



# Complete Agenda

Chief Executive's Department  
Swyddfa'r Cyngor  
CAERNARFON  
Gwynedd  
LL55 1SH

Meeting

## **ANNUAL COUNCIL**

Date and Time

**1.00 pm, THURSDAY, 18TH MAY, 2017**

**\* 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**

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(DISTRIBUTED 10/05/17)

**Dilwyn Williams  
Chief Executive**

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


**THURSDAY, 11 MAY 2017**

Dear Councillor,

**MEETING OF GWYNEDD COUNCIL – THURSDAY, 18 MAY 2017**

**YOU ARE HEREBY SUMMONED** to attend a meeting of **GWYNEDD COUNCIL** which will be held at **1.00 pm** on **THURSDAY, 18TH MAY, 2017** 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 'Dafydd Iwan', written in a cursive style.

Prif Weithredwr/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  
Lib Lab - Ystafell Llyfni

# AGENDA

**1. CHAIRMAN**

To elect a Chairman for 2017/18.

**2. VICE-CHAIRMAN**

To elect a Vice-chairman for 2017/18.

**3. APOLOGIES**

To receive any apologies for absence.

**4. MINUTES**

5 - 24

The Chairman shall propose that the minutes of the previous meeting of the Council held on 2<sup>nd</sup> March, 2017 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. LEADER OF THE COUNCIL**

To appoint the Leader of the Council.

**11. AMENDMENTS TO THE CONSTITUTION**

25 - 43

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

- 12. THE COUNCIL'S POLITICAL BALANCE** 44 - 47  
To submit the report of the Head of Democratic Services (attached).
- 13. MEMBER REMUNERATION** 48 - 50  
To submit the report of the Head of Democratic Services (attached).
- 14. COMMITTEES CALENDAR 2017/18** 51 - 52  
To submit the report of the Head of Democratic Services (attached).

**THE COUNCIL THURSDAY, 2 MARCH 2017**

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**Present:** Councillor Eric Merfyn Jones (Chair);  
Councillor Annwen Daniels (Vice-chair)

**Councillors:** Craig ab Iago, Stephen Churchman, Endaf Cooke, Anwen Davies, Lesley Day, Dyfed Edwards, Elwyn Edwards, Thomas Ellis, Alan Jones Evans, Aled Evans, Dylan Fernley, Jean Forsyth, Gweno Glyn, Simon Glyn, Gareth Wyn Griffith, Gwen Griffith, Selwyn Griffiths, Alwyn Gruffydd, Annwen Hughes, John Brynmor Hughes, Louise Hughes, Sian Wyn Hughes, Jason Humphreys, Peredur Jenkins, Aeron M. Jones, Aled Wyn Jones, Anne Lloyd Jones, Charles W. Jones, Dyfrig Jones, Elin Walker Jones, John Wynn Jones, Linda A. W. Jones, Sion Wyn Jones, Eryl Jones-Williams, Beth Lawton, Dilwyn Lloyd, June E. Marshall, Dafydd Meurig, Dilwyn Morgan, Linda Morgan, Dewi Owen, Edgar Wyn Owen, Michael Sol Owen, W. Roy Owen, W. Tudor Owen, Nigel Pickavance, Caerwyn Roberts, Gareth A. Roberts, John Pughe Roberts, W. Gareth Roberts, Angela Russell, Dyfrig Siencyn, Mike Stevens, Gareth Thomas, Ioan Thomas, Hefin Underwood, Ann Williams, Eirwyn Williams, Elfed Williams, Gethin Glyn Williams, Gruffydd Williams, Hefin Williams, John Wyn Williams, Owain Williams, R. H. Wyn Williams and Mandy Williams-Davies.

**Officers present:**

Dilwyn Williams (Chief Executive), Morwena Edwards and Iwan Trefor Jones (Corporate Directors), Dafydd Edwards (Head of Finance Department), Geraint Owen (Head of Corporate Support Department / Head of Democratic Services), Iwan Evans (Head of Legal Services / Monitoring Officer), Rhun ap Gareth (Senior Solicitor / Deputy Monitoring Officer), Arwel E. Jones (Senior Corporate Support Manager) and Eirian Roberts (Member Support Officer).

**Also:** Anthony Williams (Strategic Planning and Performance Officer) - for item 9 on the agenda, Ffion Madog Evans (Senior Finance Manager) – for item 11 on the agenda, Aled Davies (Head of Adults, Health and Well-being Department) and Rhion Glyn (Senior Business Manager) - for item 18 on the agenda, Aled Gibbard (Senior Operational Manager – Care Resources) – for item 19 on the agenda, Sion Huws (Senior Solicitor) – for item 20 on the agenda and Gwyn Morris Jones (Head of Highways and Municipal Department) - for item 21 on the agenda.

**Apologies:** Councillors Trevor Edwards, Chris Hughes, Brian Jones, Peter Read, Mair Rowlands and Glyn Thomas.

**1. MINUTES**

The Chair signed the minutes of the previous meeting of the Council held on 8 December 2016 as a true record.

**2. DECLARATION OF PERSONAL INTEREST**

The Monitoring Officer noted that the chief officers present would be leaving the chamber for item 10 on the agenda 'Annual Review - Council's Pay Policy', as the report related to their salaries. All chief officers, with the exception of the Chief Executive, would leave at the beginning of the discussion and then the Head of Corporate Support Department would return for other employment matters and then the Chief Executive would withdraw in order to give members an opportunity to raise any specific matter regarding the Chief Executive's salary.

The Chief Executive, Corporate Directors, Head of Finance Department, Head of Corporate Support Department and the Head of Legal Service / Monitoring Officer declared a personal interest in this item as the report related to their salaries.

They were of the opinion that it was a prejudicial interest and the Corporate Directors, Head of Finance Department and Head of Legal Services / Monitoring Officers left the meeting during the entire discussion, and the Chief Executive and Head of Corporate Support Department also left during a section of the discussion, on the item.

### **3. CHAIR'S ANNOUNCEMENTS**

#### **Condolences**

Condolences were expressed to Councillor Mair Rowlands on the death of her grandmother.

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 in silence as a mark of respect.

#### **Best wishes**

Best wishes were extended to the following

- Councillor Peter Read, following a recent operation, and also Councillors Trevor Edwards and Brian Jones who were currently suffering from ill-health.
- The daughter of Councillor Louise Hughes, who had received two organ transplants recently, and everyone was reminded of the importance of organ donation.
- Dinas Mawddwy Young Farmers on winning the half an hour of entertainment competition in Meirionnyddshire, and they were wished well in the final in Port Talbot on Saturday.
- All members who would be standing in the May elections.

#### **Welcome**

Councillor Peter Read was welcomed back following his recent ill-health.

#### **Congratulations**

Councillor Gethin Williams and his wife were congratulated on their recent wedding in Gretna Green.

#### **Word of Thanks**

As this was his last meeting in the chair, the Chair thanked his fellow members for every support over the past year.

### **4. DECLARATION BY COUNCIL LEADER**

The Leader gave a declaration as a result of announcing his intention to stand down from his role as Leader and a councillor for the Penygroes ward in May. He noted that he had been Council Leader since 2008 and that his successor would inherit a stable and ambitious Council that had made a difference for the better to the communities and people of the county. He referred to a number of the Council's successes over this term, despite the challenging financial context, and he noted that every member of the Council had played their part in this success.

Members were thanked for their contribution and commitment, not only to their wards, but to Gwynedd as a whole. He also thanked the leaders of the political groups for the collaboration, and to the members of his own group for their backing, to the Deputy Leader for his support and to the Chair and Vice-chair for their pastoral work. He expressed his appreciation for the staff's commitment to the Council's work and thanked those members of staff who had assisted him over the years, Bethan, Einir and Llywela, and the Cabinet Team in general. He expressed particular gratitude to the Chief Executive for his work and willingness to embrace change and for leading by example.

The Chair thanked the leader for his declaration, and on behalf of all members, he thanked him for his leadership to the Council over the years, and he wished him well in the future.

The Deputy Leader expressed his appreciation of the Leader's firm and wise leadership and noted that he had represented this Council on a national and international level in a dignified manner. He had also managed to extend across the parties by tireless lobbying and commitment to the people of Gwynedd.

The Chief Executive thanked the Leader, on behalf of the staff, for his sound and clear leadership and his ability to challenge in a constructive and supportive way.

## **5. QUESTIONS**

### **Question from Councillor R. H. Wyn Williams**

"What profits / grants has Gwynedd Council received over the past 10 years through the European Union together with other grants received through partnerships / business in Gwynedd during the 10 year period?"

### **Councillor Mandy Williams-Davies, Cabinet Member for Economy and Community responded**

*(The Cabinet Member's written response to the original question was distributed to the members in advance).*

"Since 2007, Gwynedd Council has received £48.5m in funding from European Union Funds which has enabled a total investment of £89.6m in the county. Other bodies in Gwynedd, such as Bangor University, as you can see, receive substantial funding. The question refers to the money, however, I believe, when approaching my daily work over the past two years, what I wish to draw attention to is what this money has enabled, namely supporting jobs and supporting ideas, and this, I believe, is the important thing to measure in respect of the money."

### **Supplementary question from Councillor R. H. Wyn Williams**

"How does the Council envisage the loss of so much assistance in the future and where and what are the future patterns?"

### **Councillor Mandy Williams-Davies, Cabinet Member for Economy and Community responded**

"This is quite a question and I can only answer by drawing on my experiences from the discussions I have held in light of my post as Cabinet Member. I envisage changes from many directions, that there will be collaboration between the six counties across the North, which is a good thing, but to be party to that money, I believe that the direction of the Westminster Government will be to spend on specific infrastructure and industries. We must be included in those discussions. It is important to be part of the infrastructure

to electrify the Railway in the North, etc. However, there is a draw for this collaboration to extend across the urban areas, the Northern Powerhouse, and the south is working with Bristol. And there is also a draw that concerns me somewhat. The projects you see on the list are specific projects for a specific purpose and they are easy to measure and have a good influence, I believe. We have already listed projects that have been successful in Gwynedd. There is a risk that we will lose these small projects at the detriment of being a part of the major infrastructure discussions, and this is my concern. Further on in the agenda, we will be discussing local government reorganisation and I believe that this is where our contribution as a Council will lie, i.e. that we ensure that any reorganisation and regional collaboration ensures that our voice is heard regarding those small things that make an actual difference to people's lives and opportunities, as well as infrastructure. Therefore, a lot of work is facing us. Possibly, money will return to Wales as match funding, however, we must ensure that we reap the economic benefits, that it is not a benefit to the urban regions, but a benefit to the lives of real people. This is why we need a strong economy, in order to maintain communities, and we must ensure that the cake is shared fairly across Wales, and not just to the areas on the urban fringes. Therefore, there is considerable work to be done, but that is where I believe the challenge lies."

## **6. GWYNEDD COUNCIL PLAN 2017/18**

The Leader submitted a report recommending that the Council adopted the Gwynedd Council Plan 2017/18, which was a one year extension to the Gwynedd Council Strategic Plan 2013-17 and also to bridge the period between the Strategic Plan and the new plan that would be prepared and adopted by the Council elected in May.

During the discussion the following matters were raised:

- In response to an enquiry, it was confirmed that money had been earmarked in the budget as commitment to fund the plans to improve what required additional resources in order to continue to achieve its commitments.
- It was noted that the percentage of Council expenditure with local businesses had dropped from 40.42% in 2014/15 to 38% in 2015/16 and a request was made for commitment that the Council spent more locally rather than outside the county. In response, it was explained that a relatively strict measure was used to measure the expenditure but that work was in the pipeline to attempt to change that and that work was also continuing to increase local expenditure.

**RESOLVED to adopt the Gwynedd Council Plan 2017/18.**

## **7. ANNUAL REVIEW - COUNCIL'S PAY POLICY 2017/18**

The Cabinet Member for Resources submitted a report recommending that the Council approved the Pay Policy Statement for 2017/18. It was noted that the Chief Officers Appointment Committee had considered the Pay Policy at its meeting on 16 February 2017 and recommended that the Council adopted it.

During the discussion the following matters were raised:

- Enquiries were made as to whether or not the policy of not exempting former officers, who had received redundancy, based on excessive staffing, or pension payments, from being re-employed. The Chief Executive reported that there was an intention to do so in the new Council.
- A question was raised regarding funding an increase of 7% in the salaries of chief officers. The Chief Executive replied by noting that any salary increase that had occurred years ago did not have anything to do with the current Pay Policy but that the member was welcome to approach him at the end of the meeting to discuss the matter further.



**RESOLVED to approve the recommendation of the Chief Officer Appointment Committee for the Council to adopt a draft of the Pay Policy Statement for 2017/18 in Appendix 1 of the report.**

## **8. 2017-18 BUDGET AND 2017/18 - 2019/20 FINANCIAL STRATEGY**

The Cabinet Member for Resources submitted:

- A report recommending a budget for the Council's approval for 2017/18.
- An appendix detailing issues to consider when setting the budget, along with the medium-term strategy.
- The draft decision on the Council Tax based on the Cabinet's recommendation to the Council (based on an increase of 2.8%), along with tables showing the Council Tax level and the increase per community.

The Cabinet Member noted that the process of establishing the Council's Financial Strategy had been an inclusive process of collaboration and he thanked the Chief Executive, the Research Unit, the Head of Finance Department and the staff of the Finance Department for their collaboration over the past five years.

During the discussion, it was noted:

- That the Council had approved spending money under items 6 and 7 above, but was making a decision on raising money here. In response, the Head of Finance Department noted that those decisions involved moving on with matters already included in the budget.
- That efficiency savings led to a reduction in staff numbers and this meant that councillors were unable to contact anyone to pass on complaints. In response, the Cabinet Member noted that efficiency savings were not cuts and that services could be maintained more effectively without cutting staff. The Head of Finance Department added, as a result of the efficiency savings and the cuts that had already been approved, that it would be reasonable to generate approximately £1m of further efficiency savings in order to keep the tax on the recommended level and that these efficiency savings would not affect ratepayers.
- That the decision to get rid of the disability officer had had an impact.
- That the ratepayers of Anglesey and Ceredigion were paying less than Gwynedd ratepayers, and although the fact that Gwynedd had received the best settlement in Wales this year was welcomed, this was a very poor county and people who already experienced difficulties in making two ends meet would find it difficult to cope with the increase.
- That restricting the increase in Council tax to 1.5% would bring Gwynedd closer to Anglesey and other neighbours. It was also noted that the level of inflation was below 2% by now.
- That there was also pressure on community and town councils and the Police Authority to increase their precepts and that an increase of 2.8% was very reasonable.
- That the cuts of £4.3m in the field of education was hitting the primary sector which meant that children were moving up into the secondary sector without achieving the expected standard and that this, in turn, led to additional work with fewer resources.
- That people saw themselves paying more for fewer services.
- That the tax on a Band D property in Gwynedd was more expensive than a Band D house in Cardiff and Gwynedd had the sixth highest rates in 2016.
- That an increase of only 2% in the tax would lead to a reduction of £13 per annum to Band D residents and to an income of £1.47m rather than £2.06m. The

Council would have balances of £5m at the end of March and £0.5m could be used from those balances to balance the budget. In response, the Chief Executive explained that the increase of 2.8% was required to meet the deficit and that funding from balances for this year would mean that £0.5m additional savings would need to be identified next year on top of the £1m already identified.

