Wiltshire Council
Where everybody matters

AGENDA SUPPLEMENT (1)

Meeting:	**Electoral Review Committee**
Place:	**Council Chamber - County Hall, Trowbridge BA14 8JN**
Date:	**Thursday 11 January 2018**
Time:	**12.30 pm**

The Agenda for the above meeting was published on _3 January 2018_. Additional documents are now available and are attached to this Agenda Supplement.

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This Agenda and all the documents referred to within it are available on the Council's website at www.wiltshire.gov.uk

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Wiltshire Council

Electoral Review Committee

11 January 2018

Supplementary Documentation

Attached are a series of summary documents arising from the committee workshops held on 20 December 2017 and 3 January 2018, as follows:

Document 1 – Governance Arrangements Summary

Document 2 – Scrutiny Arrangements Summary

Document 3 – Representational Role of Councillors Summary

Document 4 – Statistical Neighbour Authorities Summary – Details of statistically similar local authorities

Document 5 – Electorate Forecast Summary – Calculations for division electorates up to 2024

Document 6 – Councillor Workload Summary – Summation of responses to a councillor survey, and details on committee membership and attendance

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DOCUMENT 1 - GOVERNANCE ARRANGEMENTS

Governance and Decision Making – How does the Council manage its business and take decisions across its full range of responsibilities?	
Leadership	
What kind of Governance arrangements are in place for the Authority?	Wiltshire Council operates a Leader and Cabinet model form of governance. The Leader has appointed eight Cabinet Members to the Executive out of a maximum of nine permitted by law. The 10-year business plan does not anticipate a change in this model.
How many portfolios are there?	The Cabinet Members between them hold 9 Portfolios: - Leader - Children, Education and Skills - Corporate Services, Heritage, Arts and Tourism - Economic Development and Housing - Finance, Procurement, ICT and Operational Assets - Highways, Transport and Waste - Spatial Planning, Development Management and Property - Communications, Communities, Leisure and Libraries - Adult Social Care, Public Health and Public Protection In addition to the Cabinet Members, who are the formal members of the Executive who can make delegated decisions and vote at Cabinet, 16 'Portfolio Holders' are assigned who assist the Cabinet Members. These 'Portfolio Holders' have no statutory decision-making powers but are an additional resource providing extra capacity to Cabinet Members' work, undertaking in-depth work with Directors and functioning as an extra contact point for non-executive Councillors. The latest review of member allowances by an Independent Remuneration Panel 2017 concluded the role justified a special responsibility allowance higher than all but three non-executive special responsibilities.
Describe how a Cabinet Member carries out his/her work on a day to day basis	The main responsibilities of Cabinet Members are to give political direction to officers working within their portfolio and to support them in the implementation of policy. They are accountable for individual delegated decisions and performance within their portfolio both internally and externally, to partners and the community. They have an overview of the performance management, efficiency and effectiveness of their portfolio and make executive decisions relating to it.

To what extent are decisions delegated to Cabinet Members or are most decisions taken by the full Cabinet? What is the volume of decisions taken? How many decisions are taken by officers?	Cabinet members may exercise any executive functions within their allocated areas of responsibility, as set out in Part 3C of the Constitution. This does not include executive functions which are specifically reserved to the Council, the Leader and/or Cabinet or others. Approximately 20-30 delegated executive decisions are taken annually. Most decisions are taken by the full executive. Finalisation and signing of contracts and other major matters are often delegated to officers by Cabinet as a whole, in consultation with the relevant Cabinet member.
Do Cabinet (or other) members serve on other decision-making partnerships, sub-regional or national bodies?	The Leader and Cabinet Members sit on various decision making partnerships and bodies, from joint committees with Swindon such as the Joint Strategic Economic Committees, to bodies such as VisitWiltshire for the Cabinet Member with responsibility for Tourism, to the Public Service Board, which brings together leaderships of public sector organisations in the county. Many other member serve on sub-regional bodies and partnerships via appointments to Outside Bodies, detailed in a question later in this document.
Is the role of Cabinet considered to be full time?	A survey undertaken in 2013 and a survey undertaken in 2017/8 for this Electoral Review indicate the role of Cabinet Member is considered effectively full time and remunerated as such, with the latest survey indicating an average of 30 hours per week for a cabinet member on top of the hours for the basic role of a councillor.
Regulatory	
How does the Council discharge its regulatory functions? How many members are involved in committees?	**Planning** The council has five planning committees: A strategic planning committee covering applications across the council area defined in the constitution as significant, and four regional area planning committees to enable more localized decision making which determine applications 'called-in' by elected members. For the council term 2013-2017 the planning committees met for a combined total of 489 hours across 225 meetings. 52 out of 172 total council committee places are allocated to planning committees (with chairman of the area committees also serving on Strategic), and they are usually very well attended and engaged with by the public. **Licensing** The Licensing Committee is comprised of 12 members. It's function is to deal with all functions relating to licensing and registration as set out in Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 and any other similar licensing and registration functions. Applications for new, variation or review of licences if objected to are determined by sub-committees made up of three members or substitutes of the Licensing Committee. There are approximately 11-12 sub-committees per year.

Describe the arrangements for the delegation of decisions in respect of regulatory functions? To what extent are decisions delegated to officers?	Delegation arrangements are set out in Part 3D of the Constitution. The majority of planning and licensing functions are determined by officers. For licensing for the year April 2016-March 2017 there were 698 applications which could potentially lead to a decision made by a sub-committee, of which 19 were. This means 97% of applications were dealt with by officers. For Planning - Based on the last quarter that was reported to DCLG (Jul-Sept 17) 96% of planning applications were delegated to officers.
Is committee membership standing or rotating?	Membership of all committees is determined at the annual meeting of council with changes if requested at other meetings of Full Council. Planning Committee membership is standing, Licensing Sub-Committees are selected from the standing Licensing committee for each hearing.
Are meetings ad hoc, frequent and/or area based? How are the Chairs allocated?	Planning meetings meet on a four-weekly cycle. Licensing Committee meets quarterly. Licensing sub-committees meet on an ad hoc basis. Although named on an area basis for administrative purposes, the licensing sub-committee memberships of three per hearing are selected on availability basis, not area. The Chairs of planning committees and the licensing committee are appointed at the annual meeting of council. Licensing sub-committees elect a chair for each ad hoc meeting.
Other Committees	
Are meetings ad hoc, frequent and/or area based? How are the Chairs allocated?	Cabinet meets at least 11 times per year. Other than the area planning committees, and area boards (discussed below), all committees cover the entirety of the council area. Other than the area boards, the formal committees appointed by council are listed below along with how frequently they are scheduled: - Strategic planning and 4 area planning committees – 12-13 times per year - Licensing Committee – 4 times per year - Overview and Scrutiny Management – 6-7 times per year - Children's Select Committee – 5-6 times per year - Health Select Committee – 5-6 times per year - Environment Select Committee – 5-6 times per year - Standards Committee – 4 times per year - Audit Committee – 4 times per year - Police and Crime Panel (joint with Swindon borough council) – 6 times per year - Staffing Policy Committee – 6 times per year - Officer Appointments Committee – ad hoc

- Pension Fund Committee – 4 times per year
- Appeals Committee – 0 times per year (sub-committees meet ad hoc to determine school transport and rates relief appeals)

Chairs for the committees are appointed at the annual meeting of council, with the exception of the scrutiny committees and police and crime panel, who appoint their chairs at the first meeting after the annual meeting of council.

