have regard to local government boundaries in Wales as the boundaries of counties, county boroughs, electoral wards, communities and community wards as they were in force on the most recent ordinary day of election of councillors before the review date.
8. For the 2023 Review, this means the local government boundaries referred to are those in force as at 1 December, 2020.
9. In terms of the number of constituencies the 1986 Act (as amended) now requires that there be a fixed number of 650 constituencies for the whole of the United Kingdom.
10. Having stated that no single constituency may be split between different parts of the UK, the Act provides a mathematical formula to determine how many constituencies each of the four parts of the UK should be allocated. They are as follows:-
  - England = 543 (includes two 'protected' constituencies)
  - Scotland = 57 (includes two 'protected' constituencies)
  - Wales = 32 (includes one 'protected' constituency)
  - Northern Ireland = 18
11. With regard to the electorate range, the 1986 Act sets out a number of rules which are relevant to the detailed development of proposals for individual constituencies.
12. Foremost among these is Rule 2, which provides that - apart from a few protected constituencies - every constituency must have an electorate that is no less than 95% and no more than 105% of the

'UK electoral quota'. The UK electoral quota for the 2023 Review is, to the nearest whole number, 73,393.

13. Accordingly, every constituency in Wales must have an electorate that is no smaller than 69,724 and no larger than 77,062.
14. The only specified constituency in Wales not subject to the operation of the UK electoral quota is Ynys Môn.
15. Rule 5 in Schedule 2, of the 1986 Act, provides for a number of other factors that the Commission may take into account in establishing a new map of constituencies for the 2023 Review, specifically:
  - special geographical considerations, including in particular the size, shape and accessibility of a constituency;
  - local government boundaries as they existed on 1 December 2020
  - boundaries of existing constituencies
  - any local ties that would be broken by changes in constituencies
  - the inconveniences attendant on such changes
16. The policy of the Commission is to take into account all the factors listed in Rule 5 as far as possible, subject to the primacy of the statutory electorate range under Rule 2.
17. Factors that the Commission have not considered in preparing their proposals were:
  - Impact on future election results
  - New local government boundaries (post 1 December 2020)
  - Changes to electorates after 2 March, 2020
18. The Commission have also made it clear from the outset that given the limited number of electors in some of the South Wales valleys areas, constituencies will be formed which encompass more than one valley, and, in some areas the division of principal authorities will be unavoidable.

19. Furthermore, the Commission has also highlighted that compromises will inevitably have to be made in order to create a pattern of constituencies across Wales that adheres to the Rules of the legislation, and they emphasise that it is important to understand that even small changes to one constituency will have consequential impacts on adjacent areas and possibly the whole of Wales.

## **Review Process**

20. On 8 September 2021, the Boundary Commission for Wales published its initial proposals for Parliamentary constituencies in Wales to be followed by an eight week 'initial consultation' concluding on 3 November, 2021.
21. The 2023 Review is being carried out under a procedure that relies on a combination of written representations and oral representations at public hearings.
22. As soon as possible after the end of the initial consultation period, the Commission will publish all the representations it receives during that period on its website in English and Welsh.
23. Once the representations have been published, there will be a further 6-week period during which people can submit written comments challenging or supporting assertions on the representations received by the Commission known as the 'secondary consultation' period.
24. Legislation also requires the Commission to hold public hearings in Wales. The public hearings will concern the Commission's initial proposals.
25. A lead commissioner will then write a report for the Commission, summarising and considering the representations and recommending whether - and, if so, how - the Commission's initial proposals should be revised.
26. After the end of the secondary consultation period, the Commission will publish all representations received, together with transcripts of its public hearings.
27. Once these documents have been published there will be a further four week period known as the 'third consultation' period.

28. At the end of the third consultation period the Commission will consider what final recommendations to make for parliamentary constituencies in Wales.
29. Once the Commission has decided on its final recommendations for Wales, it will then prepare and submit a formal written report to the Speaker of the House of Commons by 1 July, 2023.
30. After the Speaker has received the Commission's final report, he or she must lay it before Parliament and prepare a draft of an Order to submit to Her Majesty in Council giving effect to the recommendations.
31. In preparing that draft, the Government may not modify the recommendations of any of the Parliamentary Boundary Commissions, unless it has been expressly requested to do so (in writing and with reasons) by the relevant Parliamentary Boundary Commission, and no vote will be held on the floor of the House of Commons.
32. After the Order in Council has been made, the new constituencies will take effect at the next general election. Any by-elections held in the meantime must be held on the basis of the old (existing) constituencies.