It was proposed and seconded to increase the council tax by 2% and use £0.5m from balances to bridge the gap and for the necessary additional savings to be identified next year.

The Head of Finance Department noted that the amendment would mean funding a permanent deficit from one-off use of balances and would, therefore, be contrary to robust financial planning principles, and the views of the Welsh Audit Office on this, as presented in part 8.6 of the report.

During the discussion on the amendment, it was noted:

- That community councils were charging additional rates to make good for the failure of this Council to provide the services they required and that an increase of 2.8% doubled the punishment on our communities.
- That it would be better to keep to an increase of 2% only until it would be known how much cuts the communities would be facing and how much tax community councils would have to charge to make good for those cuts.
- The Cabinet's decision to approve £275,000 towards recovering the area education offices was welcomed; however, it had been disappointing to hear that the Education Department was expected to identify savings by 2020 in order to make good for that.
- That the decision to freeze any cut to secondary schools was to be welcomed; however, it had to be ensured that the schools received a repayment from the contribution of £1,000 made by each of them from their budgets approximately 8-9 years ago, to keep Ysgol Syr Hugh Owen, Caernarfon, afloat.
- Concern about those people on low salaries, but who were ineligible for benefits, and it was questioned as to whether or not the failure of those people to pay their council tax would ultimately be more costly to the Council.
- The floor of the Council chamber was not the place to propose a different budget and that it was concerning that some were proposing less than the recommended increase.
- From approving the recommendations, people could be told that there would be no further cuts and that there would be an injection of money to assist secondary schools. The 2.8% increase would also place the Council in a position to safeguard services and ensure an investment in those services also.
- That the strategy should be adhered to and that difficult decisions should not be delayed so that someone else would have to make them next year.
- That proposing to withdraw money from balances was like a stuck record heard every year and that it was not possible to withdraw £0.5m from balances every year.
- That it was unfair to compare Gwynedd's situation with that of Anglesey and Cardiff as more people were needed to do the same work in Gwynedd due to the demography of the county.
- That using balances to fund a revenue budget caused a problem for the future.
- That reducing the increase in the rate would lead to cuts in fields such as education and social services, which impacts the old and the young.
- That increasing the tax did not affect the poorest in society as they did not pay the rates anyway; however, cutting services did have a substantial impact on those people.
- Not every community council would be increasing the tax level.

- That it would be better to increase the tax 2.8% now rather than make a much higher increase later on.
- That the gap between the rich and the poor was increasing and that the council tax did not help matters.
- That the amendment would allow the Council to consider the situation with new eyes during next year.
- That there was a need to work hard rather than keep the tax down.

Before taking a vote on the amendment, the Chief Executive explained the implications of this, noting:

- That additional efficiency savings of £2.96m were on track to be realised in 2018/19, in accordance with the requirements of the strategy in the medium term; however, there was still a need to identify another £3.7m for 2018/19.
- Should the new Council need to identify that money, they would need to return to the cuts list, and as an example of the price of not increasing the council tax sufficiently this year, he referred to the next four items on the list that would create £0.5m of cuts, namely closing Neuadd Dwyfor, reducing the public transport budget by 10%, closing eight recycling centres and closing two leisure centres (or four items lower down on the list could be selected, but these cuts would be worse in the views of the people of Gwynedd).
- Should the government cut the Council's grant more than expected by 2018/19, according to the worst forecast £7.3m in savings would need to be identified, i.e. an additional £3.6m of savings next year. Withdrawing a further £0.5m from the level of balances noted in the report would make it difficult to buy time to meet the worst case scenario when setting the budget for 2018/19, thus creating a substantially higher risk next year.

A vote was taken on the amendment to increase the council tax by 2% and it fell.

A vote was taken on the original proposal to increase the council tax by 2.8% and it was carried.

**RESOLVED**

1. **To set a budget of £231,299,720 for 2017/18, to be funded by £168,963,540 of Government Grant and £62,336,180 of Council Tax income, with an increase of 2.8%.**
2. **To establish a capital programme of £12.015m in 2017/18 and £6.410m in 2018/19 to be funded from sources noted in clause 9.3 of the report.**
3. **To note that the Cabinet Member for Resources, in a decision notice dated 22 November 2016, approved the calculation of the following amounts for 2017/18 in accordance with Regulations made under Section 33 (5) of the Local Government Finance Act 1992 ("the Act"):**

(a) **50,232.22 being the amount calculated 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 - Communities Tax Base -**

<b>Aberdaron</b>	<b>521.73</b>	<b>Llanddeiniolen</b>	<b>1,797.37</b>
<b>Aberdyfi</b>	<b>915.28</b>	<b>Llandderfel</b>	<b>484.05</b>
<b>Abergwyngregyn</b>	<b>116.25</b>	<b>Llanegryn</b>	<b>155.92</b>
<b>Abermaw (Barmouth)</b>	<b>1,089.22</b>	<b>Llanelltyd</b>	<b>277.33</b>
<b>Arthog</b>	<b>603.52</b>	<b>Llanengan</b>	<b>1,955.12</b>
<b>Y Bala</b>	<b>759.58</b>	<b>Llanfair</b>	<b>306.45</b>
<b>Bangor</b>	<b>3,752.56</b>	<b>Llanfihangel y Pennant</b>	<b>207.70</b>

Beddgelert	314.22	Llanfrothen	215.74
Betws Garmon	132.87	Llangelynnin	392.62
Bethesda	1,656.05	Llangywer	135.09
Bontnewydd	433.54	Llanllechid	334.49
Botwnnog	430.29	Llanllyfni	1,385.04
Brithdir	a		
Llanfachreth	403.86	Llannor	897.86
Bryncrug	333.65	Llanrug	1,128.07
Buan	221.19	Llanuwchllyn	306.73
Caernarfon	3,467.91	Llanwnda	766.22
Clynnog Fawr	440.58	Llanycil	195.26
Corris	291.48	Llanystumdwy	856.31
Cricieth	916.60	Maentwrog	272.30
Dolbenmaen	585.70	Mawddwy	333.19
Dolgellau	1,190.95	Nefyn	1,380.07
Dyffryn Ardudwy	773.53	Pennal	216.03
Y Felinheli	1,122.95	Penrhyndeudraeth	760.14
Ffestiniog	1,687.96	Pentir	1,067.54
Y Ganllwyd	78.91	Pistyll	243.50
Harlech	747.37	Porthmadog	1,947.97
Llanaelhaearn	429.82	Pwllheli	1,713.23
Llanbedr	313.90	Talsarnau	306.91
Llanbedrog	677.91	Trawsfynydd	499.78
Llanberis	769.47	Tudweiliog	444.98
Llandwrog	996.86	Tywyn	1,552.99
Llandygai	964.62	Waunfawr	555.89

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

4. That the following amounts be now calculated by the Council for the year 2017/2018 in accordance with Sections 32 to 36 of the Act:

(a) £347,986,230 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) £114,986,280 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) £232,999,950 Being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year (net budget).

(ch) £168,668,537 Being the aggregate of the sums which the Council estimates will be payable during the year into its fund in respect of National Non-domestic Rates and Revenue Support Grant, less the estimated cost to the Council of discretionary non-domestic rate relief granted.

(d) £1,280.68 Being the amount in 3(c) above less the amount at 3(ch) above, all divided by the amount at 2(a) above, calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its council tax for the year. (Gwynedd Council tax and average community council tax).

(dd) £1,995,230 Being the aggregate amount of all special items referred to in Section 34(1) of the Act (community council precepts).

(e) £1,240.96 Being the amount at 3(d) above less the result given by dividing the amount at 3(dd) above by the amount at 3(a) above, 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 - Community

Aberdaron	1,265.88	Llanddeiniolen	1,252.09
Aberdyfi	1,275.39	Llandderfel	1,263.68
Abergwyngregyn	1,262.47	Llanegryn	1,273.03
Abermaw (Barmouth)	1,288.70	Llanelltyd	1,268.00
Arthog	1,256.29	Llanengan	1,266.53
Y Bala	1,269.92	Llanfair	1,270.33
Bangor	1,336.01	Llanfihangel y Pennant	1,292.74
Beddgelert	1,268.65	Llanfrothen	1,267.84
Betws Garmon	1,260.53	Llangelynnin	1,260.83
Bethesda	1,276.28	Llangywer	1,270.57
Bontnewydd	1,276.71	Llanllechid	1,263.38
Botwnnog	1,252.58	Llanllyfni	1,270.10
Brithdir a Llanfachreth	1,255.82	Llannor	1,257.84
Bryncrug	1,276.93	Llanrug	1,268.44
Buan	1,257.91	Llanuwchllyn	1,273.56
Caernarfon	1,298.20	Llanwnda	1,271.24
Clynnog Fawr	1,268.20	Llanycil	1,261.45
Corris	1,265.91	Llanystumdwy	1,258.48
Cricieth	1,278.05	Maentwrog	1,262.75
Dolbenmaen	1,258.03	Mawddwy	1,264.97
Dolgellau	1,286.30	Nefyn	1,284.86
Dyffryn Ardudwy	1,279.41	Pennal	1,268.73
Y Felinheli	1,272.13	Penrhyndeudraeth	1,285.69
Ffestiniog	1,329.82	Pentir	1,282.18
Y Ganllwyd	1,275.18	Pistyll	1,275.87
Harlech	1,265.71	Porthmadog	1,269.53
Llanaelhaearn	1,299.12	Pwllheli	1,282.99
Llanbedr	1,286.18	Talsarnau	1,289.83
Llanbedrog	1,266.04	Trawsfynydd	1,272.97
Llanberis	1,266.95	Tudweiliog	1,254.44
Llandwrog	1,282.09	Tywyn	1,296.34

Llandygai	1,262.32	Waunfawr	1,262.55
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being the amounts given by adding to the amount at 3(e) above the amounts of the special item or items to dwellings in those parts of the Council's area mentioned 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) In respect of part 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 proportion 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.

- That it be noted that for the year 2017/2018 the Police and Crime Commissioner for North Wales has stated the following amounts in a precept issued to the Council, in accordance with Section 40 of the Local Government Finance Act, 1992, 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
166.14	193.83	221.52	249.21	304.59	359.97	415.35	498.42	581.49

- That, 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 Local Government Finance Act, 1992, hereby sets the amounts noted in Appendix 2 as the amounts of Council Tax for the year 2017/2018 for each of the categories of dwellings shown therein.

**9. TREASURY MANAGEMENT STRATEGY STATEMENT, MINIMUM REVENUE PROVISION STRATEGY AND ANNUAL INVESTMENT STRATEGY FOR 2017/18**

Submitted - the report of the Cabinet Member for Resources requesting that the Council adopt the proposed strategies.

It was noted that the strategies had been submitted to the Audit Committee on 9 February, where the proposals had been accepted in principle, further to questions from members, and whereby the Committee had recommended that the Council adopted the strategies.

The Vice-chair of the Audit Committee thanked Arlingclose, the Council's treasury consultants, for their clear explanation of the various risks.

**RESOLVED** to adopt the Treasury Management Strategy Statement, the Minimum Revenue Provision Strategy and the Annual Investment Strategy for 2017/18 (Appendix A), the Prudential Indicators (Appendix B) and the Treasury Management Schedules (Appendix C).

**10. WALES INVESTMENT POOL - INTER-AUTHORITY AGREEMENT**

The Chair of the Pensions Committee submitted a report that:

- Noted the background of the investment pool arrangements across the eight Local Authority Pension Funds in Wales and the need to formally commit to an agreement between the funds to establish administrative and governance arrangements to manage the pool arrangements.
- To recommend the Inter-Authority Agreement to the Council.

In response to an enquiry, the Head of Finance Department expanded on the role and responsibilities of the Pensions Committee following the establishment of the new Joint Committee.

**RESOLVED that the Council:**

1. **Notes the content of the draft Inter Authority Agreement (IAA) attached at Appendix A to and delegates authority to the Head of Finance Department, in consultation with the Chair of the Pensions Committee and Head of Legal Services, to approve and execute the final version of the IAA.**
2. **Approves the establishment of a Joint Committee (hereinafter referred to as the Joint Governance Committee) on conclusion of the IAA referred to in recommendation 1 above and based on the terms of reference attached.**
3. **Delegates the exercise of certain functions to the Joint Governance Committee as set out in the terms of reference and notes those functions that are reserved to Council.**
4. **Approves the appointment of the Chair of the Pension Fund Committee or his/her Deputy nominated by the Pensions Committee to the Joint Governance Committee as Gwynedd Council representative.**
5. **Where specifically required to give effect to the terms of the Inter Authority Agreement delegates to the nominated representative of the Gwynedd Council authority to act within the terms of reference of the Joint Governance Committee to enable the exercise of any delegated function.**
6. **Approves that Carmarthenshire County Council (Dyfed Pension Fund) acts as Host Council with the responsibilities set out in the Inter Authority Agreement.**
7. **Delegates authority to the Head of Finance Department in consultation with the Head of Legal Services to agree any further minor amendments to the IAA.**

**11. REVIEW OF SCRUTINY ARRANGEMENTS**

Submitted - the report of the Chair of the Audit Committee submitting the recommendations of the Audit Committee on the new scrutiny model for May 2017.

The Deputy Leader set out the context before the Vice-chair of the Audit Committee submitted the recommendations in the absence of the committee's Chair.

It was suggested that a report should be submitted back to the full Council on the successes / failures of the new scrutiny system, regardless of which model would be adopted.

The following observations were submitted in favour of Option 1 (one scrutiny committee model):

- The membership of the committee would take an overview and ensure that the scrutiny matters were things that really needed to be scrutinised.
- The committee's meetings would coincide with the Cabinet's meetings so that Cabinet decisions could be tracked and then discuss with Cabinet Members.
- The committee would be able to ensure that the investigations had been carried out thoroughly.
- The balance in terms of the fields would be determined by the scrutiny committee therefore it could place emphasis on whatever matters it wished.

