

# Rutland County Council

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DX28340 Oakham

Members of Rutland County Council District Council are hereby summoned to attend the **TWO HUNDRED AND SIXTY FIFTH MEETING OF THE COUNCIL** to be held in the Council Chamber at Catmose, Oakham on **11 September 2017 commencing on the rising of the TWO HUNDRED AND SIXTY FOURTH (SPECIAL) MEETING OF THE COUNCIL**. The business to be transacted at the meeting is specified in the Agenda set out below.

Prior to the commencement of the meeting, the Chairman will offer the opportunity for those present to join him in prayers.

Recording of Council Meetings: Any member of the public may film, audio-record, take photographs and use social media to report the proceedings of any meeting that is open to the public. A protocol on this facility is available at [rutland.gov.uk/my-council/have-your-say/public-questions-and-speaking-at-meetings/](http://rutland.gov.uk/my-council/have-your-say/public-questions-and-speaking-at-meetings/).

**Helen Briggs**  
**Chief Executive**

## A G E N D A

**1) APOLOGIES**

To receive any apologies for absence.

**2) CHAIRMAN'S ANNOUNCEMENTS**

To receive any announcements by the Chairman.

**3) ANNOUNCEMENTS FROM THE LEADER, MEMBERS OF THE CABINET OR THE HEAD OF PAID SERVICE**

To receive any announcements by the Leader, Members of the Cabinet or the Head of Paid Service.

**4) DECLARATIONS OF INTEREST**

In accordance with the Regulations, Members are invited to declare any disclosable interests under the Code of Conduct and the nature of those interests in respect of items on this Agenda and/or indicate if Section 106 of the Local Government Finance Act 1992 applies to them.

**5) MINUTES OF PREVIOUS MEETING**

To confirm the Minutes of the 263<sup>rd</sup> meeting of the Rutland County Council

District Council held on 10 July 2017.

**6) PETITIONS, DEPUTATIONS AND QUESTIONS FROM MEMBERS OF THE PUBLIC**

To receive any petitions, deputations or questions received from members of the public in accordance with the provisions of Procedure Rule 28. The total time allowed for this is 30 minutes. Petitions, deputations and questions will be dealt with in the order in which they are received and any which are not considered within the time limit shall receive a written response after the meeting.

**7) QUESTIONS FROM MEMBERS OF THE COUNCIL**

**To receive any questions submitted from Members of the Council in accordance with the provisions of Procedure Rules 30 and 30A.**

**8) CALL-IN OF DECISIONS FROM CABINET MEETINGS DURING THE PERIOD FROM 8 JULY 2017 to 8 SEPTEMBER 2017 (INCLUSIVE)**

To determine matters where a decision taken by the Cabinet has been referred to Council by the call-in procedure of Scrutiny Panels, as a result of the decision being deemed to be outside the Council's policy framework by the Monitoring Officer or not wholly in accordance with the budget by the Section 151 Officer, in accordance with the provisions of Procedure Rules 206 and 207.

**9) REPORT FROM THE CABINET (Pages 5 - 12)**

To receive Report No. 166/2017 from the Cabinet on recommendations referred to the Council for determination and to note the Key Decisions taken at its meetings held on 18 July 2017 and 15 August 2017.

**10) REPORTS FROM COMMITTEES OF THE COUNCIL**

- a. To receive reports from Committees on matters which require Council approval because the Committee does not have the delegated authority to act on the Council's behalf.
  - b. To receive reports from Council Committees on any other matters and to receive questions and answers on any of those reports.
- 
- a) **To receive reports from Committees on matters which require Council approval because the Committee does not have the delegated authority to act on the Council's behalf.**
  - b) **To receive reports from Council Committees on any other matters and to receive questions and answers on any of those reports.**  
(Pages 13 - 22)  
(Pages 13 - 22)

**11) REPORTS FROM SCRUTINY COMMISSION / SCRUTINY PANELS**

To receive the reports from the Scrutiny Commission / Scrutiny Panels on any matters and to receive questions and answers on any of those reports.

**12) JOINT ARRANGEMENTS AND EXTERNAL ORGANISATIONS**

To receive reports about and receive questions and answers on the business of any joint arrangements or external organisations.

**13) REVIEW OF POLITICAL BALANCE (Pages 23 - 28)**

To receive Report No. 173/2017 from the Director for Resources.

**14) APPOINTMENT TO OUTSIDE ORGANISATIONS**

Council are requested to note the appointment of Mr G Brown to the Ketton Liaison Committee as relevant Ward Member for this role.