In total, there are 174 committee places in 2017 (in 2009 there were a total of 172 committee places). In addition, the standing Corporate Parenting Panel and Safeguarding Children and Young People Panel have 8 members each, resulting in effectively 190 committee places.

Committees May 2013-April 2017	Meetings Held	Total Hours (nearest)	Additional info
Strategic Planning	36	89	
NAPC	59	120	
EAPC	32	54	
SAPC	50	128	
WAPC	48	98	
Council	20	110	
Cabinet	47	81	
Capital Assets	21	11	No longer active
Cabinet Transformation	5	7	No longer active
Overview and Scrutiny Management	35	77	
Children's Select	25	56	
Environment Select	23	48	
Health Select	24	68	
Police and Crime Panel	26	66	
Audit	18	27	1 meeting no time specified
Licensing	12	12	45 sub-committees

Staffing Policy	23	26	1 meeting no time specified
Pension Fund	24	67	8 investment sub committees
Standards	13	16	30 review subs, 1 hearing sub
Health and Wellbeing Board	21	33	3 meetings no time specified

Area Boards
Wiltshire has 18 area boards to cover its 20 community areas.

Each area board is an area committee and choose their own chairs at the first meeting following annual council. Area boards are an integral part of the council's promotion of the development of stronger and more resilient communities through:

- Efficient, transparent and accountable decision making;
- Effective collaboration with public, voluntary and private sector partners locally to meet the aspirations of local people;
- Shaping the delivery of local services;
- Addressing local issues;
- Building community leadership and local engagement.

As discussed more in the representational role of councillors section, there have been significant increases in devolved budgets to the area boards, with community grants, youth grants, community transport grants and more. The 10-year business plan states it is intended to '*build on our existing local working in area boards and with parish and town councils to devolve services to local areas*', including delivering more decision making at a local level.

What level of attendance is achieved? Are meetings always quorate?	Across the four-year council term May 2013-April 2017, statistics indicate the overall attendance of councillors at committee meetings they were expected to attend was 87% (10,319 'expected' attendances vs 8932 'actual' attendances, across 104 councillors due to by-elections) with substitute arrangements in place on most. Councillors also often attend and contribute at meetings at which they were not required to attend, for example attending planning meetings when local items are considered, or Cabinet to question the Leader. As noted above there are also many local or regional bodies to which councillors are appointed, as well as time required to attend briefings, committee workshops, consultation meetings and more.

	Some Area Boards have only 3-4 members and with the exception of two Boards joined under a single area committee, there are no substitute arrangements. At 4 meetings across the period above a Board was inquorate.
Does the council believe that changes to legislation, national or local policy will influence the workload of committees and their members which would have an impact on council size?	The council is not aware of changes to legislation or national policy at this stage which would impact the workload of its committee or its members. The 10-year business plan intends the council to continue to innovate in how it works, working closely with communities, businesses and public-sector partners to deliver services and efficient and effective performance, with a suitable number of councillors necessary to direct and scrutinise the continued transformation and evolution. In particular there is an intention to build on existing local working in Area Boards and with parish and town councils to devolve services to local areas.
Demands on Time	

Has the Council defined the role of councillors? Has the Council adopted arrangements for training and developing Councillors and supporting them in their role?	The role of councillor and its responsibilities is set out in part 11 of the constitution including
	
	   To champion your division
	   To be a community leader
	   To keep in touch with constituents
	   To contribute to decision making
	   To fulfil your responsibilities as a "corporate parent" for children and young people in the care of the local authority
	   To represent the council externally
	
	Part 11 expects councillors to commit to a programme of continued learning and development. Specific ongoing training is provided for scrutiny, pensions, planning as necessary, and others.

Has the Council assessed how much time members spend on Council business?	A survey of current councillors has returned an average of approximately 24 hours per week hours per week needed to perform the basic role of Wiltshire Councillor effectively (excluding time spent on roles with special responsibilities). This is an increase of 3 hours from the last survey of members undertaken in 2013.
Do Councillors generally find that the time they spend on council business is what they expected?	From the same survey as above, around 60% of councillors responding indicated that the time they spend on council business is what they expected, although many also stated that the workload had increased over time since the council's formation.

What is the extent of Councillors representational role on and appointment to outside bodies? How many are involved in this activity and what is their expected workload?	The council is currently reviewing the role of councillors on outside bodies by asking all outside bodies to ask how many councillors they think should be appointed to them, if any, and to justify this, including how many meetings per year they should attend and whether they have a vote on that body and so on. Some of these bodies are locally based with an expectation the local member be involved, others are county wide, some are appointed by areas boards, and some allocated by political group leaders. There are presently approximately 150 outside bodies. Of those around half involve formal voting rights on decisions. There are variable activities and workloads, but given the total numbers it can be a significant additional workload.
Does the Council have difficulty in retaining councillors or attracting new candidates?	In 2009, 353 candidates stood for election to 98 divisions. It was the first election to the unitary council. (98 CON candidates, 94 LD candidates, 55 Labour candidates, 48 UKIP candidates, 29 Independents, 12 BNP candidates, 8 Green candidates, 5 English Democrat candidates, 4 Devizes Guardian candidates). In 2013, 308 candidates stood for election to 98 divisions, and 6 divisions were uncontested. 70 councillors were the same as those elected in 2009. (98 CON candidates, 61 Labour candidates, 59 LD candidates, 54 UKIP candidates, 27 Independents, 5 Green candidates, 4 Devizes Guardian candidates). In 2017, 322 candidates stood for election to 98 divisions, and 1 division was uncontested. 69 councillors were the same as those elected in 2013. (98 CON Candidates, 89 LD candidates, 72 Labour candidates, 26 Independents, 25 Green candidates. 8 UKIP candidates, 3 Devizes Guardian candidates, 1 'Together We Can Reform' candidate).
Have there been any instances where the Council has been unable to discharge its duties due to a lack of Councillors?	No.
Do Councillors have an individual or ward budget for allocation in their area? If so, how is the system administered?	No – area boards receive funds for various grants such as youth funding, community transport, community projects, and vote on them together as a board. Councillors can also nominate projects for funding. Community Engagement Managers, Local Youth Facilitators and Highways Officers oversee the funding allocations and prepare reports. Youth funding and transport funding involves groups with external members assessing and recommending whether to accept grant applications.

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DOCUMENT 2 SCRUTINY FUNCTIONS

"Every council has mechanisms to scrutinise the executive functions of the council and other local bodies. They also have significant discretion over the kind (and extent) of activities involved in that process. In considering council size, the Commission will want to satisfy itself that these responsibilities can be administered in a convenient and effective way through the number of councillors it recommends.

