



# Complete Agenda

Corporate Leadership Team  
Swyddfa'r Cyngor  
CAERNARFON  
Gwynedd  
LL55 1SH

Meeting

## **ANNUAL COUNCIL**

Date and Time

**1.00 pm, THURSDAY, 3RD MAY, 2018**

**\* NOTE**

**This meeting will be webcast**

**<http://www.gwynedd.public-i.tv/core/portal/home>**

Location

**Siambwr Dafydd Orwig, Council Offices, Caernarfon, Gwynedd, LL55 1SH**

Contact Point

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(DISTRIBUTED 25/04/18)

**Dilwyn Williams  
Chief Executive**

**[www.gwynedd.llyw.cymru](http://www.gwynedd.llyw.cymru)**

**WEDNESDAY, 25 APRIL 2018**

Dear Councillor,

**MEETING OF GWYNEDD COUNCIL – THURSDAY, 3 MAY 2018**

**YOU ARE HEREBY SUMMONED** to attend a meeting of **GWYNEDD COUNCIL** which will be held at **1.00 pm** on **THURSDAY, 3RD MAY, 2018** in **SIAMBR DAFYDD ORWIG, COUNCIL OFFICES, CAERNARFON, GWYNEDD, LL55 1SH** to consider the matters mentioned in the following agenda.

Yours faithfully,

A handwritten signature in blue ink, appearing to read "Delys Iwan". The signature is fluid and cursive, with a large initial 'D'.

Chief Executive

The following rooms will be available for the political groups during the morning:-

Plaid Cymru - Siambr Dafydd Orwig

Independent – Siambr Hywel Dda

Llais Gwynedd – Ystafell Gwyrfai

Liberal-Labour - Ystafell Llyfni

United Independent Group for Gwynedd – Ystafell Daron

# AGENDA

**1. CHAIRMAN**

To elect a Chairman for 2018/19.

**2. VICE CHAIRMAN**

To elect a Vice-chairman for 2018/19.

**3. APOLOGIES**

To receive any apologies for absence

**4. MINUTES**

7 - 23

The Chairman shall propose that the minutes of the previous meeting of the Council held on 8<sup>th</sup> March, 2018 be signed as a true record. (attached)

**5. DECLARATION OF PERSONAL INTEREST**

To receive any declaration of personal interest.

**6. THE CHAIRMAN'S ANNOUNCEMENTS**

To receive any Chairman's announcements.

**7. CORRESPONDENCE, COMMUNICATIONS OR OTHER BUSINESS**

To receive any correspondence, communications or other business brought forward at the request of the Chairman.

**8. URGENT ITEMS**

To note any items which are urgent business in the opinion of the Chairman so they may be considered.

**9. QUESTIONS**

To consider any questions the appropriate notice for which have been given under Section 4.19 of the Constitution.

**10. WELSH GOVERNMENT GREEN PAPER - "STRENGTHENING LOCAL GOVERNMENT: DELIVERING FOR PEOPLE"**

To submit the report of the Leader (to follow).

**11. THE HEAD OF DEMOCRATIC SERVICES' ANNUAL REPORT**

24 - 33

To submit the report of the Head of Democratic Services (attached).

**12. APPOINTMENT OF CHAIRMAN OF THE DEMOCRATIC SERVICES COMMITTEE**

To appoint a Chairman of the Democratic Services Committee.

[In accordance with the requirements of Section 14 of the Local Government Bill (Wales) 2011, the Chairperson of the Democratic Services Committee shall be appointed by the Full Council and it cannot appoint a member of a political group which is represented on the executive.]

**13. FINANCIAL REMUNERATION FOR ELECTED MEMBERS** 34 - 38

To submit the report of the Leader (attached).

**14. POLITICAL BALANCE** 39 - 42

To submit the report of the Head of Democratic Services (attached).

**15. AMENDMENTS TO THE CONSTITUTION** 43 - 51

To submit the report of the Monitoring Officer (attached).

**16. GWYNEDD AND MON WELL-BEING PLAN**

To submit the report of the Leader (to follow).

**17. NOTICES OF MOTION**

**(A) NOTICE OF MOTION BY COUNCILLOR JUDITH HUMPHREYS**

In accordance with the Notice of Motion received under Section 4.20 of the Constitution, Councillor Judith Humphreys will propose as follows:-

**“This Council notes:**

- **that European Union Citizenship gives individuals the right to travel, study and work anywhere in the EU**
- **that the range of rights and protections afforded to individuals as European Union citizens are integral to a person’s European identity.**
- **that thousands of people in Wales have voiced concern about losing their European Union Citizenship as a result of the decision to leave the EU.**

- That a substantial majority of the population of Gwynedd voted to Remain in the EU.
- the study released by Jill Evans MEP and carried out by Prof. Volker Roeben of Swansea University entitled 'The Feasibility of Associate EU Citizenship for UK Citizens Post-Brexit'.

**This Council further notes the main findings of this report:**

- that continued European Union Citizenship for Welsh, Scottish, Northern Irish and English citizens is possible under European and International law.
- that this can be achieved through EU legislation and the withdrawal agreement between the UK and EU.
- that no revision of EU Treaties is needed to achieve this.
- that people cannot be stripped of their citizenship against their will.

**This Council welcomes:**

- that a Plaid Cymru motion calling on the UK Government to ensure that UK citizens' right to European Union Citizenship is retained was passed by the House of Commons.

**This Council calls:**

- on the UK Government to put forward the proposal of Associate European Union Citizenship during Brexit negotiations
- on the Welsh Government to demand, through the Joint Ministerial Committee (European Negotiations), that the UK Government includes Associate EU Citizenship in its negotiating position."

## **(B) NOTICE OF MOTION BY COUNCILLOR ALWYN GRUFFYDD**

In accordance with the Notice of Motion received under Section 4.20 of the Constitution, Councillor Alwyn Gruffydd will propose as follows:-

**“That this Council requests the Council Cabinet to re-consider the future of the County’s Youth Service with a presumption in favour of retaining youth clubs and continuing with the financial support given traditionally to voluntary organisations such as the Urdd and Federation of Young Farmers.”**

## **(C) NOTICE OF MOTION BY COUNCILLOR CATRIN WAGER**

In accordance with the Notice of Motion received under Section 4.20

of the Constitution, Councillor Catrin Wager will propose as follows:-

**“This Council recognises that sanitary items are as essential as toilet paper for the personal hygiene of female pupils, and welcomes the revenue funding offered by the Welsh Government to provide free sanitary provision in schools. However, the Council notes that the £29,497 of funding offered for 2017/18 is unlikely to meet the cost of provision in Gwynedd. The Council requests the Cabinet Member for Education to investigate the implied costs and the best possible means of making sanitary items freely available to school age women, giving all young women in Gwynedd access to essential sanitary items without embarrassment, and regardless of family income.”**

**THE COUNCIL THURSDAY, 8 MARCH 2018**

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**Present:** Councillor Annwen Daniels (Chair);  
Councillor Annwen Hughes (Vice-chair).

**Councillors:** Craig ab Iago, Menna Baines, Freya Hannah Bentham, Dylan Bullard, Stephen Churchman, Steve Collings, R. Glyn Daniels, Anwen Davies, Elwyn Edwards, Alan Jones Evans, Aled Evans, Dylan Fernley, Peter Antony Garlick, Simon Glyn, Gareth Wyn Griffith, Selwyn Griffiths, Alwyn Gruffydd, John Brynmor Hughes, R. Medwyn Hughes, Sian Wyn Hughes, Judith Humphreys, Nia Jeffreys, Peredur Jenkins, Aeron M. Jones, Aled Wyn Jones, Berwyn Parry Jones, Charles W. Jones, Elin Walker Jones, Elwyn Jones, Huw Wyn Jones, Keith Jones, Kevin Morris Jones, Sion Wyn Jones, Eryl Jones-Williams, Cai Larsen, Dilwyn Lloyd, Dafydd Meurig, Dilwyn Morgan, Linda Morgan, Dafydd Owen, Edgar Wyn Owen, W. Roy Owen, Jason Parry, Nigel Pickavance, Rheinallt Puw, Dewi Wyn Roberts, Elfed P. Roberts, Gareth A. Roberts, John Pughe Roberts, W. Gareth Roberts, Mair Rowlands, Paul Rowlinson, Angela Russell, Dyfrig Siencyn, Mike Stevens, Gareth Thomas, Ioan Thomas, Hefin Underwood, Catrin Wager, Cemlyn Williams, Eirwyn Williams, Elfed Williams, Gareth Williams, Gethin Glyn Williams and Gruffydd Williams.

**Also in attendance:** Dilwyn Williams (Chief Executive), Iwan Trefor Jones (Corporate Director), Dafydd Edwards (Head of Finance Department), Iwan Evans (Head of Legal Services / Monitoring Officer), Geraint Owen (Head of Corporate Support Department), Rhun ap Iarheit (Senior Solicitor / Deputy Monitoring Officer), Ffion Madog Evans (Senior Finance Manager), Vera Jones (Democratic Manager), Eirwyn Williams (Human Resources Advisory Services Manager), Caroline Roberts (Investment Manager), Dewi Jones (Council Business Service Support Manager) and Eirian Roberts (Member Support Officer).

**1. APOLOGIES**

Councillors Louise Hughes, Anne Lloyd Jones, Eric Merfyn Jones, Linda Ann Jones, Beth Lawton, Dewi Owen, Peter Read and Owain Williams.

**2. MINUTES**

The Chair signed the minutes of the previous meeting of the Council held on 14 December 2017 as a true record.

**3. DECLARATION OF PERSONAL INTEREST**

The Monitoring Officer declared a personal interest in item 9, 'Annual Review - Council's Pay Policy 2018/19' on behalf of the chief officers who were present as the report involved their salaries.

He was of the opinion that it was a prejudicial interest and, along with the Head of Finance Department and the Head of Corporate Support, the Monitoring Officer left the meeting during the discussion on the item.

**4. CHAIR'S ANNOUNCEMENTS**

Condolences were extended to Councillor Simon Glyn following the loss of his father.

Condolences were also expressed with the families of two staff members, namely:

- Iwan Huws from the Consultancy Department who had died recently following an accident.

- Daffni Eynon Williams from the Children's Services Department who had died suddenly approximately a fortnight ago.

It was also noted that the Council wished to express condolences to everyone in the county's communities who had lost loved-ones recently.

The Council stood as a mark of respect.

The following were congratulated:

- Councillor Ioan Thomas on becoming a grandfather to a little girl.
- Sue Owen, Lili Wen florist in Porthmadog, on winning the Welsh Weddings Award Cymru competition for the best florist in North Wales.

The members were thanked for their flexibility as a result of having to change the arrangements of this meeting of the Council at short notice and the Council staff who had gone the extra mile to support the county's communities during the recent severe weather were thanked.

The members were thanked for agreeing to have their photographs taken to celebrate the fact that today was the International Women's Day. Everyone was also encouraged to look on social media to see photographs of many famous women from Gwynedd and to join in on the celebrations by nominating more of them.

Reference was made to the 'Dathlu ein Cymreictod' video which had been shown to the members before the beginning of the meeting. It was explained that the Education Department had commissioned the 'Cewri Cymru' work to support the Secondary Language Charter to promote the sense of Welsh identity.

## **5. SUBMISSION OF A PETITION**

Councillor Cemlyn Williams submitted a petition to the Chair on behalf of nearly 300 children and young people of the Caernarfon area, calling on the Council to keep the Penrallt Youth Club open.

The Chair thanked the member for the petition, noting that he would refer it to the relevant department.

## **6. CORRESPONDENCE, COMMUNITATIONS, OR ANY OTHER BUSINESS**

None to note.

## **7. URGENT ITEMS**

None to note.

## **8. QUESTIONS**

*(The Cabinet Members' written response to the questions had been distributed to the members in advance).*

### **(1) Question by Councillor Nia Jeffreys**

"What steps does Gwynedd Council take to enforce developers who own land or buildings in Gwynedd to look after their sites and keep them tidy and safe?"

**Response from the Cabinet Member for the Environment, Councillor Dafydd Meurig**

"The Council does have some equipment in the toolkit for things like this but, obviously, if we're talking about private land, this would be the owner's responsibility in the long run, but there are some specific tools. There are public protection powers in the Environmental Protection Act 1990 should anything pose a hazard to health and to be able to do something about it, to enforce. Also, there are powers under Section 215 of the Town and Country Planning Act 1990. There are enforcement powers if somewhere is very untidy, but I assume that what's probably behind this is the fact that the Member has been concerned about the untidiness of the Colosseum site in Porthmadog and I think, although this is private land, there has been some movement there and things have now been resolved."

**A supplementary question by Councillor Nia Jeffreys.**

"What can the Council do about buildings, e.g. the Old Mill building or the Seion Chapel building in my ward where local people are concerned about the public's safety as these buildings attract children and young people into them, and also is there something pro-active that the Council can do with the site, e.g. Tŷ Moelwyn in Porthmadog, to prevent the building from deteriorating to such a state in the first instance, once the Revenue and Customs staff have vacated the building?"

**Response from the Cabinet Member for the Environment, Councillor Dafydd Meurig**

"In terms of safety, ensuring the site's safety is a specific matter for the landowner. The Council can use the discretion of these powers to go after the owner if required, but I think, with many similar matters, it is a matter of contacting the department and I to go after things like this if they arise, but we will definitely do so if there's a problem."

**(2) Question from Councillor Sion Jones**

"What's the Cabinet Member's opinion on the future of our County's community and town councils?"

**Response from the Leader of the Council, Councillor Dyfrig Siencyn**

"I'm not sure how much my opinion matters, and I've had an opinion for many years as a member of the Dolgellau Town Council. The answer is there and is legible. There were talks at one point that the Government in Cardiff would place the responsibility of reorganising community councils in the hands of county councils and when I heard this, I was shocked, because I wouldn't wish for the Council to have that responsibility, but then again there is an argument for doing so."

**A supplementary question by Councillor Sion Jones**

"Is it time for us as Gwynedd Council to ask for a radical change in the way community and town councils operate in our communities in Gwynedd and Wales?"