**15) NOTICES OF MOTION**

To consider any Notices of Motion submitted by Members of the Council in accordance with Procedure Rule 34 in the order in which they are recorded as having been received.

**16) ELECTORAL REVIEW: RCC RESPONSE TO WARDING PATTERNS CONSULTATION (Pages 29 - 50)**

To receive Report No. 169/2017 from the Director for Resources.

**17) PROPER OFFICER**

Council are requested to approve that the Proper Officer role of Data Protection Officer/Senior Information Risk Owner should be designated to the Head of Legal and Governance with effect from 25 September 2017 and the constitution be updated accordingly.

**18) ANY URGENT BUSINESS**

To receive items of urgent business which have been previously notified to the person presiding.

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**TO: MEMBERS OF THE COUNCIL**

Mr K Bool – Chairman of the Council

Mr E Baines – Vice-Chairman of the Council

Mr I Arnold

Mr N Begy

Mr O Bird

Mr G Brown

Miss R Burkitt

Mr B Callaghan

Mr R Clifton

Mr G Conde

Mr W Cross	Mr J Dale
Mr R Foster	Mrs J Fox
Mr R Gale	Mr O Hemsley
Mr J Lammie	Mr A Mann
Mr T Mathias	Mr M Oxley
Mr C Parsons	Mrs L Stephenson
Mr A Stewart	Miss G Waller
Mr A Walters	Mr D Wilby

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## **THE COUNCIL'S STRATEGIC AIMS**

Sustainable Growth

Safeguarding

Reaching our Full Potential

Sound Financial and Workforce Planning

## COUNCIL

11 September 2017

### CABINET RECOMMENDATIONS TO COUNCIL

#### Report of the Cabinet

Strategic Aim:	All	
Exempt Information	No	
Cabinet Member(s) Responsible:	N/A	
Contact Officer(s):	Natasha Brown, Acting manager - Corporate Support	01572 720991 nbrown@rutland.gov.uk
Ward Councillors	N/A	

#### DECISION RECOMMENDATIONS

1. That Council notes the Key Decisions made by Cabinet since the publication of the agenda for the previous ordinary meeting of the Council on 10 July 2017, as detailed in Appendix A to this report.
2. That Council approves the following Recommendations from Cabinet:
  - i) The implementation of a charge for the kerbside collections of Green Waste, starting on 1st April 2018.
  - ii) An annual charge per bin, starting at £35 for the financial year 2018/19.

**15 August 2017**  
**Decision No. 185**  
**Report No. 150/2017**  
**REVIEW OF GREEN WASTE SERVICES**

#### **1 PURPOSE OF THE REPORT**

- 1.1 To consider the recommendations of Cabinet since the publication of the agenda for the previous ordinary meeting of the Council on 10 July 2017.
- 1.2 To report to Council the Key Decisions made by Cabinet since the publication of the agenda for the previous ordinary meeting of the Council on 10 July 2017, as detailed in Appendix A to this report.

## **2 BACKGROUND AND MAIN CONSIDERATIONS**

- 2.1 As outlined in report number 150/2017.
- 2.2 The Key Decisions Listed in Appendix A have already been taken and can be found in the Cabinet Record of Decisions for the meetings of 18 July 2017 and 15 August 2017.

## **3 CONSULTATION**

- 3.1 As outlined in report number 150/2017.
- 3.2 Consultation for key decisions is included in the reports for the meetings of Cabinet referred to in Appendix A.

## **4 ALTERNATIVE OPTIONS**

- 4.1 The only other option would be to not receive the Cabinet's report to Council. However Procedure Rule 246.3 of the Constitution requires the submission of the report.

## **5 FINANCIAL IMPLICATIONS**

- 5.1 Any financial implications are outlined in report 150/2017, or contained in the reports referred to in Appendix A.

## **6 LEGAL AND GOVERNANCE CONSIDERATIONS**

- 6.1 As outlined in report 150/2017.
- 6.2 The Key Decisions listed in Appendix A have already been taken and the record is for Council's information only.

## **7 EQUALITY IMPACT ASSESSMENT**

- 7.1 As outlined in report 150/2017, or contained in the reports referred to in Appendix A.

## **8 COMMUNITY SAFETY IMPLICATIONS**

- 8.1 Any Community Safety implications are outlined in report 150/2017, or contained in the reports referred to in Appendix A.

## **9 HEALTH AND WELLBEING IMPLICATIONS**

- 9.1 Any Health and Wellbeing implications are outlined in report 150/2017, or contained in the reports referred to in Appendix A.

