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CYNGOR SIR  
YNYS MÔN  
ISLE OF ANGLESEY  
COUNTY COUNCIL

Mr Dylan Williams  
Prif Weithredwr – Chief Executive  
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<b>RHYBUDD O GYFARFOD</b>	<b>NOTICE OF MEETING</b>
<b>PWYLLGOR GWASANAETHAU DEMOCRATAIDD</b>	<b>DEMOCRATIC SERVICES COMMITTEE</b>
<b>DYDD IAU, 11 MEEFIN 2026 am 2.00 o'r gloch</b>	<b>THURSDAY, 11 JUNE 2026 at 2.00 pm</b>
<b>YSTAFELL BWYLLGOR, SWYDDFEYDD Y CYNGOR AC YN RHITHIOL DRWY ZOOM</b>	<b>COMMITTEE ROOM, COUNCIL OFFICES AND VIRTUALLY VIA ZOOM</b>
<b>Swyddog Pwyllgor</b>	<b>Shirley Cooke 01248 752518 Committee Officer</b>

## **AELODAU / MEMBERS**

### **Plaid Cymru / The Party of Wales**

Non Dafydd, Carwyn E Jones, Dylan Rees, (*sedd wag/vacant seat x2*)

### **Annibynnwyr Môn / Anglesey Independents**

Jeff Evans, Aled Morris Jones

### **Y Grŵp Annibynnol / The Independent Group**

Gwilym O Jones

### **Plaid Lafur Cymru / Wales Labour Party**

Keith Roberts (*Cadeirydd/Chair*)

## **A G E N D A**

**1     ELECTION OF VICE-CHAIR**

To elect a Vice-chair for the Democratic Services Committee.

**2     DECLARATION OF INTEREST**

To receive a declaration of interest from any Member or Officer in respect of any item of business.

**3     MINUTES (Pages 1 - 6)**

To submit for confirmation, the draft minutes of the previous meetings of the Committee held on 12 March and 12 May 2026.

**4     COMMUNITY REVIEW UPDATE (Pages 7 - 10)**

To submit the report of the Head of Democratic Services.

**5     MEMBER SATISFACTION SURVEY (Pages 11 - 14)**

To submit the report of the Head of Democratic Services.

**6     DEMOCRATIC SERVICES UPDATE (Pages 15 - 18)**

To submit the report of the Head of Democratic Services.

**DEMOCRATIC SERVICES COMMITTEE**

**Minutes of the hybrid meeting held on 12 March 2026**

- PRESENT:** Councillor Keith Roberts (Chair)  
Councillor Llio A Owen (Vice-Chair)
- Councillors Non Dafydd, Jeff Evans, Carwyn E Jones,  
Gwilym O Jones, Dylan Rees, Ken Taylor
- IN ATTENDANCE:** Head of Democratic Services  
Human Resources Learning and Development Manager  
Policy and Welsh Language Manager  
Committee Officer (SC)
- APOLOGIES:** None
- 

The Chair congratulated Councillor Llio Owen on the birth of her son recently.

**1. DECLARATION OF INTEREST**

None received.

**2. MINUTES**

The draft minutes of the previous meeting of the Committee held on 4 November 2025 were presented and confirmed as correct.

**3. DEMOCRACY AND BOUNDARY COMMISSION CYMRU – DRAFT ANNUAL REMUNERATION REPORT 2026-27**

Submitted – a report by the Head of Democratic Services on the Democracy and Boundary Commission’s first annual report. The Commission sets out the pay structure for members’ salaries and allowances. It was noted that the Council is not responsible for setting increases in members’ salaries.

The Head of Democratic Services reported that the Commission will continue to use the existing framework for 2026/27, as set by the previous Independent Remuneration Panel. The Commission has determined that the members’ pay structure will be linked to the Annual Survey of Salaries and Earnings (ASHE), which represents a salary increase of 6.4% for members, being an increase of £63k to the Council budget for 2026/27.

The Head of Democratic Services reported on the Government’s aims for the Commission for the year ahead. He stated that work has commenced on the Commission’s key objectives in relation to remuneration. It was noted that when the

framework has been reviewed and modified, it will result in significant changes to its content by 2027.