**Response from the Leader of the Council, Councillor Dyfrig Siencyn**

"I like radical changes, and I agree with the member, if local government reorganisation is to happen, there is scope to begin with town and community councils and efforts have been voluntarily made, although they are rare examples, across the county and Wales. There are places in Wales where there is no community council at all and there is a question about their value. When the

regionalisation agenda is progressing as it is, and we are unsure of what direction it is taking (we are waiting to hear from the new Minister), there is concern that this democratic accountability goes further and further from the electors. You could argue that this Council is too far away from its electors but I believe that we must have councils of an appropriate size where they can employ and implement. When you give a council responsibility, it then becomes more than a talking shop, it becomes more operational, but having the accountability there is important. I have referred to our viewpoint as a county council. I believe that we have scope to work and develop ideas on the well-being areas that we have and that we should be using those as a forum to listen to the local opinion and share information locally, but I'm unsure - we might be confusing two things here."

**(3) Question from Councillor Mike Stevens**

"Why are members not allowed to have the direct phone numbers of some officers and, therefore, have to contact them via the call centre?"

**Response - The Deputy Leader, Councillor Mair Rowlands**

"You are all aware that the Council has developed the Members' Portal as a means of sharing information with Councillors. A group of Councillors worked with officers in order to identify the most important information to be included on the portal, and one of the requirements identified at that time by the members was the need for a current list of officers for each field of responsibility, including an e-mail address and direct phone number to be able to contact them. A list of officers on manager level has been identified and included on the Portal and the information is regularly updated by departments in order to ensure that it is up-to-date, when officers might change.

Members may choose to contact officers via the call centre if they so wish, or via e-mail. It's possible to see officers' phone numbers on the e-mail directory on the Surface. However, I encourage the members to use the list of officers on the members portal in the first instance, if they have an issue that requires their attention. Also, I'm aware that a sub-group of the Democratic Services Committee is looking at further developing the Portal to make it easier for members to use."

**A supplementary question by Councillor Mike Stevens**

"Is it possible for us as Councillors to have the phone numbers of all officers somewhere on the Portal so that we can contact them directly?"

**Response - The Deputy Leader, Councillor Mair Rowlands**

"Many officers do field work and are not available in their offices all hours of the day and that's why sometimes we contact on manager level. But I accept your point. We'll look into the matter to see how we can develop what we already have on the portal to make it easier for members to reach more staff."

**9. ANNUAL REVIEW - COUNCIL'S PAY POLICY 2018/19**

The Deputy Leader submitted a report recommending that the Council approved the Pay Policy Statement for 2018/19.

During the discussion, responses were given to questions from members in relation to the Council's attainment in terms of the commitment to pay the living wage to its staff and the logic behind this amendment to the policy for claiming travelling expenses for Officers. Also, in response to an inquiry, it was confirmed that the amendments to the travelling expenses policy would not affect home carers.

**RESOLVED to approve the recommendation of the Chief Officer Appointment Committee to adopt the draft Pay Policy Statement for 2018/19 in Appendix 1 of the report.**

**10. 2018/19 BUDGET AND 2018/19 - 2020/21 FINANCIAL STRATEGY**

The Cabinet Member for Finance submitted:

- A report recommending a budget for the Council's approval for 2018/19
- A medium term plan to cope with the financial deficit 2018/19 - 2020/21.
- The draft decision on the Council Tax based on the Cabinet's recommendation to the Council (based on an increase of 4.8%), along with tables showing the Council Tax level and the increase per community.

He thanked all the staff of the Finance Department, under the leadership of the Head of Finance Department, for their thorough work throughout the year in preparing and leading the Council towards establishing a balanced budget.

During the discussion the following matters were raised:

- Concern about the under-funding as a result of the Barnett Formula and the need to increase the pressure being put on Welsh Government to have a better financial settlement for Gwynedd. It was noted that the current situation was unsustainable and it was suggested that this Council should send a letter to Welsh Government to call for a review of the tax system in its entirety. It was also suggested that, in addition to the continuous lobbying by the Leader, Cabinet Members, the Chief Executive and the Head of Finance Department, it would be beneficial to send a delegation of councillors down to Cardiff to meet the Minister. All members were also encouraged to apply pressure on their Assembly Members.
- The fact that an increase of only 0.6% in the Government Grant had been received for 2018/19, although Welsh Government had received a 2.6% grant increase by Westminster Government, and the need to make it clear to the taxpayers that the Council would not have to increase the Council Tax if it had received a sufficient grant from Welsh Government.
- Concern about the Government's method of funding education by giving with one hand and taking away with the other, and the lack of consistency between the Minister's messages and what was happening on the ground.
- The need to put all Gwynedd residents at the centre of every Council service despite the difficult climate.
- Concern that people found it increasingly difficult to pay the Council Tax and reference was made specifically to the people who were slightly above the threshold to claim Council Tax Support.
- Concern that more and more holiday home owners would transfer to business rates in order to avoid the Council Tax Premium on their houses.
- Concern about the impact of the Council Tax Premium on people who were attempting to sell houses inherited by them as a result of a family member's death.
- A revenue bid to appoint two additional Council Tax inspectors - it was confirmed that the Head of Finance Department would not receive any additional funding for the responsibility of this new task, but that the taxation officer who would be undertaking additional supervision duties would receive a very small increase to reflect this.
- The need for the Council to look at alternative ways to increase income, e.g. by charging a fee for services on caravan owners and offering mortgages for local

people who need houses. It was also noted that there was an overemphasis on privatising services when the Council would be able to do the work itself and make a profit from it.

- Allegations of waste by the Council. The Chief Executive responded that the Audit and Governance Committee was the place to raise such matters, rather than making unfounded allegations in the Council.
- A figure of £190,000 for affordable housing inspectors - it was confirmed that no fees had gone to external companies.
- Propriety of contributing £25,000 to respond to the Wylfa Newydd Plan in the current financial climate.

Many members noted that although they were unhappy with the situation, they were not of the opinion that the Council had any choice but to accept the budget in the situation as it was.

**RESOLVED**

1. Establish a budget of £242,862,930 for 2018/19, to be funded by £175,127,330 of Government Grant and £67,735,600 Council Tax income, with an increase of 4.8%.
2. Establish a capital programme of £8.389m in 2018/19 to be funded from the sources noted in clause 9.4 of the report.
3. That it be noted that the Cabinet Member for Finance, in a decision notice dated 13 November 2017, approved the calculation of the following amounts for 2018/2019 in accordance with Regulations made under Section 33 (5) of the Local Government Finance Act 1992 ("The Act"):
  - (a) 52,083.07 being the amount calculated as Gwynedd's Tax Base in accordance with the Local Authorities (Calculation of Council Tax Base) (Wales) Regulations 1995 as amended, as its Council Tax base for the year.

**(b) Part of the Council's Area - Community Tax Base -**

Aberdaron	558.08	Llanddeiniolen	1,846.18
Aberdyfi	1,004.77	Llandderfel	513.32
Abergwyngregyn	115.92	Llanegryn	158.47
Abermaw (Barmouth)	1,149.17	Llanelltyd	289.10
Arthog	633.10	Llanengan	2,159.63
Bala	774.81	Llanfair	321.03
Bangor	3,855.89	Llanfihangel y Pennant	217.76
Beddgelert	332.99	Llanfrothen	225.29
Betws Garmon	136.30	Llangelynnin	408.83
Bethesda	1,669.25	Llangywer	144.05
Bontnewydd	434.36	Llanllechid	344.45
Botwnnog	455.84	Llanllyfni	1,418.05
Brithdir a Llanfachreth	422.14	Llannor	916.27
Bryncrug	342.88	Llanrug	1,138.32
Buan	229.85	Llanuwchllyn	317.47
Caernarfon	3,522.60	Llanwnda	782.81
Clynnog Fawr	448.12	Llanycil	196.34
Corris	306.43	Llanystumdwy	875.24
Cricieth	937.64	Maentwrog	284.74
Dolbenmaen	618.87	Mawddwy	344.88

Dolgellau	1,237.33	Nefyn	1,467.95
Dyffryn Ardudwy	798.44	Pennal	226.79
Y Felinheli	1,152.14	Penrhyndeudraeth	780.08
Ffestiniog	1,742.49	Pentir	1,138.01
Y Ganllwyd	89.93	Pistyll	253.87
Harlech	787.85	Porthmadog	2,054.96
Llanaelhaearn	450.97	Pwllheli	1,758.31
Llanbedr	321.91	Talsarnau	325.14
Llanbedrog	714.05	Trawsfynydd	506.72
Llanberis	772.34	Tudweiliog	469.37
Llandwrog	1,017.19	Tywyn	1,623.87
Llandygai	968.30	Waunfawr	573.82

namely the amounts calculated as the Council Tax Base amounts for the year for dwellings in those parts of its area to which one or more special items relate.

4. That the following amounts now be calculated by the Council for the year 2018/2019 in accordance with Sections 32 to 36 of the Act:
- (a) £360,509,480 Being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (e) of the Act (gross expenditure).
  - (b) £115,832,220 Being the aggregate of the amounts which the Council estimates for the items set out in Section 32 (3)(a) to (c) of the Act (income).
  - (c) £244,677,260 Being the sum that corresponds with the difference between the above aggregate 3 (a) and the above aggregate 3 (b) calculated by the Council, in accordance with Section 32(4) of the Act, as its budgetary requirements for the year (net budget).
  - (ch) £174,734,334 Being the aggregate of the sums which the Council estimates will be payable for the year into its fund in respect of redistributed Non-domestic Rates and Revenue Support Grant, less the estimated cost to the Council of discretionary Non-domestic rate relief granted.
  - (d) £1,342.91 Being the amount in 3(c) above, less the sum in 3(ch) above, all divided by the sum noted in 2(a) above, that was calculated by the Council in accordance with 33(1) of the Act, which is the basic amount of Council Tax for the year (Gwynedd Council tax and the average community council tax).
  - (dd) £2,207,330 Being the aggregate amount of all special items referred to in Section 34 (1) of the Act (community council precepts).
  - (e) £1,300.53 Being the sum in 3 (d) above, less the result of dividing the amount in 3(dd) above divided by the amount in 2(a) above, that was calculated by the Council in accordance with Section 34 (2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates (Band D for Gwynedd Council Tax only).

(f) For parts of the Council's area -

Aberdaron	1,327.41	Llanddeiniolen	1,314.88
Aberdyfi	1,335.32	Llandderfel	1,318.06
Abergwyngregyn	1,326.41	Llanegryn	1,332.08
Abermaw (Barmouth)	1,348.04	Llanelltyd	1,326.47
Arthog	1,319.48	Llanengan	1,323.68
Bala	1,331.51	Llanfair	1,341.02
Bangor	1,399.26	Llanfihangel y Pennant	1,349.92
Beddgelert	1,327.26	Llanfrothen	1,328.49
Betws Garmon	1,319.61	Llangelynnin	1,324.50
Bethesda	1,340.70	Llangywer	1,328.30
Bontnewydd	1,338.52	Llanllechid	1,322.30
Botwnnog	1,312.60	Llanllyfni	1,328.99
Brithdir a Llanfachreth	1,314.74	Llannor	1,318.71
Bryncrug	1,335.53	Llanrug	1,337.43
Buan	1,316.85	Llanuwchllyn	1,332.03
Caernarfon	1,356.88	Llanwnda	1,332.47
Clynnog Fawr	1,327.31	Llanycil	1,320.90
Corris	1,324.79	Llanystumdwy	1,317.67
Cricieth	1,338.92	Maentwrog	1,321.78
Dolbenmaen	1,319.92	Mawddwy	1,324.89
Dolgellau	1,344.17	Nefyn	1,341.78
Dyffryn Ardudwy	1,337.78	Pennal	1,326.99
Y Felinheli	1,330.91	Penrhyndeudraeth	1,346.68
Ffestiniog	1,415.31	Pentir	1,344.47
Y Ganllwyd	1,333.89	Pistyll	1,334.01
Harlech	1,389.38	Porthmadog	1,328.42
Llanaelhaearn	1,355.97	Pwllheli	1,342.05
Llanbedr	1,344.62	Talsarnau	1,362.04
Llanbedrog	1,325.46	Trawsfynydd	1,336.05
Llanberis	1,331.60	Tudweiliog	1,313.31
Llandwrog	1,347.72	Tywyn	1,355.03
Llandygai	1,322.64	Waunfawr	1,321.44

being the amounts given by adding the amounts of the item or special items relating to dwellings in those parts of the Council's area mentioned above, to the sum given in 3(e) above, divided in each case by the amount of 2(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.

(ff) For parts of the Council's area, the figures noted in Appendix 1, being the amounts given by multiplying the sums specified in 3(f) above by the number which, in the proportions set out in Section 5 (1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with

Section 36 (1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

5. That it be noted that for the year 2018/2019 the North Wales Police and Crime Commissioner has stated the following amounts in a precept issued to the Council, in accordance with Section 40 of the Act, for each of the categories of dwellings shown below:

Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Band I
172.08	200.76	229.44	258.12	315.48	372.84	430.20	516.24	602.28

6. Having calculated the aggregate in each case of the amounts at 3 (ff) and 4 above, the Council, in accordance with Section 30 (2) of the Act, hereby sets the amounts noted in Appendix 2 as the amounts of Council Tax for the year 2018/2019 for each of the categories of dwellings shown in the Appendix.

11. **TREASURY MANAGEMENT - TREASURY MANAGEMENT STRATEGY STATEMENT, MINIMUM REVENUE PROVISION STRATEGY AND ANNUAL INVESTMENT STRATEGY FOR 2018/19**

Submitted - the report of the Cabinet Member for Finance requesting that the Council adopted the proposed strategy.

Referring to the fact that this Council gave loans to local authorities in England, it was asked whether there was a risk that some of those councils could become bankrupt. In response, the Head of Finance Department explained that these councils were credit-rated and that the risk had been spread widely. Also, the loans were temporary and it was 'high impossible' for a council to become bankrupt because it could charge more tax.

**RESOLVED to adopt the Treasury Management Strategy Statement and Annual Investment Strategy for 2018/19 (Appendix A of the report), the Prudential Indicators (Appendix B), the Minimum Revenue Provision Statement (Appendix C) and the merger arrangements with the Pension Fund for the investment of daily cash flow.**

12. **GWYNEDD COUNCIL PLAN 2018/23**

Submitted - the Leader's report inviting the Council to adopt the Gwynedd Council Plan 2017/23.

The officers were thanked for all their work in preparing the report. An apology was expressed that the Corporate Support Department's plan had been left out of the Department's Plan due to an oversight. The members had received a separate copy and the document would be incorporated in the final version of the Council Plan that would be published. Some minor editorial errors would also need to be amended, in addition to adding a paragraph stating that all matters in the plan complied with the Council's Financial Strategy, although it could be impossible to realise all priorities due to the financial context.

