

AGENDA

Meeting: Electoral Review Committee
Place: The West Wiltshire Room - County Hall, Trowbridge BA14 8JN
Date: Monday 25 June 2018
Time: 12.00 pm

Please direct any enquiries on this Agenda to Kieran Elliott, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718504 or email kieran.elliott@wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225) 713114/713115.

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Membership:

Cllr Ian Blair-Pilling	Cllr Christopher Newbury
Cllr Clare Cape	Cllr Ashley O'Neill
Cllr Richard Clewer (Chairman)	Cllr Jonathon Seed (Vice-Chairman)
Cllr Gavin Grant	Cllr Stuart Wheeler
Cllr Ian McLennan	Cllr Graham Wright

Substitutes:

Cllr Peter Fuller	Cllr Jacqui Lay
Cllr Ruth Hopkinson	Cllr Ricky Rogers
Cllr Nick Murry	Cllr Ian Thorn

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Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

AGENDA

1 **Apologies**

To receive any apologies or substitutions for the meeting.

2 **Minutes** (*Pages 5 - 6*)

To approve the minutes of the meeting held on 17 April 2018.

3 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

4 **Chairman's Announcements**

To receive any announcements through the Chair.

5 **Public Participation**

The Council welcomes contributions from members of the public.

Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item.

Please contact the officer named on the front of the agenda for any further clarification.

Questions

To receive any questions from members of the public or members of the Council received in accordance with the constitution.

Those wishing to ask questions are required to give notice of any such questions in writing to the officer named on the front of this agenda no later than 5pm on 18 June 2018 in order to be guaranteed of a written response. In order to receive a verbal response questions must be submitted no later than 5pm on 20 June 2018. Please contact the officer named on the front of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

6 **Electoral Review Update**

Following the last meeting of the Committee the Local Government Boundary Commission for England (LGBCE) informed the Council they were not yet in a position to make a determination on council-size. The consultation on division boundaries was therefore delayed.

The LGBCE have requested further information from the Council relating to the proposed council size.

The Committee will therefore be asked to consider how the Council should respond to the LGBCE.

7 **Urgent Items**

Any other items of business, which the Chairman agrees to consider as a matter of urgency.

ELECTORAL REVIEW COMMITTEE

MINUTES OF THE ELECTORAL REVIEW COMMITTEE MEETING HELD ON 17 APRIL 2018 AT THE KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Clare Cape, Cllr Richard Clewer (Chairman), Cllr Gavin Grant, Cllr Ashley O'Neill, Cllr Jonathon Seed (Vice-Chairman) and Cllr Stuart Wheeler

24 Apologies

Apologies were received from Councillors Ian Blair-Pilling, Ian McLennan and Graham Wright.

25 Minutes

The minutes of the meeting held on 7 February 2018 were presented and after consideration it was,

Resolved:

To approve and sign the minutes as a true and correct record.

26 Declarations of Interest

There were no declarations.

27 Chairman's Announcements

There were no announcements.

28 Public Participation

There were no questions or statements submitted.

29 Electoral Review Update

Updates were provided to the Committee from the Project Team on the progress of the Electoral Review.

Following Council on 20 February 2018 where a draft submission on council-size had been approved, further minor and additional drafting changes had

been agreed under delegation to the Director for Legal and Democratic Services in consultation with the Chairman, following a further workshop of the Committee.

The Local Government Boundary Commission for England ('The Commission') were sent the final submission, and would be making a determination by the end of April 2018. They would then announce their 'minded to' decision on council size and begin a consultation on a pattern of divisions for that size from 1 May – 9 July 2018.

The Committee considered a draft briefing note setting out an intended council consultation process to help inform the preparation of a council submission. This note would emphasise that any interested parties should submit any representations directly to the Commission, but that the Committee invited any comments to also be sent to the council, to aid in its preparations, as well as the process of creating a submission.

The council approach would be to engage through the community area boards, with any information received considered through a series of workshops. Council would then approve a submission in early July 2018. Submissions would need to focus on providing electoral equality, community identity and cohesion, and effective and convenient local government. In particular, divisions would need to be as close as possible to an average electorate identified once the council was informed of the 'minded to' decision of the Commission.

The Committee sought additional details on the electorate projection figures that would be used in preparing a submission, with the numbers to be available down to polling district level. The Committee also discussed how the relevant information would be made available to the area boards and the public, and the nature and extent of the Commission's formal consultation. It was noted that in that consultation the council was simply a stakeholder.

The Committee also discussed the most effective method of additional engagement with parishes.

Resolved:

To note the approach to be taken with area board and parish council consultation ahead of the next phase of the Electoral Review.

30 **Urgent Items**

There were no urgent items.

(Duration of meeting: 1.30 - 2.05 pm)

The Officer who has produced these minutes is Kieran Elliott, of Democratic Services, direct line 01225 718504, e-mail kieran.elliott@wiltshire.gov.uk

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