Clarity was sought as to whether elected members who also represent Town/Community Councils are entitled to claim allowances for both posts? The Head of Democratic Services responded that he would look into the matter and report back to the Committee in due course.

**RESOLVED: -**

- **To note the final determinations within the Democracy and Boundary Commission Cymru's Annual Remuneration Report for 2026/27.**
- **That the Commission Annual Remuneration Report be presented to the County Council on 12 May 2026 for approval.**
- **The Head of Democratic Services to look into whether elected members and Town/Community Councillors are entitled to claim allowances for both posts, and report back to the Committee.**

**4. MEMBER DEVELOPMENT**

Submitted – an update report by the Human Resources Learning and Development Manager (HRLDM) on training provision that has been offered to elected members since the Committee's last meeting in November 2025.

The HRLDM reported that since April 2023, 60 learning and development opportunities have been offered to elected members. She stated that emphasis has been placed on mandatory titles, where attendances have increased significantly during the last period, and positive figures have been recorded compared with other local authorities.

It was noted that the members' annual conversations are currently ongoing, and any areas highlighted in relation to training will be included in the Development Plan for next year. Close collaboration continues between the HRLD Team and Democratic Services staff to address the needs of elected members.

An update was provided on Safeguarding developments and future expectations regarding the new framework. It was highlighted that Safeguarding training has been designated as mandatory for all Council staff (Group A), with elected members (Group F) expected to complete the E-Learning module on Learning Pool.

It was noted that the Development Plan for Group Leaders has been completed and data is being collated to provide feedback in due course.

**RESOLVED to note the content of the report.**

**5. POLICY AND WELSH LANGUAGE TEAM: OVERVIEW OF WORK AND RESPONSIBILITIES**

Submitted – a report by the Policy and Welsh Language Manager (PWLM) providing

an overview of the Policy and Welsh Language team's work and responsibilities. She stated that the team's main role is to ensure that the Council conforms to legislative requirements and develops a positive culture as regards the Welsh language and equality.

A question was raised regarding the support the two Elected Member Champions receive from the Policy team. The PWLM responded that close collaboration exists between the team and the Members' Champions in preparing annual reports and supporting Portfolio Holders in their work. It was noted that both Champions are members of the Executive and the Welsh Language Steering Group and lead in areas where they have constitutional powers to authorise key delegated decisions.

The PWLM reported that the Policy team is co-ordinating the Council's presence at the Urdd National Eisteddfod in Anglesey this year. A timetable of events is being prepared, and discussions are ongoing on the activities that will be available to young people focusing on fun. A showcase will also be presented on what the Council has to offer through different services.

A question was raised regarding planning issues and the Welsh language. The PWLM responded that the Local Development Plan's Supplementary Guidance's methodology is considered to decide whether applications of a specific nature will require a Welsh language statement or assessment when determining planning applications. Discussion focused on whether the Welsh language considerations can be implemented for previous planning applications, where building work has not commenced? It was noted that Planning Officers cannot revisit planning applications that have been granted previously.

It was highlighted that the Policy and Welsh Language team play a vital role in ensuring compliance, accountability and strong governance within Democratic Services.

**RESOLVED to note the content of the report.**

## **6. DEMOCRATIC SERVICES UPDATE**

Submitted – an update report by the Head of Democratic Services on member support and governance issues.

The Head of Democratic Services reported that over the next few days elected members will be reminded that they will need to complete their annual reports for 2025/26. An updated template will be provided by Democratic Services together with instructions for completing the reports, which will need to be presented to Democratic Services by the end of May, for publishing in June on the Council website. It was noted that support is available to members who may require assistance.

The Head of Democratic Services reported that information has been shared with Group Leaders regarding annual conversation arrangements. He stated that members are encouraged to share their development, wellbeing and training needs confidentially with relevant staff. It was noted that Group Leaders are provided with regular updates of their members' training for monitoring purposes.

A consultation is currently in progress on electoral arrangements, reviewing the number of members on Town/Community Councils (TCCs) and their wards. It will ascertain whether the current electoral ward arrangements and number of members of TCCs are appropriate for the local elections in 2027, the results of which will be presented to the County Council in September. It was noted that only 8 or 9 TCCs have responded out of 40, which is disappointing. It was further noted that a few days remain before the end of the consultation period. A reminder has been sent by Democratic Services asking TCCs who have not responded to the consultation, asking them to reply. A further review will be held on the final proposals in October, in time to implement any changes before the local elections in 2027.