During the discussion the following matters were raised:

- It was noted that parents had received a text message from a primary school Headteacher after 9am on two occasions recently, saying that the school was closing as they had no gas, and asking them to return to fetch their children. It

was asked why the parents were not being informed of situations like this earlier, as the school knew about the gas problem before 9am. The Leader responded that this was a matter for the Governors.

- It was asked whether the Derwen Team had plans to extend their criteria to ensure that every child with disabilities in Gwynedd could take advantage of the specialist service that they were offering. The Leader noted that he would forward the question to the Team and the member would receive the answer directly.
- It was asked how much pressure the Council was putting on ensuring an adequate supply of rented housing. The Leader responded that the housing matter was a fundamental priority for him and that discussions had already taken place with housing associations to move this on further. In identifying where there was a need and what the need was, it would be possible to research how the Council could assist the housing associations and he was eager to see buildings up and let.
- In response to an enquiry, the Leader noted that this plan was not only a wish list, and that there were many more details available on the individual plans than what was included in the document. It was an action plan and there was development on details. It would be developed regularly and would possibly change direction.
- It was asked whether the Planning Department had been contacted regarding Improvement Priority 4 - Ensure a greater supply of suitable housing available to our residents. The Leader responded that the planning policy had been discussed as a completely separate matter. Planning matters impacted matters such as these, but the Council had no choice but to act within its policies. The planning question had arisen in the discussions on economic growth and planning touched upon everything. If the Council's planning policies were too stringent, there was room to also review this and the Joint Planning Policy Committee could look at them.
- Concern was expressed that local planning policies were often restricted by national policies which was reflected in the decisions of the Planning Inspectorate.
- The 'Children First' pilot scheme in the Maesgeirchen, Bangor area was welcomed, and a desire was expressed to see the scheme being rolled out to other deprived areas in Bangor such as the Maestryfan Estate, Station Houses and Coed Mawr. The Leader responded that he assumed that this plan was funded by the Government and was therefore dependent on additional funding from Welsh Government, but that he accepted the observation.
- Disappointment was expressed that only 86 of the 245 houses approved in Penrhosgarnedd were affordable housing.
- It was noted that the plan referred to what the individual departments had achieved and a desire was expressed to see more of an emphasis on collaboration between the departments.
- In response to an enquiry, the Leader confirmed that he had complete faith that remodelling the Youth Service would give a better provision to meet the needs of young people of the county, but it would be required to keep an eye on how it would be implemented and what the outcome of the new arrangements would be.
- In response to an enquiry, the Leader explained that he could not guarantee that the Lloyd George Museum, Llanystumdwy would be open forever, but he truly hoped that it would continue. It was more of a national responsibility than this Council's responsibility only, and if the Council could offer any support to ensure the future of the museum, it would do so. It was asked what progress had been made in terms of seeking funding towards establishing the building as a national museum. The Leader responded that he could come back with more details on any steps that would be taken.
- It was asked how taking money away from the Young Farmers would improve support to children and young people in the countryside. The Leader responded

that the new system would target more young people than were previously included. He added that the Council had already extended their support for a year and would extend it for a further nine months, and had also offered the Regeneration Service's support to attempt to aid them with facing the cut.

**RESOLVED to adopt the Gwynedd Council Plan 2018-2023.**

**13. A SURVEY OF GWYNEDD COUNCIL'S ELECTORAL ARRANGEMENTS**

The Deputy Leader presented a report inviting the Council to respond to the Local Democracy and Boundary Commission's draft proposals for the review on electoral arrangements for Gwynedd Council.

During the discussion, the following observations were noted:

- That the Commission's draft proposals went against the recommendations of this Council and the community councils.
- Concern about combining some wards - the Chief Executive confirmed that he would present a strong argument to the Commission against two member constituencies.
- Concern that the timetable for a response to the Commission's draft proposals was very tight.
- Lack of clarity about what had been agreed about the Abersoch Ward and some other wards and, in light of this, it was suggested to refuse the Commission's report in its entirety. The Chief Executive responded that refusing the report was not an option, and the only other choice was to confirm the original proposals presented before the Commission in June 2017. However, the recommendation to hold discussions with the local members in the places where the local members considered that it would be prudent to propose an alternative option, would give members in these areas a better outcome.
- Concern that including Llanfrothen within the Tremadog Ward would mean that the new ward would include parts of four different communities and would bridge the Dwyfor and Meirionnydd areas.
- Some of the Commission's proposals did not take the natural boundary between wards into consideration.
- That the Commission's proposal to keep the Dyffryn Ardudwy Ward as it was and to combine the Llanbedr and Harlech Wards was better than what had been originally put forward by the Council, which was to combine Dyffryn Ardudwy with Llanbedr. The Chief Executive responded that if the members felt that some of the Commission's proposals were better than what the Council had presented, that the Council's proposals could not be pushed so strongly, but that the discussion needed to be had.

**RESOLVED**

- (a) That the Council agrees to respond by re-stating the Council's proposals and pressing on the Commission to accept what was in our original proposals, but authorising the Chief Executive to hold discussions with local members in the places where the local members consider it would be prudent to offer an alternative option, and to authorise the Cabinet to include this alternative option in the formal response if all local members are unanimous in their opinion.**
- (b) That the Council authorises the Cabinet to suggest different names for wards to what is in the Commission's proposals, if there is a local desire to do so.**

**14. COMMITTEES CALENDAR 2018/19**

The Leader submitted the calendar of dates of Council meetings for 2018/19.

**RESOLVED** to adopt the Committees Calendar for 2018/19.

**15. NOTICES OF MOTION**

The following notice of motion was submitted by Councillor Elin Walker Jones, in accordance with Section 4.20 of the Constitution and it was seconded.

**"This Council notes that:**

- **Plastic pollution is an enormous environmental problem which endangers marine life.**
- **12.7 million tonnes of plastic goes into our seas each year. This equates to a truck full of waste every minute.**
- **Pieces of plastic cause the death of a million sea birds and 100,000 aquatic mammals, according to UNESCO.**
- **Plastic waste is a plague on the beautiful landscape, beaches and seas of Wales.**

**The Council further notes that:**

- **Wales' innovative action to charge a fee on single-use bags has led to a 71% reduction in the use of single-use bags within the first three years of the scheme.**
- **International environmental organisations such as Greenpeace had recently called on Welsh Government to take steps to charge a toll on plastic waste such as coffee cups that cannot be recycled.**
- **The Assembly has recently voted in favour of Plaid Cymru's amendment to support schemes to charge a toll on single-use plastics in Wales.**

**The Council calls on Welsh Government:**

**To take urgent action to implement a toll on single-use plastics in Wales and also to consider charging a toll on all plastics to ensure that the seas of Wales are healthy, safe, productive and biodiverse."**

Strong support was expressed to the proposal from many members, and it was proposed to add the following wording to the original proposal:

**"That we carry out an investigation into Gwynedd Council's use of single-use plastic in order to assess how and where we can reduce this use with the aim of becoming a plastic free council."**

The proposer of the original proposal agreed to amend the proposal on these grounds with the Council's consent.

Keep Wales Tidy was thanked for organising a session to tidy up the Hell's Mouth Beach recently.

**RESOLVED**

**This Council notes that:**

- **Plastic pollution is an enormous environmental problem which endangers marine life.**
- **12.7 million tonnes of plastic goes into our seas each year. This equates to a truck full of waste every minute.**
- **Pieces of plastic cause the death of a million sea birds and 100,000 aquatic mammals, according to UNESCO.**

- Plastic waste is a plague on the beautiful landscape, beaches and seas of Wales.

The Council further notes that:

- Wales' innovative action to charge a fee on single-use bags has led to a 71% reduction in the use of single-use bags within the first three years of the scheme.
- International environmental organisations such as Greenpeace had recently called on Welsh Government to take steps to charge a toll on plastic waste such as coffee cups that cannot be recycled.
- The Assembly has recently voted in favour of Plaid Cymru's amendment to support schemes to charge a toll on single-use plastics in Wales.

This Council calls on Welsh Government:

To take urgent action to implement a toll on single-use plastics in Wales and also to consider charging a toll on all plastics to ensure that the seas of Wales are healthy, safe, productive and biodiverse.

That we carry out an investigation into Gwynedd Council's use of single-use plastic in order to assess how and where we can reduce this use with the aim of becoming a plastic free council.

## 16. RESPONSES TO PREVIOUS NOTICES OF MOTION

Submitted, for information:

- (a) A letter from the Foreign Office and the Commonwealth, in response to Councillor Dyfrig Siencyn's notice of motion to the meeting on 14 December 2017, in relation to the situation in Catalonia.
- (b) A letter from Welsh Government, in response to Councillor Owain Williams's notice of motion to the meeting on 14 December 2017, in relation to Welsh history education.
- (c) A letter from Welsh Government, in response to Councillor Craig ab Iago's notice of motion to the meeting on 14 December 2017, in relation to Universal Credit.

**RESOLVED to note the contents of the letters.**

The meeting commenced at 2.00pm and concluded at 5.40pm.

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CHAIR

**Treth Cyngor: Cyngor Gwynedd + Cyngor Cymuned**  
**Council Tax : Cyngor Gwynedd + Community Council**

	<b>Band A</b>	<b>Band B</b>	<b>Band C</b>	<b>Band D</b>	<b>Band E</b>	<b>Band F</b>	<b>Band G</b>	<b>Band H</b>	<b>Band I</b>
Aberdaron	884.94	1,032.43	1,179.92	1,327.41	1,622.39	1,917.37	2,212.35	2,654.82	3,097.29
Aberdyfi	890.21	1,038.58	1,186.95	1,335.32	1,632.06	1,928.80	2,225.53	2,670.64	3,115.75
Abergwyngregyn	884.27	1,031.65	1,179.03	1,326.41	1,621.17	1,915.93	2,210.68	2,652.82	3,094.96
Abermaw (Barmouth)	898.69	1,048.48	1,198.26	1,348.04	1,647.60	1,947.17	2,246.73	2,696.08	3,145.43
Arthog	879.65	1,026.26	1,172.87	1,319.48	1,612.70	1,905.92	2,199.13	2,638.96	3,078.79
Y Bala	887.67	1,035.62	1,183.56	1,331.51	1,627.40	1,923.29	2,219.18	2,663.02	3,106.86
Bangor	932.84	1,088.31	1,243.79	1,399.26	1,710.21	2,021.15	2,332.10	2,798.52	3,264.94
Beddgelert	884.84	1,032.31	1,179.79	1,327.26	1,622.21	1,917.15	2,212.10	2,654.52	3,096.94
Betws Garmon	879.74	1,026.36	1,172.99	1,319.61	1,612.86	1,906.10	2,199.35	2,639.22	3,079.09
Bethesda	893.80	1,042.77	1,191.73	1,340.70	1,638.63	1,936.57	2,234.50	2,681.40	3,128.30
Bontnewydd	892.35	1,041.07	1,189.80	1,338.52	1,635.97	1,933.42	2,230.87	2,677.04	3,123.21
Botwnnog	875.07	1,020.91	1,166.76	1,312.60	1,604.29	1,895.98	2,187.67	2,625.20	3,062.73
Brithdir & Llanfachreth	876.49	1,022.58	1,168.66	1,314.74	1,606.90	1,899.07	2,191.23	2,629.48	3,067.73
Bryncrug	890.35	1,038.75	1,187.14	1,335.53	1,632.31	1,929.10	2,225.88	2,671.06	3,116.24
Buan	877.90	1,024.22	1,170.53	1,316.85	1,609.48	1,902.12	2,194.75	2,633.70	3,072.65
Caernarfon	904.59	1,055.35	1,206.12	1,356.88	1,658.41	1,959.94	2,261.47	2,713.76	3,166.05
Clynnog Fawr	884.87	1,032.35	1,179.83	1,327.31	1,622.27	1,917.23	2,212.18	2,654.62	3,097.06
Corris	883.19	1,030.39	1,177.59	1,324.79	1,619.19	1,913.59	2,207.98	2,649.58	3,091.18
Criccieth	892.61	1,041.38	1,190.15	1,338.92	1,636.46	1,934.00	2,231.53	2,677.84	3,124.15
Dolbenmaen	879.95	1,026.60	1,173.26	1,319.92	1,613.24	1,906.55	2,199.87	2,639.84	3,079.81
Dolgellau	896.11	1,045.47	1,194.82	1,344.17	1,642.87	1,941.58	2,240.28	2,688.34	3,136.40
Dyffryn Ardudwy	891.85	1,040.50	1,189.14	1,337.78	1,635.06	1,932.35	2,229.63	2,675.56	3,121.49
Y Felinheli	887.27	1,035.15	1,183.03	1,330.91	1,626.67	1,922.43	2,218.18	2,661.82	3,105.46
Ffestiniog	943.54	1,100.80	1,258.05	1,415.31	1,729.82	2,044.34	2,358.85	2,830.62	3,302.39
Y Ganllwyd	889.26	1,037.47	1,185.68	1,333.89	1,630.31	1,926.73	2,223.15	2,667.78	3,112.41
Harlech	926.25	1,080.63	1,235.00	1,389.38	1,698.13	2,006.88	2,315.63	2,778.76	3,241.89
Llanaelhaearn	903.98	1,054.64	1,205.31	1,355.97	1,657.30	1,958.62	2,259.95	2,711.94	3,163.93
Llanbedr	896.41	1,045.82	1,195.22	1,344.62	1,643.42	1,942.23	2,241.03	2,689.24	3,137.45
Llanbedrog	883.64	1,030.91	1,178.19	1,325.46	1,620.01	1,914.55	2,209.10	2,650.92	3,092.74
Llanberis	887.73	1,035.69	1,183.64	1,331.60	1,627.51	1,923.42	2,219.33	2,663.20	3,107.07
Llandwrog	898.48	1,048.23	1,197.97	1,347.72	1,647.21	1,946.71	2,246.20	2,695.44	3,144.68
Llandygai	881.76	1,028.72	1,175.68	1,322.64	1,616.56	1,910.48	2,204.40	2,645.28	3,086.16
Llanddeiniolen	876.59	1,022.68	1,168.78	1,314.88	1,607.08	1,899.27	2,191.47	2,629.76	3,068.05
Llandrffel	878.71	1,025.16	1,171.61	1,318.06	1,610.96	1,903.86	2,196.77	2,636.12	3,075.47
Llanegryn	888.05	1,036.06	1,184.07	1,332.08	1,628.10	1,924.12	2,220.13	2,664.16	3,108.19
Llanelltyd	884.31	1,031.70	1,179.08	1,326.47	1,621.24	1,916.01	2,210.78	2,652.94	3,095.10
Llanengan	882.45	1,029.53	1,176.60	1,323.68	1,617.83	1,911.98	2,206.13	2,647.36	3,088.59
Llanfair	894.01	1,043.02	1,192.02	1,341.02	1,639.02	1,937.03	2,235.03	2,682.04	3,129.05
Llanfihangel y Pennant	899.95	1,049.94	1,199.93	1,349.92	1,649.90	1,949.88	2,249.87	2,699.84	3,149.81
Llanfrothen	885.66	1,033.27	1,180.88	1,328.49	1,623.71	1,918.93	2,214.15	2,656.98	3,099.81
Llangelynnin	883.00	1,030.17	1,177.33	1,324.50	1,618.83	1,913.17	2,207.50	2,649.00	3,090.50
Llangywer	885.53	1,033.12	1,180.71	1,328.30	1,623.48	1,918.66	2,213.83	2,656.60	3,099.37
Llanllechid	881.53	1,028.46	1,175.38	1,322.30	1,616.14	1,909.99	2,203.83	2,644.60	3,085.37
Llanllfyni	885.99	1,033.66	1,181.32	1,328.99	1,624.32	1,919.65	2,214.98	2,657.98	3,100.98
Llanor	879.14	1,025.66	1,172.19	1,318.71	1,611.76	1,904.80	2,197.85	2,637.42	3,076.99
Llanrug	891.62	1,040.22	1,188.83	1,337.43	1,634.64	1,931.84	2,229.05	2,674.86	3,120.67
Llanuwchllyn	888.02	1,036.02	1,184.03	1,332.03	1,628.04	1,924.04	2,220.05	2,664.06	3,108.07
Llanwnda	888.31	1,036.37	1,184.42	1,332.47	1,628.57	1,924.68	2,220.78	2,664.94	3,109.10
Llanycil	880.60	1,027.37	1,174.13	1,320.90	1,614.43	1,907.97	2,201.50	2,641.80	3,082.10
Llanystumdwy	878.45	1,024.85	1,171.26	1,317.67	1,610.49	1,903.30	2,196.12	2,635.34	3,074.56
Maentwrog	881.19	1,028.05	1,174.92	1,321.78	1,615.51	1,909.24	2,202.97	2,643.56	3,084.15
Mawddwy	883.26	1,030.47	1,177.68	1,324.89	1,619.31	1,913.73	2,208.15	2,649.78	3,091.41
Nefyn	894.52	1,043.61	1,192.69	1,341.78	1,639.95	1,938.13	2,236.30	2,683.56	3,130.82
Pennal	884.66	1,032.10	1,179.55	1,326.99	1,621.88	1,916.76	2,211.65	2,653.98	3,096.31
Penrhyndeudraeth	897.79	1,047.42	1,197.05	1,346.68	1,645.94	1,945.20	2,244.47	2,693.36	3,142.25
Pentir	896.31	1,045.70	1,195.08	1,344.47	1,643.24	1,942.01	2,240.78	2,688.94	3,137.10
Pistyll	889.34	1,037.56	1,185.79	1,334.01	1,630.46	1,926.90	2,223.35	2,668.02	3,112.69
Porthmadog	885.61	1,033.22	1,180.82	1,328.42	1,623.62	1,918.83	2,214.03	2,656.84	3,099.65
Pwllheli	894.70	1,043.82	1,192.93	1,342.05	1,640.28	1,938.52	2,236.75	2,684.10	3,131.45
Talsarnau	908.03	1,059.36	1,210.70	1,362.04	1,664.72	1,967.39	2,270.07	2,724.08	3,178.09
Trawsfynydd	890.70	1,039.15	1,187.60	1,336.05	1,632.95	1,929.85	2,226.75	2,672.10	3,117.45
Tudweiliog	875.54	1,021.46	1,167.39	1,313.31	1,605.16	1,897.00	2,188.85	2,626.62	3,064.39
Tywyn	903.35	1,053.91	1,204.47	1,355.03	1,656.15	1,957.27	2,258.38	2,710.06	3,161.74
Waunfawr	880.96	1,027.79	1,174.61	1,321.44	1,615.09	1,908.75	2,202.40	2,642.88	3,083.36