"We will examine the council's scrutiny functions relating to its own decision-making and the council's responsibilities to outside bodies, and whether any changes to them are being considered; and

- *How do scrutiny arrangements operate in the authority? How many committees are there and what is their membership?*
- *How is the work of scrutiny committee programmed? Is the work strictly timetabled?*
- *What is the general workload of scrutiny committees? Has the council ever found that it has had too many active projects for the scrutiny process to function effectively?*
- *What activities are scrutiny committee members expected to carry out between formal meetings?"*

Overview and Scrutiny (OS) committee structure

Since 2012 Wiltshire Council's OS structure has comprised 4 select committees:

- OS Management Committee, which manages the OS work programme and scrutinises corporate cross-cutting matters (15 members)
- Children's Select Committee (13 elected members plus 6 co-opted members)
- Environment Select Committee (13 members)
- Health Select Committee (13 members)

OS workload

OS Committee activity

The Management Committee holds around 8-10 (mostly scheduled) meetings per year in order to conduct its usual business and consider special items such as the draft Business Plan, draft Financial Plan, Opposition amendments to the draft Financial Plan and any Executive decisions called in by non-executive members.

The other 3 OS committees hold 6 scheduled meetings per year with additional special meetings needed only occasionally.

OS committees consider an approximate average of 5 substantive agenda items per meeting and the approximate average meeting length is 2.5 hours.

In order to undertake more in-depth work, OS committees establish task groups, rapid scrutiny exercises and appoint representatives to corporate programme boards at the invitation of the Executive.

Task Groups and Rapid Scrutiny Exercise activity

There are currently 11 active OS task groups, with an average of 5 members on each. These include 3 standing (i.e. ongoing) task groups plus a mixture of medium/long term (6-12 months) and shorter term reviews.

Since the beginning of this Council (May 2017) there has also been 3 rapid scrutiny exercises, with a further 2 planned for early 2018. Rapid scrutiny exercises are essentially small task groups formed to consider issues briefly or urgently. They usually only meet once.

There are currently 3 OS councillor representatives sitting on corporate programme boards (e.g. Adult Social Care Transformation) at the invitation of the Executive. OS also has a councillor representative on the Constitution Focus Group.

In addition to the work undertaken at the meetings of the 4 OS committees, this snapshot represents a fairly full OS forward work programme.

Any non-executive councillor can participate in task groups or rapid scrutiny exercises – they do not need to sit on the relevant parent OS committee – and memberships are appointed by the Committee chairman following an open process inviting expressions of interest.

OS work programming

The council has a single OS forward work programme, managed by the OS Management Committee. The work programme is heavily influenced by the three thematic select committees (Children's, Health and Environment), with the Management Committee typically approving the topics recommended by the select committees assuming there is sufficient capacity and support. When the work programme is well-populated there is an increasing emphasis on prioritization and timetabling time non-sensitive activities for later in the year.

There is a culture of leading OS members discussing significant OS reviews with the Executive prior to these being formally established. This acknowledges the benefit of having broad support for major OS activities and there is a general agreement that OS uses its resources most effectively by focusing on the agreed priorities of the council. Therefore the OS work programme quite significantly reflects the council's Business Plan and hence the Cabinet work programme.

The OS work programme also features a significant number of topics not subject to imminent Cabinet decision (e.g. particularly with the Health Select Committee, with its wider focus on the CCG and health partners). This is considered a reflection of OS's healthy independence from the Executive.

Developing the work programme is supported by scheduled annual meetings between OS Committee chairmen and all of their Executive and director counterparts to discuss key projects over the next 12 months. This is in addition to more ad hoc meetings to discuss specific issues throughout the year.

The council's constitution provides a number of avenues through which members can request OS review of a topic, including:

- Call-in of an executive decision, requiring 10 non-executive signatories
- An item on an OS committee agenda, requiring a request from
  - a committee member and approval by the Management Committee
  - 5 non-Executive members and approval by the Management Committee
  - the leader of the largest opposition group (up to 4 times per year)

However, the most common reasons for adding a topic to the OS work programme are:

- OS committee resolution
- Request from an OS committee chairman
- OS input on a scheduled Cabinet decision
- Full Council meeting request (notice of motion referral)
- Receipt of OS task group final report
- Receipt of Executive/partner response to OS recommendations

What activities are scrutiny committee members expected to carry out between formal meetings?

The minimum activity required of a normal OS committee member between meetings is reading the agenda papers. However, participation in any additional OS activities and any special responsibilities arising from these significantly increases this. Here follows an outline:

OS committee chairmen

- Liaising with other OS members, Executive members and the public (daily/weekly)
- Liaising with Scrutiny officers, such as to discuss agendas, evidence gathering and ongoing actions following meetings (daily/weekly)
- Regular attendance at officer and member briefings regarding active or potential OS reviews (weekly/fortnightly)
- Attending Cabinet to report verbally on relevant OS engagement on decisions (most Cabinet meetings – 11 held per year)
- Annual work priority discussions with Executive and director counterparts (approx. 3 meetings per chairman)

OS Management Committee chairman <u>only</u>

As above, **plus**:

- Attending scheduled meetings with the Leader of the Council (quarterly)
- Reporting OS activity to Full Council (annually)
- All meetings relating to the effectiveness of the OS function overall
- Approving urgent Cabinet decisions and other Constitutional matters requiring OS sign-off
- Attending regional and national OS conferences to represent Wiltshire

Task group / rapid scrutiny members

This varies quite widely depending on the nature of the review and its position in its 'lifecycle', but always includes:

- Attending meetings and pre-meeting briefings
- Reading agenda papers
- Undertaking member-led research and analysis
- Reviewing and commenting on draft final reports
- Owning and promoting the activities' work

Task Group / rapid scrutiny chairmen

As above, plus:

- Chairing meetings and pre-meeting briefings
- Steering the forward work programme and evidence gathering (weekly/fortnightly liaison with Scrutiny officers)
- Liaising with the Scrutiny officer on the final report
- Discussing initial findings with the Executive/partners
- Reporting findings to the OS committee and then Cabinet

OS councillor rep on corporate programme board

- Attendance at programme board meetings (approx. bi-monthly)
- Reporting progress to OS committee following liaison with officers

Staff support for OS councillors

Wiltshire Council retains a small team of 3.5 FTE dedicated scrutiny officers, who lead on supporting OS activities and this dedicated resource is valued highly by OS members. The team is managed by the Head of Democracy and Performance (and Designated Scrutiny Officer).

On a small number of occasions, to increase OS capacity, officers from outside of the Scrutiny team have provided lead support for OS activities relevant to their service area. Service directors regularly attend as "witnesses" to provide evidence in support of OS reviews.

OS Overview

OS is now considered to be well integrated into the council's decision making processes and it is unusual for decisions to be considered by Cabinet without the opportunity for prior OS input in some form.

In 2015 the council invited the LGA to undertake a peer review of our OS arrangements; the first such review in the country. The review's outcomes were extremely positive, with the following highlighted as key strengths:
- OS well-aligned with the council's business plan
- A clear understanding amongst councillors and officers of OS's roles and responsibilities
- A positive OS-Executive working relationship
- Effective OS work with partners

To give an indication of Wiltshire's OS output, it produces around 12 'deep-dive' task group reports per year, submits around 100 recommendations to decision makers (with approx. 30% referred to partners), scrutinises 59% of Cabinet decisions and currently has 88% of the council's eligible councillors engaged in its work in some form.