### **The Initial Proposals**

33. In the Commission's initial proposals, it is recommended that a county constituency be created from:
  - The electoral wards within the existing Aberavon constituency including Aberavon, Baglan, Briton Ferry East, Briton Ferry West, Bryn and Cwmavon, Cymmer, Glyncorwg, Gwynfi, Margam, Port Talbot, Sandfields East, Sandfields West and Tai-bach.
  - The electoral wards within the County Borough of Bridgend including Bryntirion Laleston and Merthyr Mawr, Cefn Glas, Cornelly, Llangewydd and Brynhyfryd, Newton, Nottage, Porthcawl East Central, Porthcawl West Central, Pyle and Rest Bay.

34. This Constituency would have 76,792 electors which is 4.6% above the UK electoral quota of 73,393 electors per constituency. The proposed name for the constituency is Aberafan Porthcawl.
35. The Commission considers that combining the areas as proposed is appropriate due to the good transport and communication links within the proposed constituency.
36. With regard to the Neath Constituency, in the Commission's initial proposals, it is recommended that a county constituency be created from:
- The electoral wards within the City and County of Swansea including Bonymaen, Llansamlet, St. Thomas and Clydach.
  - The electoral wards within the Neath Constituency of the County Borough of Neath Port Talbot including Aberdulais, Blaengwrach, Bryn-côch North, Bryn-côch South, Cadoxton, Cimla, Coedffranc Central, Coedffranc North, Coedffranc West, Crynant, Dyffryn, Glynneath, Neath East, Neath North, Neath South, Onllwyn, Pelenna, Resolven, Seven Sisters and Tonna.
37. This constituency would have 75,641 electors which is 3.1% above the UK electoral quota of 73,393 electors per constituency. The proposed name is Swansea East and Neath - Dwyrain Abertawe a Chastell-nedd.
38. The Commission felt that combining these area would create a constituency that shares a similar character as mixed-rural areas and has good transport links between the combined areas.
39. Finally, in relation to the Swansea Valley area, in the Commission's initial proposals, it is recommended that a county constituency be created from:
- The electoral wards with the Neath Constituency of the County Borough of Neath Port Talbot including Allt-wen, Cwmllynfell, Godre'r Graig, Gwaun-Cae-Gurwen, Lower Brynamman, Pontardawe, Rhos, Trebanos and Ystalyfera.
  - The electoral wards within the County of Powys including Abercraf, Beguildy, Bronllys, Builth, Bwlch, Crickhowell, Cwm-twrch, Dissert and Trecoed, Felin-fâch, Glasbury, Gwernfed, Hay,

Knighton, Llanafanfawr, Llanbadarn Fawr, Llandrindod East/Llandrindod West, Llandrindod North, Llandrindod South, Llanelwedd, Llangattock, Llangors, Llangullo, Llangynidr, Llanwrtyd Wells, Llanyre, Maescar/Llywel, Nantmel, Old Radnor, Presteigne, Rhayader, St David Within, St John, St Mary, Talgarth, Talybont-on-Usk, Tawe-Uchaf, Ynyscedwyn, Yscir and Ystradgynlais.

40. This constituency would have 72,113 electors, which is 1.7% below the UK electoral quota of 73,393. The proposed names for the constituency is Brecon and Radnor - Aberhonddu a Maesyfed.
41. The Commission felt it was appropriate to include electoral wards from the existing Neath constituency to meet the statutory electoral range while also combining two areas which are similar in character and have a similar semi-rural nature.

### **The Council's Response - Initial Proposals**

42. In response to the Commission's request for comments regarding their proposals the following 'points of principle' have been prepared for consideration.
43. It is clear that, given the radical nature of the proposals, which appear to take no account of natural communities, actual local ties and easily identifiable boundaries, the Commission has given absolute primacy to achieving the statutory electorate range at the expense of all other matters.
44. The Commission appear to have undertaken a simple arithmetic exercise, rearranging the electoral ward building blocks to achieve the desired result, with little regard for the quality of local governance and creating constituencies which are no longer easily identifiable to the electorate.
45. In addition, it could be argued that Welsh constituencies are being disproportionately affected by the proposals with a 20% reduction in the overall number of constituencies. A far higher proportionate change compared to the proposals for other nations within the United Kingdom.