- Removed silos and the attention that needed to be given to each Council department.
- Councillors would better understand how the Council worked as a whole.

The following observations were submitted in favour of Option 2 (three scrutiny committee model):

- It would share the burden rather than place all the pressure on one scrutiny committee that would also be accountable for all scrutiny investigations.
- It would separate the fields of Education and Social Services that were collectively responsible for 80% of the Council's expenditure.
- It would be easier to ensure quality scrutiny by having a better grasp of subjects.
- The one Scrutiny Committee model would be nothing more than a shadow cabinet without the responsibility.
- It would be impossible for one committee of 15 members to provide an overview of all matters across the Council.

An amendment was proposed and seconded that the Council adopted a three scrutiny committee model. As the result of the vote on the amendment was tied, the Chair used his casting vote in favour of the amendment. Consequently, the amendment had carried.

#### **RESOLVED**

- 1. To move to the three scrutiny committee model shown in Appendix 2 of the report with its advantages and disadvantages as the best model for the new Council.**
- 2. To adopt recommendations (a) to (f) in paragraphs 9.1 to 9.5 in the report, namely:**
  - (a) Establish a system of regular discussion sessions.**
  - (b) that the work programme for the year includes a higher proportion of matters that will be submitted for prior scrutiny.**
  - (c) That a procedure should be obtained where Cabinet Members invite scrutiny members to them to undertake specific work on policy development.**
  - (ch) That the Leadership Team regular monitor the Council's Corporate Risk Register with the scrutineers.**
  - (d) That more emphasis is placed on justifying why a matter is being scrutinised.**
  - (dd) To present a new concept of "Gwyntyllu".**
  - (e) That the performance scrutiny pilot becomes a part of the Council's regular arrangements.**
  - (f) That the Council identifies early the fields of interest and skills of individual members.**
- 3. That the Monitoring Officer submits a report to the next meeting of the Council recommending consequential amendments to the Constitution to implement the Council's decision.**

#### **12. COMMITTEES CALENDAR 2017/18**

This item was withdrawn as the calendar had been based on a one scrutiny committee model, namely the original recommendation of the Audit Committee to the Council, and it was agreed that an amended calendar would be submitted to the Annual Council on 18 May based on the three scrutiny committee model.

#### **13. APPOINTING A LAY MEMBER TO THE AUDIT COMMITTEE**



The Monitoring Officer submitted a report that he had prepared jointly with the Head of Finance Department requesting the Council to approve the procedure recommended in the report for the appointment of a lay member to the Audit Committee.

The recommendation was proposed by the Vice-chair of the Audit Committee.

A member questioned the purpose of the function, however the Monitoring Officer explained that it was mandatory to have at least one lay member on the committee in accordance with the requirements of the Local Government (Wales) Measure 2011.

**RESOLVED to approve the system recommended in the report for the appointment of a lay member to the Audit Committee.**

#### **14. WHITE PAPER – LOCAL GOVERNMENT - RESILIENCE AND RENEWAL**

The Leader submitted a report inviting the Council to consider and amend draft observations prepared as a basis to the Council's response to the main proposals and questions of Welsh Government's White Paper on local government reform.

During the discussion, it was noted:

- That morale was low in the community councils as a result of having to accept more responsibilities by this Council. The Leader replied that the White Paper referred to the need to respond to the change in the situation of town and community councils and to carry out further work in order to see what structure of community councils would be needed in the future in order to be suitable to cope with the new contexts.
- That the White Paper gave everyone everything, however, when going under the surface, strong signs of centralising services for the North Wales region could be seen. The questions that had been posed related to peripheral issues that were easy to answer; however, a question should be asked about the purpose of a local authority and the principles of democracy and accountability should things be taken away from the councils and given to some regional body? Also, there was a confusion of partnerships across the North which was almost impossible to comprehend. Who was responsible for making decisions and where and when would they be scrutinised and by whom? There was a risk that Gwynedd Council would not have much to do in ten years' time. Everything would have been taken somewhere else and what impact would that have on our Welsh language policy?
- That there was a need to make strong general comments expressing concern regarding the journey that was commencing here to centralise services into a North Wales region level. This was also contrary to the Local Services Boards which had been established by another piece of legislation and what would be their subsequent role? There was a risk of duplicating work and the situation was very confusing.
- If Assembly Members would be prevented from standing as councillors, it was assumed that it would not be possible for councillors to stand as Assembly Members either. In the past, individuals had been seen to serve as councillors whilst being Assembly Members and appointment to both posts did not prevent an individual from carrying out their work in full.
- The Paper did not address the six month rule and this needed to be tightened.
- The document raised doubts regarding regional operation. There was reference to GwE here, for example, and to the value of it at the end of the day. There was also reference to the role of councillors and it was questioned whether or not moving to a regional model would make it more difficult to engage with the public. It mentioned that councils themselves should decide upon their own committees system, and this was to be praised. In response, the Leader noted that he had argued in favour of reorganisation along robust lines; however, he

did not share the same enthusiasm for reorganisation that appeared loose and vague with a lack of accountability. He also noted that it was strange that matters such as a committees system and voting system were optional within legislation.

- That vague legislation, that did not tie-in together, made it more difficult to operate as a councillor and for the public to understand who was responsible. Regional committees were far away from the public. The whole thing did not tie-in together. The various recommendations had been collated in an untidy and loose manner.
- The role of local government in the twenty-first century should be the starting point; however, nobody seemed to be looking at that.
- That all powers had been stolen from local government, thus leaving councils with many responsibilities, but not many powers. Should these powers be transferred back, councils would not have to consider sharing services because there would be a sufficient purpose to their existence. Also, there was a tendency to believe that the answer was to be found at the top, rather than at the bottom.
- That councillors served on regional bodies as members of the board, rather than as members of Gwynedd Council, and made decisions on behalf of the board. This was not democracy.
- That the White Paper did not address the situation where individuals fooled electors by changing parties after being elected to the Council. The Leader replied that the White Paper, on the whole, related to the structures of local government, rather than the system of electing councillors or their terms of service; however, a comment of this type could be included if desired.

**RESOLVED to accept the draft observations as the basis to the Council's response to the White Paper - Local Government - Resilience and Renewal.**

#### **15. NORTH WALES POPULATION NEEDS ASSESSMENT REPORT**

The Cabinet Member for Adults, Health and Well-being submitted a report recommending that the Council approved the North Wales Population Needs Assessment Report produced in accordance with the requirements of the Social Services and Well-being (Wales) Act 2014. Alongside this, in order to respond to the legislative requirements in full, and in accordance with the Cabinet's recommendation (14 February 2017), there would be a need to ensure that a Gwynedd-specific version of the Population Needs Assessment Report would be produced soon.

The accuracy of the population projections that anticipated an increase in Gwynedd but a reduction in Anglesey was questioned, because if Wylfa B would be realised, the island's population would increase substantially. In response, the Cabinet Member explained that the report was an annual assessment of annual needs, and as time progressed and information became clearer, the content would be amended to reflect the situation at the time.

**RESOLVED to approve the North Wales Population Needs Assessment produced in accordance with the requirement of the Social Services and Well-being (Wales) Act 2014.**

#### **16. ANNUAL REPORT OF THE GWYNEDD CORPORATE PARENTING PANEL 2016/17**

In the absence of the Cabinet Member for Children, Young People and Leisure, the Cabinet Member for Education submitted the annual report of the Corporate Parenting Panel which highlighted the role and responsibilities of the Council to act as corporate parents to looked after children, shared information about the panel's implementation over the 2016/17 year and outlines the panel's intentions for the future.

The panel was asked to consider establishing a working group to consider the impact of welfare reform on the numbers of children coming into care. The Cabinet Member agreed that the figures had increased somewhat; however, he emphasised that the increase would have been much greater without the efforts of the Edge of Care Team to prevent children from coming into care.

## **17. REPORT OF THE LOCAL DEMOCRACY AND BOUNDARY COMMISSION WALES**

The Deputy Leader submitted a report seeking approval from the Council for officers to draw up draft proposals for the Local Democracy and Boundary Commission Wales in the period prior to the election in order to meet a challenging timetable.

During the discussion the following matters were raised:

- It was asked whether or not a consultation would be held with town and community councils prior to the election. The Chief Executive noted that the end of May was the closing date for observations for everyone, excluding this Council. Should the community councils wish to present comments to the Commission, it was important for them to do so and it would be beneficial if they would send a copy of their responses to this Council also. If community councils wished to see the draft proposals of this Council first, they would have to wait until the beginning of May. As a result, he would advise them to meet in May, however, he suggested that the member should come to see him if he wished to receive a further explanation.
- It was asked whether or not the review would also include ratepayers as there were more ratepayers than electors in a number of areas. The Chief Executive replied noting that he was almost certain that ratepayers as such would not count.
- In response to an enquiry regarding the cost of this review and also the White Paper on local government reform, the Chief Executive noted that he could make enquiries, but that it would be the government, rather than the Council, who would be responsible for any costs.
- It was suggested that the Commission did not understand the geography of this county. The Chief Executive replied noting that this was why it was important for this Council to propose observations.

**RESOLVED that the Council acts pro-actively in order to make proposals to the Local Democracy and Boundary Commission Wales within a proposed timetable to be agreed with them, and follow the steps noted below in order to act as follows:-**

- **Pre-election period: Officers to create draft proposals and consult (where required and where possible within the timetable), with relevant members and community councils.**
- **Share draft proposals with all new Council members following the election.**
- **The Audit Committee (as those charged with governance) to consider the proposals and observations from members and to decide upon the draft recommendations to be submitted to the Council.**
- **The Full Council in June 2017 to make a decision on the proposals to be submitted to the Commission.**

## **18. NOTICES OF MOTION**

Submitted - the following notice of motion by Councillor Lesley Day, in accordance with Section 4.20 of the Constitution and it was seconded:

**"Many parts of Gwynedd are suffering from problems caused by those who persist in disposing of household rubbish on the wrong day or in the wrong way.**

**Recyclable waste is sent to landfill, overflowing bins are left out on pavements. Rats and seagulls scatter the waste further. Our hard working officers and refuse collectors work incredibly hard to deal with the mess but cannot cope with the scale of the problem. The result is hazardous to health and the environment. Ultimately there will be massive costs for the Council as we fail to reach our recycling targets. Yet the offenders get away with it. No one is fined or punished.**

**I call upon the Council to request the Cabinet Member for Environment to consider introducing effective sanctions as a matter of priority and that the matter should be reviewed by Scrutiny Committee by December 2017."**

In response to the proposal, the Cabinet Member for Environment noted:

- That there was a need to be very cautious by issuing a fine or penalty as some people were elderly and confused, or did not understand the system.
- That the Council was entitled to fine people for placing the wrong materials in the wrong bins or for putting out bins on the wrong days, but there was a need to consider the implications of that to the Council.
- That it was suggested that the new-look Communities Scrutiny Committee established an investigation into the matter as one of its first functions.

During the discussion, it was noted:

- There was a need to address this environmental problem that caused a health risk as well as a financial risk to the Council.
- That everyone could do as they pleased and that there was no incentive to make people improve.
- That the refuse collection arrangements worked well in some areas but the system needed to be reviewed in areas with a high density of homes as people did not have enough room to store bins and recycling boxes.
- That community bins were also problematic.
- That companies used excessive packaging materials for foodstuffs.

