



COUNCIL: 24 FEBRUARY 2021

Report of: Chief Operating Officer

Relevant Portfolio Holder: Councillor I Moran

**Contact for further information: Mr Thomas Lynan (Extn. 5013)
(E-mail: tom.lynan@westlancs.gov.uk)**

**SUBJECT: WEST LANCASHIRE ELECTORAL REVIEW – COUNCIL SIZE
SUBMISSION**

Wards affected: Borough wide

1.0 PURPOSE OF THE REPORT

1.1 To approve the Council Size Submission document to be submitted to the Local Government Boundary Commission for England's (LGBCE) as part of the Electoral Review of West Lancashire (the Review), as recommended by the Electoral Review Working Group.

2.0 RECOMMENDATION

2.1 That the Council Size Submission document, attached at Appendix A to the report, be submitted to the LGBCE as part of the Electoral Review of West Lancashire.

3.0 BACKGROUND

3.1 West Lancashire Borough Council last underwent an Electoral Boundary Review in 1999/2000 as part of the Local Government Commission for England's programme of Periodic Electoral Reviews (PERs). The Local Government Commission for England has been superseded by the LGBCE. The 1999/2000 review resulted in a reduction in Wards and Councillors from 26 to 25 and 55 to 54 respectively.

3.2 An electoral review considers:

- the total number of councillors elected to the local authority;
- the number and boundaries of wards for the purposes of the election of councillors and;
- the name of any ward.

3.3 On 14 June 2019 the Commission wrote to the Chief Executive advising that a review of West Lancashire would be undertaken as part of their new programme of periodic reviews of authorities who have not been reviewed for 12 or more years. The Commission's approach coincides with the activation of the Council's decision (October 2018) to request a review following determination of the SORP proposals in July 2019.

3.4 On 9 January 2020 the Chief Executive and Chairman of the Commission met with the Leader of the Council, the Chief Operating Officer and Officers. This marked the start of the 'Preliminary Period' of the Review.

4.0 ELECTORAL REVIEW – PRELIMINARY PERIOD

4.1 In February 2020 Council created the Electoral Review Working Group to facilitate the work required to comply with its obligations as part of the Electoral Review of West Lancashire.

4.2 The Electoral Review Working Group has met regularly between May 2020 and January 2021 to consider and draft a Council Size Submission document to be submitted to the LGBCE, marking the end of the Preliminary Period of the Electoral Review of West Lancashire.

4.3 The Council Size Submission document outlines a proposed figure of 45 as the optimal number of Councillors for West Lancashire, having considered the Council's political management arrangements, regulatory and scrutiny functions, the representational role of councillors in their ward work and representing the Council on external bodies.

5.0 RECOMMENDATIONS OF THE ELECTORAL REVIEW WORKING GROUP

5.1 The minute of the Electoral Review Working Group reads as follows:

Consideration was given to the latest version of draft Council's submission document to the Boundary Commission.

Comments were raised in respect of the Council's decision to elect by thirds.

A motion to approve the submission of the document to Council on 24 February 2021 was moved and seconded.

At the request of a Member, voting was recorded as follows:

FOR: Councillors: Gareth Dowling, Ian Moran and Adam Yates (THREE)

AGAINST: Councillors: Iain Ashcroft, Gordon Johnson and David Westley (THREE)

As there was an equal number of members voting FOR and AGAINST, the Chairman, Ian Moran, used his casting vote: FOR

The Motion was CARRIED.

AGREED: That the draft document of the Council's submission, be submitted to Council on 24 February 2020.

6.0 CONSIDERATION BY THE LGBCE

- 6.1 Along with any submission made the Council, the LGBCE will also consider any submissions made by political groups on the Council.
- 6.2 The LGBCE is due to meet in March to consider all proposals submitted and make a decision on the future Council Size for West Lancashire.

7.0 WARD BOUNDARY PHASE

- 7.1 The next phase of the review is scheduled to commence in late May (exact dates to be confirmed) and consist of a 10 week consultation during which the Council, Political Groups and any other interested parties can submit ward boundary proposals.
- 7.2 Members of the Working Group and any Group Leaders not on the working group will be given access and training in the use of Xpress Maps to facilitate this stage of the review.
- 7.3 Following completion of this phase the LGBCE will then consider all submitted proposals and produce Draft Recommendations for Warding Arrangements which will then be put to public consultation.

8.0 SUSTAINABILITY IMPLICATIONS

- 8.1 There are no significant sustainability impacts associated with this report and, in particular, no significant impact on crime and disorder.