46. It is clear from the proposals that no weight has been given to population sparsity, deprivation or geographic isolation, all of which have an impact on the workload of elected representatives.
47. The Commission's proposals clearly do not take account of the geography of the area or the natural boundaries between local communities built up over nearly a century. A clear example of this is the proposal to include the entire Swansea Valley area within the proposed Brecon and Radnor constituency.
48. In effect this would democratically segregate the residential communities of the Swansea Valley wards from the rest of the Neath Port Talbot County Borough area and force them to become minority communities within a 'greater' Brecon and Radnor constituency area.
49. In attempting to ensure the statutory electorate range is attained, it is clear that the current vibrant residential, commercial and industrial areas of the current Aberavon and Neath constituencies will be dissected and reassembled to create new constituencies in which large swathes of electors will have no strong affiliation or connection. This in turn will inevitably erode engagement with the democratic process.
50. Furthermore, following the evidenced increases in voter registration prior to the delayed elections held in May 2021, it is felt that the current process of utilising electorate figures (as of 2 March 2020) to model the initial proposals inevitably results in out of date figures being utilised before the process even starts.
51. While it is clear the Commission are adhering to the relevant rules in making their determinations, the modelling will inevitably cause significant discrepancies in the shape and size of Welsh constituencies resulting in a democratic deficit that cannot be remedied easily or quickly.
52. Coupled to this concern, is the added complexity that creating new parliamentary constituencies will generate for the different tiers of government within Wales.
53. The Commission's initial proposals, if adopted will no longer mirror the current constituency boundaries for the Senedd Cymru, re-shaping both the Aberavon and Neath constituencies dramatically



and resulting in significant overlap with current neighbouring constituencies in the north, east and west.

54. In addition, the initial proposals also require principal authority boundaries to be crossed in order to reach the statutory electoral quota as set by UK Government.
55. Such significant alterations will result in the gradual erosion, overlap and added complexity in the accountability of elected representatives (MSs, MPs and Elected Members) particularly in dealing with critical matters, such as economic regeneration or infrastructure investment at a Welsh and UK Government level.
56. Furthermore, the proposals will also result in significant confusion and misunderstanding for local electors who will no longer be able to easily identify or establish who represents them, at each tier of government, and as previously mentioned could significantly diminish engagement with the democratic process.
57. In turn this would also lead to difficulties in the administration of electoral events with overly complex multiple cross-boundary issues and the potential high risk of administrative failure in the event of any future combined electoral events where different boundary types will be in effect.
58. The Commission's proposals should be for change which is desirable effective and convenient for local communities. These proposals would diminish the effectiveness of elected representation, be inconvenient for the electorate and increase the complexity and risk of administrative error in the running of elections.
59. It should be pointed out that it is important that elected members submit their own views to the Commission and encourage their constituents and local organisations to do likewise so that the Commission can determine its final recommendations in the light of informed public comment.

### **Financial Impacts**

60. There are currently no financial impacts associated with this report.

## **Integrated Impact Assessment**

61. There is no requirement for an integrated impact assessment for this report.

## **Workforce Impacts**

62. Alterations to the current Parliamentary Constituency boundaries will inevitably have a resource implication in terms of administering any future elections however, until the final boundaries have been agreed and ratified by Parliament it is difficult to assess the full extent of any workforce impacts.

## **Legal Powers**

63. The [Parliamentary Constituencies Act 1986](#) (as amended by the Boundary Commissions Act 1992 and the 2011 Act) is the legal power upon which the Boundary Commissioner undertakes this consultation.

## **Risk Management**

64. There are currently no significant risk management issues for this Authority associated with this report.

## **Consultation**

65. There is no requirement under the Constitution for external consultation on this item.

## **Recommendation**

66. That Council consider the Boundary Commission's initial proposals and the views of officers contained therein and endorse a response to the Boundary Commission with these views along with other matters raised by members at this meeting of Full Council.

## **Reason for Proposed Decision**

67. To allow the Council to formally respond to the Boundary Commission for Wales' consultation which is due to conclude on Wednesday, 3 November, 2021.

## **Implementation of Decision**

68. The decision is for immediate implementation.

## **List of Background Papers**

69. 2023 Review of Parliamentary Constituencies - [Initial Proposals Report \(Boundary Commission for Wales\)](#)

## **Appendices**

Appendix 1 - Existing Constituencies (All-Wales)

Appendix 2 - Initial Proposals (All-Wales)