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DOCUMENT 3 REPRESENTATIONAL ROLE (Initial Summary)

3. Representational Role: Representing Electors to the Council 3.1 Has the representational role of Councillors changed since the council last considered how many elected members it should have?	The role of councilors has developed as more responsibilities have been devolved to the Council's 18 local executive area boards. Since 2009, local highways, youth services, health and wellbeing, older peoples' services, digital inclusion and Voluntary Community Sector support have been devolved. In addition, the Joint Strategic Assessment programme 'Our Community Matters' has given councilors a key role in delivering local priorities, through 'community-led' interventions.
3.2 In general terms, how do Councillors carry out their representational role with electors? Do members mainly respond to casework from constituents or do they have a more active role in the community?	Councillors take an active role in the community, carrying out the role responsively in manners such as: Websites, newsletters (online and paper), articles in local publications, visiting community events, email, facebook, notice boards, parish council attendance as well as council events like CATGs and area boards where local people are present and several devolved budgets are allocated, as well as visiting local people and organisations in person to identify community priorities and support them.
3.3 How Councillors engage with constituents? Do they hold surgeries, public meetings, use IT etc?	Councillors operate their own constituent arrangements, with some holding regular surgeries and public meetings, while others took meetings as needed on major issues, particularly in larger, rural parishes. Through membership of their local community area board they engage with the wider community – public meetings, single issue workshops, engagement events and social media, and individually they may have targeted leaflets, community events, meetings with local parishes and significant levels of casework.
3.4 How do councillors generally deal with casework? Do they pass on issues directly to staff or do they take a more in depth approach to resolving issues?	There are a range of approaches. One to one constituent casework, referral to the area board, problem solving round tables and collaboration with community groups. They can call on support from officers, forward to appropriate agencies, and usually attempt to resolve matters personally where possible, electronically and in person.

3.5 What support do Councillors receive in discharging their duties in relation to casework and representational role in their ward?	Members receive induction training, information updates, development workshops, online training, and can call upon support from council officers where appropriate, although administrative support is not available directly in relation to constituency casework, and the representational role is broadly in the hands of the individual Councillor.
3.6 Has the Council put in place any mechanisms for councillors to interact with young people, those not on the electoral register or minority groups or their representative bodies?	Each area board has a local youth network (LYN) to advise and assist local members and area boards. Members are appointed to serve on the LYN management groups and play an active role in considering issues arising. They also have collective responsibility for a devolved youth budget and work to deliver youth priorities identified through the JSA process.
3.7 Are Councillors expected to attend meetings of community bodies such as parish councils or resident associations? What is the level of their involvement and what role do they play?	Councillors usually attend local parish council meetings in their divisions, attend their local area board meetings and associated events and activities arranged by the area boards. The level of involvement and frequency of attendance varies from councillor to councillor and from parish council to parish council. They may also meet regularly with housing officers, school governing bodies, and other community groups.
4. The Future 4.1 What impact do you think the localism agenda might have on the scope and conduct of council business and how do you think this might affect the role of councillors?	The Council has restated its commitment to devolve further powers and responsibilities to the area boards. This forms a strategic priority in the new business plan and reflects the council's desire to engage local members and local communities in decisions about matters that affect the local area. The devolution of executive powers is a unique feature of Wiltshire Council's community governance arrangements and is aimed at shifting powers and responsibilities to communities. The delegation of budgets helps to lever external resources and community assets into priority programmes. Currently, the devolved budgets lever £5 for every £1 awarded in grant by the area boards.
4.2 Does the council have any plans to devolve responsibilities and/or assets to community organisations? Or does the council expect to take on more responsibilities in the medium to long term?	As stated above, the Council continues to identify services and responsibilities for devolution to communities. In addition, the Council is working with parish councils to transfer assets and service responsibilities. The area boards have powers to divest assets up to £250k.

4.3 Have changes to the arrangements for local delivery of services led to significant changes to councillors' workloads? (For example, control of housing stock or sharing services with neighbouring authorities)	The devolution of services to the area boards has increased members' workloads. This has been welcomed by back bench members.
4.4 Are there any developments in policy ongoing that might significantly affect the role of elected members in the future?	The Council has restated its commitment to devolve further responsibilities to the 18 area boards. This will further increase the workload and executive responsibilities for local members.
4.5 What has been the impact of recent financial constraints on the council's activities?	Delegated funding has been reduced by £250k over the last two years. This currently stands at £1.3m allocated according to a funding formula that takes into account population and deprivation.

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DOCUMENT 4 - STATISTICAL NEIGHBOURS

Local Authority	Type of Authority	Population (ONS mid 2016 estimates)	Geographic Area (square km) ONS	People per square km	Number of Councillors	Number of Wards	Multi member divisions	Electors (1 Dec 2016)	Average elector per councillor	Recent Boundary Commission Recommendations
Cheshire East	UA	376,695	1166	323	82	52	Y	296,368	3614	No change in numbers of councillors since creation
Central Bedfordshire	UA	278,937	716	390	59	31	Y	205,961	3491	Not reviewed since creation
Shropshire Council	UA	313,373	3197	98	74	63	Y	240,412	2245	No change since creation of unitary
Cheshire West and Chester	UA	335,680	917	366	75	46	Y	264,798	3531	Draft recommendation to reduce to 70. This would increase the avg. number per elector to 3783, rising to 4027 in 2023.
Herefordshire Council	UA	189,309	2180	87	53	53	N	138,719	2617	Reduced from 58 in 2013
Bath and North East Somerset	UA	187,751	345.9	543	65	37	Y	134,037	2062	Ongoing - Commission minded to recommend 59 councillors, would increase avg electorate to 2257 in 2017 and 2367 in 2023
East Riding of Yorkshire Council	UA	337,696	2405	140	67	26	Y	260,403	3887	Last review 2000, no reduction from 67
North Somerset	UA	211,681	374	566	50	35	Y	161,880	3238	Reduced from 61 in 2014
Cornwall Council	UA	553,687	3546	156	123	122	N	408,453	3321	Reducing to 87 councillors. Avg. electors rising to 4891 now to 5163 in 2023
Bedford	UA	168,751	476	355	40	27	Y	128,199	3205	Increased from 36 to 40 in 2011
South Gloucestershire	UA	277,623	497	559	70	35	Y	210,251	3004	Ongoing - recommending reduction to 61 -avg electors 3451 now rising to 3773 in 2023
Northumberland County Council	UA	316,002	5014	63	67	66	N	235,556	3516	No change in numbers of councillors since creation
West Berkshire Council	UA	156,837	704.2	223	52	30	Y	120,464	2317	Ongoing - recommending reduction to 43, avg electorate increasing to 2825 in 2017, 3100 2023
City of York	UA	208,367	272	766	47	21	Y	147,099	3130	2014 review concluded no reduction from 47
Rutland	UA	38,606	382	101	26	16	Y	28,988	1115	Ongoing - increasing Cllrs by one to 27
Wiltshire Council	UA	488,409	3255	150	98	98	N	361,567	3689	Underway

Nearest statistical neighbours as identified at http://www.cipfastats.net/resources/nearestneighbours/profile.asp?view=select&dataset=england

Cornwall Council and Northumberland County Council each have have single member divisions with the exception of a single divison.