**Treth Cyngor: Cyngor Gwynedd + Cyngor Cymuned + Comisiynydd Heddlu a Throsedd Gogledd Cymru**  
**Council Tax : Cyngor Gwynedd + Community Council + North Wales Police and Crime Commissioner**

	<b>Band A</b>	<b>Band B</b>	<b>Band C</b>	<b>Band D</b>	<b>Band E</b>	<b>Band F</b>	<b>Band G</b>	<b>Band H</b>	<b>Band I</b>
Aberdaron	1,057.02	1,233.19	1,409.36	1,585.53	1,937.87	2,290.21	2,642.55	3,171.06	3,699.57
Aberdyfi	1,062.29	1,239.34	1,416.39	1,593.44	1,947.54	2,301.64	2,655.73	3,186.88	3,718.03
Abergwyngregyn	1,056.35	1,232.41	1,408.47	1,584.53	1,936.65	2,288.77	2,640.88	3,169.06	3,697.24
Abermaw (Barmouth)	1,070.77	1,249.24	1,427.70	1,606.16	1,963.08	2,320.01	2,676.93	3,212.32	3,747.71
Arthog	1,051.73	1,227.02	1,402.31	1,577.60	1,928.18	2,278.76	2,629.33	3,155.20	3,681.07
Bala	1,059.75	1,236.38	1,413.00	1,589.63	1,942.88	2,296.13	2,649.38	3,179.26	3,709.14
Bangor	1,104.92	1,289.07	1,473.23	1,657.38	2,025.69	2,393.99	2,762.30	3,314.76	3,867.22
Beddgelert	1,056.92	1,233.07	1,409.23	1,585.38	1,937.69	2,289.99	2,642.30	3,170.76	3,699.22
Betws Garmon	1,051.82	1,227.12	1,402.43	1,577.73	1,928.34	2,278.94	2,629.55	3,155.46	3,681.37
Bethesda	1,065.88	1,243.53	1,421.17	1,598.82	1,954.11	2,309.41	2,664.70	3,197.64	3,730.58
Bontnewydd	1,064.43	1,241.83	1,419.24	1,596.64	1,951.45	2,306.26	2,661.07	3,193.28	3,725.49
Botwnnog	1,047.15	1,221.67	1,396.20	1,570.72	1,919.77	2,268.82	2,617.87	3,141.44	3,665.01
Brithdir & Llanfachreth	1,048.57	1,223.34	1,398.10	1,572.86	1,922.38	2,271.91	2,621.43	3,145.72	3,670.01
Bryncrug	1,062.43	1,239.51	1,416.58	1,593.65	1,947.79	2,301.94	2,656.08	3,187.30	3,718.52
Buan	1,049.98	1,224.98	1,399.97	1,574.97	1,924.96	2,274.96	2,624.95	3,149.94	3,674.93
Caernarfon	1,076.67	1,256.11	1,435.56	1,615.00	1,973.89	2,332.78	2,691.67	3,230.00	3,768.33
Clynnog Fawr	1,056.95	1,233.11	1,409.27	1,585.43	1,937.75	2,290.07	2,642.38	3,170.86	3,699.34
Corris	1,055.27	1,231.15	1,407.03	1,582.91	1,934.67	2,286.43	2,638.18	3,165.82	3,693.46
Criccieth	1,064.69	1,242.14	1,419.59	1,597.04	1,951.94	2,306.84	2,661.73	3,194.08	3,726.43
Dolbenmaen	1,052.03	1,227.36	1,402.70	1,578.04	1,928.72	2,279.39	2,630.07	3,156.08	3,682.09
Dolgellau	1,068.19	1,246.23	1,424.26	1,602.29	1,958.35	2,314.42	2,670.48	3,204.58	3,738.68
Dyffryn Ardudwy	1,063.93	1,241.26	1,418.58	1,595.90	1,950.54	2,305.19	2,659.83	3,191.80	3,723.77
Y Felinheli	1,059.35	1,235.91	1,412.47	1,589.03	1,942.15	2,295.27	2,648.38	3,178.06	3,707.74
Ffestiniog	1,115.62	1,301.56	1,487.49	1,673.43	2,045.30	2,417.18	2,789.05	3,346.86	3,904.67
Y Ganllwyd	1,061.34	1,238.23	1,415.12	1,592.01	1,945.79	2,299.57	2,653.35	3,184.02	3,714.69
Harlech	1,098.33	1,281.39	1,464.44	1,647.50	2,013.61	2,379.72	2,745.83	3,295.00	3,844.17
Llanaelhaearn	1,076.06	1,255.40	1,434.75	1,614.09	1,972.78	2,331.46	2,690.15	3,228.18	3,766.21
Llanbedr	1,068.49	1,246.58	1,424.66	1,602.74	1,958.90	2,315.07	2,671.23	3,205.48	3,739.73
Llanbedrog	1,055.72	1,231.67	1,407.63	1,583.58	1,935.49	2,287.39	2,639.30	3,167.16	3,695.02
Llanberis	1,059.81	1,236.45	1,413.08	1,589.72	1,942.99	2,296.26	2,649.53	3,179.44	3,709.35
Llandwrog	1,070.56	1,248.99	1,427.41	1,605.84	1,962.69	2,319.55	2,676.40	3,211.68	3,746.96
Llandygai	1,053.84	1,229.48	1,405.12	1,580.76	1,932.04	2,283.32	2,634.60	3,161.52	3,688.44
Llanddeiniolen	1,048.67	1,223.44	1,398.22	1,573.00	1,922.56	2,272.11	2,621.67	3,146.00	3,670.33
Llandderfel	1,050.79	1,225.92	1,401.05	1,576.18	1,926.44	2,276.70	2,626.97	3,152.36	3,677.75
Llanegryn	1,060.13	1,236.82	1,413.51	1,590.20	1,943.58	2,296.96	2,650.33	3,180.40	3,710.47
Llanelltyd	1,056.39	1,232.46	1,408.52	1,584.59	1,936.72	2,288.85	2,640.98	3,169.18	3,697.38
Llanengan	1,054.53	1,230.29	1,406.04	1,581.80	1,933.31	2,284.82	2,636.33	3,163.60	3,690.87
Llanfair	1,066.09	1,243.78	1,421.46	1,599.14	1,954.50	2,309.87	2,665.23	3,198.28	3,731.33
Llanfihangel y Pennant	1,072.03	1,250.70	1,429.37	1,608.04	1,965.38	2,322.72	2,680.07	3,216.08	3,752.09
Llanfrothen	1,057.74	1,234.03	1,410.32	1,586.61	1,939.19	2,291.77	2,644.35	3,173.22	3,702.09
Llangelynnin	1,055.08	1,230.93	1,406.77	1,582.62	1,934.31	2,286.01	2,637.70	3,165.24	3,692.78
Llangywer	1,057.61	1,233.88	1,410.15	1,586.42	1,938.96	2,291.50	2,644.03	3,172.84	3,701.65
Llanllechid	1,053.61	1,229.22	1,404.82	1,580.42	1,931.62	2,282.83	2,634.03	3,160.84	3,687.65
Llanllyfni	1,058.07	1,234.42	1,410.76	1,587.11	1,939.80	2,292.49	2,645.18	3,174.22	3,703.26
Llanor	1,051.22	1,226.42	1,401.63	1,576.83	1,927.24	2,277.64	2,628.05	3,153.66	3,679.27
Llanrug	1,063.70	1,240.98	1,418.27	1,595.55	1,950.12	2,304.68	2,659.25	3,191.10	3,722.95
Llanuwchllyn	1,060.10	1,236.78	1,413.47	1,590.15	1,943.52	2,296.88	2,650.25	3,180.30	3,710.35
Llanwnda	1,060.39	1,237.13	1,413.86	1,590.59	1,944.05	2,297.52	2,650.98	3,181.18	3,711.38
Llanycil	1,052.68	1,228.13	1,403.57	1,579.02	1,929.91	2,280.81	2,631.70	3,158.04	3,684.38
Llanystumdwy	1,050.53	1,225.61	1,400.70	1,575.79	1,925.97	2,276.14	2,626.32	3,151.58	3,676.84
Maentwrog	1,053.27	1,228.81	1,404.36	1,579.90	1,930.99	2,282.08	2,633.17	3,159.80	3,686.43
Mawddwy	1,055.34	1,231.23	1,407.12	1,583.01	1,934.79	2,286.57	2,638.35	3,166.02	3,693.69
Nefyn	1,066.60	1,244.37	1,422.13	1,599.90	1,955.43	2,310.97	2,666.50	3,199.80	3,733.10
Pennal	1,056.74	1,232.86	1,408.99	1,585.11	1,937.36	2,289.60	2,641.85	3,170.22	3,698.59
Penrhyndeudraeth	1,069.87	1,248.18	1,426.49	1,604.80	1,961.42	2,318.04	2,674.67	3,209.60	3,744.53
Pentir	1,068.39	1,246.46	1,424.52	1,602.59	1,958.72	2,314.85	2,670.98	3,205.18	3,739.38
Pistyll	1,061.42	1,238.32	1,415.23	1,592.13	1,945.94	2,299.74	2,653.55	3,184.26	3,714.97
Porthmadog	1,057.69	1,233.98	1,410.26	1,586.54	1,939.10	2,291.67	2,644.23	3,173.08	3,701.93
Pwllheli	1,066.78	1,244.58	1,422.37	1,600.17	1,955.76	2,311.36	2,666.95	3,200.34	3,733.73
Talsarnau	1,080.11	1,260.12	1,440.14	1,620.16	1,980.20	2,340.23	2,700.27	3,240.32	3,780.37
Trawsfynydd	1,062.78	1,239.91	1,417.04	1,594.17	1,948.43	2,302.69	2,656.95	3,188.34	3,719.73
Tudweiliog	1,047.62	1,222.22	1,396.83	1,571.43	1,920.64	2,269.84	2,619.05	3,142.86	3,666.67
Tywyn	1,075.43	1,254.67	1,433.91	1,613.15	1,971.63	2,330.11	2,688.58	3,226.30	3,764.02
Waunfawr	1,053.04	1,228.55	1,404.05	1,579.56	1,930.57	2,281.59	2,632.60	3,159.12	3,685.64

