



# **AGENDA**

For the Quarterly Meeting of the Association to be held on  
Friday 27<sup>th</sup> October 2017 at Holywell

**1. Welcome by the Mayor of Holywell Town Council**

**2. Record of attendance**

To record attendance and any apologies for absence.

**3. Minutes of the last meeting**

To approve the minutes of the last quarterly meeting. (see appendix A1)

**4. Actions taken since the last meeting**

To receive a report on actions taken since the last meeting.

**The secretary should write to all County Councils, AM's, PM's and the Betsw Cadwallader Trust seeking their support in recyclable packaging at source and making them aware of the recycling percentages of 50% alcohol related, 25% smoking, 20% fast food and 5% remainder.**

*The letters were sent with most responding, all positive including the Officer of the Minister. (see appendix B)*

**The Secretary should meet the Ministers Office (when he meets them over other subjects) to take forward the idea of recyclable packaging.**

*The Secretary will be able to report on Government responses at the meeting.*

**The secretary to liaise with Cllr Woolly who has some knowledge of the subject.**

*The Secretary has made contact with Cllr Woolly for his views.*

**The Secretary to write to Welsh Government suggesting that rules, such as this one, should be funded by Welsh Government and that rules should not be made up costing others.**

*The Secretary will be able to report on Government responses at the meeting.*

**The secretary to write to the appropriate bodies in support of the re-opening of the Montgomeryshire Canal.**

*This has been completed.*

**Letter to Welsh Government on rail matters.**

*The letter on rail matters was sent and the Secretary can report at the meeting on latest developments with regards the Franchise.*



**The secretary is to prepare a paper on education to go with an invitation to Kirsty Williams Minister to speak to the Association.**

*The Secretary has been in contact with Kirsty Williams to seek a date when she can come and speak to the Association.*

**The invite to the Police and Crime Commissioner for North Wales.**

*The date agreed for a visit was to be 27<sup>th</sup> October. Unfortunately another date has appeared in his diary and cannot make this meeting. The Secretary will pursue a new date.*

**5. Financial Report**

To receive a financial report. Current bank balance £7,710.45p

**6. Executive**

To receive the minutes of the Executive Meeting. (see appendix C)

**7. Local Government Re-organisation**

To consider an update on the Local Government Review.

**8. Rail Franchise for Wales**

To consider a report on the rail franchise for Wales.

**9. Consultation - Elections**

To consider the consultation response on Elections and Voting in Wales.  
(see appendix D)

**10. Consultation – Small Business Rates**

To consider the consultation response on small business rate relief in Wales.  
(see appendix E)

**11. Health**

**North Wales**

To consider an update on North Wales Hospital Care.

**Mid Wales**

To consider an update on Mid Wales Hospital Care including the results of the Welshpool Town Council referendum on the proposals by Future Fit.

**12. Data Protection**

To consider a paper on the above. (see appendix F).

**13. Location of sites for Travellers**

To consider the implications of the allocation of sites for permanent and temporary travellers and to consider sending a letter with observations to County Councils.



**14. Location of sites for Nuclear Waste Disposal**

To consider the issue of selecting sites for Nuclear Waste Disposal and the implications. (see appendix G)

**15. Any other business**

Any other business notified to the Chair or Secretary prior to the start of the meeting.

**16. Dates of future meetings**

To note the dates of the next meetings as follows:

**Quarterly Meetings**

Friday 19<sup>th</sup> January 2018 Bay of Colwyn Town Council

Friday 20<sup>th</sup> April 2018 Welshpool Town Council

Friday 20<sup>th</sup> July 2018 the Civic Halls of Connah's Quay.

All meetings start at 10.30am

**Executive Meetings**

Friday 8<sup>th</sup> December 2017

Friday 9<sup>th</sup> March 2018

Friday 8<sup>th</sup> June 2018

10.30am start in all cases. Meetings held at Rhyl Town Council Offices.



# MINUTES

of the Quarterly Meeting of the Association held on  
Friday 14<sup>th</sup> July 2017 at the Civic Halls Connah's Quay

## Attendance Record

<b>Council</b>	<b>Present</b>	<b>Apologies</b>
<b>Officers</b>	Cllr B C Roberts (Chair) Robert Robinson (Secretary)	Cllr H Meredith (Vice Chair) Cllr Joan Butterfield (President)
<b>ABERGELE TOWN COUNCIL</b>	Cllr Richard Waters Cllr S Jones-Roberts	
<b>ARGOED COMMUNITY COUNCIL</b>	Cllr J Holiday	
<b>BANGOR CITY COUNCIL</b>	Cllr D Hainge I Jones Town Clerk	Cllr I James
<b>BAGILLT COMMUNITY COUNCIL</b>	Cllr C R Williams	
<b>BAY OF COLWYN TOWN COUNCIL</b>	Cllr J Pearson Cllr B Barton Cllr P Richards	Tina Earley Clerk
<b>BUCKLEY TOWN COUNCIL</b>	Cllr A Woolley Cllr Blondek	
<b>CAERWYS TOWN COUNCIL</b>	Cllr L Edwards	
<b>CAIA PARK COMMUNITY CONCIL</b>		
<b>CONNAH'S QUAY TOWN COUNCIL</b>	Cllr C Risley Cllr P Atridge Cllr E Faulkner Cllr P Davies S Goodrum (Clerk)	
<b>CONWY TOWN COUNCIL</b>	Cllr S Barber Bailey Cllr H Roberts	
<b>DENBIGH TOWN COUNCIL</b>	Cllr R Tickle	
<b>FLINT TOWN COUNCIL</b>	Cllr A Loveridge	
<b>HAWARDEN COMMUNITY COUNCIL</b>	Cllr A Diskin	
<b>HOLYWELL TOWN COUNCIL</b>	Cllr J Baker Cllr Karin Davies Cllr P Johnson Cllr D Phelan	