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PROJECTED ELECTORATE AT 2024 (ESTIMATE - UPDATED JANUARY 2018)

NOTES

The projected electorate has been updated in January 2018 to reflect feedback from the December 2017 workshop. In addition, 2 tables have been provided to illustrate the projected electorate at 2024 for Wiltshire.

Table 1.1 shows the projected electorate using a method previously submitted to the Electoral Commission by the Royal Borough of Windsor & Maidenhead unitary authority.

This method applies both the Office for National Statistics (ONS) population projection increase (3.8% for Wiltshire) and the proposed growth in housing numbers from April 2017 to March 2024. This method is likely to include an element of 'double-counting' as a proportion of the population increase will also reside in the new housing built from 2017 to 2024.

Table 2.1 shows the increased electorate based only on the proposed growth in housing numbers from April 2017 to March 2024.

Column (a) – electorate by ward at December 2017

Column (b) – 'working' cumulative electorate in 2024 figure following ONS population projections (this is included in Table 1 only, as it is only applied in this method.)

Column (c) - planned new residential units include:

- Planning permissions granted and resolutions to grant planning permission up to 31 March 2016 (Source: Wiltshire Council, Housing Land Supply Statement Update, March 2017)
- Additional large sites (>10 units) identified beyond 1 April 2016 (Table 3, Wiltshire Council, Housing Land Supply Statement Update, March 2017)
- Outstanding allocations (Wiltshire Core Strategy, Chippenham Site Allocation Plan, emerging Wiltshire Housing Site Allocations Plan and former district council saved policies)
- 'Made' and post-examination Neighbourhood Plan allocations (as at 31 March 2016)
- Army Basing Service Family Accommodation with planning permission

An allowance has been included for 'windfall' housing development in Wiltshire. Windfall development is housing development that is not currently planned for. The allowance is calculated at the unitary authority level, and is not available by electoral division.

Up to date housing data for base year 1 April 2017 is due to be completed early 2018.

Column (d) – this is the ratio of number of electors per dwelling used to convert additional housing numbers into the increased electorate. It is calculated as follows:

(i)	Total dwellings in Wiltshire (1 April 2016)[1]	211,580
(ii)	Total Electorate (December 2016)	364,167
(iii)	Average number of electorate per dwelling [(iii) = (ii) / (i)]	1.72

Column (e) – Total electorate estimate in 2024

Tables 1.2 and 2.2 show the variance from the average division size by percentage

Table 1.1: Projected electorate at 2024 using ONS population projections and anticipated growth in residential dwellings (estimate January 2018)

Electoral Division	Electorate 2017	Electorate 2024 applying ONS population projection only (3.8%)	Planned new residential units 2017 - 2024	Estimated additional electorate from planned residential units (c) x 1.72	Total Electorate Estimate 2024
	(a)	(b)	(c)	(d) (d) = (c) x 1.72	(e) (e) = (b) + (d)
Aldbourne and Ramsbury ED	4054	4208	22	37	4245
Alderbury and Whiteparish ED	3389	3518	38	65	3583
Amesbury East ED	4861	5046	859	1478	6523
Amesbury West ED	3709	3850	30	51	3901
Bourne and Woodford Valley ED	3425	3555	23	40	3595
Box and Colerne ED	3852	3998	8	14	4012
Bradford-on-Avon North ED	3856	4003	204	351	4353
Bradford-on-Avon South ED	4091	4246	6	10	4256
Brinkworth ED	3710	3851	39	68	3919
Bromham, Rowde and Potterne ED	3892	4040	25	43	4083
Bulford, Allington and Figheldean ED	4009	4161	252	433	4594
Burbage and The Bedwyns ED	3944	4094	36	61	4155
By Brook ED	3595	3732	85	146	3877
Calne Central ED	3438	3569	223	384	3952
Calne Chilvister and Abberd ED	3936	4086	12	21	4106
Calne North ED	3361	3489	283	487	3975
Calne Rural ED	3621	3759	220	379	4137
Calne South and Cherhill ED	3735	3877	222	382	4259
Chippenham Cepen Park and Derriads ED	3390	3519	1	1	3520
Chippenham Cepen Park and Redlands ED	3554	3689	78	134	3823
Chippenham Hardenhuish ED	3491	3624	29	50	3674
Chippenham Hardens and England ED	3281	3406	53	92	3497
Chippenham Lowden and Rowden ED	3691	3831	592	1019	4850

Chippenham Monkton ED	3045	3161	505	869	4030
Chippenham Pewsham ED	3425	3555	1	1	3556
Chippenham Queens and Sheldon ED	3280	3405	1	1	3406
Corsham Pickwick ED	3767	3910	156	269	4179
Corsham Town ED	3781	3925	385	661	4586
Corsham Without and Box Hill ED	4128	4285	1020	1754	6039
Cricklade and Latton ED	3900	4048	101	174	4222
Devizes and Roundway South ED	3456	3587	54	92	3680
Devizes East ED	3064	3180	25	43	3223
Devizes North ED	3203	3325	199	342	3667
Downton and Ebble Valley ED	3830	3976	109	188	4163
Durrington and Larkhill ED	4847	5031	786	1352	6383
Ethandune ED	3607	3744	47	81	3825
Fovant and Chalke Valley ED	3423	3553	413	711	4264
Hilperton ED	3925	4074	205	352	4426
Holt and Staverton ED	3491	3624	70	121	3744
Kington ED	4063	4217	1228	2112	6329
Laverstock, Ford and Old Sarum ED	4108	4264	533	917	5181
Ludgershall and Perham Down ED	3739	3881	923	1588	5469
Lyneham ED	3306	3432	30	52	3484
Malmesbury ED	4164	4322	368	634	4956
Marlborough East ED	3269	3393	76	131	3524
Marlborough West ED	2950	3062	230	395	3458
Melksham Central ED	3837	3983	24	41	4024
Melksham North ED	3686	3826	214	367	4194
Melksham South ED	4005	4157	29	50	4207
Melksham Without North ED	4346	4511	120	207	4718
Melksham Without South ED	4043	4197	841	1447	5644
Mere ED	3470	3602	141	242	3844
Minety ED	3844	3990	65	112	4102
Nadder and East Knoyle ED	3505	3638	8	14	3652
Pewsey ED	3837	3983	92	157	4140
Pewsey Vale ED	3502	3635	52	90	3725