Appendix 2a – Aberafan Porthcawl Initial Proposals

Appendix 2b – Brecon and Radnor Initial Proposals

Appendix 2c – Swansea East and Neath Initial Proposals

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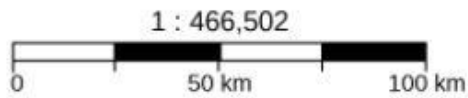
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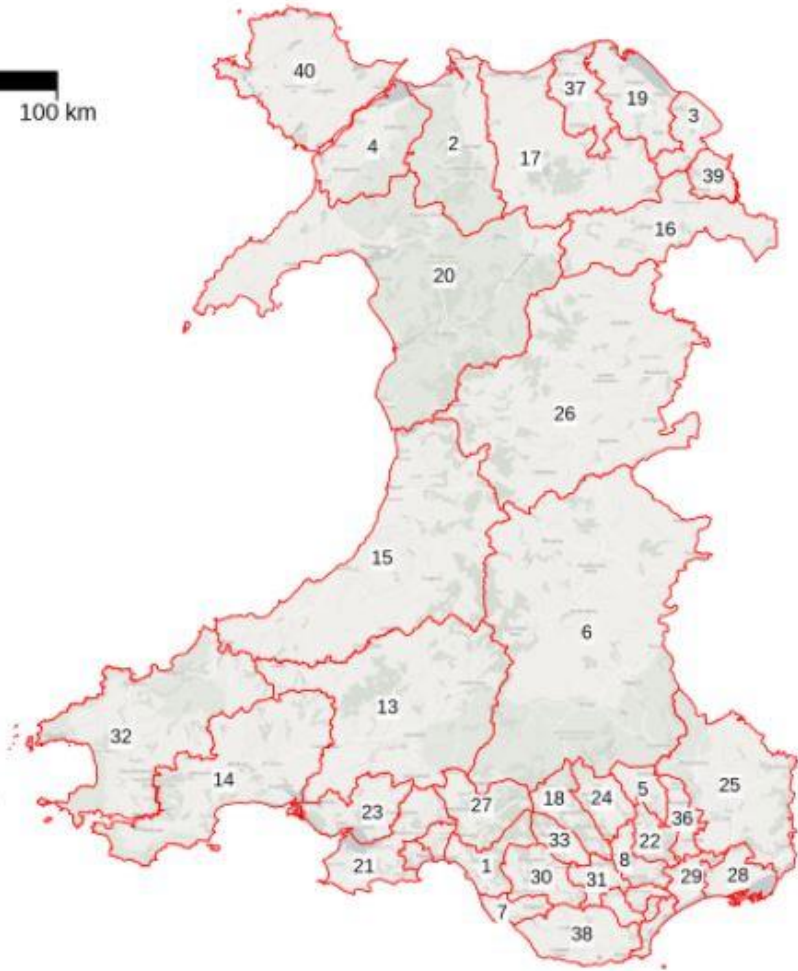
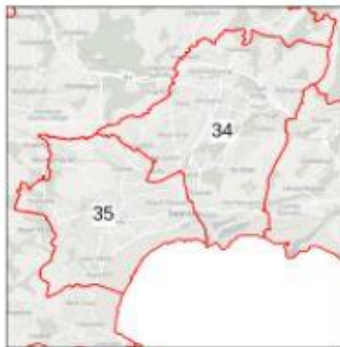
# Existing Constituencies