<b>LLANFAIR CAEREINION TOWN COUNCIL</b>		Viki Griffiths Clerk
<b>LLANDUDNO TOWN COUNCIL</b>	Cllr M Lyon	
<b>LLANASA TOWN COUNCIL</b>		Cllr S Harms
<b>LLANFAIRFECHAN TOWN COUNCIL</b>		
<b>LLANDRINO &amp; ARDLEEN COMMUNITY COUNCIL</b>		C Davies (Clerk)
<b>LLANDYSILIO COMMUNITY COUNCIL</b>		C Davies (Clerk) Cllr Frances Buckingham
<b>LLANGOLLEN TOWN COUNCIL</b>		
<b>MENAI BRIDGE TOWN COUNCIL</b>	Cllr D M Davies	
<b>PENMAENMAWR TOWN COUNCIL</b>	Cllr M Baines Mel Ab-Owain Town Clerk	
<b>PRESTATYN TOWN COUNCIL</b>		
<b>RHUDDLAN TOWN COUNCIL</b>		
<b>RHYL TOWN COUNCIL</b>	Cllr J Chamberlain-Jones Cllr A James G Nickels Clerk	
<b>RUTHIN TOWN COUNCIL</b>	Cllr S L Beach Cllr K Allsorp-Robson	
<b>SHOTTON TOWN COUNCIL</b>	Cllr D Mickle	
<b>ST ASAPH CITY COUNCIL</b>		
<b>TOWYN AND KINMELL BAY TOWN COUNCIL</b>	Cllr B McLoughlin Cllr M Jones	
<b>WELSHPOOL TOWN COUNCIL</b>	Cllr H Chave Cllr F Veenstra	Cllr Y Owens Cllr D Senior

**1. Minutes of the last meeting**

The meeting approved the minutes of the last quarterly meeting.

**2. Actions taken since the last meeting**

The meeting received a report on actions taken since the last meeting.



### **3. Financial Report**

The meeting receive the financial report.

### **4. Executive**

The meeting received the minutes of the Executive Meeting.

The Secretary confirmed that the Police and Crime Commissioner for North Wales is to attend the October meeting.

### **5. Local Government Re-organisation**

The meeting considered an update on the Local Government Review.

It appears that a statement from the Minister is imminent on Town and Community Councils and their future.

A Commission is being set up to take the subject forward reporting in a year.

### **6. Recycling and Fly Tipping**

To consider an update on Powys Re-cycling situation.

There was much concern over this subject and the meeting agreed that aiming at the source is the right approach.

Cllr B Barton is suggested that the subject could be a case study via an educational establishment.

The meeting **AGREED** the following actions:

The secretary should write to all County Councils, AM's, PM's and the Betsw Cadwalader Trust seeking their support in recyclable packaging at source and making them aware of the recycling percentages of 50% alcohol related, 25% smoking, 20% fast food and 5% remainder.

The Secretary should meet the Ministers Office (when he meets them over other subjects) to take forward the idea of recyclable packaging.

The secretary to liaise with Cllr Woolly who has some knowledge of the subject.

### **7. Remuneration Panel for Wales**

The meeting considered an update from Member Councils on their approach to the report given at the last meeting. Very few were impressed with the proposals on allowances presented at the April meeting.

Most Councils have rejected taking any allowances.

The meeting **AGREED** that the Secretary should write to Welsh Government suggesting that rules, such as this one, should be funded by Welsh Government and that rules should not be made up costing others.



### **8. Montgomeryshire Canal**

The meeting considered writing a letter of support to the re-opening of the Montgomeryshire Canal from Pant to Newtown in Powys and asking the Welsh Government to give a priority to such a project.

The Secretary gave an outline of the current progress on the project.

The meeting **AGREED** to send a letter of support as requested.

### **9. Rail Franchise for Wales**

To consider sending a formal letter to Welsh Government and the Welsh Transport Delivery Unit stating the policy of the association as follows:

*To support the electrification of the North Wales Coast rail line.  
(Holyhead to Crewe)*

*To support the introduction of a full hourly service on the main  
Cambrian line.*

The meeting discussed a number of issues which included:

Carriage shortages.

Connections to the North West.

The need for a survey along the North Coast similar to that completed on the Cambrian Lines.

The meeting **AGREED** that the secretary should pass on the views of the meeting to the Welsh Government Franchise Team.

### **10. Future Plan for the Association 2017 to 2022 – Education Debate**

The meeting held a debate on the education system and the All Wales Estyn Report. The main points are as follows:

- i) The standards in education are the same as always, it is achievement that is under scrutiny.
- ii) Maths means numeracy.
- iii) Targets need to create an environment whereby young person's achieve improvement not reaching a set standard.
- iv) Money formula an issue.
- v) Small Schools was an issue to some – the views varied from them being uneconomical to the need to keep them in the community.
- vi) Budgets and the way they are administered needs review.
- vii) Top slicing for management costs by County Councils needs review.
- viii) The method of deciding what schools should close or stay open needs more understanding and possibly review.



The secretary is to prepare a paper to go with an invitation to Kirsty Williams Minister to speak to the Association.

### **11. Dates of future meetings**

The meeting agreed the dates of the year's meetings as follows:

#### **Quarterly Meetings**

Friday 27th October 2017 - Holywell

Friday 19<sup>th</sup> January 2018 – Bay of Colwyn

Friday 20th April 2018 - Welshpool

Friday 20<sup>th</sup> July 2018 the Civic Halls of Connah's Quay.

All meetings start at 10.30am

#### **Executive Meetings**

Friday 22nd September 2017

Friday 8th December 2017

Friday 9<sup>th</sup> March 2018

Friday 8<sup>th</sup> June 2018

10.30am start in all cases. Meetings held at Rhyl Town Council Offices.