Purton ED	4333	4498	424	729	5226
Redlynch and Landford ED	3724	3866	5	9	3875
Roundway ED	3505	3638	82	140	3778
Royal Wootton Bassett East ED	3821	3966	7	12	3978
Royal Wootton Bassett North ED	3642	3780	24	41	3822
Royal Wootton Bassett South ED	4944	5132	134	231	5363
Salisbury Bemerton ED	4408	4576	910	1565	6141
Salisbury Fisherton and Bemerton Village ED	3430	3560	4	6	3567
Salisbury Harnham ED	4154	4312	102	175	4487
Salisbury St. Edmund and Milford ED	3629	3767	290	498	4265
Salisbury St. Francis and Stratford ED	4087	4242	72	124	4366
Salisbury St. Mark's and Bishopdown ED	4119	4276	94	162	4437
Salisbury St. Martin's and Cathedral ED	4177	4336	7	12	4348
Salisbury St. Paul's ED	3770	3913	541	931	4844
Sherston ED	4016	4169	125	215	4384
Southwick ED	3578	3714	1581	2720	6434
Summerham and Seend ED	3462	3594	29	50	3644
The Collingbournes and Netheravon ED	3276	3400	1	2	3402
The Lavingtons and Erlestoke ED	3994	4146	88	152	4298
Tidworth ED	4654	4831	326	560	5391
Till and Wylye Valley ED	3626	3764	11	18	3782
Tisbury ED	3601	3738	6	10	3748
Trowbridge Adcroft ED	3600	3737	16	28	3765
Trowbridge Central ED	3746	3888	35	61	3949
Trowbridge Drynham ED	3176	3297	3	5	3301
Trowbridge Grove ED	3301	3426	67	115	3542
Trowbridge Lambrok ED	3666	3805	1	2	3807
Trowbridge Park ED	3701	3842	38	65	3907
Trowbridge Paxcroft ED	4657	4834	125	215	5049
Urchfont and The Cannings ED	3849	3995	312	537	4532
Warminster Broadway ED	3713	3854	277	477	4331
Warminster Copheap and Wylye ED	3533	3667	5	9	3676
Warminster East ED	4315	4479	172	296	4775

Warminster West ED	4146	4304	477	820	5123
Warminster Without ED	3436	3567	46	78	3645
West Selkley ED	3384	3513	23	40	3552
Westbury East ED	3765	3908	333	574	4482
Westbury North ED	3659	3798	290	499	4297
Westbury West ED	3909	4058	306	527	4584
Wilton and Lower Wylye Valley ED	4003	4155	209	359	4514
Winsley and Westwood ED	3288	3413	1	2	3415
Winterslow ED	3158	3278	27	47	3325
WINDFALL ALLOWANCE	0	0	2595	4463	4463
WILTSHIRE TOTAL	**367686**	**381658**	**22611**	**38890**	**420549**

Table 1.2

Name of division	Electorate 2017	Variance 2017	Electoral 2024	Variance 2024
Aldbourne & Ramsbury	4054	8%	4245	0%
Alderbury & Whiteparish	3389	-10%	3583	-16%
Amesbury East	4861	30%	6523	54%
Amesbury West	3709	-1%	3901	-8%
Bourne & Woodford Valley	3425	-9%	3595	-15%
Box & Colerne	3852	3%	4012	-6%
Bradford-On-Avon North	3856	3%	4353	3%
Bradford-On-Avon South	4091	9%	4256	0%
Brinkworth	3710	-1%	3919	-8%
Bromham, Rowde & Potterne	3892	4%	4083	-4%
Bulford, Allington & Figheldean	4009	7%	4594	8%
Burbage & The Bedwyns	3944	5%	4155	6%
By Brook	3595	-4%	3877	-9%
Calne Central	3438	-8%	3952	-7%
Calne Chilvester & Abberd	3936	5%	4106	-3%
Calne North	3361	-10%	3975	1%
Calne Rural	3621	-3%	4137	-3%
Calne South & Cherhill	3735	0%	4259	0%
Chippenham Cepen Park & Derriads	3390	-10%	3520	-17%
Chippenham Cepen Park & Redlands	3554	-5%	3823	-10%
Chippenham Hardenhuish	3491	-7%	3674	-13%
Chippenham Hardens & England	3281	-13%	3497	-18%
Chippenham Lowden & Rowden	3691	-2%	4850	14%
Chippenham Monkton	3045	-19%	4030	-5%
Chippenham Pewsham	3425	-9%	3556	-16%
Chippenham Queens & Sheldon	3280	-13%	3406	-20%
Corsham Pickwick	3767	0%	4179	-2%
Corsham Town	3781	1%	4586	8%
Corsham Without & Box Hill	4128	10%	6039	42%
Cricklade & Latton	3900	4%	4222	-1%
Devizes & Roundway South	3456	-8%	3680	-13%
Devizes East	3064	-18%	3223	-24%

Devizes North	3203	-15%	3667	-14%
Downton & Ebble Valley	3830	2%	4163	-2%
Durrington & Larkhill	4847	29%	6383	50%
Ethandune	3607	-4%	3825	-10%
Fovant & Chalke Valley	3423	-9%	4264	0%
Hilperton	3925	5%	4426	4%
Holt & Staverton	3491	-7%	3744	-12%
Kington	4063	8%	6329	49%
Laverstock, Ford & Old Sarum	4108	9%	5181	22%
Ludgershall & Perham Down	3739	0%	5469	29%
Lyneham	3306	-12%	3484	-18%
Malmesbury	4164	11%	4956	17%
Marlborough East	3269	-13%	3524	-17%
Marlborough West	2950	-21%	3458	-19%
Melksham Central	3837	2%	4024	-5%
Melksham North	3686	-2%	4194	-1%
Melksham South	4005	7%	4207	-1%
Melksham Without North	4346	16%	4718	11%
Melksham Without South	4043	8%	5644	33%
Mere	3470	-8%	3844	-9%
Minety	3844	2%	4102	-3%
Nadder & East Knoyle	3505	-7%	3652	-14%
Pewsey	3837	2%	4140	-2%
Pewsey Vale	3502	-7%	3725	-12%
Purton	4333	15%	5226	23%
Redlynch & Landford	3724	-1%	3875	-9%
Roundway	3505	-7%	3778	-11%
Royal Wootton Bassett East	3821	2%	3978	-6%
Royal Wootton Bassett North	3642	-3%	3822	-10%
Royal Wootton Bassett South	4944	32%	5363	26%
Salisbury Bemerton	4408	17%	6141	45%
Salisbury Fisherton & Bemerton Village	3430	-9%	3567	-16%
Salisbury Harnham	4154	11%	4487	6%
Salisbury St. Edmund & Milford	3629	-3%	4265	0%

Salisbury St. Francis & Stratford	4087	9%	4366	3%
Salisbury St. Mark's & Bishopdown	4119	10%	4437	5%
Salisbury St. Martin's & Cathedral	4177	11%	4348	2%
Salisbury St. Paul's	3770	0%	4844	14%
Sherston	4016	7%	4384	3%
Southwick	3578	-5%	6434	52%
Summerham & Seend	3462	-8%	3644	-14%
The Collingbournes & Netheravon	3276	-13%	3402	-20%
The Lavingtons & Erlestoke	3994	6%	4298	1%
Tidworth	4654	24%	5391	27%
Till & Wylye Valley	3626	-3%	3782	-11%
Tisbury	3601	-4%	3748	-12%
Trowbridge Adcroft	3600	-4%	3765	-11%
Trowbridge Central	3746	0%	3949	-7%
Trowbridge Drynham	3176	-15%	3301	-22%
Trowbridge Grove	3301	-12%	3542	-17%
Trowbridge Lambrok	3666	-2%	3807	-10%
Trowbridge Park	3701	-1%	3907	-8%
Trowbridge Paxcroft	4657	24%	5049	19%
Urchfont & The Cannings	3849	3%	4532	7%
Warminster Broadway	3713	-1%	4331	2%
Warminster Copheap & Wylye	3533	-6%	3676	-13%
Warminster East	4315	15%	4775	12%
Warminster West	4146	11%	5123	21%
Warminster Without	3436	-8%	3645	-14%
West Selkley	3384	-10%	3552	-16%
Westbury East	3765	0%	4482	6%
Westbury North	3659	-2%	4297	1%
Westbury West	3909	4%	4584	8%
Wilton & Lower Wylye Valley	4003	7%	4514	6%
Winsley & Westwood	3288	-12%	3415	-20%
Winterslow	3158	-16%	3325	-22%
Avg.	3752	Avg.	4246	