The City and County of Cardiff



The City of Swansea

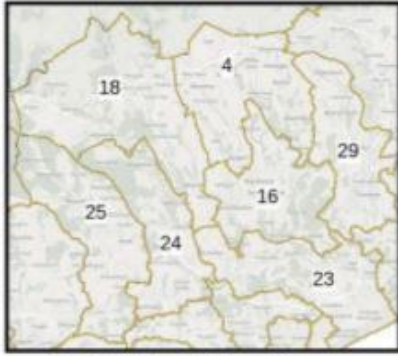


- |   |  |                                 |
|---|--|---------------------------------|
| 1 - Aberavon (51,053)                                 | 18 - Cynon Valley (51,147)               | 34 - Swansea East (59,156)      |
| 2 - Aberconwy (44,852)                                | 19 - Delyn (54,718)                      | 35 - Swansea West (57,680)      |
| 3 - Alyn and Deeside (63,045)                         | 20 - Dwyfor Meirionnydd (44,584)         | 36 - Torfaen (62,718)           |
| 4 - Arfon (42,657)                                    | 21 - Gower (62,410)                      | 37 - Vale of Clwyd (55,936)     |
| 5 - Blaenau Gwent (50,900)                            | 22 - Islwyn (56,501)                     | 38 - Vale of Glamorgan (76,811) |
| 6 - Brecon and Radnorshire (54,854)                   | 23 - Llanelli (60,766)                   | 39 - Wrexham (49,829)           |
| 7 - Bridgend (63,338)                                 | 24 - Merthyr Tydfil and Rhymney (56,589) | 40 - Ynys Mon (52,415)          |
| 8 - Caerphilly (64,531)                               | 25 - Monmouth (66,975)                   |                                 |
| 9 - Cardiff Central (60,192)                          | 26 - Montgomeryshire (49,100)            |                                 |
| 10 - Cardiff North (68,205)                           | 27 - Neath (56,777)                      |                                 |
| 11 - Cardiff South and Penarth (78,238)               | 28 - Newport East (59,029)               |                                 |
| 12 - Cardiff West (67,886)                            | 29 - Newport West (67,040)               |                                 |
| 13 - Carmarthen East and Dinefwr (57,700)             | 30 - Ogmore (57,673)                     |                                 |
| 14 - Carmarthen West and South Pembrokeshire (59,264) | 31 - Pontypridd (60,408)                 |                                 |
| 15 - Ceredigion (56,151)                              | 32 - Preseli Pembrokeshire (59,580)      |                                 |
| 16 - Chwyd South (53,921)                             | 33 - Rhondda (50,262)                    |                                 |
| 17 - Chwyd West (57,786)                              |  |                                 |

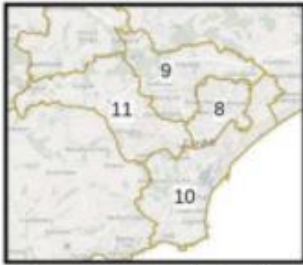
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# Initial Proposals



South Wales Valleys Area



City and County of Cardiff



- |   |   |
|---|---|
| 1 - Aberafan Porthcawl (76,792)           | 19 - Mid and South Pembrokeshire (74,614) |
| 2 - Aberconwy (69,909)                    | 20 - Monmouthshire (72,681)               |
| 3 - Alyn and Deeside (74,144)             | 21 - Montgomeryshire and Glyndwr (72,363) |
| 4 - Blaenau Gwent and Rhymney (71,079)    | 22 - Newport East (76,159)                |
| 5 - Brecon and Radnor (72,113)            | 23 - Newport West and Caerphilly (74,394) |
| 6 - Bridgend (74,388)                     | 24 - Pontypridd (71,237)                  |
| 7 - Caerfyrddin (70,606)                  | 25 - Rhondda (71,684)                     |
| 8 - Cardiff Central (74,486)              | 26 - Swansea Central and North (76,199)   |
| 9 - Cardiff North (71,143)                | 27 - Swansea East and Neath (75,641)      |
| 10 - Cardiff South and Penarth (70,246)   | 28 - Swansea West and Gower (75,214)      |
| 11 - Cardiff West (73,947)                | 29 - Torfaen (70,591)                     |
| 12 - Ceredigion Preseli (76,269)          | 30 - Vale of Glamorgan (70,426)           |
| 13 - Clwyd (76,380)                       | 31 - Wrexham (75,596)                     |
| 14 - Delyn (76,074)                       | 32 - Ynys Môn (52,415)                    |
| 15 - Dwyfor Meirionydd (71,962)           |   |
| 16 - Islwyn (70,735)                      |   |
| 17 - Llanelli (71,972)                    |   |
| 18 - Merthyr Tydfil and Aberdare (71,218) |   |