**RESOLVED to adopt the proposal.**

The meeting commenced at 1.00 pm and concluded at 5.10 pm

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**CHAIRMAN**

**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	843.92	984.57	1,125.23	1,265.88	1,547.19	1,828.49	2,109.80	2,531.76	2,953.72
Aberdyfi	850.26	991.97	1,133.68	1,275.39	1,558.81	1,842.23	2,125.65	2,550.78	2,975.91
Abergwyngregyn	841.65	981.92	1,122.20	1,262.47	1,543.02	1,823.57	2,104.12	2,524.94	2,945.76
Abermaw (Barmouth)	859.13	1,002.32	1,145.51	1,288.70	1,575.08	1,861.46	2,147.83	2,577.40	3,006.97
Arthog	837.53	977.11	1,116.70	1,256.29	1,535.47	1,814.64	2,093.82	2,512.58	2,931.34
Y Bala	846.61	987.72	1,128.82	1,269.92	1,552.12	1,834.33	2,116.53	2,539.84	2,963.15
Bangor	890.67	1,039.12	1,187.56	1,336.01	1,632.90	1,929.79	2,226.68	2,672.02	3,117.36
Beddgelert	845.77	986.73	1,127.69	1,268.65	1,550.57	1,832.49	2,114.42	2,537.30	2,960.18
Betws Garmon	840.35	980.41	1,120.47	1,260.53	1,540.65	1,820.77	2,100.88	2,521.06	2,941.24
Bethesda	850.85	992.66	1,134.47	1,276.28	1,559.90	1,843.52	2,127.13	2,552.56	2,977.99
Bontnewydd	851.14	993.00	1,134.85	1,276.71	1,560.42	1,844.14	2,127.85	2,553.42	2,978.99
Botwnnog	835.05	974.23	1,113.40	1,252.58	1,530.93	1,809.28	2,087.63	2,505.16	2,922.69
Brithdir & Llanfachreth	837.21	976.75	1,116.28	1,255.82	1,534.89	1,813.96	2,093.03	2,511.64	2,930.25
Bryncrug	851.29	993.17	1,135.05	1,276.93	1,560.69	1,844.45	2,128.22	2,553.86	2,979.50
Buan	838.61	978.37	1,118.14	1,257.91	1,537.45	1,816.98	2,096.52	2,515.82	2,935.12
Caernarfon	865.47	1,009.71	1,153.96	1,298.20	1,586.69	1,875.18	2,163.67	2,596.40	3,029.13
Clynnog Fawr	845.47	986.38	1,127.29	1,268.20	1,550.02	1,831.84	2,113.67	2,536.40	2,959.13
Corris	843.94	984.60	1,125.25	1,265.91	1,547.22	1,828.54	2,109.85	2,531.82	2,953.79
Criccieth	852.03	994.04	1,136.04	1,278.05	1,562.06	1,846.07	2,130.08	2,556.10	2,982.12
Dolbenmaen	838.69	978.47	1,118.25	1,258.03	1,537.59	1,817.15	2,096.72	2,516.06	2,935.40
Dolgellau	857.53	1,000.46	1,143.38	1,286.30	1,572.14	1,857.99	2,143.83	2,572.60	3,001.37
Dyffryn Ardudwy	852.94	995.10	1,137.25	1,279.41	1,563.72	1,848.04	2,132.35	2,558.82	2,985.29
Y Felinheli	848.09	989.43	1,130.78	1,272.13	1,554.83	1,837.52	2,120.22	2,544.26	2,968.30
Ffestiniog	886.55	1,034.30	1,182.06	1,329.82	1,625.34	1,920.85	2,216.37	2,659.64	3,102.91
Y Ganllwyd	850.12	991.81	1,133.49	1,275.18	1,558.55	1,841.93	2,125.30	2,550.36	2,975.42
Harlech	843.81	984.44	1,125.08	1,265.71	1,546.98	1,828.25	2,109.52	2,531.42	2,953.32
Llanaelhaearn	866.08	1,010.43	1,154.77	1,299.12	1,587.81	1,876.51	2,165.20	2,598.24	3,031.28
Llanbedr	857.45	1,000.36	1,143.27	1,286.18	1,572.00	1,857.82	2,143.63	2,572.36	3,001.09
Llanbedrog	844.03	984.70	1,125.37	1,266.04	1,547.38	1,828.72	2,110.07	2,532.08	2,954.09
Llanberis	844.63	985.41	1,126.18	1,266.95	1,548.49	1,830.04	2,111.58	2,533.90	2,956.22
Llandwrog	854.73	997.18	1,139.64	1,282.09	1,567.00	1,851.91	2,136.82	2,564.18	2,991.54
Llandygai	841.55	981.80	1,122.06	1,262.32	1,542.84	1,823.35	2,103.87	2,524.64	2,945.41
Llanddeiniolen	834.73	973.85	1,112.97	1,252.09	1,530.33	1,808.57	2,086.82	2,504.18	2,921.54
Llandderfel	842.45	982.86	1,123.27	1,263.68	1,544.50	1,825.32	2,106.13	2,527.36	2,948.59
Llanegryn	848.69	990.13	1,131.58	1,273.03	1,555.93	1,838.82	2,121.72	2,546.06	2,970.40
Llanelltyd	845.33	986.22	1,127.11	1,268.00	1,549.78	1,831.56	2,113.33	2,536.00	2,958.67
Llanengan	844.35	985.08	1,125.80	1,266.53	1,547.98	1,829.43	2,110.88	2,533.06	2,955.24
Llanfair	846.89	988.03	1,129.18	1,270.33	1,552.63	1,834.92	2,117.22	2,540.66	2,964.10
Llanfihangel y Pennant	861.83	1,005.46	1,149.10	1,292.74	1,580.02	1,867.29	2,154.57	2,585.48	3,016.39
Llanfrothen	845.23	986.10	1,126.97	1,267.84	1,549.58	1,831.32	2,113.07	2,535.68	2,958.29
Llangelynnin	840.55	980.65	1,120.74	1,260.83	1,541.01	1,821.20	2,101.38	2,521.66	2,941.94
Llangywer	847.05	988.22	1,129.40	1,270.57	1,552.92	1,835.27	2,117.62	2,541.14	2,964.66
Llanllechid	842.25	982.63	1,123.00	1,263.38	1,544.13	1,824.88	2,105.63	2,526.76	2,947.89
Llanllfyni	846.73	987.86	1,128.98	1,270.10	1,552.34	1,834.59	2,116.83	2,540.20	2,963.57
Llanmor	838.56	978.32	1,118.08	1,257.84	1,537.36	1,816.88	2,096.40	2,515.68	2,934.96
Llanrug	845.63	986.56	1,127.50	1,268.44	1,550.32	1,832.19	2,114.07	2,536.88	2,959.69
Llanuwchllyn	849.04	990.55	1,132.05	1,273.56	1,556.57	1,839.59	2,122.60	2,547.12	2,971.64
Llanwnda	847.49	988.74	1,129.99	1,271.24	1,553.74	1,836.24	2,118.73	2,542.48	2,966.23
Llanycil	840.97	981.13	1,121.29	1,261.45	1,541.77	1,822.09	2,102.42	2,522.90	2,943.38
Llanystumdwy	838.99	978.82	1,118.65	1,258.48	1,538.14	1,817.80	2,097.47	2,516.96	2,936.45
Maentwrog	841.83	982.14	1,122.44	1,262.75	1,543.36	1,823.97	2,104.58	2,525.50	2,946.42
Mawddwy	843.31	983.87	1,124.42	1,264.97	1,546.07	1,827.18	2,108.28	2,529.94	2,951.60
Nefyn	856.57	999.34	1,142.10	1,284.86	1,570.38	1,855.91	2,141.43	2,569.72	2,998.01
Pennal	845.82	986.79	1,127.76	1,268.73	1,550.67	1,832.61	2,114.55	2,537.46	2,960.37
Penrhyndeudraeth	857.13	999.98	1,142.84	1,285.69	1,571.40	1,857.11	2,142.82	2,571.38	2,999.94
Pentir	854.79	997.25	1,139.72	1,282.18	1,567.11	1,852.04	2,136.97	2,564.36	2,991.75
Pistyll	850.58	992.34	1,134.11	1,275.87	1,559.40	1,842.92	2,126.45	2,551.74	2,977.03
Porthmadog	846.35	987.41	1,128.47	1,269.53	1,551.65	1,833.77	2,115.88	2,539.06	2,962.24
Pwllheli	855.33	997.88	1,140.44	1,282.99	1,568.10	1,853.21	2,138.32	2,565.98	2,993.64
Talsarnau	859.89	1,003.20	1,146.52	1,289.83	1,576.46	1,863.09	2,149.72	2,579.66	3,009.60
Tudfynydd	848.65	990.09	1,131.53	1,272.97	1,555.85	1,838.73	2,121.62	2,545.94	2,970.26
Tudweiliog	836.29	975.68	1,115.06	1,254.44	1,533.20	1,811.97	2,090.73	2,508.88	2,927.03
Tywyn	864.23	1,008.26	1,152.30	1,296.34	1,584.42	1,872.49	2,160.57	2,592.68	3,024.79
Waunfawr	841.70	981.98	1,122.27	1,262.55	1,543.12	1,823.68	2,104.25	2,525.10	2,945.95

**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	1,010.06	1,178.40	1,346.75	1,515.09	1,851.78	2,188.46	2,525.15	3,030.18	3,535.21
Aberdyfi	1,016.40	1,185.80	1,355.20	1,524.60	1,863.40	2,202.20	2,541.00	3,049.20	3,557.40
Abergwyngregyn	1,007.79	1,175.75	1,343.72	1,511.68	1,847.61	2,183.54	2,519.47	3,023.36	3,527.25
Abermaw (Barmouth)	1,025.27	1,196.15	1,367.03	1,537.91	1,879.67	2,221.43	2,563.18	3,075.82	3,588.46
Arthog	1,003.67	1,170.94	1,338.22	1,505.50	1,840.06	2,174.61	2,509.17	3,011.00	3,512.83
Bala	1,012.75	1,181.55	1,350.34	1,519.13	1,856.71	2,194.30	2,531.88	3,038.26	3,544.64
Bangor	1,056.81	1,232.95	1,409.08	1,585.22	1,937.49	2,289.76	2,642.03	3,170.44	3,698.85
Beddgelert	1,011.91	1,180.56	1,349.21	1,517.86	1,855.16	2,192.46	2,529.77	3,035.72	3,541.67
Betws Garmon	1,006.49	1,174.24	1,341.99	1,509.74	1,845.24	2,180.74	2,516.23	3,019.48	3,522.73
Bethesda	1,016.99	1,186.49	1,355.99	1,525.49	1,864.49	2,203.49	2,542.48	3,050.98	3,559.48
Bontnewydd	1,017.28	1,186.83	1,356.37	1,525.92	1,865.01	2,204.11	2,543.20	3,051.84	3,560.48
Botwnnog	1,001.19	1,168.06	1,334.92	1,501.79	1,835.52	2,169.25	2,502.98	3,003.58	3,504.18
Brithdir & Llanfachreth	1,003.35	1,170.58	1,337.80	1,505.03	1,839.48	2,173.93	2,508.38	3,010.06	3,511.74
Bryncrug	1,017.43	1,187.00	1,356.57	1,526.14	1,865.28	2,204.42	2,543.57	3,052.28	3,560.99
Buan	1,004.75	1,172.20	1,339.66	1,507.12	1,842.04	2,176.95	2,511.87	3,014.24	3,516.61
Caernarfon	1,031.61	1,203.54	1,375.48	1,547.41	1,891.28	2,235.15	2,579.02	3,094.82	3,610.62
Clynnog Fawr	1,011.61	1,180.21	1,348.81	1,517.41	1,854.61	2,191.81	2,529.02	3,034.82	3,540.62
Corris	1,010.08	1,178.43	1,346.77	1,515.12	1,851.81	2,188.51	2,525.20	3,030.24	3,535.28
Criccieth	1,018.17	1,187.87	1,357.56	1,527.26	1,866.65	2,206.04	2,545.43	3,054.52	3,563.61
Dolbenmaen	1,004.83	1,172.30	1,339.77	1,507.24	1,842.18	2,177.12	2,512.07	3,014.48	3,516.89
Dolgellau	1,023.67	1,194.29	1,364.90	1,535.51	1,876.73	2,217.96	2,559.18	3,071.02	3,582.86
Dyffryn Ardudwy	1,019.08	1,188.93	1,358.77	1,528.62	1,868.31	2,208.01	2,547.70	3,057.24	3,566.78
Y Felinheli	1,014.23	1,183.26	1,352.30	1,521.34	1,859.42	2,197.49	2,535.57	3,042.68	3,549.79
Ffestiniog	1,052.69	1,228.13	1,403.58	1,579.03	1,929.93	2,280.82	2,631.72	3,158.06	3,684.40
Y Ganllwyd	1,016.26	1,185.64	1,355.01	1,524.39	1,863.14	2,201.90	2,540.65	3,048.78	3,556.91
Harlech	1,009.95	1,178.27	1,346.60	1,514.92	1,851.57	2,188.22	2,524.87	3,029.84	3,534.81
Llanaelhaearn	1,032.22	1,204.26	1,376.29	1,548.33	1,892.40	2,236.48	2,580.55	3,096.66	3,612.77
Llanbedr	1,023.59	1,194.19	1,364.79	1,535.39	1,876.59	2,217.79	2,558.98	3,070.78	3,582.58
Llanbedrog	1,010.17	1,178.53	1,346.89	1,515.25	1,851.97	2,188.69	2,525.42	3,030.50	3,535.58
Llanberis	1,010.77	1,179.24	1,347.70	1,516.16	1,853.08	2,190.01	2,526.93	3,032.32	3,537.71
Llandwrog	1,020.87	1,191.01	1,361.16	1,531.30	1,871.59	2,211.88	2,552.17	3,062.60	3,573.03
Llandygai	1,007.69	1,175.63	1,343.58	1,511.53	1,847.43	2,183.32	2,519.22	3,023.06	3,526.90
Llanddeiniolen	1,000.87	1,167.68	1,334.49	1,501.30	1,834.92	2,168.54	2,502.17	3,002.60	3,503.03
Llandderfel	1,008.59	1,176.69	1,344.79	1,512.89	1,849.09	2,185.29	2,521.48	3,025.78	3,530.08
Llanegryn	1,014.83	1,183.96	1,353.10	1,522.24	1,860.52	2,198.79	2,537.07	3,044.48	3,551.89
Llanelltyd	1,011.47	1,180.05	1,348.63	1,517.21	1,854.37	2,191.53	2,528.68	3,034.42	3,540.16
Llanengan	1,010.49	1,178.91	1,347.32	1,515.74	1,852.57	2,189.40	2,526.23	3,031.48	3,536.73
Llanfair	1,013.03	1,181.86	1,350.70	1,519.54	1,857.22	2,194.89	2,532.57	3,039.08	3,545.59
Llanfihangel y Pennant	1,027.97	1,199.29	1,370.62	1,541.95	1,884.61	2,227.26	2,569.92	3,083.90	3,597.88
Llanfrothen	1,011.37	1,179.93	1,348.49	1,517.05	1,854.17	2,191.29	2,528.42	3,034.10	3,539.78
Llangelynnin	1,006.69	1,174.48	1,342.26	1,510.04	1,845.60	2,181.17	2,516.73	3,020.08	3,523.43
Llangywer	1,013.19	1,182.05	1,350.92	1,519.78	1,857.51	2,195.24	2,532.97	3,039.56	3,546.15
Llanllechid	1,008.39	1,176.46	1,344.52	1,512.59	1,848.72	2,184.85	2,520.98	3,025.18	3,529.38
Llanllyfni	1,012.87	1,181.69	1,350.50	1,519.31	1,856.93	2,194.56	2,532.18	3,038.62	3,545.06
Llanor	1,004.70	1,172.15	1,339.60	1,507.05	1,841.95	2,176.85	2,511.75	3,014.10	3,516.45
Llanrug	1,011.77	1,180.39	1,349.02	1,517.65	1,854.91	2,192.16	2,529.42	3,035.30	3,541.18
Llanuwchllyn	1,015.18	1,184.38	1,353.57	1,522.77	1,861.16	2,199.56	2,537.95	3,045.54	3,553.13
Llanwnda	1,013.63	1,182.57	1,351.51	1,520.45	1,858.33	2,196.21	2,534.08	3,040.90	3,547.72
Llanycil	1,007.11	1,174.96	1,342.81	1,510.66	1,846.36	2,182.06	2,517.77	3,021.32	3,524.87
Llanystumdwy	1,005.13	1,172.65	1,340.17	1,507.69	1,842.73	2,177.77	2,512.82	3,015.38	3,517.94
Maentwrog	1,007.97	1,175.97	1,343.96	1,511.96	1,847.95	2,183.94	2,519.93	3,023.92	3,527.91
Mawddwy	1,009.45	1,177.70	1,345.94	1,514.18	1,850.66	2,187.15	2,523.63	3,028.36	3,533.09
Nefyn	1,022.71	1,193.17	1,363.62	1,534.07	1,874.97	2,215.88	2,556.78	3,068.14	3,579.50
Pennal	1,011.96	1,180.62	1,349.28	1,517.94	1,855.26	2,192.58	2,529.90	3,035.88	3,541.86
Penrhyndeudraeth	1,023.27	1,193.81	1,364.36	1,534.90	1,875.99	2,217.08	2,558.17	3,069.80	3,581.43
Pentir	1,020.93	1,191.08	1,361.24	1,531.39	1,871.70	2,212.01	2,552.32	3,062.78	3,573.24
Pistyll	1,016.72	1,186.17	1,355.63	1,525.08	1,863.99	2,202.89	2,541.80	3,050.16	3,558.52
Porthmadog	1,012.49	1,181.24	1,349.99	1,518.74	1,856.24	2,193.74	2,531.23	3,037.48	3,543.73
Pwllheli	1,021.47	1,191.71	1,361.96	1,532.20	1,872.69	2,213.18	2,553.67	3,064.40	3,575.13
Talsarnau	1,026.03	1,197.03	1,368.04	1,539.04	1,881.05	2,223.06	2,565.07	3,078.08	3,591.09
Trawsfynydd	1,014.79	1,183.92	1,353.05	1,522.18	1,860.44	2,198.70	2,536.97	3,044.36	3,551.75
Tudweiliog	1,002.43	1,169.51	1,336.58	1,503.65	1,837.79	2,171.94	2,506.08	3,007.30	3,508.52
Tywyn	1,030.37	1,202.09	1,373.82	1,545.55	1,889.01	2,232.46	2,575.92	3,091.10	3,606.28
Waunfawr	1,007.84	1,175.81	1,343.79	1,511.76	1,847.71	2,183.65	2,519.60	3,023.52	3,527.44