## Cynnydd yn y Dreth Cyngor fesul Cymuned / Increase in Council Tax by Community

Cymuned / Community	Sylfaen Drethiannol / Taxbase (Band D)	Praesept / Precept £	Treth Cymuned / Community Tax	Treth Gwynedd / Gwynedd Tax	Treth Heddlu / Police Tax	Cyfanswm / Total (Band D) 2018/19	Band D 2017/18	Cynnydd / Increase 17/18 - 18/19	Cynnydd / Increase %
Aberdaron	558.08	15,000	26.88	1,300.53	258.12	1,585.53	1,515.09	70.44	4.6%
Aberdyfi	1,004.77	34,955	34.79	1,300.53	258.12	1,593.44	1,524.60	68.84	4.5%
Abergwyngregyn	115.92	3,000	25.88	1,300.53	258.12	1,584.53	1,511.68	72.85	4.8%
Abermaw (Barmouth)	1,149.17	54,600	47.51	1,300.53	258.12	1,606.16	1,537.91	68.25	4.4%
Arthog	633.10	12,000	18.95	1,300.53	258.12	1,577.60	1,505.50	72.10	4.8%
Y Bala	774.81	24,000	30.98	1,300.53	258.12	1,589.63	1,519.13	70.50	4.6%
Bangor	3,855.89	380,700	98.73	1,300.53	258.12	1,657.38	1,585.22	72.16	4.6%
Beddgelert	332.99	8,900	26.73	1,300.53	258.12	1,585.38	1,517.86	67.52	4.4%
Betws Garmon	136.30	2,600	19.08	1,300.53	258.12	1,577.73	1,509.74	67.99	4.5%
Bethesda	1,669.25	67,060	40.17	1,300.53	258.12	1,598.82	1,525.49	73.33	4.8%
Bontnewydd	434.36	16,500	37.99	1,300.53	258.12	1,596.64	1,525.92	70.72	4.6%
Botwnnog	455.84	5,500	12.07	1,300.53	258.12	1,570.72	1,501.79	68.93	4.6%
Brithdir & Llanfachreth	422.14	6,000	14.21	1,300.53	258.12	1,572.86	1,505.03	67.83	4.5%
Bryncrug	342.88	12,000	35.00	1,300.53	258.12	1,593.65	1,526.14	67.51	4.4%
Buan	229.85	3,750	16.32	1,300.53	258.12	1,574.97	1,507.12	67.85	4.5%
Caernarfon	3,522.60	198,488	56.35	1,300.53	258.12	1,615.00	1,547.41	67.59	4.4%
Clynnog Fawr	448.12	12,000	26.78	1,300.53	258.12	1,585.43	1,517.41	68.02	4.5%
Corris	306.43	7,434	24.26	1,300.53	258.12	1,582.91	1,515.12	67.79	4.5%
Criccieth	937.64	36,000	38.39	1,300.53	258.12	1,597.04	1,527.26	69.78	4.6%
Dolbenmaen	618.87	12,000	19.39	1,300.53	258.12	1,578.04	1,507.24	70.80	4.7%
Dolgellau	1,237.33	54,000	43.64	1,300.53	258.12	1,602.29	1,535.51	66.78	4.3%
Dyffryn Ardudwy	798.44	29,742	37.25	1,300.53	258.12	1,595.90	1,528.62	67.28	4.4%
Y Felinheli	1,152.14	35,000	30.38	1,300.53	258.12	1,589.03	1,521.34	67.69	4.4%
Ffestiniog	1,742.49	200,000	114.78	1,300.53	258.12	1,673.43	1,579.03	94.40	6.0%
Y Ganllwyd	89.93	3,000	33.36	1,300.53	258.12	1,592.01	1,524.39	67.62	4.4%
Harlech	787.85	70,000	88.85	1,300.53	258.12	1,647.50	1,514.92	132.58	8.8%
Llanaelhaearn	450.97	25,000	55.44	1,300.53	258.12	1,614.09	1,548.33	65.76	4.2%
Llanbedr	321.91	14,193	44.09	1,300.53	258.12	1,602.74	1,535.39	67.35	4.4%
Llanbedrog	714.05	17,800	24.93	1,300.53	258.12	1,583.58	1,515.25	68.33	4.5%
Llanberis	772.34	24,000	31.07	1,300.53	258.12	1,589.72	1,516.16	73.56	4.9%
Llandwrog	1,017.19	48,000	47.19	1,300.53	258.12	1,605.84	1,531.30	74.54	4.9%
Llandygai	968.30	21,408	22.11	1,300.53	258.12	1,580.76	1,511.53	69.23	4.6%
Llanddeiniolen	1,846.18	26,500	14.35	1,300.53	258.12	1,573.00	1,501.30	71.70	4.8%
Llandderfel	513.32	9,000	17.53	1,300.53	258.12	1,576.18	1,512.89	63.29	4.2%
Llanegryn	158.47	5,000	31.55	1,300.53	258.12	1,590.20	1,522.24	67.96	4.5%
Llanelltyd	289.10	7,500	25.94	1,300.53	258.12	1,584.59	1,517.21	67.38	4.4%
Llanengan	2,159.63	50,000	23.15	1,300.53	258.12	1,581.80	1,515.74	66.06	4.4%
Llanfair	321.03	13,000	40.49	1,300.53	258.12	1,599.14	1,519.54	79.60	5.2%
Llanfihangel y Pennant	217.76	10,755	49.39	1,300.53	258.12	1,608.04	1,541.95	66.09	4.3%
Llanfrothen	225.29	6,300	27.96	1,300.53	258.12	1,586.61	1,517.05	69.56	4.6%
Llangelynnin	408.83	9,800	23.97	1,300.53	258.12	1,582.62	1,510.04	72.58	4.8%
Llangywer	144.05	4,000	27.77	1,300.53	258.12	1,586.42	1,519.78	66.64	4.4%
Llanllechid	344.45	7,500	21.77	1,300.53	258.12	1,580.42	1,512.59	67.83	4.5%
Llanllyfni	1,418.05	40,360	28.46	1,300.53	258.12	1,587.11	1,519.31	67.80	4.5%
Llannor	916.27	16,660	18.18	1,300.53	258.12	1,576.83	1,507.05	69.78	4.6%
Llanrug	1,138.32	42,000	36.90	1,300.53	258.12	1,595.55	1,517.65	77.90	5.1%
Llanuwchllyn	317.47	10,000	31.50	1,300.53	258.12	1,590.15	1,522.77	67.38	4.4%
Llanwnda	782.81	25,000	31.94	1,300.53	258.12	1,590.59	1,520.45	70.14	4.6%
Llanycil	196.34	4,000	20.37	1,300.53	258.12	1,579.02	1,510.66	68.36	4.5%
Llanystumdwy	875.24	15,000	17.14	1,300.53	258.12	1,575.79	1,507.69	68.10	4.5%
Maentwrog	284.74	6,051	21.25	1,300.53	258.12	1,579.90	1,511.96	67.94	4.5%
Mawddwy	344.88	8,400	24.36	1,300.53	258.12	1,583.01	1,514.18	68.83	4.5%
Nefyn	1,467.95	60,558	41.25	1,300.53	258.12	1,599.90	1,534.07	65.83	4.3%
Pennal	226.79	6,000	26.46	1,300.53	258.12	1,585.11	1,517.94	67.17	4.4%
Penrhyndeudraeth	780.08	36,000	46.15	1,300.53	258.12	1,604.80	1,534.90	69.90	4.6%
Pentir	1,138.01	50,000	43.94	1,300.53	258.12	1,602.59	1,531.39	71.20	4.6%
Pistyll	253.87	8,500	33.48	1,300.53	258.12	1,592.13	1,525.08	67.05	4.4%
Porthmadog	2,054.96	57,320	27.89	1,300.53	258.12	1,586.54	1,518.74	67.80	4.5%
Pwllheli	1,758.31	73,000	41.52	1,300.53	258.12	1,600.17	1,532.20	67.97	4.4%
Talsarnau	325.14	20,000	61.51	1,300.53	258.12	1,620.16	1,539.04	81.12	5.3%
Trawsfynydd	506.72	18,000	35.52	1,300.53	258.12	1,594.17	1,522.18	71.99	4.7%
Tudweiliog	469.37	6,000	12.78	1,300.53	258.12	1,571.43	1,503.65	67.78	4.5%
Tywyn	1,623.87	88,500	54.50	1,300.53	258.12	1,613.15	1,545.55	67.60	4.4%
Waunfawr	573.82	12,000	20.91	1,300.53	258.12	1,579.56	1,511.76	67.80	4.5%
<b>Awdurdod</b>			<b>2018/19</b>	<b>2017/18</b>		<b>Authority</b>			
<b>Cyngor Gwynedd</b>			<b>1,300.53</b>	<b>1,240.96</b>	<b>4.8%</b>	<b>Gwynedd Council</b>			
<b>Cyngor Gwynedd Heddlu a Throsedd Gogledd Cymru</b>			<b>258.12</b>	<b>249.21</b>	<b>3.58%</b>	<b>North Wales Police &amp; Crime Commissioner</b>			
<b>Cyngorau Cymuned (Cyfartaledd)</b>			<b>42.38</b>	<b>39.72</b>	<b>6.7%</b>	<b>Community Councils (Average)</b>			
<b>Cyfanswm</b>			<b>1,601.03</b>	<b>1,529.89</b>	<b>4.7%</b>	<b>Total</b>			

# Agenda Item 11

MEETING	Full Council
DATE	3 May 2018
SUBJECT	Annual report by the Head of Democratic Services on behalf of the Democratic Services Committee with regards to support for Members
PURPOSE	Report to the Full Council outlining the support that has been developed and is being developed on behalf of Members.
AUTHOR	Geraint Owen, Head of Democratic Services

1. The Annual report for 2017/18 is presented below, outlining the support for members that has been delivered so far over the term of this Council along with the elements that are still being developed for elected members.
2. Under the Local Government Measure (Wales) 2011, the Democratic Services Committee is responsible for specific matters (under Section 11), as follows:
  - Appoint a Head of Democratic Services on behalf of the local authority
  - Review the available support for the Head of the Democratic Services in relation to staff, buildings and other available resources, ensuring they are sufficient for carrying out the requirements of the role
  - Produce a report, at least once a year, to present to the Full Council in relation to support for members.
3. I wish to thank all Members, especially the Chair and members of the Democratic Services Committee, for their support over the past few months.





# THE ANNUAL REPORT OF THE HEAD OF DEMOCRATIC SERVICES

## - Support for Gwynedd Elected Members

(May 2017 – April 2018)



RHOI POBL GWYNEDD YN GANOLOG I BOPETH RYDYM YN EI WNEUD • PUTTING THE  
PEOPLE OF GWYNEDD AT THE CENTRE OF EVERYTHING WE DO

## FOREWORD

As a result of Local Government elections in May 2017 it has been a busy year, and the past 12 months has been a period of change, adapting and learning for Members and officers. The Democratic Services Committee has expressed an ambition to continue to develop the support available for Members to fulfil in their role. We are faced with an exciting and difficult period while attempting to develop the support required within continuous financial challenges.

Under the Local Government Measure (Wales) 2011, the Democratic Services Committee is responsible for specific matters (under Section 11), as follows:

- Appoint a Head of Democratic Services on behalf of the local authority
- Review the available support for the Head of the Democratic Services in relation to staff, buildings and other available resources, ensuring they are sufficient for carrying out the requirements of the role
- Produce a report, at least once a year, to present to the Full Council in relation to support for members.

Reviewing the available support for elected Members in order that they can fulfil their role is a fundamental part of my work and that of the Committee. My sincere thanks to everyone for their past and future input to this important work.



A handwritten signature in black ink, appearing to read 'E. Owen'.

**Head of Democratic Services,  
Head of Corporate Support Department**

## BACKGROUND

Following the May 2017 Local Government elections, 75 members were welcomed to the new Council, with 51 members returning and 24 members joining anew. Reviewing and developing the support available for you as members to be able to fulfil your role successfully is continuous work.

The work to support members in their roles and the provision available have been independently assessed by a Local Government Association this year, and I'm pleased to report that Gwynedd Council has been awarded "The Wales Charter for Member Support and Development", known as 'The Charter'.

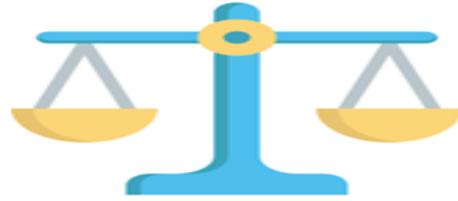
## What support is offered to members?

### LOCAL GOVERNMENT ELECTIONS 2017



- ❖ Considerable work was undertaken to prepare for the 2017 Local Government elections held in May 2017. Members of the Democratic Services Committee gave an input into preparatory arrangements, which included preparatory sessions for prospective applicants, development of a website to share information with prospective members, as well as the creation of a short video to attempt to explain the role of a Councillor in simple terms.
- ❖ On Thursday, 4 May, election results from both count centres were announced in a timely fashion so that the public could follow developments as they happened.
- ❖ Also this year, "Welcome days" were held in a slightly different format to what had taken place in the past, the changes based on the feedback of Councillors who were new in 2012. Attempting to strike the balance between presenting sufficient information to enable members to proceed with the work against swamping members with too much information is very difficult. Feedback from the sessions was extremely positive.
- ❖ However, discussions have been held with Councillors and staff to identify good elements, and also to identify matters that could be improved for the period following the Local Government elections in 2022!
- ❖ Thank you to everyone for their hard work during this period.