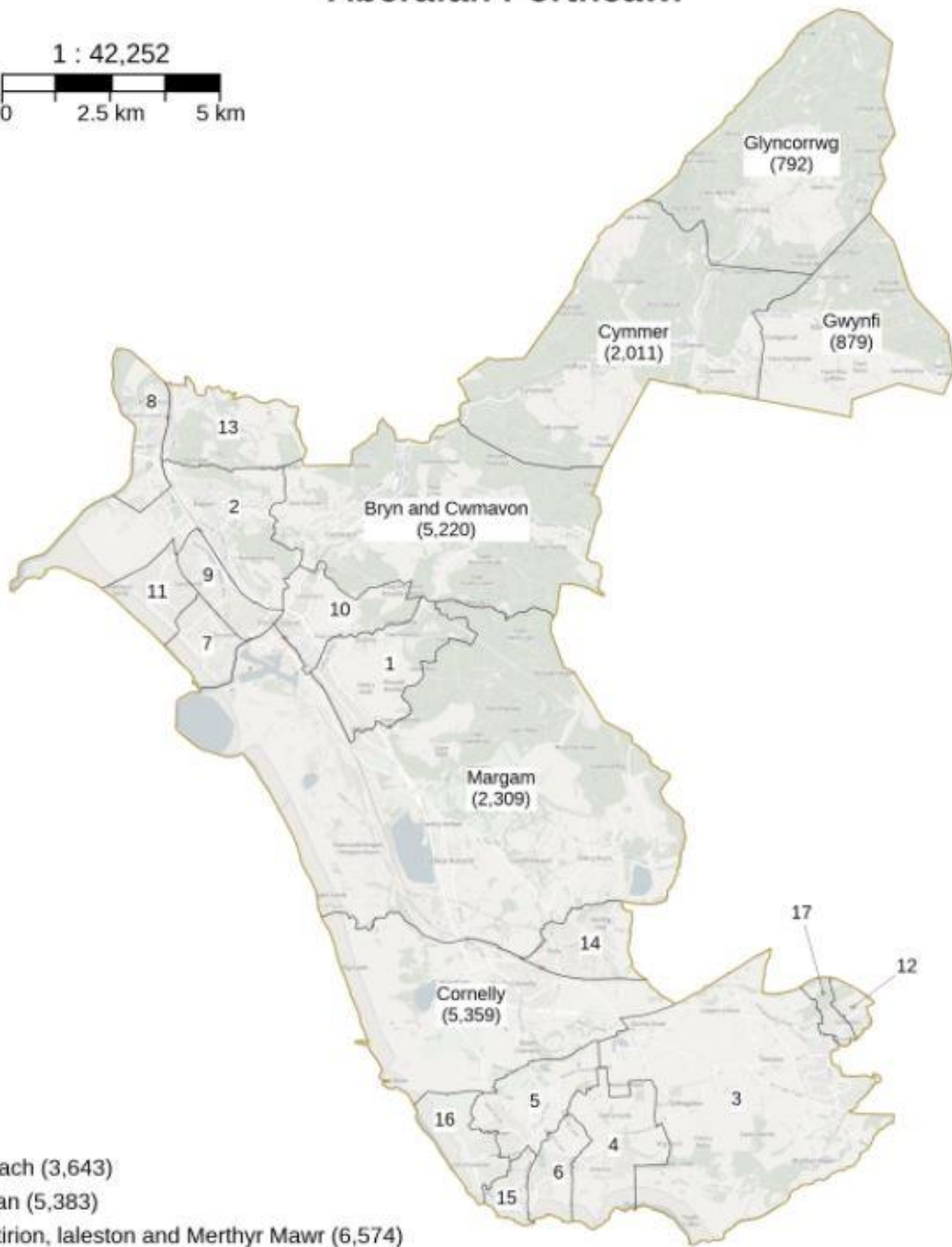
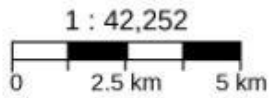
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# Aberafan Porthcawl



- 1 - Tai-bach (3,643)
- 2 - Baglan (5,383)
- 3 - Bryntirion, Ialeston and Merthyr Mawr (6,574)
- 4 - Newton (3,035)
- 5 - Nottage (2,741)
- 6 - Porthcawl East Central (2,580)
- 7 - Sandfields East (5,038)
- 8 - Briton Ferry West (2,033)
- 9 - Aberavon (4,048)
- 10 - Port Talbot (4,342)
- 11 - Sandfields West (4,917)
- 12 - Cefn Glas (1,360)