The Head of Democracy reported that the service is currently working with Conwy Council on preparations for the Welsh Senedd Elections on 7<sup>th</sup> May. The pre-election period will be effective on 25<sup>th</sup> March, not the 26<sup>th</sup>, as noted in the report.

It was highlighted that raising awareness of democratic matters and inviting schools to attend question and answer sessions in the Council Chamber was welcomed by the Committee.

**RESOLVED to note the content of the report.**

The meeting concluded at 2:45 pm

**COUNCILLOR KEITH ROBERTS  
CHAIR**

## **DEMOCRATIC SERVICES COMMITTEE**

### **Minutes of the hybrid meeting held on 12 May 2026**

**PRESENT:** Councillors Non Dafydd, Carwyn Jones, G O Jones,  
Llio Angharad Owen, Dylan Rees, Keith Roberts, Ken Taylor.

**IN ATTENDANCE:** Director of Function (Council Business)/Monitoring Officer,  
Head of Democracy,  
Committee Officer (MEH).

**APOLOGIES:** Councillor Jeff Evans, Aled Morris Jones.

**ALSO PRESENT:** Councillor Dafydd Rhys Thomas – Chair of the Isle of Anglesey  
County Council

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#### **1 DECLARATION OF INTEREST**

None received.

#### **2 ELECTION OF VICE-CHAIRPERSON**

Councillor Llio Angharad Owen was elected Vice-Chairperson for the Democratic Services Committee.

**COUNCILLOR DAFYDD RHYS THOMAS  
AS CHAIR OF THE COUNTY COUNCIL**

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Committee:</b>	Democratic Services Committee
<b>Date:</b>	11 June 2026
<b>Title of report:</b>	Community Review Update
<b>Purpose of report:</b>	To update the Committee on the initial consultation and the next steps.
<b>Author:</b>	Dyfan Sion, Head of Democratic Services

## Background

1. The Isle of Anglesey County Council has a statutory duty, in accordance with the Local Government (Democracy) (Wales) Act 2013, to monitor the communities within the county and the electoral arrangements of those communities, and to carry out reviews where appropriate. In performing its duties and when conducting any review, the Council must seek to secure effective and convenient local government.
  
2. For the purposes of the reviews, a community is a local government unit below the county council level (the 'principal council'). Anglesey is divided into 40 communities, each served by a town council or community council. In this context, the legal status of the councils is the same regardless of what they are called, i.e., they are all considered 'community councils.' Communities can in turn be divided into wards for electoral purposes, but this is not mandatory, and not every community council area is divided into wards.

## Community review of electoral arrangements 2026 – Terms of Reference

3. The Isle of Anglesey County Council has decided to review the island's community electoral arrangements during 2026. The purpose of the review is to ensure that the electoral arrangements for each town and community council provide effective local government.
  
4. In conducting the review, the County Council will consider:
  - a. the number of members on the community council;
  - b. the division into wards (if appropriate) for the purpose of electing councillors;

- c. the number and boundaries of any wards;
  - d. the number of members to be elected for any ward;
  - e. the name of any ward.
5. The review is carried out in accordance with section 31 of the Local Government (Democracy) (Wales) Act 2013. It is good practice to carry out the review before the 2027 local elections so that any recommendations are in place by then. The Council is also expected to carry out the review before the Democracy and Boundaries Commission Cymru conducts its planned electoral review of the County Council in 2027/28.

**Schedule**

6. There are 4 statutory stages to the review, and we will implement the following timetable:

Stage 1 – initial publicity	<ul style="list-style-type: none"> <li>• Contact town and community councils and other consultees to raise awareness about the review</li> <li>• Publish information on the Council’s website</li> </ul>
Stage 2 – preliminary research and consultation	<ul style="list-style-type: none"> <li>• Initial consultation starts on 26 January and runs until 13 March</li> <li>• Consider comments and carry out further research from April to July</li> </ul>
Stage 3 – draft proposals and consultation on those proposals	<ul style="list-style-type: none"> <li>• Approve draft proposals at the County Council in September</li> <li>• Consult on the draft proposals for 6 weeks between September and November</li> </ul>
Stage 4 – final recommendations	<ul style="list-style-type: none"> <li>• Submit final recommendations to the County Council in December 2026</li> <li>• Come into effect by the local elections in May 2027.</li> </ul>