## 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) 2017/18	Cynnydd / Increase 16/17 - 17/18	Cynnydd / Increase %	
Aberdaron	521.73	13,000	24.92	1,240.96	249.21	1,515.09	1,464.37	50.72	3.5%
Aberdyfi	915.28	31,510	34.43	1,240.96	249.21	1,524.60	1,472.74	51.86	3.5%
Abergwyngregyn	116.25	2,500	21.51	1,240.96	249.21	1,511.68	1,464.50	47.18	3.2%
Abermaw (Barmouth)	1,089.22	52,000	47.74	1,240.96	249.21	1,537.91	1,495.17	42.74	2.9%
Arthog	603.52	9,250	15.33	1,240.96	249.21	1,505.50	1,461.27	44.23	3.0%
Y Bala	759.58	22,000	28.96	1,240.96	249.21	1,519.13	1,472.28	46.85	3.2%
Bangor	3,752.56	356,683	95.05	1,240.96	249.21	1,585.22	1,538.34	46.88	3.0%
Beddgelert	314.22	8,700	27.69	1,240.96	249.21	1,517.86	1,474.97	42.89	2.9%
Betws Garmon	132.87	2,600	19.57	1,240.96	249.21	1,509.74	1,457.22	52.52	3.6%
Bethesda	1,656.05	58,495	35.32	1,240.96	249.21	1,525.49	1,481.84	43.65	2.9%
Bontnewydd	433.54	15,500	35.75	1,240.96	249.21	1,525.92	1,482.58	43.34	2.9%
Botwnnog	430.29	5,000	11.62	1,240.96	249.21	1,501.79	1,458.75	43.04	3.0%
Brithdir & Llanfachreth	403.86	6,000	14.86	1,240.96	249.21	1,505.03	1,462.37	42.66	2.9%
Bryncrug	333.65	12,000	35.97	1,240.96	249.21	1,526.14	1,472.08	54.06	3.7%
Buan	221.19	3,750	16.95	1,240.96	249.21	1,507.12	1,463.87	43.25	3.0%
Caernarfon	3,467.91	198,489	57.24	1,240.96	249.21	1,547.41	1,504.82	42.59	2.8%
Clynnog Fawr	440.58	12,000	27.24	1,240.96	249.21	1,517.41	1,465.80	51.61	3.5%
Corris	291.48	7,272	24.95	1,240.96	249.21	1,515.12	1,467.65	47.47	3.2%
Criccieth	916.60	34,000	37.09	1,240.96	249.21	1,527.26	1,484.57	42.69	2.9%
Dolbenmaen	585.70	10,000	17.07	1,240.96	249.21	1,507.24	1,464.44	42.80	2.9%
Dolgellau	1,190.95	54,000	45.34	1,240.96	249.21	1,535.51	1,489.53	45.98	3.1%
Dyffryn Ardudwy	773.53	29,742	38.45	1,240.96	249.21	1,528.62	1,472.65	55.97	3.8%
Y Felinheli	1,122.95	35,000	31.17	1,240.96	249.21	1,521.34	1,478.95	42.39	2.9%
Ffestiniog	1,687.96	150,000	88.86	1,240.96	249.21	1,579.03	1,530.84	48.19	3.1%
Y Ganllwyd	78.91	2,700	34.22	1,240.96	249.21	1,524.39	1,485.69	38.70	2.6%
Harlech	747.37	18,500	24.75	1,240.96	249.21	1,514.92	1,470.10	44.82	3.0%
Llanaelhaearn	429.82	25,000	58.16	1,240.96	249.21	1,548.33	1,505.36	42.97	2.9%
Llanbedr	313.90	14,193	45.22	1,240.96	249.21	1,535.39	1,483.07	52.32	3.5%
Llanbedrog	677.91	17,000	25.08	1,240.96	249.21	1,515.25	1,472.34	42.91	2.9%
Llanberis	769.47	20,000	25.99	1,240.96	249.21	1,516.16	1,473.37	42.79	2.9%
Llandwrog	996.86	41,000	41.13	1,240.96	249.21	1,531.30	1,486.18	45.12	3.0%
Llandygai	964.62	20,605	21.36	1,240.96	249.21	1,511.53	1,468.36	43.17	2.9%
Llanddeiniolen	1,797.37	20,000	11.13	1,240.96	249.21	1,501.30	1,455.57	45.73	3.1%
Llandderfel	484.05	11,000	22.72	1,240.96	249.21	1,512.89	1,465.46	47.43	3.2%
Llanegryn	155.92	5,000	32.07	1,240.96	249.21	1,522.24	1,473.33	48.91	3.3%
Llanelltyd	277.33	7,500	27.04	1,240.96	249.21	1,517.21	1,471.13	46.08	3.1%
Llanengan	1,955.12	50,000	25.57	1,240.96	249.21	1,515.74	1,472.81	42.93	2.9%
Llanfair	306.45	9,000	29.37	1,240.96	249.21	1,519.54	1,470.23	49.31	3.4%
Llanfihangel y Pennant	207.70	10,755	51.78	1,240.96	249.21	1,541.95	1,475.47	66.48	4.5%
Llanfrothen	215.74	5,800	26.88	1,240.96	249.21	1,517.05	1,472.53	44.52	3.0%
Llangelynnin	392.62	7,800	19.87	1,240.96	249.21	1,510.04	1,467.27	42.77	2.9%
Llangywer	135.09	4,000	29.61	1,240.96	249.21	1,519.78	1,477.19	42.59	2.9%
Llanllechid	334.49	7,500	22.42	1,240.96	249.21	1,512.59	1,469.59	43.00	2.9%
Llanllyfni	1,385.04	40,360	29.14	1,240.96	249.21	1,519.31	1,475.21	44.10	3.0%
Llannor	897.86	15,160	16.88	1,240.96	249.21	1,507.05	1,464.29	42.76	2.9%
Llanrug	1,128.07	31,000	27.48	1,240.96	249.21	1,517.65	1,469.54	48.11	3.3%
Llanuwchllyn	306.73	10,000	32.60	1,240.96	249.21	1,522.77	1,480.56	42.21	2.9%
Llanwnda	766.22	23,200	30.28	1,240.96	249.21	1,520.45	1,470.87	49.58	3.4%
Llanycil	195.26	4,000	20.49	1,240.96	249.21	1,510.66	1,464.20	46.46	3.2%
Llanystumdwy	856.31	15,000	17.52	1,240.96	249.21	1,507.69	1,464.69	43.00	2.9%
Maentwrog	272.30	5,933	21.79	1,240.96	249.21	1,511.96	1,467.92	44.04	3.0%
Mawddwy	333.19	8,000	24.01	1,240.96	249.21	1,514.18	1,463.87	50.31	3.4%
Nefyn	1,380.07	60,579	43.90	1,240.96	249.21	1,534.07	1,483.43	50.64	3.4%
Pennal	216.03	6,000	27.77	1,240.96	249.21	1,517.94	1,474.60	43.34	2.9%
Penrhyndeudraeth	760.14	34,000	44.73	1,240.96	249.21	1,534.90	1,492.64	42.26	2.8%
Pentir	1,067.54	44,000	41.22	1,240.96	249.21	1,531.39	1,476.49	54.90	3.7%
Pistyll	243.50	8,500	34.91	1,240.96	249.21	1,525.08	1,470.20	54.88	3.7%
Porthmadog	1,947.97	55,650	28.57	1,240.96	249.21	1,518.74	1,474.68	44.06	3.0%
Pwllheli	1,713.23	72,000	42.03	1,240.96	249.21	1,532.20	1,488.74	43.46	2.9%
Talsarnau	306.91	15,000	48.87	1,240.96	249.21	1,539.04	1,480.05	58.99	4.0%
Trawsfynydd	499.78	16,000	32.01	1,240.96	249.21	1,522.18	1,473.24	48.94	3.3%
Tudweiliog	444.98	6,000	13.48	1,240.96	249.21	1,503.65	1,460.90	42.75	2.9%
Tywyn	1,552.99	86,000	55.38	1,240.96	249.21	1,545.55	1,495.52	50.03	3.3%
Waunfawr	555.89	12,000	21.59	1,240.96	249.21	1,511.76	1,469.29	42.47	2.9%

<b>Awdurdod</b>	<b>2017/18</b>	<b>2016/17</b>		<b>Authority</b>
Cyngor Gwynedd	1,240.96	1,207.16	2.8%	Gwynedd Council
Comisiynydd Heddlu a Throsedd Gogledd Cymru	249.21	240.12	3.79%	North Wales Police & Crime Commissioner
Cynghorau Cymuned (Cyfartaledd)	39.72	36.58	8.58%	Community Councils (Average)
Cyfanswm	<u>1,529.89</u>	<u>1,483.86</u>	<u>3.1%</u>	Total



# Agenda Item 11

<b>MEETING</b>	Full Council
<b>DATE</b>	18 May 2017
<b>TITLE</b>	Amendments to the Constitution in light of a review of the Scrutiny Procedure and to the Committee's Standing Orders.
<b>PURPOSE</b>	<p>Ensure that the scrutiny procedure adopted in March 2017 is implemented through amendments in the constitution.</p> <p>Implement changes to the Planning Committee's arrangements deriving from new legal requirements</p>
<b>RECOMMENDATION</b>	<ol style="list-style-type: none"><li>1. To adopt the changes in Section 7 ( Appendix 1) of the Constitution, "Scrutiny Committees" in accordance with the report to implement the review of the scrutiny procedure.</li><li>2. To adopt the changes to terms of reference of the Audit Committee and Language Committee in response to the scrutiny review and to change the name of the Audit Committee of the Audit and Governance Committee ( Appendix 2).</li><li>3. To note the changes in Section 9 of the Constitution, "Regulatory Committees and Others" in order to comply with the requirements ( Appendix 3).</li><li>4. To note the amendment of the constitution to reflect the change to the name of the Regulatory Department to the Environment Department.</li></ol>
<b>AUTHOR</b>	Iwan G D Evans, Head of Legal Services / Monitoring Officer

## 1. Background

In its meeting on 2 March 2017, the Council resolved to make the changes to the procedure of the Scrutiny Committees. As these changes have constitutional implications, before they

can be formally implemented, the constitution needs to be changed and I was requested to prepare a report to the Council, recommending the necessary changes.

In addition to these changes, regulations were published by the Government during March 2017, setting the legal requirements regarding the arrangements of Planning Committees. It is therefore required for the Council to change the standing order for the Committees to implement this requirement.

As the Regulatory Department is changing its name to the Environment Department, this change needs to be reflected in the Constitution. It will not mean a significant change.

## **2. Amending the Scrutiny Procedure**

Section 7 of the Constitution provides for the Scrutiny Committees. As the Scrutiny system is statutory, this Part is a combination of provisions that are required by law as well as arrangements by the Council. The decision in March encompasses not only changes to the committees' framework and remit, but also the scrutiny procedure. These recommendations reflect the constitutional changes that derive from this decision.

There are one or two specific points we will be drawing attention to:

- The Well-being of Future Generations Act 2015 has a requirement that the Council appoints a Scrutiny Committee to scrutinise the work of the Public Services Board. This requirement in Section 35 of the Act encompasses a wide range of matters, including the decisions of the board and governance. This specific field has been attributed to the Communities Scrutiny Committee. However, it should be noted that it is the work of the Public Services Board, which is specifically scrutinised here and not the implementation and effect of the Act in its wider sense. Considering the cross-authority nature of the Act, it will be relevant as a consideration and a scrutiny subject across all committees.
- In its decision in March, a proposed remit was set for the Scrutiny Committees. However, the recommendation in this report suggests making one specific amendment. In March, the field of "Housing" was placed within the remit of the Communities Scrutiny Committee. However, the nature of this work in the context of the Council better lends itself to the Care Scrutiny Committee. In addition to this, it would mean allowing the Adults Health and Wellbeing Department to report to one Scrutiny Committee. Therefore, it is recommended that this change is made.
- As a result of this decision changes to the terms of reference of the Audit and Language Committees have been recommended to give them effect. It is also recommended that the Audit Committee's name is changed to Audit and Governance Committee.

## **3. Planning Committee Regulations**

Following the Planning (Wales) Act 2015 and the Government's Positive Planning programme, there have recently been changes to a range of matters regarding the planning procedures in Wales. The focus of this work has included appeal arrangements, strategic planning, enforcement, applications for approval and decision-making arrangements.

Stemming from this agenda, two sets of regulations were published by the Government regarding Planning Committees in March this year:

The Size and Composition of Local Planning Authority Committees (Wales) Regulations 2017,

The Local Authorities (Standing Orders) (Wales) (Amendment) Regulations 2017

Between them, these Regulations mean changes to the arrangements of the Planning Committees in Wales. The new requirements can be summarised in the following way:

- The size of the Planning Committee is restricted to no fewer than 11 and no more than 21 members,
- In a multi-member ward, only one member of the ward can be appointed to the Planning Committee
- The Committee's quorum is increased to at least half the membership.
- The use of substitutes in the Planning Committee is not permitted.

These are statutory requirements that have been set by the Government and therefore they are required to be implemented with constitution amended accordingly. The necessary amendments to the Constitution are set out in the Appendix and I have exercised my powers under Section 2.6.2 of the Constitution to effect the changes.