## **10 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS**

- 10.1 That Council notes the report and considers the recommendations from Cabinet in order to ensure the procedure rules in the Constitution are followed.

**11 BACKGROUND PAPERS**

11.1 Cabinet Record of Decisions: 18 July 2017 and 15 August 2017.

**12 APPENDICES**

12.1 Appendix A - Key Decisions Made by Cabinet since the Previous Ordinary Meeting of the Council.

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**Council**  
**11 September 2017**

**Key decisions made by the Cabinet since the Agenda for the Ordinary Meeting of the Council on 10 April 2017. These decisions have already been taken and this record is for Council's information only:**

Date	Key Decision No.	Title	Decision
18 July 2017	157	<b>RUTLAND LOCAL PLAN - CONSULTATIVE DRAFT</b>	1) Cabinet <b>APPROVED</b> for consultation purposes the Consultative Draft Local Plan and its accompanying appendices, appended to Report No. 132/2017. 2) Cabinet <b>APPROVED</b> the updated Local Development Scheme appended to Report No. 132/2017.
18 July 2017	158	<b>ANNUAL REPORT ON TREASURY MANAGEMENT AND ACTUAL PRUDENTIAL INDICATORS 2016/17</b>	1) Cabinet <b>NOTED</b> the actual 2016/17 prudential indicators within the report. 2) Cabinet <b>NOTED</b> the treasury management stewardship for 2016/17.
18 July 2017	159	<b>DISCRETIONARY REVALUATION RATE RELIEF POLICY</b>	1) Cabinet <b>APPROVED</b> the policy detailed at Appendix A to Report No. 97/2017. 2) Cabinet <b>AUTHORISED</b> the Assistant Director - Finance, in consultation with the Portfolio Holder for Growth, Trading Services and Resources (except Finance) to determine finalise, and review the Discretionary Revaluation Rate Relief Policy and other rate relief schemes in line with guidance issued by the Government and further local schemes relating to non-domestic rate relief as advised. 3) Cabinet <b>APPROVED</b> the classification to be used for public houses as detailed at 4.2 of Report No. 97/2017.
18 July 2017	160	<b>RE-PROCUREMENT OF INTEGRATED SEXUAL HEALTH SERVICES</b>	1) Cabinet <b>APPROVED</b> the proposal to undertake a joint re-procurement of integrated sexual health services with Leicestershire County Council and Leicester City Council. 2) Cabinet <b>APPROVED</b> the proposed draft model for Integrated Sexual Health Services from 1 January 2019 for consultation with key

Date	Key Decision No.	Title	Decision
			<p>stakeholders in Rutland alongside the consultation in Leicestershire and Leicester City. Whilst changes to the Rutland delivery model were not significant, this gave opportunity for Rutland stakeholders to respond to changes in Leicester City and Leicestershire localities that potentially impacted Rutland residents.</p> <p>3) Cabinet <b>APPROVED</b> the revised integrated sexual health services delivery model and procurement framework to be brought to Cabinet post consultation for final approval.</p>
15 August 2017  10	182	<b>QUARTER 1 FINANCE UPDATE</b>	<p>1) Cabinet <b>NOTED</b> the 2017/18 revenue and capital outturn position as at Quarter 1.</p> <p>2) Cabinet <b>APPROVED</b> the use of £150k from the Adult Social Care Contingency and £114k Social Care earmarked reserve as requested in para 2.2.2 of Report No. 147/2017.</p> <p>3) Cabinet <b>NOTED</b> the increased in Non Ringfenced grants of £13k as detailed in para 2.2.2 of Report No. 147/2017.</p> <p>4) Cabinet <b>NOTED</b> the Council had submitted a bid to the National Productivity Investment Fund for 2018/19 and 2019/20 to support the Town Centre Development (para 2.4.2).</p>
15 August 2017	185	<b>REVIEW OF GREEN WASTE SERVICE</b>	<p>1) Cabinet <b>RECOMMENDED TO COUNCIL</b> the implementation of a charge for the kerbside collections of Green Waste, starting on 1st April 2018.</p> <p>2) Cabinet <b>RECOMMENDED TO COUNCIL</b> an annual charge per bin, starting at £35 for the financial year 2018/19.</p> <p>3) Cabinet <b>AUTHORISED</b> the Director for Places (Environment, Planning and Transport), in consultation with the Cabinet Member with portfolio for Environment, to revise as necessary the terms and conditions associated with the implemented chargeable service for the kerbside collections of Green Waste.</p>
15 August 2017	187	<b>DIGITAL RUTLAND PROJECT UPDATE</b>	<p>1) Cabinet <b>NOTED</b> the update on Digital Rutland.</p> <p>2) Cabinet <b>APPROVED</b> the capital funding requirement as outlined in Exempt Appendix B, Option C to Report No. 140/2017 to enable a further phase of deployment of superfast broadband coverage.</p>