**Progress**

7. Stages 1 and 2 have been completed and we will develop draft proposals over the summer in order to consult on them in the autumn (stage 3).
8. We received 23 responses to the initial consultation (stage 2), 4 town councils, 18 community councils and one member of the public. A summary of the comments is provided below:

<b>Question</b>	<b>Summary of comments</b>
Question 1: Is the number of members on the town / community council appropriate?	22 responses were received  16 were of the opinion that the number is appropriate, including 4 town councils. 3 believed that their council had too many members and were finding it challenging to fill seats. Another 3 submitted factual information only.
Question 2: Do you have any vacant seats?	21 responses were received.  Seventeen reported that they had vacant seats and four reported that they did not. The majority of the councils reported that seats had become vacant relatively recently, but some had been unable to fill seats for two or three years.
Question 3: Have you held an election or co-opted members to your council since May 2022?	22 responses were received.  20 reported that they had gone through the process of filling seats since 2022, and 2 reported that they had not had to do so.  4 elections have been held in town and community councils since May 2022. Two full elections and two uncontested. All other seats have been filled through co-option.
Question 4: If the community has been divided into electoral wards, are the	14 responses were received.

<p>arrangements appropriate? If not, what would work better in your opinion?</p>	<p>Four believed that the arrangements of electoral wards were suitable (three of them were town councils). Six believed that the wards should be abolished or merged. Four others provided factual information only.</p> <p>(For information - 27 of the 40 town and community councils on Anglesey have been divided into electoral wards).</p>
<p>Question 5: Do you have any comments on the names of your electoral wards, if applicable?</p>	<p>9 responses were received.</p> <p>Each one noted that they thought the names were appropriate, or that they had no comment.</p>

### Initial findings and next steps

9. It is evident that there are a number of vacant seats across the councils and some councils are struggling to fill them. Very few elections are held, and the co-option system is used to fill seats in the vast majority of cases. Although there is support for electoral wards among larger councils, some smaller councils believe they should be abolished and that this could make the process of filling vacant seats easier.
  
10. Further work will take place over the summer to conduct further research and develop draft proposals. Based on the initial evidence, the draft proposals will recommend reducing the number of electoral wards in communities, unless there is strong evidence to retain them.
  
11. At present, the review is on schedule and we do not foresee any problem completing it in good time before the local elections in May 2027.

### Recommendation

12. The Committee is asked to:
  - a. note the content of the report and the schedule
  - b. consider the initial consultation questions and provide any relevant comments.

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Committee:</b>	Democratic Services Committee
<b>Date:</b>	11 June 2026
<b>Title of report:</b>	Member satisfaction survey
<b>Purpose of report:</b>	Discussion paper to obtain the views of members on the matters to be asked in a survey.
<b>Author:</b>	Dyfan Sion, Head of Democratic Services

## Background

1. Local elections will be held in May 2027 and in preparation for that and the induction period of new Council members from 2027 onwards, we wish to seek members' views on their experiences in order to learn lessons and plan ahead.
  
2. As an initial step, it would be useful to receive input from the Committee to ensure that our plans are on the right track and that we are asking about all relevant matters.
  
3. The Panel Performance Assessment (PPA) process referenced support for members and committees during its visit in November, and the feedback from that process was generally positive. We also understand that the Welsh Local Government Association intends conduct a survey with councillors who are retiring and do not intend to stand in the 2027 elections.
  
4. These processes help to understand more about members' needs, but they do not go into the detail that we will require. We therefore believe that carrying out a specific exercise tailored to the members of Anglesey Council is the right solution to enable us to make any necessary improvements for 2027.

## Plan and timescale

5. Our intention is to develop a survey over the summer to share with all members of the Council during late August and September. We plan to give members a 6-week period to respond to the survey in order to give them enough time to consider the topics under discussion.

6. We also intend to arrange 1:1 meetings with a sample of members in order to discuss some topics in more detail. The conversations will take place after receiving the surveys to enable us to follow up on some common themes that arise from the responses.