### **12. Actions taken forward.**

The following actions are to be taken forward:

The secretary should write to all County Councils, AM's, PM's and the Betsw Cadwallader Trust seeking their support in recyclable packaging at source and making them aware of the recycling percentages of 50% alcohol related, 25% smoking, 20% fast food and 5% remainder.

The Secretary should meet the Ministers Office (when he meets them over other subjects) to take forward the idea of recyclable packaging.

The secretary to liaise with Cllr Woolly who has some knowledge of the subject.

The Secretary to write to Welsh Government suggesting that rules, such as this one, should be funded by Welsh Government and that rules should not be made up costing others.

The secretary to write to the appropriate bodies in support of the re-opening of the Montgomeryshire Canal.

Letter to Welsh Government on rail matters.

The secretary is to prepare a paper on education to go with an invitation to Kirsty Williams Minister to speak to the Association.





**APPENDIX A2**

Lesley Griffiths AC/AM  
Ysgrifennydd y Cabinet dros yr Amgylchedd a Materion Gwledig  
Cabinet Secretary for Environment and Rural Affairs



Llywodraeth Cymru  
Welsh Government

Ein cyf/Our ref LG/02077/17

Robert Robinson

wtcouncil@btinternet.com

19 September 2017

Dear Mr Robinson

Thank you for your letter of 23 August regarding litter and recycling issues in North Wales.

I note with interest the information provided and I would like to reassure you litter is an issue the Welsh Government takes seriously. Our main aim is to prevent it from occurring in the first place and to help achieve this we provide funding to Local Authorities and organisations such as Keep Wales Tidy. This money is being used to support various programmes focused on tackling littering and encouraging recycling. Measures include educational material, awareness raising work and support for the hard working community groups across Wales to help them take action in their local areas. By adopting this approach, we hope to achieve more long term, sustainable solutions to the problem and to encourage people to develop a greater sense of pride in where they live.

The issues relating to single use and compostable food and drink packaging, such as rice paper, are many and complex. I believe to achieve a long-term solution and to achieve our goal of a globally responsible Wales, we need to look at the issues in the round. We intend to do this as part of the evaluation and refresh of Towards Zero Waste, our waste strategy for Wales.

In addition to the refresh, I have commissioned a study to appraise the evidence available and examine the feasibility, costs and benefits of options to increase waste prevention in products and packaging, increase recycling and reduce litter under an Extended Producer Responsibility approach for Wales. The research will report in early 2018.

An important part of the study will be for consultants to engage with stakeholders as part of their evaluation.

Bae Caerdydd • Cardiff Bay  
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Canolfan Cyswllt Cyntaf / First Point of Contact Centre:  
0300 0604400  
[Goheblaeth.Lesley.Griffiths@llyw.cymru](mailto:Goheblaeth.Lesley.Griffiths@llyw.cymru)  
[Correspondence.Lesley.Griffiths@gov.wales](mailto:Correspondence.Lesley.Griffiths@gov.wales)

Rydym yn croesawu derbyn goheblaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.



The results of the study and the evidence presented will be considered before my officials carry out a formal public consultation of *Towards Zero Waste* in summer 2018. I very much hope the North and Mid Wales Association of Local Councils will contribute fully to the consultation, which will help guide the measures which we take in the future.

Yours sincerely  
Lesley Griffiths

**Lesley Griffiths AC/AM**

Ysgrifennydd y Cabinet dros yr Amgylchedd a Materion Gwledig  
Cabinet Secretary for Environment and Rural Affairs



**APPENDIX B**

**FINANCIAL REPORT**

<b>NORTH &amp; MID WALES ASSOCIATION OF LOCAL COUNCILS</b>								
<b>ANNUAL ACCOUNTS YEAR TO 31.3.2018</b>								
		APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER
<b>INCOME</b>	Membership & Meals							
	Interest							
	Debtors							
	Other							
	<b>TOTAL</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>COSTS</b>	Meals							
	Expenses							
	Administration							
	Bank charges							
	Gavel							
	Web hosting							
	Web site							
	Translation							
	Other							
	<b>TOTAL</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>BALANCE</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>BANK</b>	<i>Start</i>	<b>7710.45</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5944.45</b>
	<i>End</i>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<i>Balance</i>	<b>7710.45</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5944.45</b>



# **MINUTES**

of the Executive Meeting of the Association held on  
Friday 22<sup>nd</sup> September 2017 at 10.30am  
at the offices of Rhyl Town Council

**1. Present were**

Present were Cllr B Roberts (Chair), Cllr D M Davies, Cllr H Chave and Robert Robinson (Secretariat)

**2. Apologies for absence**

The meeting received apologies for absence Cllr J Butterfield and Cllr H Meredith.

**2. Minutes of the last meeting**

The Meeting noted the minutes of the last meeting.

**3. Actions taken since the last meeting**

The Secretary outlined the actions since the last meeting which included:

**Re-cycling and use of degradable materials**

The Secretariat did write to every County Council and AM and PM on the subject including the Minister at Welsh Government. Most have responded with a positive note including the Minister.

**Police and Crime Commissioner**

The date of the next quarterly meeting in October was to be when the Police and Crime Commissioner attended. He has, again, another date in the diary after the date had been agreed with the Association. He is now down to attend the January meeting.

**4. Financial Report**

The meeting noted the bank balances and noted that a financial report will be added in detail to the main quarterly agenda.

**5. Quarterly Meeting Agenda**

The meeting consider the quarterly meeting agenda and the final version as agreed is that issued with these minutes.



## **6. Additions to the Agenda**

The following are to be added to the quarterly meeting agenda:

### **Local Government**

To ensure that an update is available on the current government position with regards to clustering or enlarging Councils.

### **Data Protection**

To add the current information on the subject.

### **Location of sites for Travellers**

To consider the implications of the allocation of sites for Travellers.

### **Location of Nuclear Waste sites.**

To consider the implications of the allocation of sites for Nuclear Waste disposal.