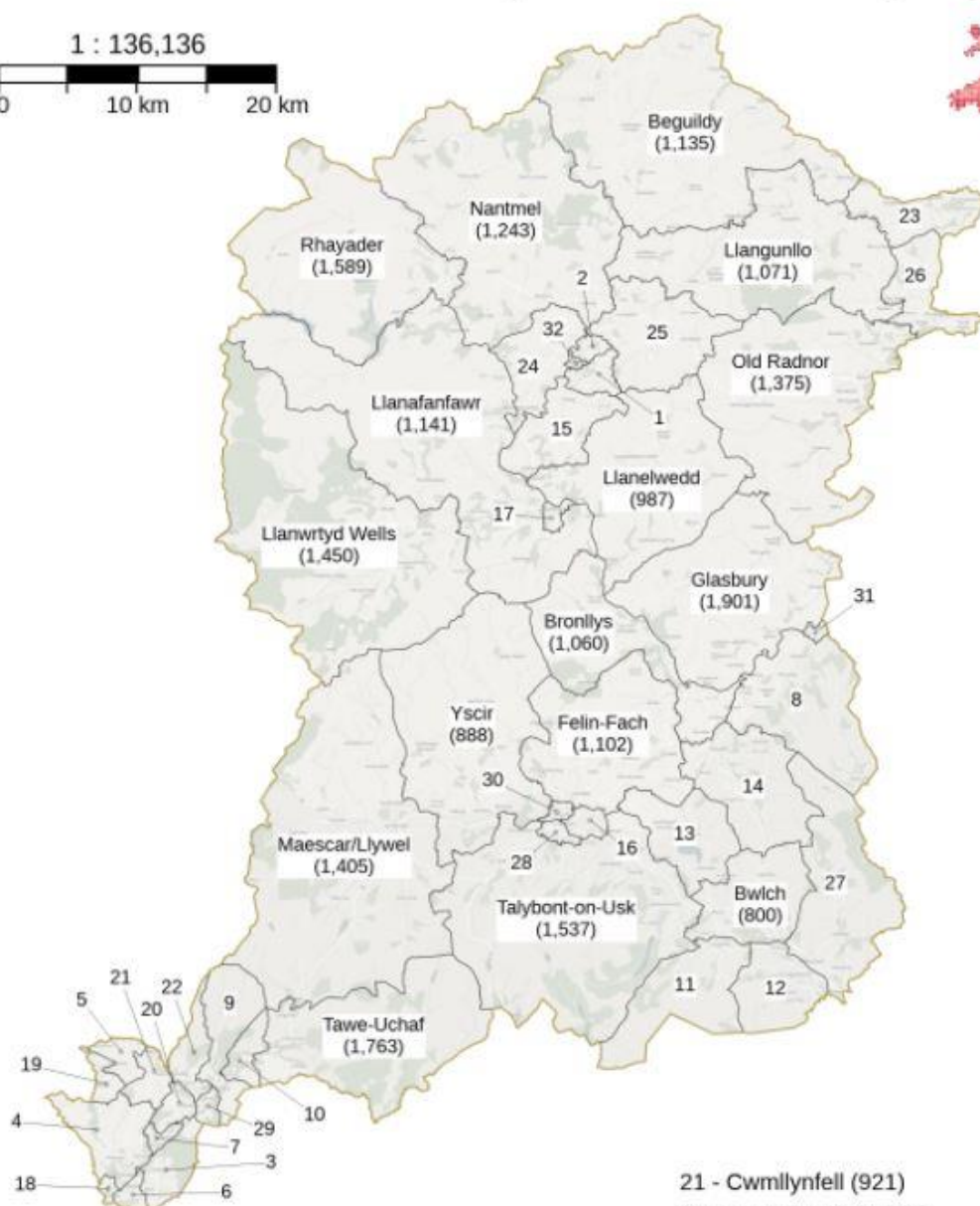
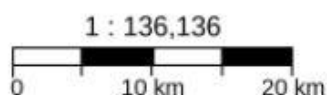
- 13 - Briton Ferry East (2,148)
- 14 - Pyle (5,545)
- 15 - Porthcawl West Central (2,967)
- 16 - Rest Bay (1,990)
- 17 - Llangewydd and Brynhyfryd (1,878)

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# Brecon and Radnor (Aberhonddu a Maesyfed)