## GOVERNANCE ARRANGEMENTS



- A new Cabinet was established in Gwynedd Council under the leadership of the new Leader, Councillor Dyfrig Siencyn. The Leader has been very supportive of developing a training programme to further develop the skills of Cabinet Members to enable them to be effective in their roles.
- Scrutiny arrangements were reviewed in 2016/17, and the Council made its decision about the new scrutiny arrangements at its meeting on 3 March 2017, to be operational from May 2017 onwards. The new arrangements have been established, but as with any new arrangement, there is a need to adapt slightly as we proceed.
- The role of the Scrutiny Forum prioritises the right matters to thoroughly scrutinise, along with the relationship between Cabinet Members and the Scrutiny Chairs and Vice-chairs. A development has been made in terms of more pre-scrutiny, and there is room to build further on this development to the future.
- I wish to take this opportunity to remind all members that they can raise a matter to be considered as a scrutiny matter by contacting the Chair of the relevant scrutiny committee or one of the scrutiny support officers. The possible item will then be included on the “*gwyntyllu*” log, and a decision can be made on how to proceed – a scrutiny committee item, an investigation, or whether there is a different solution to address the matter.
- In looking forward, we are eager to address the messages that have been received regarding the need to hold informal sessions to enable all members to meet and receive information about a specific subject. A recent example was the informal session held to provide an opportunity to learn more about North Wales Economic GROWTH developments.

## ELECTRONIC PROVISION



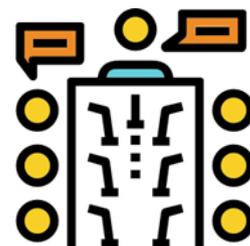
- Since 2012, the Council has encouraged electronic communication with Councillors to ensure that information is received swiftly and to reduce the Council's carbon footprint by reducing the use of paper.
- The majority of Members now have electronic devices which enable them to receive information and to support their work as a Councillor. The new devices can do much more than the previous i-pads, which were only used to read committee documents, receive e-mails and manage the calendar. The new devices enable Councillors to undertake their work in their wards, store their documents etc, as well as emails and committee documents.
- However, there have been some issues with the new provision. I corresponded with all members asking for examples of the problems they faced. I have reported on the issues to the Democratic Services Committee in April 2018 noting that issues vary from issues with the device or software, the need for more training or tips to use it better, and specific frustrations with the e-mail “app”.
- We have worked with the TI service, and as a result, the Committee Members have received a report on a possible solution to the frustrations arising from the e-mail “app”. A short pilot was held to trial the solution, and initial responses have been positive. We will now offer the solution in a rolling programme to all Council members.

## COMMUNICATION / INFORMATION

- One of the main issues raised by elected members before May 2017 was the need to be able to receive timely information from one source, and to be able to search for information themselves. To this end, the Porth was developed.
- The Porth offers a number of various elements to assist Members in their work.
  - A 'news' page includes the latest information,
  - e-learning material along with copies of any slides from training sessions to enable distance learning
  - claiming travelling expenses
  - information library

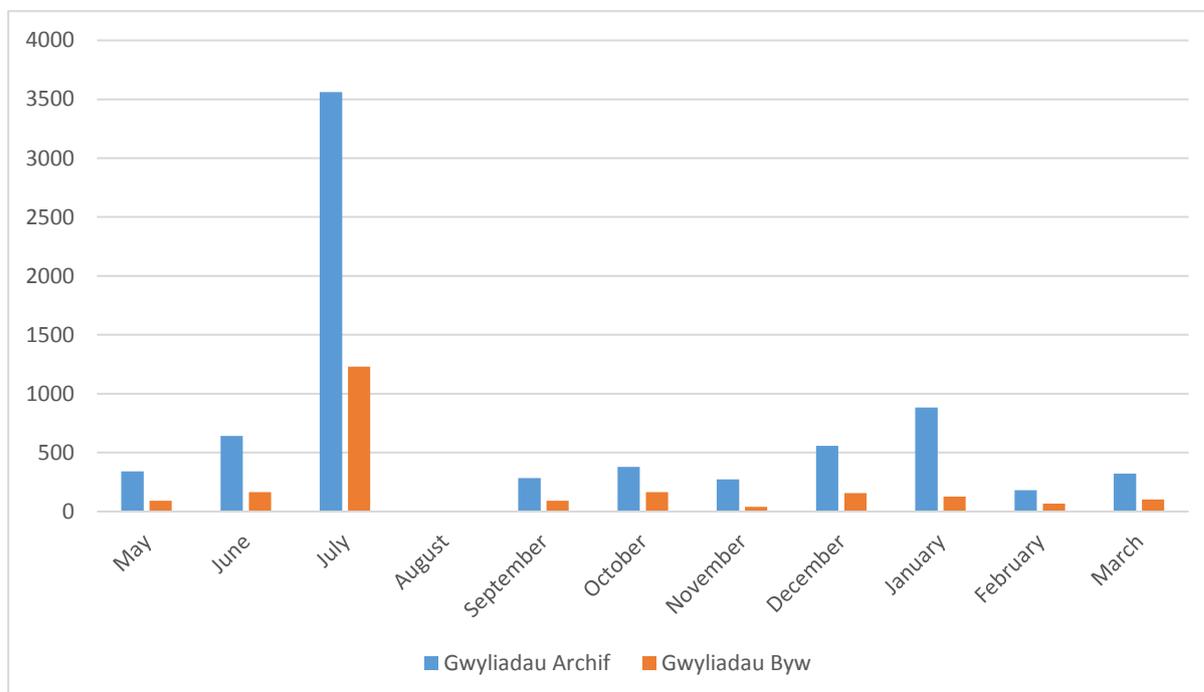
- frequently asked questions
- However, a sub-group of the Democratic Services Committee has already identified that use of the porth in general is quite limited. This is due to various reasons, including the two main reasons, namely a lack of awareness of the porth's content and that it is not as easy to use as other websites.
- Members' awareness of the Porth's content was raised through informal sessions in Area Forums/Committee sessions in March. Constructive observations were received on how to improve the provision and hopefully there will be more use of the resource in future.
- The Democratic Services Committee will monitor this element and attempt to identify areas to further develop if required. This work continues to develop.
- On the other hand, as noted above, there are also opportunities to communicate on specific matters in different ways. We are now considering the way forward to hold informal sessions that will enable members to have a conversation about a specific subject outside committee boundaries. This work will be driven forward in 2018/19.
- The Porth also includes current information about officers within services who can be contacted with enquiries. Responses were received to enquiries regarding difficulties to ensure a response in some areas, and work has been undertaken to try to rectify the situation. Council arrangements are clear that a response to an enquiry should be sought by informally contacting the relevant officer in the first instance, and a discussion could also be held with the relevant Cabinet Member. The Member/Officer contact protocol has been reviewed during the year to ensure clarity on the matter.

**LOCATION OF MEETINGS AND  
ENSURING A MORE OPEN  
DEMOCRACY**



- To ensure a more open Democracy, it is essentially important that the public are aware of what will be discussed at different Council committee meetings, and this within reasonable time. It is managed to ensure that 96% of committee papers are distributed six clear working days before the date of the Committee meeting. Papers are available bilingually on the Council website and on Modern.gov.
- Another element of ensuring public access and a more open Democracy is the Council's plan to webcast the meetings of some specific committees. Many have reported that the ability

to view events via this medium assists them from having to travel to attend a committee meeting.



Again, Gwynedd Council is seen to be at the forefront by ensuring bilingual webcasting provision is available.

- The Council also acknowledges that it is challenging for some members to attend some meetings. A number of informal sessions (such as consultation on the contents of the Council plan, an informal finance seminar for members) have been held on different dates and in different locations across the county in order to try to be more flexible and convenient for Members.
- Additionally, a number of training sessions have been held in different ways. The area forums/committee have been used for training, along with offering on-line training sessions, webinars and recording some training sessions.
- As a large county geographically, we need to develop our practice of using the live video conferencing provision. Also, Skype provision is available on Members' devices, and therefore, it is sensible that we explore how we can make further use of this resource to contact members for shorter meetings. We will undertake further work on this development during 2018/19.

## TRAINING

- An extensive training programme is offered based on suggestions from:
  - Individual members
  - The Democratic Committee (sub-group)
  - Officers and Departments (specialist fields)
- The content of the programme for 2018/19 is still growing and evolving
- The Leadership development programme runs alongside this. It includes opportunities for leaders and prospective leaders to take advantage of Regional and National programmes (through the WLGA). In addition to this, workshops tailored for Gwynedd Council will be arranged, e.g. a '5 Behaviours of a Cohesive Team' workshop commissioned for the Cabinet.
- A range of development opportunities are offered that include 'traditional' training, and alternative learning methods such as workshops, coaching, mentoring, visits and e-learning.
  - There are development titles in specialist fields, e.g. *Planning*, and also personal development titles e.g. *Presentation Skills*.
  - In addition to sessions for the entire Council, other events include training for smaller groups and one-to-one session e.g. coaching. This gives Members more options to be able to attend, and smaller numbers in sessions gives everyone an opportunity to contribute and learn more effectively.
  - Learning sessions through technological methods are being developed, which will be available from anywhere with internet connection, at times that are convenient for individuals. This includes a series of e-learning modules and Webinars.
  - Confidential developmental sessions (one to one) are offered with Officers from the *Democratic Services*, to give Members the opportunity to reflect on their role and consider any fields they wish to develop, and draw up a *Personal Development Programme*.
- To assess the impact of the learning, Members are asked to respond to the question: "*Does the learning and development provision help you as a Member to fulfil your role effectively in order for you to be able to provide a better service for the people of Gwynedd?*" and "*How can we improve the provision?*"
  - Average score for 2016-17: 9.8/10
- All training attended by Members is recorded, and the information is available to them to create Annual Reports.

- The Learning and Development Team is collaborating with IT to create a resource where Members (in time) can see their development programme and personal training record.
  
- To develop the learning and development programme in future, all Members are invited to meet with a qualified officer to develop a customised learning and development programme to suit their individual needs. Many newly elected Members took advantage of the opportunity, and common development areas were fed into the learning and development programme that is available for all Members. If any Member wishes to discuss their individual development needs then contact myself, or Vera Jones - Democratic Services Manager.

#### OTHER DEVELOPMENTS

- Publish members' salaries and costs in accordance with requirements, and manage to influence the Independent Remuneration Committee to adapt their guidelines.
  
- Develop simpler arrangements to enable members who wish to produce an annual report to do so, and making a provision to publish them on the website so that Gwynedd citizens can see what their local Member has been doing.

# Agenda Item 13

<b>MEETING</b>	<b>FULL COUNCIL</b>
<b>DATE</b>	<b>3 MAY 2018</b>
<b>SUBJECT</b>	<b>FINANCIAL REMUNERATION FOR ELECTED MEMBERS</b>
<b>CABINET MEMBER</b>	<b>Councillor Dyfrig Siencyn</b>
<b>AUTHOR</b>	<b>Geraint Owen, Head of Democratic Services and Head of Corporate Support Department.</b>

## BACKGROUND

1. The annual report of the Independent Remuneration Panel for Wales has been published (February 2018). The Panel's annual report will be implemented for the 2018/19 financial year.

1.1 Following the 2017 elections, the Panel visited every local Authority to discuss various aspects of remuneration for Members. The Panel's recommendations are based on those discussions and have now been published. A copy of the final report can be seen by clicking on the following link:

[Financial Remuneration Panel Annual Report 2018](#)

1.2 Main points from the report:

- Increase of £200 in the basic salary for all elected Members (increasing from £13,400 to £13,600 - equivalent to 1.49%) from April 2018
- No change in the salaries of the Leader and Deputy Leader
- Abolish the arrangement for having two tiers/levels of remuneration for Cabinet Members and Committee Chairs.
  - Place Cabinet Members on ONE salary level (£29,300)
  - Place Committee Chairs on ONE salary level (£22,300)  
(The basic salary is included in the salary).
- A request by the Panel to encourage members to claim reimbursement of care costs so that the members in question are not under a financial disadvantage.

## MATTER FOR DISCUSSION

2.1 The Financial Remuneration Panel's rulings bind Councils to make the payments as it determines. The only usual way not to make payments, that is for individual Members to declare that they do not wish to accept all or a proportion of the payments, is by contacting the Head of Democratic Services directly.

## **Committee Chairs**

- 2.2 The Council has a responsibility to consider whether there is a difference in the responsibilities of Committee Chairs. In accordance with the Panel's report, a restriction is placed on the number of senior salaries that it is possible to pay. The restriction for Gwynedd is **18** and based on the Council's previous decisions, they are paid to the following:
- Leader
  - Deputy Leader
  - 8 other Cabinet members
  - The Leader of the largest Opposition
  - Committee Chairs
    - Scrutiny Committee (x3)
    - Audit and Governance Committee
    - Planning Committee
    - Licensing Committee (Central and General count as one Committee)
    - Pensions Committee
- 2.3 During its meeting on 12 April 2018, members of the Democratic Services Committee considered the responsibilities of other Committee Chairs who do not currently receive special remuneration, such as the Employment Appeals Committee, the Language Committee and the Democratic Services Committee.
- 2.4 Based on a survey undertaken outlining information about the workloads of Committee Chairs, the Democratic Services Committee recommend that the senior salaries should be paid to the 18 roles noted in paragraph 2.2 above.

## **Civic Salaries (Council Chairs and Vice-chairs)**

- 2.5 In the context of Civic Salaries for the Council Chair and Vice-chair, the Panel has made aware that a number of Councils have set their civic salaries in accordance with the population groups (A,B and C – Gwynedd is in Group B ). It was considered that this was not necessarily reflecting the specific responsibilities attached to the roles. As a result the Panel has determined three levels of civic salary (see the following table) which may be paid.
- 2.6 Each Authority must decide what level (if at all) will be paid for these roles according to local factors. This allows for Council Chair and Vice Chairs in the same authority to be paid at different levels.
- 2.7 In Gwynedd, as well as chairing meetings of the Full Council, the civic head (Council Chair) is the Authority's 'first citizen' and 'ambassador', who represents the Council on all types of occasions, including events with other organisations and outside bodies.