### **Health**

To receive an update on the North Wales Health issues.

To receive an update on the Mid Wales Health issues.

## **7. Consultations**

To consider two consultations as follows:

### **a) Elections and voting in Wales (see appendix B)**

### **b) Business Rates Review**

Although both consultations are due to be with Welsh Government on 13<sup>th</sup> October they are prepared to accept the Association responses by 28<sup>th</sup> October.

The Meeting considered the responses and a recommendation is to be presented to the quarterly meeting for discussion and approval.

## **8. Any other relevant business**

To consider any other business notified to the Chair or Secretary prior to the start of the meeting.

## **9. Dates of future meetings**

To notice the dates of future meeting as follows:

Friday 8th December 2017

Friday 9<sup>th</sup> March 2018

Friday 8<sup>th</sup> June 2018

10.30am start in all cases. Meetings held at Rhyl Town Council Offices.



## WELSH GOVERNMENT CONSULTATION

### RESPONSE TO

# Electoral Reform in Local Government in Wales

### Consultation Response Form

Your name: Robert A Robinson FRICS FILCM  
Organisation (if applicable): North Wales Association of Local Councils  
email / telephone number: Email: [wtcouncil@btinternet.com](mailto:wtcouncil@btinternet.com)  
Tel: 01938 553142  
Your address: Triangle House, Union Street,  
Welshpool SY21 7PG

Q1 – Do you agree that the qualifying age for voting in Welsh local government elections should be lowered to 16?

*The Association does not support any change to the existing voting ages.*

Q2 – Should EU citizens who move to Wales once the UK has left the EU continue to acquire the right to vote?

*Only when they have a legal status to reside in Wales for a prescribed period of say 12 months.*

Q3 – Should voting rights be extended to all legal residents in Wales, irrespective of their nationality or citizenry?

*Yes if they have a legal right to reside in Wales and have been so for a prescribed period, say 12 months.*

Q4 – EU and Commonwealth citizens can stand for election to local government in Wales, Should this continue and be extended to all nationalities made eligible to vote?

*Yes if they have a legal right to reside in Wales and have been so for a prescribed period, say 12 months.*



Q5 – Should Electoral Registration Officers have a greater range of sources available to them to assist citizens to be added to the register?

*Yes. However if electronic registration is used a full back up system need to be in place to protect peoples data and to ensure that any computer hacking or malfunction does not destroy any system in place.*

Q6 – Which data sources do you think should be used by Electoral Registration Officers?

*All that are available.*

Q7 – Should a wider range of local authority staff be empowered to assist citizens to obtain registration through access to the local government register and have the ability to amend it?

*The authorities have an electoral department and they should be able to cope without the need for others to be involved.*

Q8 – What controls should be put in place to ensure the Electoral Registration Officer maintains overall control of the register?

*Retain control within the electoral departments of authorities.*

Q9 – Should the individual registration rules be relaxed to allow for block registrations in certain circumstances, protecting the right to vote for populations otherwise at risk of exclusion?

*We can see some merit in this for special groups but not as a general approach.*

Q10 – Should we place a duty on Electoral Registration Officers to consider whether any individual groups within their electoral area should be specifically targeted in registration campaigns?

*Yes.*

Q11 – Should we introduce arrangements so that agencies that are aware of people moving have a duty to inform the Electoral Registration Officers?

*Yes.*

Q12 – What are your views on the development of a single electronic register for Wales?

*With safeguards, which we are sure will be put in place, yes.*



Q13 – Do you agree that individual principal councils should be able to choose their voting system?

*No. The voting system should be universal and set by Welsh Government. The Association sees possible abuse if Local Authorities set such a system themselves involving party interests.*

Q14 – Do you agree that a constitutional change such as this should be subject to a two-thirds majority?

*Yes.*

Q15 – Do you agree that the term of local government in Wales should be set at five years?

*The resonant supports the proposal to have fixed terms for Councils of 5 years.*

Q16 – Do you agree in principle with the desirability of reforming the voting system to encourage greater participation?

*Possibly but this can be proved unless introduced.*

Q17 – Are there other initiatives not covered which might be taken to enable greater participation in elections in Wales?

*Politicians need to be more transparent and clear so that trust from the electorate is restored to a great extent to that experienced at present.*

Q18 – Should councils be able to choose to use all-postal voting at council elections?

*No. There should be a range of options for those wishes to cast their vote.*

Q19 – Should it be subject to pilot exercises first?

*No. Things take too long to implement now, if there are to be changes they should be progressed in a timely manner.*

Q20 – Should councils be able to operate all-postal voting in an individual ward or a number of wards within a council area?

*No.*

Q21 – Should electronic voting be enabled at local elections?





*Yes but only with the opportunity for paper voting alongside for a period of time, ie another 10 years. There are too many elderly entitled to vote who are not happy with computers and IT.*

Q22 – Should remote voting be enabled at local elections?

*We cannot see how this would work. There should be a single polling station; there are postal votes and proxy votes in place to cover those who cannot attend on the day. Mobile voting stations maybe difficult in some rural areas where broadband signals are all but non-existent.*

Q23 – Should electronic counting be introduced for local elections in Wales?

*There is no reason why not.*

Q24 – Should mobile polling stations be enabled at local elections?

*Yes but only if the votes are counted in one location after polling closes.*

Q25 – Should we enable returning officers to make use of polling places in addition to fixed polling stations?

*No.*

Q26 – Should we enable local elections to be held on more than one day and on days other than a Thursday?

*This is something to be considered.*

Q27 – Should consideration be given to simplifying postal voting procedures and literature?

*It is fairly clear now so in our view does not need changing.*

Q28 – How do you think the process could be simplified?

*We not think it can be simplified without affecting the integrity of the voting system.*



Q29 – Should electors attending a polling station be required to produce ID before they are allowed to vote?

*Yes, however there is a time issue involved and more staffing at polling stations may be needed to avoid queues.*

If so, what types of identification should be accepted?