### **Environment Department**

As the Regulatory Department will now be using the name Environment Department, it is noted that the changes will need to be made in the Constitution to reflect this change.

### **Recommendation:**

- 1. To adopt the changes in Section 7 of the Constitution, "Scrutiny Committees" in accordance with the report to implement the review of the scrutiny procedure.**
- 2. To adopt the changes to terms of reference of the Audit Committee and Language Committee in response to the scrutiny review and to change the name of the Audit Committee of the Audit and Governance Committee.**
- 3. To note the changes in Section 9 of the Constitution, "Regulatory Committees and Others" in order to comply with the statutory requirements.**
- 4. To note the amendment of the constitution to reflect the change to the name of the Regulatory Department to the Environment Department.**

**Iwan G D Evans**

**Head of Legal Services / Monitoring Officer**

### **Background documents**

2 March 2017 Council Report - Review of the Scrutiny Procedure

The Size and Composition of Local Planning Authority Committees (Wales) Regulations 2017,

The Local Authorities (Standing Orders) (Wales) (Amendment) Regulations 2017

## APPENDIX 1

### SECTION 7

#### **7. SCRUTINY COMMITTEES**

##### **7.1 Introduction**

7.1.1 The Council is required by Law to discharge certain overview and scrutiny functions. These functions are an essential component of local democracy. Scrutiny Committees should be powerful committees that can contribute to the development of Council policies and also hold the Cabinet to account for its decisions. Another key part of the overview and scrutiny role is to review existing policies, consider proposals for new policies and suggest new policies.

7.1.2 Overview and scrutiny should be carried out in a constructive way and should aim to contribute to the delivery of efficient and effective services that meet the needs and aspirations of local inhabitants. Scrutiny Committee should not shy away from the need to challenge and question decisions and make constructive criticism.

##### **7.2 Scrutiny Committees**

In order to achieve this, the Council have appointed 3 Scrutiny Committees which between them will:

7.2.1 review or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's functions whether by the Cabinet or another part of the Council;

7.2.2 make reports or recommendations to the Council or the Cabinet in connection with the discharge of any functions;

7.2.3 consider any matter which affects the Council's area or its inhabitants; and

7.2.4 exercise the right to call in for reconsideration decisions made but not yet implemented by the Cabinet and Officers.

##### **7.3 Role, Scope and Membership**

The role, scope and Membership of the Scrutiny Committees are described in the table below:

<b>Committee and Membership</b>	<b>Role and Scope</b>
<p>-Education and Economy Scrutiny Committee</p> <p>18 members</p>	<p>To scrutinise matters relating to:-education and the economy</p> <ul style="list-style-type: none"><li>• Education</li><li>• Economy</li><li>• Pathway to employment</li><li>• Regeneration</li><li>• Customer Care</li></ul>
<p>Communities Scrutiny Committee</p> <p>18 members</p>	<p>To scrutinise matters relating to services for the wider community such as:</p> <ul style="list-style-type: none"><li>• <del>Economy and Regeneration</del></li><li>• <del>Green Gwynedd</del></li><li>• Environment</li><li>• <del>Transportation Network and</del></li></ul>

	<p>Community Transport</p> <ul style="list-style-type: none"> <li>• <del>Empowering Communities</del></li> <li>• <u>Waste and Re-Cycling</u></li> <li>• <del>Housing</del></li> <li>• Language</li> <li>• Carbon Footprint Reduction</li> <li>• Local Development Plan</li> <li>• <u>Customer Services</u></li> </ul>
<p>Care Scrutiny Committee 18 members</p>	<p>To scrutinise matters relating to care services to such as:</p> <ul style="list-style-type: none"> <li>• Older people and adults</li> <li>• Families</li> <li>• Children and Young Persons</li> <li>• Health</li> <li>• Housing</li> </ul>

## 7.4 Specific Functions

### 7.4.1 Policy Development and Review

The Scrutiny Committees may:

- (a) consider the impact of policies to assess if they have made a difference;
- (b) assist the Council and the Cabinet in the development of its Budget and Policy Framework by in depth analysis of policy issues;
- (c) conduct research, community and other consultation in the analysis of policy issues and possible options;
- (d) question Members of the Cabinet and/or Committees and Chief Officers from the Council about their views on issues and proposals affecting the area; and
- (e) liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interest of local people are enhanced by collaborative working.

### 7.4.2 Scrutiny

The Scrutiny Committees may:

- (a) review and scrutinise the decisions by and performance of the Cabinet and/or Committees and Council Officers in relation to individual decisions and over time;
- (b) review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
- (c) question Members of the Cabinet and/or Committees and Chief Officers from the Council about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or project;
- (d) make recommendations to the Cabinet and/or appropriate Committee and/or Council arising from the outcome of the scrutiny process;

- (e) review and scrutinise the performance of other public bodies and designated persons in the area and invite reports from them by requesting them to address the Scrutiny Committees and local people about their activities and performance; and
- (f) question and gather evidence from any person (with their consent).

#### 7.4.3 Finance

Scrutiny Committees may exercise overall responsibility for the finance made available to them.

#### 7.4.4 Annual Report

The Scrutiny Committees must report annually to the Council members on their workings with recommendations for their future work programme and amended working methods if appropriate.

### 7.5 **Head of Democratic Services**

One of the roles of the Head of Democratic Services under section 8 of The Measure is to promote the role of the Council's Scrutiny Committees and to promote support and guidance to Council Members and Officers generally about the functions of the Scrutiny Committees .

### 7.6 **Who May Sit on Scrutiny Committees?**

All Councillors except Members of the Cabinet may be Members of the Scrutiny Committees. However, no Member may be involved in scrutinising on decisions in which he has been directly involved.

### 7.7 **Co-Optees**

Each Scrutiny Committee shall be entitled to recommend to Council the appointment of a maximum of 2 people as non-voting co-optees to serve on the committee for a term of one year at a time. In exercising or deciding whether to exercise a co-option, the Authority must, under section 76 of The Measure, have regard to guidance given by the Welsh Ministers and comply with directions given by them.

### 7.8 **Education Representatives**

~~The Services Education and Economy~~ Scrutiny Committee shall include in its Membership voting representatives of religious faiths and of parent governors, as required by law and guidance from the National Assembly of Wales.

### 7.9 **Who Chairs?**

The arrangements included in sections 66-75 of the Local Government (Wales) Measure 2011 will be followed for appointing persons to chair Scrutiny Committees.

### 7.10 **Role of the Chair and the Scrutiny Committees**

7.10.1 The role of the Chair of the Scrutiny Committees will be essential in implementing the new method of working. The Chairs and Vice Chairs will individually and collectively through the Scrutiny Forum liaise with the Cabinet. The Scrutiny Forum will and supervise the Work Programme and identify cross cutting themes arising from the various Scrutiny Committees

7.10.2 In summary, therefore, the Chair will:

- (a) be accountable for delivering the work ~~new way of working for scrutiny;~~
- (b) will meet regularly to monitor Work Programmes;
- (c) will liaise with the Cabinet on issues affecting the Scrutiny Work Programme; and

- (d) report to the four standing business meetings of the Council on progress in implementing the new methods of working.

7.10.3 “Scrutiny Forum” means a meeting of the Chairs and Vice Chairs of the Scrutiny Committees to undertake roles ascribed to it in this Section 7.

#### **7.11 Work Programme**

7.11 The individual Scrutiny Committees will put forward items for their Work Programmes ~~be responsible for setting their own Work Programme~~ and in doing so they should take into account wishes of Members of that Committee who are not Members of the largest political group on the Council. It may also consider urgent and unforeseen matters not included in the Work Programme. However, the overall scrutiny Work Programme shall be agreed by the Scrutiny Forum who will report back to the Committees..

7.12 There will be a “Winnowing” procedure where any matter which has been registered for consideration will initially be discussed with the relevant Service Department to consider whether it is capable of resolution without formal scrutiny and thereafter with the relevant Cabinet Member. If the matter cannot be resolved it will then be the subject of a discussion between the Cabinet Member and the Chair of the relevant Scrutiny Committee to consider the value of scrutinising the matter before being considered by Scrutiny Forum to determine whether or not to include it in the Work Programme.

#### **7.12 Meetings**

7.12.1 The Scrutiny Committees will have 5 meetings a year.

7.12.2 Extraordinary meetings may be called from time to time in order to deal with call-ins (Section 7.25) where the Chair of a Scrutiny Committee is of the opinion that it is necessary for that Scrutiny Committee to consider the called in decision before the Scrutiny Committee’s next programmed meeting.

#### **7.13 Joint Overview and Scrutiny Committees**

7.13.1 Under section 58 of The Measure, regulations may be made to permit two or more local authorities to appoint a joint Overview and Scrutiny Committee. This is set out in the Local Authority (Joint Overview and Scrutiny) (Wales) Regulations 2012.

7.13.2 The Council will have a Joint Scrutiny Panel with Anglesey County Council established through the Communities Scrutiny Committee to scrutinise the work of the Local Services Board. The Panel will report to both councils and refer any further work in specific areas to the Communities Scrutiny Committee

#### **7.14 Rules of Procedure and Debate**

The Overview and Scrutiny Procedure Rules will apply to meetings of the Scrutiny Committees.

#### **7.15 What will be the Number and Arrangements for Scrutiny Committees?**

7.15.1 The Council will have 3 Scrutiny Committees set out in the table in Section 7.3 and will appoint to them as it considers appropriate from time to time. The Scrutiny Committees may appoint smaller groups or working groups to carry out detailed examination of particular topics for report back to them. Such groups may be appointed for a fixed period on the expiry of which they shall cease to exist.

7.15.2 The terms of reference of the various Scrutiny Committees will be as set out in the table in Section 7.3.

7.15.3 Each Scrutiny Committees will be Chaired by a Chair appointed from the membership of that Scrutiny Committees :

- (a) there will be cross party Membership of all Scrutiny Committees;
- (b) the Scrutiny Committees shall undertake the following:
  - (i) investigate or review a particular matter in depth and without delay, reporting their conclusions and making any recommendations to the Council or Cabinet as appropriate;
  - (ii) conduct research, community (and other) consultation for the purposes of analysing issues and developing where appropriate; possible options, through liaison with the area/community partnerships;
  - (iii) consider and report on mechanisms to encourage and enhance community participation in the development of service delivery options;
  - (iv) question Cabinet Members and Officers about their views and actions on issues and proposals affecting the county;
  - (v) liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working; and
  - (vi) question and gather evidence from any person (with his/her consent) whilst conducting investigative and reporting processes.

#### **7.16 Meetings of the Scrutiny Committees**

The Council may determine a cycle of meetings for the Scrutiny Committees. If the Council do not set the cycle, each such Scrutiny Committees shall determine their own cycle of meetings. The Chair, or in their absence the Vice Chair, may change the date or cancel meetings, or call additional meetings as they consider necessary to deal with the Scrutiny Committees' work programme. A meeting of an Scrutiny Committees may be called by the Chair (or in his or her absence, the Vice Chair) or by the Head of Democratic Services, if he or she considers it necessary or appropriate.

#### **7.17 Quorum**

The quorum for Scrutiny Committees shall be one quarter of the Members of the committee.

#### **7.18 Agenda Items**

7.18.1 Any Member of a particular Scrutiny Committee shall be entitled to give notice to the Head of Democratic Services that he wishes an item relevant to the functions of the that Scrutiny Committee to be included on the agenda for the next available meeting. Seven working days' notice of the item should be given to the Head of Democratic Services together with sufficient information to enable the Officer to advise about the nature and purpose of the item.

7.18.2 On receipt of such a request, so long as it is an appropriate matter to be considered, the Head of Democratic Services will ensure that it is considered by the Chair for inclusion on the next available agenda.

7.18.3 Scrutiny Committees shall also respond, as soon as their work programme permits, to requests from the Council and/or the Cabinet to review particular areas of Council activity. Where they do so, the particular Scrutiny



Committee shall report their findings and any recommendations back to the Cabinet and/or Council. The Council and/or the Cabinet shall consider the report of the Scrutiny Committees within one month of receiving it.

#### **7.19 Policy Review and Development**

- 7.19.1 The role of the Scrutiny Committees in relation to the development of the Council's Budget and Policy Framework is set out in detail in the Budget and Policy Framework Procedure Rules in Section 15.
- 7.19.2 In relation to the development of the Council's approach to other matters not forming part of its Budget and Policy Framework, Scrutiny Committees may make proposals to the Cabinet for developments in so far as they relate to matters within their terms of reference.
- 7.19.3 Scrutiny Committees may hold enquiries and investigate the available options for future direction in policy development and may appoint advisers and assessors to assist them in this process. They may go on site visits, conduct public surveys, hold public meetings, commission research and do all other things that they reasonably consider necessary to inform their deliberations. They may ask witnesses to attend to address them on any matter under consideration and may pay to any advisers, assessors and witnesses a reasonable fee and expenses for doing so.

#### **7.20 Reports from the Scrutiny Committees**

- 7.20.1 All formal reports and recommendations from the Scrutiny Committees will be submitted to the Head of Democratic Services for consideration by the Cabinet (if the proposals are consistent with the existing Budget and Policy Framework), or to the Council as appropriate (eg if the recommendation would require a departure from or a change to the agreed Budget and Policy Framework). These Committee recommendations can include recommendations from investigations or scrutiny working groups.
- 7.20.2 If a Scrutiny Committee cannot agree on one single final report, recommendation or sets of recommendations to the Council or Cabinet as appropriate, one minority report may be prepared and submitted for consideration by the Council or Cabinet with the majority report.
- 7.20.3 The Council or Cabinet shall consider the report of any Scrutiny Committees within one month of it being submitted to the Head of Democratic Services.

#### **7.21 Making sure that Overview and Scrutiny Reports are considered by the Cabinet**

- 7.21.1 The agenda for Cabinet meetings shall include an item entitled "Issues Arising from Overview and Scrutiny". The reports or recommendations of the Scrutiny Committees referred to the Cabinet shall be included at this point in the agenda (unless they have been considered in the context of the Cabinet's deliberations on a substantive item on the agenda) as soon as practicable. Where an item is not considered by the Cabinet within two months, the Cabinet will give an explanation of the reasons to the Chair of the relevant Scrutiny Committees as soon as practicable.
- 7.21.2 Where the Cabinet has delegated decision making power to another individual Member of the Cabinet Scrutiny Committees will submit a copy of their report recommendations to him or her for consideration. At the time of doing so the Scrutiny Committees shall serve a copy on the Head of Democratic Services. The Member with delegated decision making power must consider the report and respond in writing to the Scrutiny Committees within four weeks of receiving it. A copy of his written response to it shall be sent to the Head of Democratic Services and the Leader. The Member will also attend a future meeting of that Scrutiny Committees to present their response.