Level	Chair of the Council	Vice-chair of the Council
1	£24,300	£18,300
2	£21,800	£16,300
3	£19,300	£14,300

*\* The basic salary (£13,600) is included in the civic salary.*

- 2.8 The Democratic Services Committee discussed the matter during its meeting on 12 April 2018. Based on information and an understanding about the requirements of the role, members of the Committee agreed that the requirements of the role were higher than the requirements on Chairs of other committees. The Democratic Services Committee recommend as follows:
- Civic salary for the Chair of the Council should be at Level 1 (£24,300)
  - Civic salary for the Vice-Chair of the Council should be at Level 2 (£16,300)

### **RECOMMENDATION**

3. The Democratic Services Committee discussed the matters during their meeting in April and recommend as follows:
- Senior Salaries to be paid to the 18 roles noted in paragraph 2.2 above.
  - Civic salary for the Chair of the Council should be at Level 1 (£24,300)
  - Civic salary for the Vice-Chair of the Council should be at Level 2 (£16,300)

## RESPONSIBILITIES OF COMMITTEE CHAIRS 2017/2018

COMMITTEE	PROGRAMMED	ACTUAL	ADDITIONAL RESPONSIBILITIES
EDUCATION AND ECONOMY SCRUTINY COMMITTEE	5	5	SCRUTINY FORUM X 4 MEETINGS WITH DEPARTMENT HEADS x 3 GROWTH SESSION X 1 PERFORMANCE MONITORING MEETINGS (optional)
COMMUNITIES SCRUTINY COMMITTEE	5	5	SCRUTINY FORUM X 4 SCRUTINY INVESTIGATION (optional)
CARE SCRUTINY COMMITTEE	5	4	SCRUTINY FORUM X 4 MEETINGS WITH DEPARTMENT HEADS x 3
AUDIT AND GOVERNANCE COMMITTEE	7	7	SCRUTINY FORUM X 4 FINANCE MANAGEMENT TEAM X 3 PRESENTATIONS + INTERVIEW PANEL X 2 SCRUTINY INVESTIGATION (optional)
CENTRAL LICENSING COMMITTEE	4	4	LICENSING SUB-COMMITTEES x 2
GENERAL LICENSING COMMITTEE	4	4	LICENSING SUB-COMMITTEES x 6 CONSULTATION ON ANY TAXI APPLICATION OUTSIDE THE POLICY - AVERAGE OF 1-2 APPLICATIONS PER WEEK
PLANNING COMMITTEE	14	14	PLANNING APPLICATIONS SITE VISITS TRAINING X 3
PENSIONS COMMITTEE	5	5	PENSION BOARD (to be held to account) X 5 INVESTMENT PANEL X 5 WALES PENSION PARTNERSHIP JOINT COMMITTEE X 4 CHAIR THE ANNUAL MEETING OF THE EMPLOYERS OF THE PENSION FUND AND REPRESENT THE COUNCIL AT NATIONAL MEETINGS TRAINING / CONFERENCES X 3
EMPLOYMENT APPEALS COMMITTEE	10	4	TRAINING X 1
DEMOCRATIC SERVICES COMMITTEE	4	3	ATTENDING LLANDRINDOD MEETINGS X 2 PORTAL AND SURFACE SUB-GROUP (optional)
STANDARDS COMMITTEE	4	3	ATTENDING THE NORTH WALES STANDARDS FORUM X 1 WALES STANDARDS COMMITTEE CONFERENCE x 1
LANGUAGE COMMITTEE	4	4	

CHAIR OF THE COUNCIL	6	7	<p>During 2017-2018, the Chair of the Council attended over forty events to foster community identity and pride, as well as promoting the Council's interests and reputation.</p> <p>She hosted eighteen of those occasions in her capacity as Chairman of the Council.</p> <p>Five other occasions were events organized by a department of the Council and led by the Leader or Cabinet Member.</p> <p>She accepted nineteen various external invitations and attended as the Council's ambassador.</p>

<b>MEETING</b>	<b>FULL COUNCIL</b>
<b>DATE</b>	<b>3 May 2018</b>
<b>TITLE OF THE REPORT</b>	<b>The Council's Political Balance</b>
<b>PURPOSE</b>	<b>Annual Review of the Council's Political Balance</b>
<b>RECOMMENDATION</b>	<b>Allocation of seats on the Council's Committees</b>
<b>AUTHOR</b>	<b>Geraint Owen, Head of Democratic Services</b>

## 1. INTRODUCTION

1.1 A report to the Full Council on 5<sup>th</sup> October 2017 noted that the Council's political balance is as follows:

Plaid Cymru	41
Independent	23
Llais Gwynedd	6
Liberal/Labour	2
Gwynedd United Independents	3

**TOTAL** **75**

1.2 Since then, Councillor Nigel Pickavance has left the Independent Group and become an individual member.

1.3 To summarise, following the changes noted, the political constitution of the Council is as follows:-

Plaid Cymru	41
Annibynnol	22
Llais Gwynedd	6
Liberal/Labour	2
Gwynedd United Independents	3
Individual Member	1

**Cyfanswm** **75**

## 2. ALLOCATION OF SEATS ON COMMITTEES

2.1 To remind members, the four main rules included in the Local Government and Housing Act 1989 in relation to the allocation of seats are noted here:-

- 2.2 (a) Every seat on a committee cannot be allocated to the same political group;
- (b) The majority of seats on a committee must be allocated to a political group if the

number of persons who are members of that group constitute a majority of the Council's members;

(c) Subject to paragraphs (a) and (b) above, the number of seats on ordinary committees allocated to each political group will be the same as the number of total seats the members of that group have on the Council;

(ch) Subject to paragraphs (a), (b) and (c) above, the number of seats on a committee allocated to each political group will be the same proportion of seats on the committee as the number of seats the members of that group have on the Council.

2.3 In order to ensure that these rules are adhered to, the Council has been dealing with committees in different blocks in the past. Also, this makes it easier to ensure that rule (c) in paragraph 2.2 above is adhered to.

### **3. CHANGES TO SEATS ALLOCATED ON COMMITTEES**

3.1 The changes mean that the Individual member gains a seat on the Care Scrutiny Committee and the Licensing Committee at the expense of the Independent Group. (see Appendix A).

3.2 The Council is asked to adopt the allocation of seats based on the political balance as noted in Appendix A.

### **4. CHAIRPERSONSHIPS AND VICE-CHAIRPERSONSHIPS**

4.1 In order to respond to the requirements of the Local Government Measure (2011) in terms of allocation of chairpersonships and vice-chairpersonships the committees are divided into separate blocks.

4.2 In accordance with the requirements of sections 66-75 of the Local Government (Wales) Measure 2011 it was a requirement to allocate the chairpersonships of scrutiny committees in order to ensure, as far as possible, that political balance was reflected in those chairpersonships and that the groups that were not represented on the executive were given a fair proportion of the chairpersonships.

4.3 The only committees in which the chairs are to be allocated on the basis of political balance are the following Scrutiny Committees. The Chairs were allocated as follows in 2017/18.

Education and Economy	Independent
Communities	Plaid Cymru
Care	Independent

4.4 In accordance with section 83 of the Measure, the chairperson of the Audit Committee cannot be a member of a political group which is represented on the executive.

4.5 It is recommended that the allocation to the chairpersonships remains consistent with the allocation in 2017/18, in line with the statutory rules.

4.6 There are no statutory or constitutional provisions to control the appointments to the vice-chairpersonships or to the chairpersonships of the remaining committees (other than a member of the executive cannot chair the Licensing Committee).

4.7 The committees themselves will elect their chairpersons in these cases subject to the procedural rules which limit the term of a Chairperson to two years.

## 5. RECOMMENDATION

4.1 The Council is asked to:

- adopt the allocation in Appendix A, which reflects the current political balance of the Council.
- delegate the power to the Head of Democratic Services to make appointments to the committees on the basis of political balance and in accordance with the wishes of the political groups.
- allocate the chairpersonships of scrutiny committees on the basis of political balance as follows:

Education and Economy Scrutiny Committee	Independent
Communities Scrutiny Committee	Plaid Cymru
Care Scrutiny Committee	Independent

## APPENDIX A - ALLOCATION OF SEATS ON COMMITTEES

A	Plaid Cymru	Independent Group	Llais Gwynedd	Lib/Lab	Gwynedd United Independents	Individual member	Total
Education and Economy Scrutiny Committee	10	5	2	0	1		18
Communities Scrutiny Committee	10	5	2	1	0		18
Care Scrutiny Committee	10	6 5	1	0	1	1	18
Audit and Governance	10	5	1	1	1		18

B	Plaid Cymru	Independent Group	Llais Gwynedd	Lib/Lab	Gwynedd United Independents	Individual member	Total
Democratic Services	8	5	1	0	1		15
Planning	8	4	1	1	1		15
Central Licensing	8	5 4	1	1	0	1	15
Language	8	5	1	0	1		15
Chief Officers Appointment	8	5	2	0	0		15
Employment Appeals	4	2	1	0	0		7

<b>Number of seats</b>	<b>84</b>	<b>45</b>	<b>13</b>	<b>4</b>	<b>6</b>	<b>2</b>	<b>154</b>
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C	Plaid Cymru	Independent Group	Llais Gwynedd	Lib/Lab	Gwynedd United Independents	Individual member	Total
Pensions	4	2	0	1	0		7
Local Joint Consultative Committee	6	3	1	0	1		11
SACRE	4	3	0	0	0		7
Joint Planning Policy Committee	5	2	1	0	0		8

<b>Total seats</b>	<b>103</b>	<b>55</b>	<b>15</b>	<b>5</b>	<b>7</b>	<b>2</b>	<b>187</b>
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<b>COMMITTEE</b>	<b>COUNCIL</b>
<b>DATE</b>	<b>3rd May 2018</b>
<b>TITLE</b>	<b>Amendments to the Constitution</b>
<b>PRESENTED BY</b>	<b>Councillor Simon Glyn Chairman of the Communities Scrutiny Committee.</b>
<b>CABINET MEMBER</b>	<b>Councillor Dafydd Meurig , Environment Portfolio Holder.</b>
<b>PURPOSE</b>	<b>To implement the recommendations of the Communities Scrutiny Committee to adapt the Planning Delegation Scheme.</b>
<b>RECOMMENDATION</b>	<b>To adopt the adaptations to the Planning Delegation Scheme, Section 13 Appendix 3 Part 11 Head of the Regulatory Department, in accordance with what is noted in Appendix 1 of the report.</b>
<b>AUTHOR</b>	<b>Iwan Evans, Monitoring Officer</b>

## **Background**

1. This report includes recommendations to amend a specific element of the Constitution, namely the Planning Delegation Scheme. The specific adaptations can be seen in Appendix 1.
  
2. In March 2017, a Communities Scrutiny investigation was completed into the Planning field. One of the areas under consideration was the number of planning applications that come before the Planning Committee. The investigation's findings were that the number of applications that came before the Committee were high and therefore consideration needed to be given to adapting the Delegated Planning Scheme. This was the formal recommendation of the Communities Scrutiny Committee. Informal consultation was also conducted with members of the Planning Committee in November on the prospective adaptations. There was support in principle for the suggestions.
  
3. Further consultation was conducted with the Communities Scrutiny Committee on 22nd February 2018 regarding the wording of the new delegated scheme and it was resolved to accept the adaptations. The Scrutiny Committee report can be seen in Appendix 2, and this gives all of the background. The advantages and benefits of adapting the Delegation Scheme that were considered are noted in part 7.2 of the Scrutiny report. These are the applications which must be brought before the Planning Committee for consideration.

<https://democratiaeth.cyngor.gwynedd.gov.uk/documents/s16060/Planning%20Delegation%20Plan.pdf?LLL=1~>

### **Section 13 Appendix 3 Part 11 Head of Environment**

4. The proposed amendments can be seen specifically in Appendix 1. A number of the amendments deal with ensuring consistency and tidying up technical issues. The amendments can be summarised as follows:
  - 4.1 Number 2 deals with planning applications and objections from Elected Members or Planning Service staff. This creates an assurance in order to deal with matters in a transparent way, and that any such applications are dealt with in public by the Committee. Number 3 deals with a similar situation with close relatives.
  - 4.2 Number 5 - has been deleted as other parts of the scheme can deal with applications of this type.
  - 4.3 Number 6 - Currently the threshold of three objections to a planning application contrary to the officer's recommendation means that the matter will go before the Planning Committee. This entails that the receipt of any three items of correspondence places the item on the Committee's agenda without any context. Based on the information submitted to the Scrutiny Committee during the investigation in 2017, the Scrutiny Committee was supportive of not having a threshold for the number of items of correspondence. The Local Member's discretion to refer an application to the Planning Committee remains (Number 1) and also the Head has the discretion to refer applications to Committee as is considered appropriate (Number 7).
  - 4.4 Number 9 - It is not considered necessary to differentiate between commercial, industrial or retail development that exceeds 500 square metres and developments for a building or buildings that are more than 1000 square metres. It is considered that the adaptation addresses these in one relevant point setting a threshold of 1000 square metres be they commercial buildings, retail or any development of another type. This reflects the statutory definition of Major Development.
  - 4.5 Number 10 - this is included in order to address land developments that are in excess of 0.5 hectares. It is considered that this point addresses a number of substantial caravan applications (number 11) and any other development that may be substantial.
  - 4.6 Numbers 11 and 12 have been deleted on the grounds that either one of the other headings now address these( Number10) , and that the Local Member's discretion still exists to call-in a matter to Committee if it is considered a matter of local planning importance.
  - 4.7 It should be noted that number 8 (developments of 5 houses or more) has been retained in the scheme.

#### **RECOMMENDATION:**

**To adopt the adaptations to the Planning Delegation Scheme, Section 13 Appendix 3 Part 11 Head of the Regulatory Department, in accordance with what is noted in Appendix 1 of the report.**

## APPENDIX 1

### Gwynedd Council Planning Delegation Scheme

1. Planning applications where the Councillor in whose ward a proposed development is located, or any other two members, submit(s) a written request to the Planning Manager within the established timescale so that the matter is referred for a decision by the Planning Committee. The written request should include clear planning reasons why a request is made for the application to be referred to Committee. A notification letter should be sent to all local members. The prescribed period for advertising shall be 16 calendar days from the date of the notification letter. A local member may discuss an application with officers before referring it to Committee.
2. Planning applications and/or objections/support for a planning application submitted by Elected Members or current staff of the Planning Service.
3. Planning applications and/or objections/support for a planning application submitted by a close relative of an Elected Member or current staff of the Planning Service. To this end, a "close relative" is defined as a mother or father, husband or wife, partner, child, brother or sister, grandmother or grandfather, grandson or granddaughter.
4. Applications which include an Environmental Impact Assessment.
5. ~~An application for consent to erect power lines with a capacity of 32KV or more.~~
6. ~~Applications where three or more observations, which are contrary to the officers' recommendation, have been received within the consultation period.~~
7. Planning applications that should be referred to Committee according to the Head of Environment Department.
8. Planning applications for housing where the number of houses provided is five or more
9. Planning applications for a commercial, industrial or retail development that is larger than 500 square metres the provision of a building or buildings where the floor space to be created by the development is 1000 square meters or more; or
10. Planning applications for developments on a site which is 0.5 hectares or more in size
11. ~~Applications for more than five caravans.~~
12. ~~Full planning applications for telecommunication masts and equipment.~~

'Planning applications' are defined as: full applications, householder applications, outline applications, reserved matters applications, listed building applications, Conservation Area applications, display of advertisements applications, minerals and waste applications, applications to remove or vary condition(s), applications to remove or vary Planning Obligations, non-material amendments applications.