*Any card with a photo on it. (ie driving licence, bus pass, passport etc).*

Q30 – Do the advantages of requiring ID outweigh the risk of deterring voters?

*We hold the view it would not make any difference.*

Q31 – Do you agree that it should no longer be necessary to publish a candidate's home address in election literature, including anything published electronically?

*The full address is not necessary but the ward in which they live should be identified. This is important as voters should be aware if a candidate is a local person or not.*

Q32 – Do you agree that each candidate should be required to provide a personal statement for inclusion on a website provided by the authority to which they are seeking election?

*Yes. This is important even they are elected un-opposed so that the electorate is aware of their ideas, policies and general views.*

Q33 – Do you agree that it should not be permissible to serve both as an Assembly Member and councillor?

*The respondent has never seen how an assembly member can also complete their duties as a County Councillor or vice versa.*

Q34 – Do you agree that candidates should be required to disclose a party affiliation if they have one?

*The Association agrees.*

Q35 – What sort of evidence should be required to suggest there is an undisclosed party affiliation? If they are not standing for that party any membership is possibly irrelevant.

*The Association feels that being a member of party should be disclosed even if they are not sponsored or standing for such party.*



Q36 – Should any council staff below senior level be able to stand for election to their own authority?

*The respondent does not support any employee being able to serve as a Councillor for the authority which has them as an employee. This would be a giant conflict of interest and make it impossible for the Chief Officer to administer the Council. This particularly would apply to a Town or Community Council.*

Q37 – Is there still justification for councils to keep a list of those other than senior officers who should be politically restricted?

*Not applicable – see Q36 above.*

Q38 – Do you agree that the statutory chief executive role should include that of returning officer?

*Yes.*

Q39 – Do you agree that any addition to salary in recognition of returning officer duties should be a matter for the local authority to determine?

*The respondent holds the view that this is a matter for each electoral authority.*

Q40 – Should Welsh Government move to a system of calculating Assembly election costs on an agreed formula, based on the size of electorate?

*This would make it easier for Local Councils to budget for elections.*

Q41 – Should Welsh Government move to a system of calculating Assembly election costs on an agreed formula, based on the size of electorate?

See Q40.

Q42 – Should Welsh prisoners be allowed to register to vote and participate in Welsh local government elections?

*The respondent is of the view that only those sentenced to less than 3 months should be eligible to vote. (ie fairly minor offences only)*

If so, should it be limited to those sentenced to less than twelve months, four years, or any sentence length?

*The respondent feels that 3 months should be the maximum.*



Q44 – By what method should prisoners cast a vote?

*All votes from prisoners should be via the postal voting system.*

Q45 – At what address should prisoners be registered to vote?

*Not applicable.*

Q44 - We would like to know your views on the effects that Electoral reform would have on the Welsh language, specifically on opportunities for people to use Welsh and on treating the Welsh language no less favourably than English.

What effects do you think there would be?

*All material at polling stations should be bi-lingual as they are at present.*

How positive effects could be increased, or negative effects be mitigated?

*Nothing else needs to be done.*

Q45 - Please also explain how you believe the proposed options could be formulated or changed so as to have positive effects or increased positive effects on opportunities for people to use the Welsh language and on treating the Welsh language no less favourably than the English language, and no adverse effects on opportunities for people to use the Welsh language and on treating the Welsh language no less favourably than the English language.

*This is not relevant to the subject in hand. Bi-lingual information is all that is needed.*

Q46 - We have asked a number of specific questions. If you have any related issues which we have not specifically addressed, please use this space to report them:

*Just to re-inforce the point of not moving to full electronic voting at this time. In our view it is too early and would disenfranchise those who are not happy with this. In particular the elderly. Maybe in 10 years' time the climate would be different.*

*As we are a Town Council which does not co-opt as a matter of principle (we hold elections every time) we are prepared to give oral evidence at our level if it were felt that a Committee would benefit from that.*

*No further comments.*

Responses to consultations are likely to be made public, on the internet or in a report. If you would prefer your response to remain anonymous, please tick here:

**APPENDIX E****Consultation response form**

## Delivering a Tax Cut for Small Businesses: a New Small Business Rates Relief Scheme for Wales

Please return this form to reach the Welsh Government no later than  
13 October 2017

If you have any questions, please email:

Local Taxation Policy Branch: LGF1Consultations@gov.wales

<b>Consultation Delivering a Tax Cut for Small Businesses: a New Small Business Rates Relief Scheme for Wales</b>	
<b>Date</b>	20.9.2017
<b>Name</b>	Robert Robinson FRICS FILCM Secretary
<b>Organisation</b>	North and Mid Wales Association of Local Councils
<b>Address</b>	Triangle House Union Street Welshpool SY21 7PG
<b>Email address</b>	wtcouncil@btinternet.com
<b>Telephone</b>	01938 553142

**Consultation questions**

Q1. The Welsh Government is interested in your views about the current and future funding of SBRR in Wales, including how the multiplier operates.

Comments:

*The Association feels*



*that the current rating system is unfair and does not reflect market conditions and is particularly hard on Retail Premises.*

Q2. Do you agree that a limit should be introduced on the amount of relief a business occupying multiple small properties in Wales can receive? If so, to what extent do you think this should be restricted?

Comments:

*Yes. The suggested limit is 5 retail units.*

Q3. What are the associated administrative and technical implications of the Welsh Government's preferred approach which need to be considered?

Comments:

*Not qualified to comment.*

Q4. Comments are invited about the effects (whether positive or adverse) such a limit could have on ratepayers affected or excluded from this relief.

Comments:

*Any reliefs should be available to all including Council Premises (except where they are used for commercial activity). Charity Shops should be treated the same as any other business and not be given any special relief. Most Charity Shops today are run as a business and should be treated as such.*

Q5. Are there any types of business you feel should be excluded from the new scheme and, if so, why?