Table 2.1: Projected electorate at 2024 using anticipated growth in residential dwellings (estimate January 2018)

Electoral Division	Electorate 2017	Planned new residential units 2017 - 2024	Estimated additional electorate (c) x 1.72	Electorate Estimate at 2024
	(a)	(c)	(d) (d) = (c) x 1.72	(e) (e) = (a) + (d)
Aldbourne and Ramsbury ED	4054	22	37	4091
Alderbury and Whiteparish ED	3389	38	65	3454
Amesbury East ED	4861	859	1478	6339
Amesbury West ED	3709	30	51	3760
Bourne and Woodford Valley ED	3425	23	40	3465
Box and Colerne ED	3852	8	14	3866
Bradford-on-Avon North ED	3856	204	351	4207
Bradford-on-Avon South ED	4091	6	10	4101
Brinkworth ED	3710	39	68	3778
Bromham, Rowde and Potterne ED	3892	25	43	3935
Bulford, Allington and Figheldean ED	4009	252	433	4442
Burbage and The Bedwyns ED	3944	36	61	4005
By Brook ED	3595	85	146	3741
Calne Central ED	3438	223	384	3822
Calne Chilvister and Abberd ED	3936	12	21	3957
Calne North ED	3361	283	487	3848
Calne Rural ED	3621	220	379	4000
Calne South and Cherhill ED	3735	222	382	4117
Chippenham Cepen Park and Derriads ED	3390	1	1	3391
Chippenham Cepen Park and Redlands ED	3554	78	134	3688
Chippenham Hardenhuish ED	3491	29	50	3541
Chippenham Hardens and England ED	3281	53	92	3373
Chippenham Lowden and Rowden ED	3691	592	1019	4710
Chippenham Monkton ED	3045	505	869	3914
Chippenham Pewsham ED	3425	1	1	3426

Chippenham Queens and Sheldon ED	3280	1	1	3281
Corsham Pickwick ED	3767	156	269	4036
Corsham Town ED	3781	385	661	4442
Corsham Without and Box Hill ED	4128	1020	1754	5882
Cricklade and Latton ED	3900	101	174	4074
Devizes and Roundway South ED	3456	54	92	3548
Devizes East ED	3064	25	43	3107
Devizes North ED	3203	199	342	3545
Downton and Ebble Valley ED	3830	109	188	4018
Durrington and Larkhill ED	4847	786	1352	6199
Ethandune ED	3607	47	81	3688
Fovant and Chalke Valley ED	3423	413	711	4134
Hilperton ED	3925	205	352	4277
Holt and Staverton ED	3491	70	121	3612
Kington ED	4063	1228	2112	6175
Laverstock, Ford and Old Sarum ED	4108	533	917	5025
Ludgershall and Perham Down ED	3739	923	1588	5327
Lyneham ED	3306	30	52	3358
Malmesbury ED	4164	368	634	4798
Marlborough East ED	3269	76	131	3400
Marlborough West ED	2950	230	395	3345
Melksham Central ED	3837	24	41	3878
Melksham North ED	3686	214	367	4053
Melksham South ED	4005	29	50	4055
Melksham Without North ED	4346	120	207	4553
Melksham Without South ED	4043	841	1447	5490
Mere ED	3470	141	242	3712
Minety ED	3844	65	112	3956
Nadder and East Knoyle ED	3505	8	14	3519
Pewsey ED	3837	92	157	3994
Pewsey Vale ED	3502	52	90	3592
Purton ED	4333	424	729	5062
Redlynch and Landford ED	3724	5	9	3733

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Roundway ED	3505	82	140	3645
Royal Wootton Bassett East ED	3821	7	12	3833
Royal Wootton Bassett North ED	3642	24	41	3683
Royal Wootton Bassett South ED	4944	134	231	5175
Salisbury Bemerton ED	4408	910	1565	5973
Salisbury Fisherton and Bemerton Village ED	3430	4	6	3436
Salisbury Harnham ED	4154	102	175	4329
Salisbury St. Edmund and Milford ED	3629	290	498	4127
Salisbury St. Francis and Stratford ED	4087	72	124	4211
Salisbury St. Mark's and Bishopdown ED	4119	94	162	4281
Salisbury St. Martin's and Cathedral ED	4177	7	12	4189
Salisbury St. Paul's ED	3770	541	931	4701
Sherston ED	4016	125	215	4231
Southwick ED	3578	1581	2720	6298
Summerham and Seend ED	3462	29	50	3512
The Collingbournes and Netheravon ED	3276	1	2	3278
The Lavingtons and Erlestoke ED	3994	88	152	4146
Tidworth ED	4654	326	560	5214
Till and Wylye Valley ED	3626	11	18	3644
Tisbury ED	3601	6	10	3611
Trowbridge Adcroft ED	3600	16	28	3628
Trowbridge Central ED	3746	35	61	3807
Trowbridge Drynham ED	3176	3	5	3181
Trowbridge Grove ED	3301	67	115	3416
Trowbridge Lambrok ED	3666	1	2	3668
Trowbridge Park ED	3701	38	65	3766
Trowbridge Paxcroft ED	4657	125	215	4872
Urchfont and The Cannings ED	3849	312	537	4386
Warminster Broadway ED	3713	277	477	4190
Warminster Copheap and Wylye ED	3533	5	9	3542
Warminster East ED	4315	172	296	4611
Warminster West ED	4146	477	820	4966
Warminster Without ED	3436	46	78	3514

West Selkley ED	3384	23	40	3424
Westbury East ED	3765	333	574	4339
Westbury North ED	3659	290	499	4158
Westbury West ED	3909	306	527	4436
Wilton and Lower Wylye Valley ED	4003	209	359	4362
Winsley and Westwood ED	3288	1	2	3290
Winterslow ED	3158	27	47	3205
WINDFALL ALLOWANCE	0	2595	4463	4463
WILTSHIRE TOTAL	**367686**	**22611**	**38890**	**406576**