9.0 FINANCIAL AND RESOURCE IMPLICATIONS

- 9.1 Any financial and resource implications arising from conducting the review are being met from existing budgets.

10.0 RISK ASSESSMENT

- 10.1 Failure to submit a Council Size proposal would mean the Council had not met its obligations in facilitating the LGBCE to complete the Electoral Review of West Lancashire. It would also mean that LGBCE would not be able to take the Council's views into account when deciding future Council Size.

11.0 HEALTH AND WELLBEING IMPLICATIONS

11.1 There are no health and wellbeing implications arising from this report.

Background Documents

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

Equality Impact Assessment

There is a direct impact on members of the public, employees, elected members and or stakeholders. Therefore an Equality Impact Assessment is required. A formal Equality Impact Assessment is attached as an Appendix to this report, the results of which have been taken into account in the Recommendations contained within this report.

Appendices

A: WLBC Council Size Submission

B: Equality Impact Assessment

Equality Impact Assessment Form



Directorate: Transformation & Resources		Service: Legal and Democratic Services	
Completed by: Thomas Lynan		Date: 18/01/2021	
Subject Title: WEST LANCASHIRE ELECTORAL REVIEW – COUNCIL SIZE SUBMISSION			
1. DESCRIPTION			
Is a policy or strategy being produced or revised:		No	
Is a service being designed, redesigned or cutback:		Yes	
Is a commissioning plan or contract specification being developed:		No	
Is a budget being set or funding allocated:		No	
Is a programme or project being planned:		No	
Are recommendations being presented to senior managers and/or Councillors:		Yes	
Does the activity contribute to meeting our duties under the Equality Act 2010 and Public Sector Equality Duty (Eliminating unlawful discrimination/harassment, advancing equality of opportunity, fostering good relations):		Yes	
Details of the matter under consideration:		WEST LANCASHIRE ELECTORAL REVIEW – COUNCIL SIZE SUBMISSION	
<p><i>If you answered Yes to any of the above go straight to Section 3</i> <i>If you answered No to all the above please complete Section 2</i></p>			
2. RELEVANCE			
Does the work being carried out impact on service users, staff or Councillors (stakeholders):			
If Yes , provide details of how this impacts on service users, staff or Councillors (stakeholders): <i>If you answered Yes go to Section 3</i>			
If you answered No to both Sections 1 and 2 provide details of why there is no impact on these three groups:			
3. EVIDENCE COLLECTION			
Who does the work being carried out impact on, i.e. who is/are the stakeholder(s)?		There is a direct impact on members of the public, employees, elected members and or other stakeholders.	
If the work being carried out relates to a universal service, who needs or uses it most? (Is there any particular group affected more than others)?		All groups are affected.	

Which of the protected characteristics are most relevant to the work being carried out? Age Gender Disability Race and Culture Sexual Orientation Religion or Belief Gender Reassignment Marriage and Civil Partnership Pregnancy and Maternity	No No No No No No No No No No
4. DATA ANALYSIS	
In relation to the work being carried out, and the service/function in question, who is actually or currently using the service and why?	Members of the public, employees, elected members and or other stakeholders currently use the service because it is a universal service integral to the function of the Council.
What will the impact of the work being carried out be on usage/the stakeholders?	Changes to Council Size.
What are people's views about the services? Are some customers more satisfied than others, and if so what are the reasons? Can these be affected by the proposals?	All relevant stakeholders will get the opportunity to express their views through consultation at later stages.
What sources of data including consultation results have you used to analyse the impact of the work being carried out on users/stakeholders with protected characteristics?	All relevant stakeholders will get the opportunity to express their views through consultation at later stages.
If any further data/consultation is needed and is to be gathered, please specify:	All relevant stakeholders will get the opportunity to express their views through consultation at later stages.
5. IMPACT OF DECISIONS	
In what way will the changes impact on people with particular protected characteristics (either positively or negatively or in terms of disproportionate impact)?	No adverse changes anticipated.
6. CONSIDERING THE IMPACT	
If there is a negative impact what action can be taken to mitigate it? (If it is not possible or desirable to take actions to reduce the impact, explain why this is the case (e.g. legislative or financial drivers etc.).	No adverse changes anticipated.
What actions do you plan to take to address any other issues above?	No actions
7. MONITORING AND REVIEWING	
When will this assessment be reviewed and who will review it?	This phase of the Review ends with the submission of a Council Size proposal.