Comments:

*All small business should be able to take advantage of the scheme.*

Q6. What are the administrative implications of introducing further exceptions?

Comments:

*Not applicable.*

Q7. If the Welsh Government released resources from the current scheme to provide additional support to eligible small businesses under the new scheme, based on the options described in paragraph 4.26, how should these resources be reinvested to support small businesses more effectively?

Comments:

*The biggest issue to retailers is car parking charges. Any funds made available should be used to provide free parking to aid retailing and protect town centres. For example planning consents are granted to supermarkets and retail parks with free parking whilst the town centre shops have only car*



*parks which are charged for creating an unfair playing field.*

Q8. Are there any administrative or technical implications which need to be considered in changing the current thresholds for relief?

Comments:

*Not in our view.*

Q9. What are the potential administrative and technical implications of introducing a new permanent scheme and its interaction with transitional relief?

Comments:

*Not qualified to comment.*

Q10. We are seeking views on removing the enhanced relief for retail premises with a rateable value between £10,501 and £11,000.

Comments:

*There is no case to remove such relief.*

Q11. Are there any administrative or technical implications which need to be considered in changing the relief for the retail sector?

Comments:

*No*

Q12. We are seeking views on whether the childcare sector should be provided with additional relief, over and above that provided under the current SBRR scheme in order to support the delivery of the 30-hour childcare commitment?

Comments:

*All business should receive the same reliefs, there is no case for any special cases.*

Q13. If additional relief were provided to the childcare sector, considering the options described in 4.39, how should this be delivered via the SBRR scheme?

Comments:

*Not applicable.*



Q14. Are there any administrative or technical implications which need to be considered in providing additional relief to this sector?

Comments:

*Not in the view of the Association.*

Q15: We are seeking views on the possible introduction of time-limited support for certain ratepayers which is gradually withdrawn. What are the advantages and disadvantages of such an approach?

Comments:

*It is right and proper to phase any reductions in allowances.*

Q16. The Welsh Government is seeking general views on providing support to businesses that support, or are working towards supporting, wider Welsh Government objectives and invites proposals for developing the scheme in future years.

Comments:

*This subject has nothing to do with this consultation.*

Q17. The Welsh Government would like to know your views on the effects these proposals would have on the Welsh language, specifically on:

- i) opportunities for people to use Welsh; and
  - ii) on treating the Welsh language no less favourably than English.
- What effects do you think there would be? How could positive effects be increased, or negative effects be mitigated?

Comments:

*This subject has nothing to do with this consultation.*

Q18. Please also explain how you believe the proposed policy could be formulated or changed so as to have:

- i) positive effects or increased positive effects on opportunities for people to use the Welsh language and on treating the Welsh language no less favourably than the English language; and
- ii) no adverse effects on opportunities for people to use the Welsh language and on treating the Welsh language no less favourably than the English language.

*This subject has nothing to do with this consultation.*





Q19. We have asked a number of specific questions. If you have any related issues which we have not specifically addressed, please use this space to report them.

Please enter here:

*A review of the current rating system is well overdue and needs urgent attention before business (particularly in the retail sector) is damaged forever.*

*The Council feels very strongly about double taxation whereby local authorities are subject to business rates.*

*If it were thought to be helpful the Association is prepared to give oral evidence to the relevant Committee.*

Responses to consultations are likely to be made public on the internet or in a report. If you would prefer your response to remain anonymous, please tick here:

*APPENDIX F***Legal Briefing**

L04-17

July 2017

**Reform of data protection legislation- General Data Protection Regulation and Data Protection Bill****General Data Protection Regulation**

As explained in Legal Briefing L03-17, the EU regulation known as General Data Protection Regulation ("GDPR") will come into force on 25 May 2018. As an EU regulation, the GDPR has direct effect; no national legislation is required for its provisions to apply. L03-17 confirmed that preparations for compliance with the requirements of GDPR will have significant resource implications for councils but should not be delayed. Compliance will be difficult if councils leave preparations until next year.

**Getting ready for GDPR**

1. With reference to L03-17 and the Information Commissioner Office's ("ICO") guide entitled "Preparing for the General Data Protection Regulation (GDPR) 12 steps to take now" (available via the web link <https://ico.org.uk/media/1624219/preparing-for-the-gdpr-12-steps.pdf>), the 12 steps required by councils include the following.
  - i) Ensuring that all councillors are aware that the law is changing and appreciate the impact this is likely to have. Councils should identify the activities/areas that could cause compliance problems under the GDPR.
  - ii) Auditing and documenting the personal data that they hold, where the personal data came from and how it is used or shared. This exercise will require resourcing.
  - iii) Identifying the lawful basis for processing and retaining personal data, documenting this and updating privacy notices. Under the Data Protection Act 1998 ("the 1998 Act"), a privacy notice is a reference to particular information which an organisation is required to provide to individuals when it is processing their personal data. This information includes confirmation of the identity of the organisation (i.e. the data controller) and, if any, the identity of the person processing personal data on behalf of the organisation (i.e. the data processor), the purpose(s) for which personal data will be processed and any other information which is necessary in the specific circumstances to enable the data processing to be fair. GDPR includes a longer and more detailed list of information that

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National Association of Local Councils

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## *Legal Briefing*

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must be provided in a privacy notice. GDPR also requires privacy notices to be:

- concise, transparent, intelligible and easily accessible;
- written in clear and plain language, particularly if addressed to a child; and
- free of charge.