## **7.22 Rights of Members of the Scrutiny Committees to Documents**

- 7.22.1 In addition to their rights as Councillors, Members of the Scrutiny Committees have the additional right to documents, and to notice of meetings as set out in the Access to Information Procedure Rules in Section 14 of this Constitution.
- 7.22.2 Nothing in this paragraph prevents more detailed liaison between the Cabinet and the Scrutiny Committees as appropriate depending on the particular matter under consideration.

## **7.23 Members and Officers Giving Account**

- 7.23.1 The Scrutiny Committees may scrutinise and review decisions made or actions taken in connection with the discharge of any Council functions. As well as reviewing documentation, in fulfilling the Scrutiny role, it may require any Member of the Cabinet, the Chief Executive and/or any senior Officer to attend before it to explain in relation to matters within their remit:
- (a) any particular decision or series of decisions;
  - (b) the extent to which the actions taken implement Council policy; and/or
  - (c) their performance
- and it is the duty of those persons to attend if so required.
- 7.23.2 For this purpose, senior Officer includes any chief Officer and other appropriate senior Officer. Where there are concerns about the appropriateness of the Officer who should attend, the relevant chief Officer shall discuss this with the appropriate Overview and Scrutiny Chair or Vice Chair with a view to achieving consensus.
- 7.23.3 Where any Member or Officer is required to attend a Scrutiny Committee under this provision, the Chair of that Committee will inform the Head of Democratic Services. The Head of Democratic Services shall inform the Member or Officer, if necessary in writing, giving at least 15 working days' notice of the meeting at which he or she is required to attend (unless agreed otherwise). Any notice will state the nature of the item on which he or she is required to attend to give account and whether any papers are required to be produced for the Committee.
- 7.23.4 Where the account to be given to a Scrutiny Committee will require the production of a report, then the Member or Officer concerned will be given sufficient notice to allow for preparation of that documentation.
- 7.23.5 Where, in exceptional circumstances, the Member or Officer is unable to attend on the required date, then the Scrutiny Committees shall in consultation with the Member or Officer arrange an alternative date for attendance.

## **7.24 Attendance by Others**

Scrutiny Committees may invite people other than those people referred to in paragraph 7.23 above to address it, discuss issues of local concern and/or answer questions. It may for example wish to hear from residents, stakeholders and Members and Officers in other parts of the public sector and shall invite such people to attend.

## **7.25 Call-In**

### **7.25.1 Rules**

- (a) Where a decision is made by the Cabinet an individual Member of the Cabinet or a Committee of the Cabinet or under joint arrangements, the decision shall be published by the Head of Democratic Services, including where possible by electronic means, and shall be available at

the main offices of the Council normally within 5 clear working days of it being made. All Members of the Scrutiny Committees will be sent copies of the records of all such decisions within the same time scale, by the person responsible for publishing the decision.

- (b) That notice will bear the date on which it is published and will specify that the decision will come into force and may then be implemented, on the expiry of [five] clear working days after the publication of the decision, unless a Scrutiny Committee objects to it and calls it in for review.
- (c) During that period the Monitoring Officer shall call-in a decision for scrutiny by a Scrutiny Committee if so requested in the specified format by the Chair (or in his/her absence the Vice-chair) and any two Members of that Scrutiny Committee and, shall then notify the decision taker of the call-in. He/she shall call a meeting of that Scrutiny Committee on such a date as he/she may determine, where possible after consultation with the Chair or Vice Chair of that Scrutiny Committee, and in any case within 15 clear working days of the decision to call-in (only in exceptional circumstances will the Chair of the Scrutiny Committee consider extending this time limit).
- (d) If, having considered the decision, the Scrutiny Committee is still concerned about it, then it may refer it back to the decision making body for reconsideration, setting out in writing the nature of its concerns or refer the matter to Full Council. If referred to the decision maker they shall then reconsider within a further 15 clear working days, amending the decision or not, before adopting a final decision.
- (e) If following an objection to the decision, a Scrutiny Committee does not meet within the period set out above, or does meet but does not refer the matter back to the decision making person or body, the decision shall take effect on the date of the Scrutiny Committee meeting, or the expiry of that further 5 working day period, whichever is the earlier.
- (f) If the matter was referred to Full Council and the Council does not object to a decision which has been made, then no further action is necessary and the decision will be effective in accordance with the provision below. However, if the Council does object, the Council will refer any decisions to which it objects back to the decision making person or body, together with the Council's views on the decision. That decision making body or person shall choose whether to amend the decision or not before reaching a final decision and implementing it. Where the decision was taken by the Cabinet as a whole, or a Committee of it, the matter will be reconsidered at the next meeting of the Cabinet or Committee. Where the decision was made by an individual, the individual will reconsider within ten working days of the Council's request.
- (g) If the Council does not meet, or if it does but does not refer the decision back to the decision making body or person, the decision will become effective on the date of the Council meeting or expiry of the period in which the Council meeting should have been held, whichever is earlier.
- (h) In order to ensure that call-in is not abused, nor causes unreasonable delay, certain limitations are to be placed on its use. These are:
  - (i) a Scrutiny Committee may only call-in a total of three decisions per three month period;

- (ii) three Members of a Scrutiny Committee from at least two political groups), including the Chair (or in his/her absence the Vice-chair) are needed for a decision to be called in;
- (iii) once a Member has signed a request for call-in under this paragraph, he/she may not do so again until the period of three months has expired.
- (iv) No Co-opted Members may report a decision be called in.
- (i) The Monitoring Officer may veto any request for call-in if it falls outside the remit of this scheme.
- (j) Save in exceptional circumstances all Members requesting a matter be called in must attend the meeting at which the matter is being considered.

#### 7.25.2 Call-In and Urgency

- (a) The call-in procedure set out above shall not apply where the decision being taken by the Cabinet is urgent. A decision will be urgent if any delay likely to be caused by the call-in process would, for example, seriously prejudice the Council's or other public interests. The record of the decision, and notice by which it is made public, shall state whether in the opinion of the decision making person or body, the decision is an urgent one, and therefore not subject to call-in. The Chair of the Council must agree both that the decision proposed is reasonable in all the circumstances and to it being treated as a matter of urgency. In the absence of the Chair the Vice -Chair's consent shall be required. In the absence of both, the Head of Paid Service or his/her nominee's consent should be required. Decisions taken as a matter of urgency must be reported at the next available meeting of the Council, together with the reasons for urgency.
- (b) The operation of the provisions relating to call-in and urgency shall be monitored annually and a report submitted to Council with proposals for review if necessary.

#### 7.26 The Party Whip

- 7.26.1 A member of a scrutiny committee must not vote on a question at a meeting of the committee if, before the meeting, the member has been given a party whip relating to the question (a "prohibited party whip").
- 7.26.2 A vote that is given in breach of 7.26.1 must be disregarded.
- 7.26.3 Each member of the committee must declare any prohibited party whip which the member has been given in relation to the meeting.
- 7.26.4 All such declarations made under 7.26.3 must be recorded in the minutes of the meeting.
- 7.26.5 It is for the person presiding over the meeting of the Scrutiny Committee to determine whether a member of the committee has been given a prohibited party whip in relation to the meeting.

#### 7.27 Procedure at Scrutiny Committee Meetings

- 7.27.1 Scrutiny Committees shall consider the following business:
  - (a) minutes of the last meeting;
  - (b) declarations of interest;
  - (c) consideration of any matter referred to that Scrutiny Committee for a decision in relation to call in of a decision;
  - (d) responses of the Cabinet to reports of that Scrutiny Committee;

- (e) the business otherwise set out on the agenda for the meeting.

The Rules of Procedure at a Scrutiny Committee will be the same as the Council procedure Rules except that the Chair of the meeting may allow the rules of debate to be relaxed to enable a full contribution by those attending the meeting whether a Members of a Scrutiny Committee or in any other capacity which allows them to contribute to the worth of the meeting.

7.27.2 Scrutiny Committee may ask people to attend to give evidence or answer questions about any items on their agenda. Meetings should be conducted in accordance with the following principles:

- (a) that the business be conducted fairly and all Members of the Scrutiny Committees be given the opportunity to ask questions of attendees, and to contribute and speak;
- (b) that those assisting by giving evidence be treated with respect and courtesy;
- (c) that the business be conducted as efficiently as possible.

7.27.3 Following any investigation or review, a Scrutiny Committee shall prepare a report, for submission to the Cabinet and/or Council as appropriate and shall make its report and findings public.

#### **7.28 Matters within the Remit of more than one Scrutiny Committee**

Where a matter for consideration by a Scrutiny Committee also falls within the remit of one or more other Scrutiny Committees, the decision as to which Scrutiny Committee will consider it will be resolved by the Scrutiny Forum or, if they fail to agree, the decision will be made by the Chairman of the Council.

#### **7.29 Councillor Call for Action**

- 7.29.1 The Councillor Call for Action is a mechanism for enabling elected Members to bring matters of local concern to the attention of the Council via the Scrutiny process. It should be an option of "last resort".
- 7.29.2 Any Member may request that an item is placed on the agenda of a Scrutiny Committee for consideration.
- 7.29.3 The procedure for dealing with a Call for Action is set out in the Councillor Call for Action - Guidance for Councillors attached to these Rules at Appendix 1.

## APPENDIX 2

### AUDIT AND GOVERNANCE COMMITTEE

- Details of the composition of this committee are included in Section 9 of the Constitution.
- The tables below list the specific functions in The Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales) Regulations 2007 (namely functions that are not to be the responsibility of the authority's Executive) which have been delegated to the committee. The headings, numbers and letters correspond to those in the Regulations.
- The third column notes whether or not the function has been delegated onwards to a principal officer. Further details on the rights of the principal officer, including any restriction on the right to act are to be found in the Schemes for Delegation to Officers in Appendix 3 to Section 13 of the Constitution.

#### Functions that cannot be the responsibility of the Executive.

#### FF. Various Functions

Function	Provision of Act or Statutory Instrument	<i>Delegation - (subject to any restrictions in the Scheme for Delegation to Officers)</i>
1. The duty to approve an authority's statement of its accounts, income, expenditure and balance sheet or its record of its proceeds and payments (as it happens).	Accounts and Audit Regulations (Wales) 2005	

#### Functions under the Local Government Measure (Wales) 2011

The committee is responsible for fulfilling the following statutory functions under Section 81 of the Local Government Measure (Wales) 2011:

- (a) review and scrutinise the authority's financial matters,
- (b) make reports and recommendations in relation to the authority's financial matters.
- (c) review and assess the authority's risk management, internal control and corporate governance arrangements,

- (d) make reports and recommendations to the authority regarding the adequacy and effectiveness of those arrangements,
- (e) inspect the authority's internal and external audit arrangements, and
- (f) review the financial statements prepared by the authority.

### **Other Functions**

The committee will also be responsible for fulfilling the following functions:-

- (i) to promote internal audit, establishing a timetable to conduct review control, develop an anti-fraud culture and review financial operations;
- (ii) to focus the Council's audit resources by agreeing on audit plans and monitoring the provision of audit;
- (iii) to monitor audit performance by ensuring that officers' work is on schedule, that audit reports are produced on time and that they are responded to in the same way, monitoring the completion of the accounts and ensuring action on audit recommendations;
- (iv) to consider observations and concerns on individual services at a county level, on the basis of reports by Council officers, the Audit Commission or the District Auditor.
- (v) Review and scrutinise matters relating to the councils internal operation such as corporate strategies, partnerships, engagement, business transformation and workforce efficiency arrangements.

## LANGUAGE COMMITTEE

- Details of the composition of this committee can be found in Section 9 of the Constitution.
- The table below lists the specific functions that have been delegated to the committee. The third column notes whether or not the function has been delegated onwards to a principal officer. Further details on the rights of the principal officer, including any restriction on the right to act are to be found in the Scheme of Delegation to Officers in Appendix 3 to Section 13 of the Constitution.

Function	Provision of Act or Statutory Instrument	Delegation ( <i>subject to any restrictions in the Scheme for Delegation to Officers</i> )
<u>Reviewing and scrutinising matters relating to</u> <del>Overseeing</del> the implementation of Gwynedd Council's Welsh Language <del>Scheme</del> <u>Policy</u> .		
To set strategic direction and compliance in response to the Language Standards set by the Welsh Language Commissioner, paying attention to the Council's work and any partnership work or joint working.		
Receiving information on matters relating to the Welsh Language as required.		
Act as a consultative body on strategies to promote the Welsh language within the county by making recommendations to the Cabinet as required.		





## **APPENDIX 3**

### **SECTION 9**

#### **9. REGULATORY COMMITTEES**

##### **9.12.2 Appointment of members (and substitute members) of committees and sub-committees**

- (1) Whenever
  - (i) the Council is required to review the allocation of seats on committees between political groups, or
  - (ii) the Council resolves to carry out such a review, or
  - (iii) a committee is required to review the allocation of seats on a sub-committee between political groups, or
  - (iv) a committee resolves to carry out such a review,

the proper officer must submit a report to the Council or committee (as the case may be), showing what allocation of seats would, in his/her opinion, best meet the requirements of section 15(4) of the 1989 Act.