7. Outline plan:

Step 1	Share a survey questionnaire with all members in mid-August for 6 weeks.
Step 2	Survey closes at the end of September.
Step 3	Officers to consider the comments and arrange 1:1 meetings with a sample of members during October.
Step 4	Present an update and initial findings to the Democratic Committee on 19 November.
Step 5	Develop an action plan based on the survey findings and discuss it in the Democratic Committee in March 2027.
Step 6	Implement the plan by May 2027

8. Here are the themes we intend to survey members about:

- a. Overall satisfaction with the democratic service
- b. Support for members
- c. Methods of communication and information sharing
- d. Committee services
- e. Well-being and safety
- f. Training and skills
- g. Information technology
- h. Induction arrangements

## Discussion

9. Do you agree with the intention to seek members' views in order to plan for the new council and induction arrangements?

10. Do you agree that sending a questionnaire to all members and conducting more detailed 1:1 conversations with a sample of members is an appropriate way of gathering information?

11. Which members should be part of the sample for the 1:1 meetings? Would it be appropriate, for example, to include members of the Democratic Committee?

12. Is the plan / timetable in paragraph 7 appropriate?

13. Do you agree with the themes in paragraph 8? Is anything missing?

14. Is there anything else that should be considered as part of the survey?

**Recommendation**

15. The Committee is asked for its views on the proposals in the report.

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Committee:</b>	Democratic Services Committee
<b>Date:</b>	11 June 2026
<b>Title of report:</b>	Democratic Services Update
<b>Purpose of report:</b>	To update the Committee on the work of the service in relation to member support and governance.
<b>Author:</b>	Dyfan Sion, Head of Democratic Services

## **Background**

1. This report provides an update to the Committee on the work of the democratic service in relation to governance and member support.

## **Elected Member Annual Reports**

2. To date, 23 (66%) elected member annual reports have been received for 2025/26. This is the same number that was received in 2024/25 and lower than the 26 received for 23/24. Nevertheless, the percentage of reports received compares favourably with other councils across north Wales. It is also important to note that there is no statutory requirement for members to return a report.
3. We are in the process of arranging the publication of the reports on the Council's website in the usual way with a view to publishing everything before the end of the month.

## **Annual development conversations and training records**

4. Updates on member training are sent to the relevant group leaders as required. This is a way of monitoring attendance in training, particularly mandatory training. Completion levels for mandatory training have improved over recent months as a result of efforts by the learning and development team and the democratic service.
5. An 'annual conversation' process is in place for group leaders and their members. This arrangement enables the group leader to discuss the development of each member and any other relevant issues such as wellbeing

and training. The 25/26 annual conversation template was shared with group leaders in February, and the window has come to an end for this year.

6. In the coming months, training on equality will be offered to members and we will work with those members who have not completed all their mandatory modules.

### **Member Wellbeing**

7. It is possible that some wellbeing issues may arise during development conversations, and Medra counselling service is available to Council members. It is a professional and confidential service available in Welsh or English. Information has been previously shared with members about the service, and we will make contact again the end of June during the national wellbeing week.
8. Furthermore, we are aware that elected members are sometimes subjected to threatening behaviour and abusive comments. North Wales Police have an officer who advises on matters concerning elected members, and training on safety is available to members. Information was sent to members in March.

### **Engagement**

9. A "call-in" session was piloted with the Health Board in November. Arrangements were made for some of the Health Board's senior regional officers to be available to hear members' concerns and answer questions. It was an open and informal session, and the feedback has been positive. As a result, we have arranged another session on 16 June.
10. Following a recent member briefing session, it was agreed to plan for a 'call-in' session with North Wales Police on local policing in due course. We will inform members once a date has been arranged.
11. Year 5 and 6 pupils from primary schools on the Island have been invited to visit the Chamber and have question and answer sessions with members. Five schools have visited the Council in 25/26, and another 3 schools will visit the Council before the summer holidays. Local members are invited to the sessions.
12. The visits are a good way to introduce the island's children to the work of the County Council and to local democracy arrangements. We will review the school visit arrangements over the summer and consider whether any adjustments should be made to the arrangements.

### **Recommendation**

13. The Committee is asked to:
  - a. note the content of the report, and
  - b. consider any further requirements in relation to member support.