Detailed advice about privacy notices is available from the ICO via <https://ico.org.uk/for-organisations/guide-to-data-protection/privacy-notices-transparency-and-control/privacy-notices-under-the-eu-general-data-protection-regulation/>. It includes guidance about how to write privacy notices. The ICO has also compiled examples of good and bad privacy notices which can be accessed via <https://ico.org.uk/media/for-organisations/documents/1625136/good-and-bad-examples-of-privacy-notices.pdf>

- iv) Reviewing how consents are sought, recorded, and managed. There is a fundamental difference between telling individuals how their personal data will be used and obtaining their consent for the same. Consents to a council must be freely given, specific, informed and unambiguous. There must be a positive opt-in consent cannot be inferred from silence, pre-ticked boxes or inactivity. It must also be separate from other terms and conditions, and there must be simple ways for people to withdraw consent.
  - v) Recruiting/procuring the services of a Data Protection Officer ("DPO") who is required by GDPR to have expert knowledge of data protection law and practices. To clarify L03-17, GDPR requires "public authorities" (which includes local authorities such as parish councils and, in Wales, community councils) to appoint a DPO. More information about the DPO is in the Annex.
2. Councils may use the ICO's self-assessment exercise in respect of compliance with GDPR. This is available via <https://ico.org.uk/for-organisations/resources-and-support/data-protection-self-assessment/getting-ready-for-the-gdpr/>.
  3. Councils should use the ICO's website for detailed and practical guidance about GDPR via <https://ico.org.uk/for-organisations/data-protection-reform>.



## *Legal Briefing*

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July 2017

### **Data Protection Bill**

At the opening of Parliament on 21 June 2017, the Government committed itself to the introduction of the Data Protection Bill. Parts of the 1998 Act would need to be repealed for data processing to be within the scope of the GDPR and it is necessary to ensure that the 1998 Act does not duplicate or create inconsistencies with the GDPR, because the GDPR will be directly applicable.

In respect of the Data Protection Bill, the Government said its key priorities were:

- ensuring data protection rules were "suitable for the digital age";
- empowering individuals to have more control over their personal data;
- giving people the "right to be forgotten" when they no longer wanted an organisation to process their data - providing there were no legitimate grounds for an organisation retaining the data;
- modernising data processing procedures for law enforcement agencies;
- allowing police and the authorities to "continue to exchange information quickly and easily with international partners" to fight terrorism and other serious crimes;
- ensuring the country met its obligations while a member of the EU, and would help the UK maintain its "ability to share data with other EU members states and internationally after we leave the EU" and
- replacing the 1998 Act.

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### ANNEX

#### a) What are the DPO's responsibilities?

The DPO's minimum tasks are defined in Article 39 of GDPR. These are below.

- To inform and advise the organisation and its employees about their obligations to comply with the GDPR and other data protection laws;
- To monitor compliance with the GDPR and other data protection laws, including managing internal data protection activities, advise on data protection impact assessments; train staff and conduct internal audits and
- To be the first point of contact for supervisory authorities and for individuals whose data is processed (employees, customers etc.).

The DPO will therefore have an "internal" and "external" aspect to their role, and it will be important that these do not interfere with one another.

The appointed DPO must at all times have regard to "the risk associated with the processing operations, taking into account the nature, scope, context and purposes of processing." This is an overarching obligation which means that the role of the DPO will vary in proportion to the risks to the rights of individuals affected by the organisation's processing of personal data.

A DPO is not personally responsible in case of non-compliance with GDPR. Article 24 of GDPR makes it clear that data protection compliance is a responsibility of the data controller or the data processor.

#### b) Who may be appointed as the DPO?

Article 37(6) of the GDPR provides that the DPO may be an employee or external to the organisation, fulfilling the tasks on the basis of a service contract.

Where an employee is chosen as the DPO, there is nothing to prevent that individual from also performing other roles at the organisation, provided such roles do not affect his ability to adequately perform the role of DPO. The appointment of an internal DPO may also raise confidentiality and conflict of interest issues, and it will be important for organisations to develop policies and procedures to manage any such issues.

If the DPO is external, his function can be exercised based on a service contract with an individual or an organisation. Where an external DPO is selected, it will be

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important for organisations to ensure that the DPO is able to form productive relationships with internal stakeholders and colleagues in order to perform the DPO role adequately.

### **c) Does the DPO need specific qualifications?**

Article 37(5) of the GDPR provides that the DPO shall have expert knowledge of data protection law and practices. This should be proportionate to the type of processing that the organisation carries out, taking into consideration the level of protection the personal data requires. In the case of a public authority, the DPO should have sound knowledge of the organisation's administrative rules and procedures.

The DPO's relevant skills and expertise should ideally include:

- expertise in national and European data protection laws and practices including an in-depth understanding of the GDPR;
- understanding of the processing operations carried out;
- understanding of information technologies and data security;
- knowledge of the business sector and the organisation and
- ability to promote a data protection culture within the organisation.

### **d) Resources for DPO**

Article 38(2) of the GDPR provides that depending on the nature of the processing operations and the activities and size of the organisation, the following resources should be provided to the DPO:

- active support of the DPO's function by senior management ;
- sufficient time for DPOs to fulfil their tasks;
- adequate support in terms of financial resources, infrastructure (premises, facilities, equipment) and staff where appropriate;
- official communication of the designation of the DPO to all staff;
- access to other services within the organisation so that DPOs can receive essential support, input or information from those other services and
- continuous training.

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APPENDIX G



Llywodraeth Cymru  
Welsh Government

14 June 2017

Dear Sir/Madam

**Welsh Government Workshops for local government representatives on higher activity radioactive waste management and disposal.**

This year will see important steps in addressing one of the most pressing environmental issues this generation needs to tackle on behalf of future generations. The issue will be tackled more effectively if there is insight, input and active involvement from all parts of Welsh society. Local government representatives play an important role within their community so we would like to take the opportunity to raise awareness of the policy proposals for working with communities which may wish to discuss potentially hosting a geological disposal facility (GDF). This is why we would welcome your council's participation in one of two stakeholder workshops being held for local authority and community council representatives.

The first workshop will be held on 17 July in Colwyn Bay and the second on 19 July in Swansea.