Table 2.2

Name of division	Electorate 2017	Variance 2017	Electoral 2024	Variance 2024
Aldbourne & Ramsbury	4054	8%	4091	0%
Alderbury & Whiteparish	3389	-10%	3454	-16%
Amesbury East	4861	30%	6339	54%
Amesbury West	3709	-1%	3760	-8%
Bourne & Woodford Valley	3425	-9%	3465	-16%
Box & Colerne	3852	3%	3866	-6%
Bradford-On-Avon North	3856	3%	4207	3%
Bradford-On-Avon South	4091	9%	4101	0%
Brinkworth	3710	-1%	3778	-8%
Bromham, Rowde & Potterne	3892	4%	3935	-4%
Bulford, Allington & Figheldean	4009	7%	4442	8%
Burbage & The Bedwyns	3944	5%	4005	6%
By Brook	3595	-4%	3741	-9%
Calne Central	3438	-8%	3822	-7%
Calne Chilvester & Abberd	3936	5%	3957	-4%
Calne North	3361	-10%	3848	2%
Calne Rural	3621	-3%	4000	-3%
Calne South & Cherhill	3735	0%	4117	0%
Chippenham Cepen Park & Derriads	3390	-10%	3391	-17%
Chippenham Cepen Park & Redlands	3554	-5%	3688	-10%
Chippenham Hardenhuish	3491	-7%	3541	-14%
Chippenham Hardens & England	3281	-13%	3373	-18%
Chippenham Lowden & Rowden	3691	-2%	4710	15%
Chippenham Monkton	3045	-19%	3914	-5%
Chippenham Pewsham	3425	-9%	3426	-17%
Chippenham Queens & Sheldon	3280	-13%	3281	-20%
Corsham Pickwick	3767	0%	4036	-2%
Corsham Town	3781	1%	4442	8%
Corsham Without & Box Hill	4128	10%	5882	43%
Cricklade & Latton	3900	4%	4074	-1%
Devizes & Roundway South	3456	-8%	3548	-14%
Devizes East	3064	-18%	3107	-24%

Devizes North	3203	-15%	3545	-14%
Downton & Ebble Valley	3830	2%	4018	-2%
Durrington & Larkhill	4847	29%	6199	51%
Ethandune	3607	-4%	3688	-10%
Fovant & Chalke Valley	3423	-9%	4134	1%
Hilperton	3925	5%	4277	4%
Holt & Staverton	3491	-7%	3612	-12%
Kington	4063	8%	6175	50%
Laverstock, Ford & Old Sarum	4108	9%	5025	22%
Ludgershall & Perham Down	3739	0%	5327	30%
Lyneham	3306	-12%	3358	-18%
Malmesbury	4164	11%	4798	17%
Marlborough East	3269	-13%	3400	-17%
Marlborough West	2950	-21%	3345	-18%
Melksham Central	3837	2%	3878	-5%
Melksham North	3686	-2%	4053	-1%
Melksham South	4005	7%	4055	-1%
Melksham Without North	4346	16%	4553	11%
Melksham Without South	4043	8%	5490	34%
Mere	3470	-8%	3712	-10%
Minety	3844	2%	3956	-4%
Nadder & East Knoyle	3505	-7%	3519	-14%
Pewsey	3837	2%	3994	-3%
Pewsey Vale	3502	-7%	3592	-12%
Purton	4333	15%	5062	23%
Redlynch & Landford	3724	-1%	3733	-9%
Roundway	3505	-7%	3645	-11%
Royal Wootton Bassett East	3821	2%	3833	-7%
Royal Wootton Bassett North	3642	-3%	3683	-10%
Royal Wootton Bassett South	4944	32%	5175	26%
Salisbury Bemerton	4408	17%	5973	46%
Salisbury Fisherton & Bemerton Village	3430	-9%	3436	-16%
Salisbury Harnham	4154	11%	4329	5%
Salisbury St. Edmund & Milford	3629	-3%	4127	1%

Salisbury St. Francis & Stratford	4087	9%	4211	3%
Salisbury St. Mark's & Bishopdown	4119	10%	4281	4%
Salisbury St. Martin's & Cathedral	4177	11%	4189	2%
Salisbury St. Paul's	3770	0%	4701	15%
Sherston	4016	7%	4231	3%
Southwick	3578	-5%	6298	53%
Summerham & Seend	3462	-8%	3512	-14%
The Collingbournes & Netheravon	3276	-13%	3278	-20%
The Lavingtons & Erlestoke	3994	6%	4146	1%
Tidworth	4654	24%	5214	27%
Till & Wylye Valley	3626	-3%	3644	-11%
Tisbury	3601	-4%	3611	-12%
Trowbridge Adcroft	3600	-4%	3628	-12%
Trowbridge Central	3746	0%	3807	-7%
Trowbridge Drynham	3176	-15%	3181	-22%
Trowbridge Grove	3301	-12%	3416	-17%
Trowbridge Lambrok	3666	-2%	3668	-11%
Trowbridge Park	3701	-1%	3766	-8%
Trowbridge Paxcroft	4657	24%	4872	19%
Urchfont & The Cannings	3849	3%	4386	7%
Warminster Broadway	3713	-1%	4190	2%
Warminster Copheap & Wylye	3533	-6%	3542	-14%
Warminster East	4315	15%	4611	12%
Warminster West	4146	11%	4966	21%
Warminster Without	3436	-8%	3514	-14%
West Selkley	3384	-10%	3424	-17%
Westbury East	3765	0%	4339	6%
Westbury North	3659	-2%	4158	1%
Westbury West	3909	4%	4436	8%
Wilton & Lower Wylye Valley	4003	7%	4362	6%
Winsley & Westwood	3288	-12%	3290	-20%
Winterslow	3158	-16%	3205	-22%
Avg.	3752	Avg.	4103	

DOCUMENT 6 – COUNCILLOR WORKLOADS

Wiltshire Council

Electoral Review Committee

11 January 2018

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Councillor Workload Summary

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<u>Councillor Survey</u>

A survey was sent to all councillors requested details of the average minimum number of hours per week needed to perform the basic role of Wiltshire Councillor effectively (excluding time spent on roles with special responsibilities).

The mean average was found to be 23.8 hours per week, across a range of 8-48 hours per week. The median figure was 23.5 hours.

The last survey in 2013 returned a mean average of 21 hours per week.

The survey requested councillors break down the above figure into the following categories:

- Travel time on council business: 3.5 hours per week
- Committees (including preparation time): 5.1 hours per week
- Casework/Community Work: 5.3 hours per week
- Parish Council attendance: 2.6 hours per week
- Emails: 5.5 hours per week
- Social media engagement: 1.4 hours per week
- Other: 0.5 hours per week

<u>Committees Appointment</u>

There are presently 172 committee places allocated at annual council meetings. This excludes Full Council itself, Cabinet, any working parties such as the Corporate Parenting Panel, and Area Boards. It also excludes the Electoral Review Committee itself.

At present, on average, each councillor is appointed to 1.8 committees as a full member, and 1.5 committees as a substitute member.

However, Cabinet Members and Portfolio Holders are ineligible for certain committee appointments, such as all Scrutiny committees.

Considering only non-executive councillors, each councillor is appointed to, on average, 2.1 committees as a full member and 1.9 committees as a substitute member.

As noted each councillor is also automatically appointed to an area board, which are area committees of full council, exercising delegated executive authority.

Each non-executive councillor can therefore be considered as being appointed to, on average, 3.1 committees as a full member.

<u>Committee Attendance</u>

Between May 2013-April 2017, councillors on average had an attendance rate of 86% for formal committee meetings (including Full Council, Cabinet and Area Boards) at which they were officially expected. Councillors also act as substitutes when others are unable to attend, and also may attend formal meetings they are not required to attend.

In addition, many councillors will serve on Scrutiny task groups and other working parties, local or regional Outside Bodies in their role as a councillor, and numerous other meetings in preparation for other council work.

On the figures above Councillors were 'expected' to attend between 16-48 formal committee meetings per year, depending on their specific roles and number of committees to which they were appointed, and attended between 11-44 per year.