- (2) In light of such a report, the Council or committee, as the case may be, shall determine the allocation of seats to political groups.
- (3) Whenever an appointment of a voting member of a committee or sub-committee falls to be made in accordance with the wishes of a political group to whom the seat has been allocated, and whenever such an appointment falls to be terminated in accordance with such wishes, then the proper officer shall make or terminate the appointment accordingly on receipt of a written request from or on behalf of the political group.\*
- ~~(4) The Council may appoint one member from each Political Group represented on the Planning Committee to act as a substitute on that committee. Details of substitutes' rights are given in Rule 9.12.5.~~

##### **9.12.4 Quorum**

- (1) Subject to (2) below no business shall be transacted at any meeting of a committee or sub-committee unless at least one quarter of the number of voting members of the committee or sub-committee, as the case may be, are present, provided that in no case shall any business be transacted unless at least three voting members are present except in the case of a sub-committee comprising less than five members, when the quorum shall be two voting members.
- ~~(2) No business shall be transacted at any meeting of the Planning Committee unless at least half of number of voting members of the Committee rounded to the nearest whole number are present.~~

##### **Substitutes**

- ~~(5) A substitute member appointed under Rule 9.2.2(4) shall only have the right to speak and vote at the relevant meeting of the Committee or Sub-committee and no other function or appointment including appointments to Working Groups of the Committee or Sub-committee will be applicable to them when acting as a substitute.~~
- ~~(6) A standing member may not attend the meeting if he/she has been substituted.~~

- ~~(7) Substitute members may only attend meetings:~~
- ~~(i) to take the place of a standing member of the Committee or Subcommittee;~~
  - ~~(ii) where the standing member is unable to attend the whole meeting and;~~
  - ~~(iii) if the standing member has notified the Chairman in advance of the intention to substitute.~~

~~(\*In a multi-member ward, only one member of the ward can be appointed to the Planning Committee)~~

# Agenda Item 12

<b>MEETING</b>	<b>FULL COUNCIL</b>
<b>DATE</b>	<b>18 MAY 2017</b>
<b>TITLE OF THE REPORT</b>	<b>THE COUNCIL'S POLITICAL BALANCE</b>
<b>PURPOSE</b>	<b>To review the Council's Political Balance</b>
<b>RECOMMENDATION</b>	<b>Allocation of Seats on the Council's Committees and Confirm the Allocation of the Posts and Hours of the Members' Support Officers.</b>
<b>AUTHOR</b>	<b>Geraint Owen, Head of Democratic Services</b>

## 1. INTRODUCTION

- 1.1 In accordance with Section 15 of the Local Government and Housing Act 1989, the Council must ensure that the constitution of its committees and sub-committees reflects the strength of various political groups on the Council.
- 1.2 The Council is required to do so at least annually as this needs to be done at the Annual Meeting of the Council and in any other meeting of the Council when a change to the political balance occurs.
- 1.3 At the beginning of the new Council term we are also required to review the allocation of any political posts between the groups.
- 1.4 At the time of writing this report, the exact political balance of the Council was not known.
- 1.5 In accordance with this Council's procedures, the Council's Business Group will discuss the matter in order to submit a recommendation to the Full Council.
- 1.6 The Business Group will meet on 15 May 2017 and feedback on the recommendations based on the discussions of the Business Group will be given to the Council.

## 2. ALLOCATION OF SEATS ON COMMITTEES

- 2.1 In order 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 all

seats that members of that group has 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 that members of that group has 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. CHAIRPERSONSHIPS AND VICE-CHAIRPERSONSHIPS**

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

- 3.2 **Scrutiny Committees** - In accordance with the requirements of sections 66-75 of the Local Government Bill (Wales) 2011 ("the Bill") it is a requirement to allocate the chairpersonships of scrutiny committees in order to ensure, as far as possible, that political balance is reflected in those chairpersonships and that the groups that are not represented on the executive are give a fair proportion of the chairpersonships.

- 3.3 There are no statutory or constitutional provisions to control the appointments to the vice-chairpersonships.

- 3.4 As membership of the executive was not known at the time of publishing the Council agenda and as there has not been an opportunity for the Business Group to meet to discuss the allocations, recommendations on chairpersonships, in accordance with the statutory rules, will be submitted at the Council meeting.

- 3.5 There are no statutory or constitutional provisions to control the appointments to the vice-chairpersonships or to the chairpersonships of the remaining committee (other than noted below)

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

**Democratic Services Committee** - In accordance with section 14 of the Bill, 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. As the Cabinet membership is not known at the time of writing this report, the Council will appoint the Chair of the Democratic Services Committee during the Full Council meeting to be held on June 15<sup>th</sup>.

**Licensing Committee** - a member of the executive cannot chair the Licensing Committee.

- 3.6 The committees themselves will elect their chairpersons in these cases subject to the procedural rules limiting the term of a Chairperson to two years.

#### **4. MEMBER SUPPORT OFFICERS**

- 4.1 In accordance with the requirements of the Local Government Regulations (Committees and Political Groups) 1990 we are also required to review the allocation of political support between the groups in accordance with the strength of the groups eligible for them.
- 4.2 The Council is reminded that there are some limitations on such posts; only groups which have 10% of seats on the council are eligible to have political support and there is a restriction of three to each council.
- 4.3 Therefore, in the case of this Council, subject to receiving official confirmation of group memberships, only Plaid Cymru and the Independent Groups are eligible. Within the budget available, the hours are divided between the groups in accordance with the comparative strength of the groups. The hours will be divided according to the political balance of the Council.
- 4.4 The positions and the allocation of hours will remain for the duration of the Council term. A review will be required should there be a substantial change to the political balance and/or should a political group have less than 10% of the members.

#### **5. EXTERNAL BODIES**

- 5.1 There is a long list of external bodies on which the Council has representatives. These bodies vary significantly; some are national others local in nature, some are charities, companies and so forth. The majority of representatives are nominated by the Cabinet Members.
- 5.2 However, it is the Council that decides on allocations of the seats to bodies that require political balance. There are two of these, namely the
- Snowdonia National Park Authority, and
  - North Wales Fire and Rescue Authority
- the Council is asked to approve the political balance for these two bodies.
- 5.3 The members nominated to represent the Council on external bodies will serve on these bodies for the Council term.
- 5.4 Police and Crime Panel. The Council is also required to nominate members to represent the Council on the Police and Crime Panel. The membership of the Panel will reflect the political balance of North Wales as far as possible. Confirmation of the allocation of the number of seats on the Panel for Gwynedd Councillors was not available at the time of writing this report. The Full Council will need to nominate representatives during the Full Council meeting.

#### **6. RECOMMENDATION**

- 6.1 The Council is asked to:-
- (a) adopt the political balance
  - (b) 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

- (c) adopt the allocation of the chairpersonships of the scrutiny committees on the basis of political balance as noted in paragraph 3.2
- (ch) confirm the allocation of the member support officers posts and confirm the hours of the Member Support Officers, for the full Council term, unless there is a substantial change to the political balance or a political group has less than 10% of the total number of members.
- (d) confirm the political balance for the external bodies named in paragraph 5.2
- (dd) nominate members for the Police and Crime Panel in accordance with the allocation for Gwynedd.

# Agenda Item 13

<b>MEETING</b>	<b>Full Council</b>
<b>DATE</b>	<b>18 May, 2017</b>
<b>SUBJECT</b>	<b>MEMBER REMUNERATION</b>
<b>PURPOSE</b>	<b>Decide on the Senior salaries for the year 2017/18</b>
<b>AUTHOR</b>	<b>Geraint Owen, Head of Democratic Services</b>

## BACKGROUND

1. Salaries payable to elected members is set by a national body, The Independent Remuneration Panel. The Panel's annual report has been published in February, 2017. The requirements of the report are to be implemented for the 2017/18 financial year. Below is the link to the page where the Independent Panel report can be found.  
<http://gov.wales/docs/dsilg/publications/localgov/170223-annual-report-en.pdf>
3. The main points of the report include:-
  - a) An increase of £100 in the basic salary for all members (raising from £13,300 to £13,400)
  - b) Senior salaries are not increased, but these post holders will receive the increase in the basic salary element.
  - c) Each individual Council to decide on setting Cabinet Members on one of two levels, Level 1, (£29,100) or Level 2 (£26,100)
  - ch) Each individual Council to decide on setting Committee Chairs on one of two level, Level 1, (£22,100) or Level 2 (£20,100)
  - d) Arrangements are now available for financial remuneration to cover cases of long term sickness absence of senior salary holders (in line with regulations relating to Family Absence of elected members)
  - dd) The term "reimbursement of costs of care" is to be used to replace "care allowance", allowing optional approaches for the publication of the information by individual Authorities. This is done to encourage individual members to access all the support available, without the negative publicity.
4. The decisions of the Independent Remuneration Panel bind Councils to make the payments set by them. The only practical way of not making those payments is for an individual member to state, in writing to the Head of Democratic Services, that they will not accept part or all of the payments.

## THE MATTER UNDER CONSIDERATION

5. The Panel's reports states that a year has passed since the introduction of two levels of salary for members of Councils' Executives and Committee Chairs of principal Authorities who merit the receipt of senior salaries. The Panel established that no Council has used the flexibility available to them to reflect differential responsibilities of



portfolios within Cabinets or to Chairs of Committees by introducing differential payments in 2016/17.

6. As this has only been in place for one year, the Panel is retaining this facility for flexibility to reflect variations in the levels of responsibility in the remuneration applied to specific senior posts.
7. Whilst discussing the matter last year, the Council decided to establish the Senior salaries at Level 1 for Cabinet Members and Chairs of some committees. In order to make a decision the members considered that the allocation of Cabinet Members duties was to ensure consistency and balanced workloads. Members also considered possible complications which could arise should there be more than one salary level for Cabinet Members, leading to difficulties in moving responsibilities from one Cabinet Member to another. The geographical nature of the county was also considered, that along with the challenge of providing services across the second largest county in Wales - a factor that should be considered for Cabinet Members and Chairs of the Committees. In the same way, the requirement for members to travel across Gwynedd was also taken into consideration, bearing in mind that it can take approximately two and a half hours to travel from the North to the South of the County.
8. Whilst considering which Committee Chairs were to receive Senior salaries, the workload for the Chairs was again considered, along with the frequency of official and unofficial meetings, the geographical nature of the county and the need to travel to meetings etc. The Democratic Services Committee has discussed the Senior salaries for 2017/18 and their recommendations can be seen below. In order to come to a conclusion, they considered the probable workload for 2017/18 and a reduction in the workload for the Chairs named on the list is not envisaged. Indeed, it is probable that the requirements for some of the Chairs will increase eg Chairs of the Scrutiny Committees.
9. In making the decision this year, the Council should consider not only at which level to set these posts but also whether there is any difference in the responsibilities shouldered in different posts. With regard to the levels of responsibility shouldered by different Cabinet Members, it should be noted that as a Council, we will make a deliberate effort to allocate out Cabinet responsibilities as equally as possible. The Council will also need to consider whether there is a difference in the responsibilities shouldered by the committee chairs noted below and, indeed, the chairs of some other committees who do not receive special remuneration, such as the Employment Appeals Committee, Language Committee and Democratic Services Committee.
10. In addition to the consideration about the levels, the Council is reminded that there is a limit to the number of senior salaries which the authority may pay. The limit for Gwynedd is 18, and following previous Council discussions, they are currently paid to :-
  - Leader

- Deputy Leader
- 8 other Cabinet Members
- Leader of the largest opposition group

The following Chairs:

- Scrutiny Committees (x3)
- Audit Committee
- Planning Committee
- Licensing Committee
- Pensions Committee

Due to the latest assesment of responsibilities, all Cabinet Members are currently paid at Level 1 and all Committee Chairs noted above receive Level 1 payment.

### **RECOMMENDATION**

11. 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 10 above.
- Senior Salaries for Cabinet members and Chairs of Committees (identified in paragraph 10 above) should remain at Level 1 for the first year of the new Council.
- A review of the workload of all Committee chairs should be held in a year to determine if the decission should be revised or the salary level changed.

<b>MEETING</b>	<b>FULL COUNCIL</b>
<b>DATE</b>	<b>2 MARCH 2017</b>
<b>TITE OF THE REPORT</b>	<b>COMMITTEES CALENDAR 2017/18</b>
<b>PURPOSE</b>	<b>ADOPT THE COUNCIL'S COMMITTEES CALENDAR FOR 2017/18</b>
<b>AUTHOR</b>	<b>GERAINT OWEN, HEAD OF DEMOCRATIC SERVICES</b>

## 1. BACKGROUND

- 1.1 During the process of creating the Council's Committees Calendar for 2017/18, members were invited through *Rhaeadr* to express their opinion on the timetable for the Council's Committee meetings for 2017/18.
- 1.2 The purpose was to ensure that the Council allows all members the opportunity to participate in the democratic process, therefore making every effort to hold meetings at suitable locations and at a reasonable time so as to assist members to fulfill their roles effectively. No comments have been received in response to the request issued in *Rhaeadr*.
- 1.3 Discussions have been held with Snowdonia National Park to ensure that there are no clashes between the two organisations.

## 2. 2017/2018 COMMITTEES CALENDAR

- 2.1 The Committees Calendar for 2017/18 is presented overleaf.
- 2.2 The dates are curent committee dates for now, it may be necessary to hold additional meetings in order to ensure smooth running of Council business.

## 3. Member Training

- 3.1 Some member training dates clash with other meetings. To overcome the difficulty some members may face due to the clashes, additional training sessions have been added to ensure a choice of dates for members.

## 4. RECOMMENDATION

The Council is asked to adopt the final Committees Calendr.

	2017 2018 Meeting Time	May	June	July	August	September	October	November	December	January	February	March	April	May
<b>COUNCIL</b>	pm	*18	15				5		14			1		3
Cabinet	pm		6/27	18	1	12	3/24	21	12	16	13	13	10	
<b>Member Training</b>	am/ pm	9 +10	7/14	5/14 /19		7/20		8/15/ 22	13	10/31	21	21		
(1) Scrutiny Committee – Education and Economy	am/ pm		29			26		16		23			17	
(2) Scrutiny Committee - Communities	am/ pm		21				10		7		22		19	
(3) Scrutiny Committee - Care	am/ pm		13			21		14		30		8		
Audit Committee	am		6/22	13		28		30			8			10
Democratic Service Committee	am/ pm			11		19			5				12	
Planning Committee	am/ pm		5	3/24		4/25	16	6/27	18	15	5/26	19	16	
Joint Planning Policy Committee	am/ pm		28 am			22 pm		10		26		9		
Central Licensing Committee	am		19			11			11			5		
Standards Committee	am			10			2			22		12		
SACRE	pm		14					8			7			
Language Committee	am			4			12			25			24	
Local Joint Consultative Committee	am			7										
Employment Appeals Committee	am/ pm		9	14		15	6	17	1	19	9	23	27	
Pensions Committee	pm		12			14*		9		18		15		
Porthmadog Harbour Consultative Committee	pm						11					7		
Pwllheli Harbour Consultative Committee	pm						17					20		
Aberdyfi Harbour Consultative Committee	am								23			22		
Barmouth Harbour Consultative Committee	am							7				6		
<b>SCHOOL HOLIDAYS</b>		1, 29 - 30	1-2	24 - 31	1- 31		30-31	1-3	25-29	1-5	12-16	26-30	2-6	7

\*Cyfarfod Blynyddol / \*Annual Meeting  
am - bore/morning pm – pŵnwn/ afternoon

•Yn ol yr angen / •As required  
Am/pm – trwy'r dydd / all day

*These are the current dates available, other meetings may be required in order to implement the Council's business.*