**The Issue**

Every major economy has accumulated radioactive waste from electricity generation, defence activity, healthcare, academic research or industrial processes. Most (95%) of this waste is low level waste and is disposed of safely every day, however some materials, known as Higher Activity Waste (HAW), remain harmful to humans and the environment for hundreds of thousands of years. In the UK this HAW has been accumulating for over 60 years.

Across the world, HAW is currently stored safely in interim stores on the surface – including at the existing nuclear sites in Wales, at Wylfa and at Trawsfynydd. However, given the longevity of this waste, the internationally-adopted and scientifically endorsed approach is to dispose of the waste permanently and safely in highly-engineered facilities deep beneath the earth at depths of up to 1km. Finland has started constructing its facility; Sweden, France, Switzerland and Canada have advanced programmes; Germany, which has

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renounced future use of nuclear energy, is also adopting geological disposal for its historically accumulated waste.

The UK Government has also adopted this approach, and will be consulting further on next implementation steps later this year. Since the disposal of radioactive waste is a devolved matter, in 2015, following public consultation, the Welsh Government also adopted a policy supporting geological disposal.

The Welsh Government has joined a programme, funded by the UK Government, to pursue the establishment of a geological disposal facility (GDF) in which HAW can be safely and permanently disposed. The Northern Ireland Executive is also part of the programme.

The Welsh Government also supports the international consensus that the selected site must be chosen *with the consent* of the local community<sup>1</sup>. It is this aspect of the policy which is critical, and on which we are seeking your input.

Further background and issues for consideration can be found in the attached discussion document.

#### A voluntarist approach to geological disposal

Adopting a programme to establish a GDF does not mean that one will necessarily be situated in Wales, nor does it mean that the Welsh Government will seek to have a GDF sited in Wales. Welsh Government's policy is very clear: a GDF will only be sited in Wales if a community is willing to host it.

The Welsh Government also wants to ensure communities in Wales have access to the information they need to decide if they might wish to enter discussions about potentially hosting a GDF, and to enable them to be an equal and active partner in the process. This is important to ensuring any final decision to proceed is made, in a fully informed way by the community.

A GDF would be a multi-billion pound infrastructure project providing investment and high-skilled, well-paid jobs in the local economy for over 150 years. Hosting a GDF could therefore have a profound sustained impact for any community. Given the significant long term economic and community development opportunities, should a community in Wales want to discuss potentially hosting a GDF, the Welsh Government wants to ensure that no community in Wales is placed at any disadvantage compared with communities elsewhere in the UK. However, as with any large-scale infrastructure project, there will also be challenges and it is important to consider how these might best be mitigated.

Both the Welsh Government and the UK Government have been developing proposals on how the public body appointed to deliver the GDF – *Radioactive Waste Management (RWM)* – will be required to work with interested communities on the basis of consent. We expect that these proposals will be published in separate consultations in both countries later this year. The Welsh Government's preferred option is to adopt an approach to siting which is compatible with that in England, providing it is also compatible with the needs of communities in Wales. The Welsh Government therefore intends to consult on proposals

<sup>1</sup> In this context a potential host community might be the same as a community council area but it may not: the Welsh Government does not want to be prescriptive about who may seek information or seek discussions about geological disposal. The Welsh Government will consult on detailed proposals for working with communities before any final decisions are taken.

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that reflect the cultural and linguistic circumstances of Wales and ensure communities in Wales have the same opportunities and safeguards as those in England. The workshop will discuss these matters and your representation will be important.

#### **Purpose of the workshops**

The workshops will provide background and scene setting information and will offer an opportunity for you to ask questions. Our aim is to co-design the approach for our public consultation in 2017 about community engagement. The attached discussion document contains more background information. Your involvement and feedback at the workshop will help inform the development of the consultation document, and will hopefully help you to submit a more informed response to the consultation when it is issued. Simultaneous translation facilities will of course be provided at the events to enable stakeholders to communicate in Welsh and English.

#### **What the workshops are not intended to consider**

The workshops will focus on the arrangements for engaging with potential volunteer host communities in Wales who may wish to engage in discussions about hosting a geological disposal facility.

The Welsh Government recognises that, in common with other issues involving radioactivity, geological disposal of HAW raises concerns with some people.

Before adopting the policy supporting geological disposal, the Welsh Government consulted on the reasons for doing so and on possible alternatives. We welcomed the responses to the call for evidence and the two consultations, and we addressed the concerns raised in the analysis of those responses<sup>2</sup>

The Welsh Government also supports new nuclear power stations at existing nuclear sites in Wales<sup>3</sup>, whilst recognising that nuclear power also raises concerns.

We do not wish to close down discussion either about support for new nuclear power stations on existing nuclear sites in Wales or about the policy for geological disposal of HAW. However, the focus of this workshop will be on arrangements within Wales for engaging with potential volunteer host communities.

#### **Participation**

I would be grateful if you could confirm whether your council would be interested in participating in one of the stakeholder workshops and, if so, who will be your representative and which event they would like to attend. The workshops will take place on 17 July in Colwyn Bay and 19 July in Swansea. Spaces are limited and we will need to allocate them on a first come first served basis. However we will place papers and presentations on the web and will welcome comments.

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<sup>2</sup> <http://gov.wales/betaconsultations/environmentandcountryside/disposal-higher-activity-radioactive-waste/?lang=en>

<sup>3</sup> <http://gov.wales/topics/environmentcountryside/energy/energywales/?lang=en>



Please also confirm if you would prefer for correspondence from the Welsh Government to be in Welsh or English. If you require further information please contact me or James Gibbs ([james.gibbs@wales.gsi.gov.uk](mailto:james.gibbs@wales.gsi.gov.uk) / 03000257726)

Yours sincerely

A handwritten signature in black ink, appearing to read 'Robert JT Williams'.

**Robert JT Williams**  
Head of Radioactivity Policy  
Environment Quality & Regulation  
Welsh Government