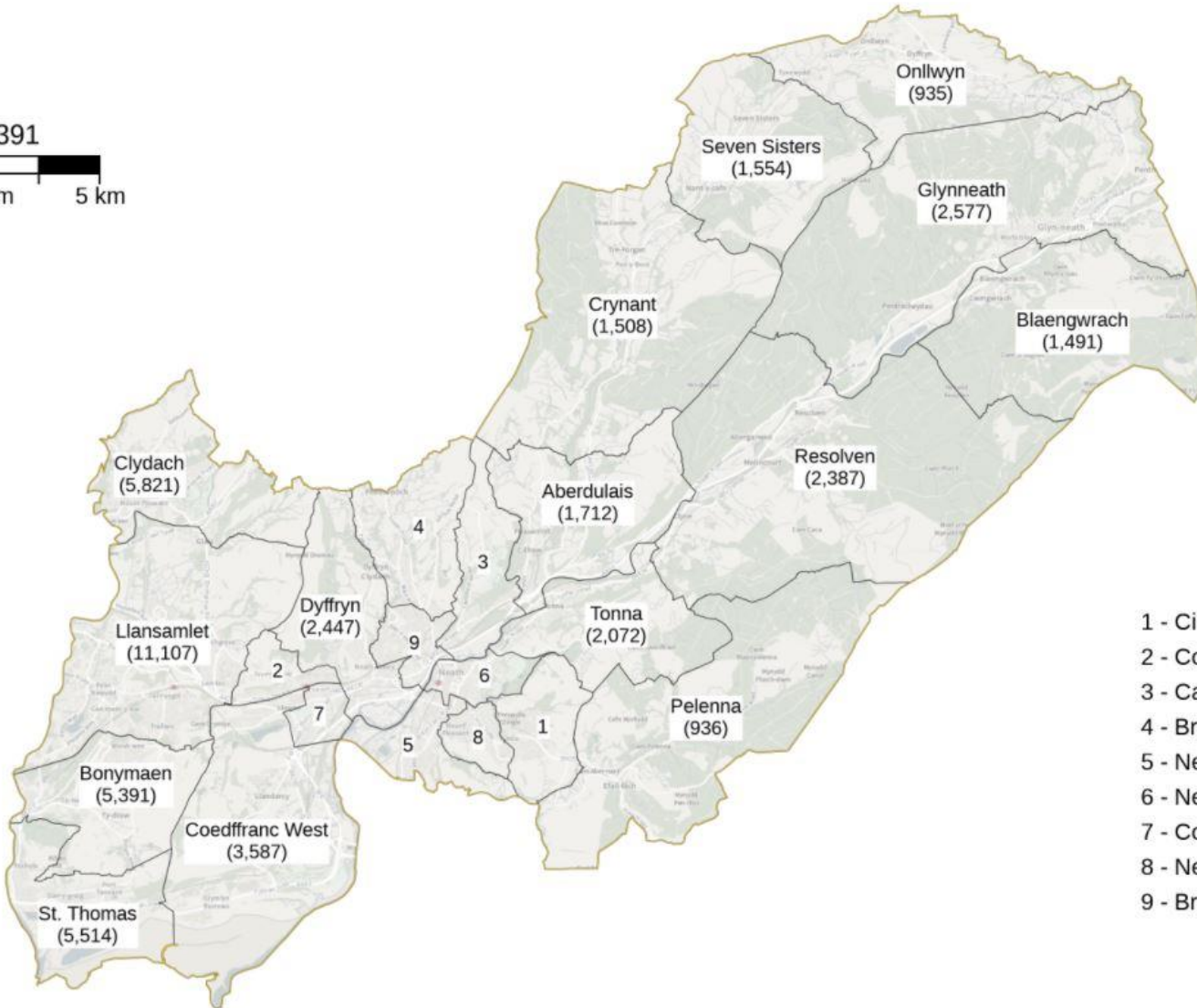


- |                               |                                   |  |
|-------------------------------|-----------------------------------|--|
| 1 - Llandrindod South (1,726) | 11 - Llangynidr (865)             | 21 - Cwmllynfell (921)                       |
| 2 - Llandrindod North (1,517) | 12 - Llangattock (762)            | 22 - Cwm-Twrch (1,557)                       |
| 3 - Rhos (1,997)              | 13 - Llangors (901)               | 23 - Knighton (2,296)                        |
| 4 - Pontardawe (4,283)        | 14 - Talgarth (1,305)             | 24 - Llanyre (978)                           |
| 5 - Lower Brynamman (1,040)   | 15 - Disserth and Trecoed (1,055) | 25 - Llanbadarn Fawr (925)                   |
| 6 - Allt-Wen (2,023)          | 16 - St. Mary (2,194)             | 26 - Presteigne (2,174)                      |
| 7 - Godre'r Graig (1,514)     | 17 - Builth (1,849)               | 27 - Crickhowell (2,410)                     |
| 8 - Gwernyfed (1,178)         | 18 - Trebanos (1,092)             | 28 - St. David Within (1,263)                |
| 9 - Ystradgynlais (1,935)     | 19 - Gwaun-Cae-Gurwen (2,220)     | 29 - Ynyscedwyn (1,705)                      |
| 10 - Aber-Craf (1,143)        | 20 - Ystalyfera (2,169)           | 30 - St. John (2,365)                        |
|                               |                                   | 31 - Hay (1,355)                             |
|                               |                                   | 32 - Llandrindod East/Llandrindod West (949) |

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# Swansea East and Neath (Dwyrain Abertawe a Chastell-nedd)



- 1 - Cimla (3,107)
- 2 - Coedffranc North (1,811)
- 3 - Cadoxton (1,365)
- 4 - Bryn-Coch North (1,787)
- 5 - Neath East (4,468)
- 6 - Neath North (2,931)
- 7 - Coedffranc Central (2,892)
- 8 - Neath South (3,694)
- 9 - Bryn-Coch South (4,547)

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