## APPENDIX 2

<b>COMMITTEE</b>	Communities Scrutiny Committee
<b>DATE</b>	
<b>TITLE</b>	To implement the recommendation to adapt the Planning Delegation Scheme following the Scrutiny Investigation into the Planning field.
<b>CABINET MEMBER</b>	Councillor Dafydd Meurig
<b>PURPOSE</b>	To submit the new (Draft) Planning Delegation Scheme to include the adaptations approved by the Scrutiny Committee prior to its submission to the Full Council.

### 1. **Background:**

- 1.1 It is intended to request that the Full Council supports the recommendation of the Scrutiny Committee to amend the Planning Delegation Scheme. A Scrutiny Investigation into the planning field was carried out during 2016-17. One of the fields which was investigated was the Planning Delegation Scheme, which is the Scheme that notes which applications are delegated to relevant officers to determine and which applications need to be reported to the Planning Committee for a decision.
- 1.2 In March 2017, and as a result of the work and outcomes of the Scrutiny Investigation, a recommendation was made by the Scrutiny Committee to the Cabinet Member that the thresholds in the Delegation Scheme should be revised. Amending the Planning Delegation Scheme will require the approval of the Full Council on the recommendation of the Monitoring Officer as it is a constitutional matter. As part of this process, the support of the Scrutiny Committee is sought to amend the Planning Delegation Scheme in accordance with its original recommendations in order to secure the benefits already discussed and which are outlined below. It is felt that it is important that the Scrutiny Committee sees the output of the investigation's work, before it is reported to the Full Council, with the amendments already approved by the Committee, incorporated in an amended Delegation Scheme.

### 2. **Work of the Scrutiny Committee**

- 2.1 One of the work fields that the Scrutiny Committee wished to examine was the part of the Delegation Scheme that is relevant to planning applications. This probably arises from concerns raised regularly by members, the Chair and former Chair of the Planning Committee about the length of agendas, the duration of the Committees, the number and type of items which are submitted before the Planning Committee and why some items need to be submitted to Committee at all. General concern has been expressed that the existing procedure does not make the best use of the Committee's time and ensure that it deals with and focuses on applications which are of real interest to them without having to deal with matters which have little more than local interest.
- 2.2 Specifically in relation to this top

1. What are the priorities of the Planning Committee in terms of applications that are submitted before the Committee and the time and expertise that is available?
2. Do existing arrangements enable the Planning Committee to deal with and focus on applications that are of real interest to the Committee without having to deal with matters which have little more than local interest?
3. If the content/thresholds of the Delegation Scheme need to be changed, how can this be carried out?
4. What would be the benefits to the Planning Committee ... and would there be a broader benefit than a benefit to the work of the Planning Committee itself?

2.3 In order to do this, information was provided for the consideration of the Scrutiny Investigation which covered:

### 3. **The Planning Committee's existing arrangements**

3.1 The Planning Committee meets every three weeks and on average approximately 10 applications appear on every agenda and recently there were 16 applications on the agenda which meant that the Committee had to start in the morning rather than at 1pm. Given the work involved with preparing items for the Committee, as well as pressure on Members and a significant number of officers to prepare in advance (and the duration of the meetings), it is clear that having more than ten applications on every agenda is not ideal, especially if there are major and/or contentious applications. This mindset has been supported by the Chair and the former Chair of the Committee and the Deputy Monitoring Officer and in general, it is believed that the ideal number of items on the agenda is eight.

3.2 Due to the requirements of the current Delegation Scheme, every draft agenda starts with a high number of applications (between 20 and 25) with the need to prioritise which applications will be included on the final agenda. One must prioritise based on a number of matters and risks such as: the ability to determine within the statutory period in order to meet national targets; determination within the statutory period as the applicant could request a refund of their fee if this is not achieved; a risk of appeal for not determining within the timescale; economic/grant implications (though not a planning matter, it is important for the developer and to achieve the development); work pressures for all officers involved with the process and Committee Members. From time to time, an additional Committee meeting has been required in order to catch up as occurred in December 2017 when an all-day Committee was held.

3.3 In addition, work involved with preparing Committee reports has increased substantially in recent years due to the need for more detailed reports in order to reduce risks for the Council, to meet local and national policy requirements and to ensure that Committee Members receive all relevant information as they make their decision. It is acknowledged that a report in relation to delegated matters is needed also, but, clearly, the timescale restrictions do not exist which means that a timely decision is much more likely.

## 4. **The Current Delegation Scheme** Page 47

4.1 Currently, and in relation to planning matters only, the right to determine any matter requiring a decision under the relevant acts (which is noted in the "Delegation Scheme for Committees") is delegated to the Head of Regulatory Department (now called the Head of Environment Department), with the exception of the following, which will be the responsibility of the Planning Committee (a full copy of the current Planning Delegation Scheme is attached as Appendix 1):

- *Applications where the Councillor in whose ward a proposed development is located, or any other two members, submit(s) a written request to Planning Managers within the established timescale so that the matter is referred for a decision to the Planning Committee. The written request should include clear planning reasons why a request is made for the application to be referred to Committee. A notification letter should be sent to all local members. The prescribed period for advertising shall be 16 calendar days from the date of the notification letter. A local member may discuss an application with officers before referring it to Committee.*
- *Applications submitted by Members and current staff of the Planning Service.*
- *Applications which contain an Environmental Impact Assessment.*
- *An application for consent to erect power lines with a capacity of 32KV or more.*
- *Applications where three or more observations, which are contrary to the officers' recommendation, have been received within the consultation period.*
- *Applications which the Head of Regulatory Department considers should be referred to Committee.*
- *Applications for residential developments for five dwellings or more.*
- *Applications for a commercial, industrial or retail development that is larger than 500 square metres.*
- *Applications for more than five caravans.*
- *Full planning applications for telecommunication masts and equipment.*

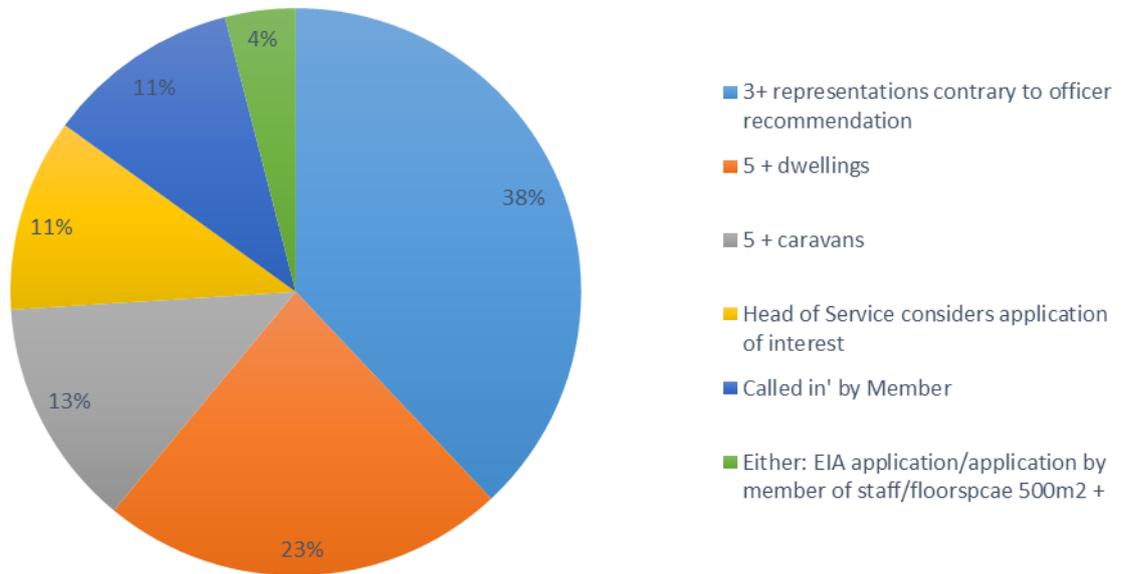
*NOTE: As a matter of good practice, the Head of Service will refer any application by a close relative of a current member of staff from the Planning Service to Committee for determination. To this end, a close relative is defined as a mother or father, husband or wife, partner, child or brother or sister.*

4.2 It should be noted that there is a responsibility on all chief officers to consider, prior to determining, if any delegated application should be referred to the Committee for determination, under the general rights of the Officers Delegation Scheme within the Constitution (Part 13, Appendix 3). This responsibility will remain following any specific change to the Planning delegation scheme.

4.3 A chart was provided to the Scrutiny Committee which showed the reasons for submitting applications to the Planning Committee and it was noted that the main reason was receiving 3+ observations contrary to the officers' recommendation. All these objections could come from the same postal address or e-mail and/or be anonymous and possibly irrelevant to the case or to planning. This also means that small developments such as extensions to houses etc. have to be determined by the Committee.

4.4 During the 2015/16 year, the main reasons for submitting applications to the Committee were as follows:

## Reasons for presenting the application to Planning Committee



**Note:** it must be borne in mind that these (or current) thresholds do not apply individually - it is possible that an application before the Committee is on the agenda due to e.g. number of houses, objections and that it was referred by the Local Member.

### 5. The national position and the arrangements of a sample of other Local Planning Authorities in north Wales -

5.1 During 2016/17 and 2015/16 9% of all Gwynedd Local Planning Authority planning applications came before the Planning Committee compared with the Welsh average of 6%. This is equivalent to 100 applications a year being submitted to the Committee at 15 different meetings (with a number of applications deferred and re-submitted).

5.2 We looked at the delegation arrangements of other Local Planning Authorities in the North and it was seen that there are common criteria between each LPA but they aren't entirely consistent, such as:

1. Circumstances where a Local Member may refer an application to the Committee
2. Circumstances where a member of staff or Councillor has a personal interest in the application
3. Applications which include an Environmental Impact Assessment
4. Applications that should be referred to the Planning Committee for determination according to the Head of Department
5. The application falls within the statutory definition of 'major'
6. A specific number (which varies from LPA to LPA) of written objections received
7. The application has been submitted by the Council or is on Council land.

5.3 Most LPAs which we looked at do not note the size/type of development or the number of units as a threshold as Gwynedd LPA does, but rather use the statutory definition of 'major' applications. Gwynedd Council thresholds are lower than this and are very prescriptive in terms of the number of observations, the number of houses and caravans and it is likely that their content is out of date and generally reflects the circumstances/interest that existed at the time of drawing it up. By now, the nature of the applications that are submitted to the LPA has changed considerably in terms of type, size and number.

5.4 Given this, it was highlighted that it was possible to propose simple changes to the delegation thresholds that would either reduce the number of applications on every agenda and all the associated work and/or ensure that applications that require priority and the Committee's attention are not unnecessarily delayed, reducing risks and ensuring performance levels. It would also be a way of trying to reduce the number submitted to Committee in order to reflect the National average and facilitate speedier decisions.

## 6. **Scrutiny Committee Discussion:**

6.1 Based on the high percentage of applications that are submitted to the Planning Committee and the associated impact of doing this (as noted above), the need to ensure that the Planning Committee focuses on dealing with matters which are of genuine interest to them alone was supported and this would also ensure the best use of the time and expertise available whilst also avoiding the potential risks outlined above.

6.2 In order to do so, the intention to change the Planning Delegation Scheme and basing it on the thresholds/definition of 'major' applications with local adaptations in relation to the number of houses (five rather than 10) and also development on a site of a specific size (0.5 hectare rather than 1 hectare) was supported. In relation to minerals and waste applications, it is not considered that these need to be noted individually as the other thresholds suggested will mean that the major applications or which are of interest will come before the Committee in any case.

6.3 The Scrutiny Committee was supportive of not having a threshold for the number of items of correspondence contrary to the officers' recommendation required in order to submit an application to Committee, as this is shown to contribute substantially towards applications submitted to Committee, which had little more than local interest. It was acknowledged and supported that the right of the Local Member or two other members to refer an application to Committee under particular circumstances continued as the current situation and this was considered acceptable. In addition, it was accepted that all items of correspondence received on an application and which are relevant to planning will continue to have deserving and appropriate attention as part of the delegated assessment.

## 7. **Findings of the Scrutiny Investigation -**

7.1 Based on the evidence and the information submitted to the Scrutiny Committee, it was found that *'Gwynedd Planning Delegation Scheme thresholds seem low in comparison to other organisations and this is highlighted in the number of applications*

*referred to the Planning Committee.* ' This is evidenced by the comparative Welsh performance for 2015-16 (which is also true for 2016-17). On this basis, the Scrutiny Committee recommended that the thresholds of the Planning Delegation Scheme should be as discussed and supported by the Scrutiny Committee. A draft of the entire proposed Delegation Scheme has been included as Appendix 2 and this refers to the rights to call-in, referral of application by staff and members, good practice etc.

7.2 It is anticipated that there would be clear and wide-ranging benefits of implementing the changes:

- Fewer applications on the agenda and not have to prioritise as much
- More timely decisions likely to:
  - Improve customer experience
  - Reduce the risks to the Council (appeal and refunding fees)
- Less work pressure on Planning Committee Members and shorter meetings
- Planning Committee can deal with and focus on applications that are of real interest to them
- Less pressure on the Translation Unit, Support Unit, Planning Officers and all the other officers who support the process
- Enable the Planning Service to maintain and improve performance
- Free up Planning Officers' time to focus on other planning applications (namely 91% of all applications) in order to improve the experience of all Planning Service customers

## 8. **Relevant Timetable:**

8.1 Submit the changes to the Full Council for its support on the recommendation of the Monitoring Officer at the annual meeting on 3 May 2018.

8.2 Implement the change soon afterwards and before September 2018 and take advantage of the summer period to raise awareness and put the appropriate arrangements in place.

## 9. **Conclusions**

9.1 The Scrutiny Committee is asked to confirm and support the Full Draft of the proposed Planning Delegation Scheme in Appendix 2, which includes the adaptations which have already been approved, before the scheme is reported to the Full Council on the recommendation of the Monitoring Officer.

## 10. **Appendices:**

Appendix 1 – current Planning Delegation Scheme

Appendix 2 - Full Draft of the proposed Planning Delegation Scheme