Date	Key Decision No.	Title	Decision
			3) Cabinet <b>APPROVED</b> £25k of additional revenue budget to cover project management, consultancy and legal support to implement and monitor delivery. 4) Cabinet <b>DELEGATED AUTHORITY</b> to the Chief Executive in consultation with the Portfolio Holder to sign a Change Form to the existing contract to effect the further investment, subject to full project assurance, state aid approval and value for money assessments.

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**COUNCIL**

11 September 2017

**ANNUAL REPORT OF AUDIT AND RISK COMMITTEE**

**Report of the Chair of Audit and Risk Committee**

Strategic Aim:	All	
Exempt Information	No	
Cabinet Member(s) Responsible:	Not Applicable	
Contact Officer(s):	Saverio Della Rocca, Assistant Director - Finance	01572 758159 sdrocca@rutland.gov.uk
Ward Councillors	Not Applicable	

**DECISION RECOMMENDATIONS**

That Council notes the annual report of the Audit and Risk Committee

**1 PURPOSE OF THE REPORT**

1.1 To set out the work of the Committee in an annual report in line with best practice.

**2 BACKGROUND AND MAIN CONSIDERATIONS**

2.1 CIPFA best practice on Audit Committees recommends two key actions:

- Committees undertake an annual review of their effectiveness; and
- Committees produce an annual report on their activity.

2.2 The effectiveness review was undertaken in 2016 and based on the results it is proposed that this is completed again in 2018 in conjunction with the new Chair of the Committee. The Annual Report comments on how the Committee has implemented actions from the previous effectiveness review.

2.3 The Annual Report in Appendix B summarises the work of the Committee in the year and has been signed off by the previous Chair, Diana MacDuff.

**3 CONSULTATION**

3.1 No formal consultation is required.

## **4 ALTERNATIVE OPTIONS**

- 4.1 The report was approved by the Audit and Risk Committee on 11 July 2017 and is presented to Council for information purposes.

## **5 FINANCIAL IMPLICATIONS**

- 5.1 There are no direct financial implications arising from this report.

## **6 LEGAL AND GOVERNANCE CONSIDERATIONS**

- 6.1 The Audit and Risk Committee is not formally required in the Constitution to produce an annual report.
- 6.2 As Audit and Risk Committee acts under delegation of powers from Council, the committee considers it a matter of good practice to report back to Council on the work it undertakes.

## **7 EQUALITY IMPACT ASSESSMENT**

- 7.1 There are no equality implications.

## **8 COMMUNITY SAFETY IMPLICATIONS**

- 8.1 There are no community safety implications.

## **9 HEALTH AND WELLBEING IMPLICATIONS**

- 9.1 There are no health and wellbeing implications.

## **10 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS**

- 10.1 To summarise the work of the Committee in an annual report in line with best practice.

## **11 BACKGROUND PAPERS**

- 11.1 There are no additional background papers to the report.

## **12 APPENDICES**

Appendix A – Annual Report

A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.

## **Appendix A - ANNUAL REPORT OF THE AUDIT AND RISK COMMITTEE FOR 16/17**

### **1. Background**

The purpose of the Audit and Risk Committee is to provide assurance of the adequacy of the risk management framework and control environment, scrutiny of the authority's financial and non-financial performance in that context, and oversee the financial reporting process, including:

- To review summary internal audit reports and actions arising from them.
- To consider reports of external audit and inspection agencies and monitor action arising from them.
- To monitor the effective development and operation of risk management and corporate governance.
- To monitor the effectiveness of the whistleblowing and anti-fraud and anti-corruption policies.
- To approve the annual governance statement.
- To approve the annual statement of accounts for publication

The Terms of Reference can be found in the Constitution and were updated in April 2017.

This report, in line with best practice, sets out the committee's work and performance during the year, including how it has met its terms of reference.

### **2. Membership of the Committee and meetings**

The Committee has met on the following dates with the following attendees:

	July 19 <sup>th</sup>	Sept 20 <sup>th</sup>	Jan 31 <sup>st</sup>	April 26 <sup>th</sup>
Cllr MacDuff	X	X	X	X
Cllr Walters	X	X	N/A	N/A
Cllr Baines	-	-	X	X
Cllr Lammie	X	X	X	-
Cllr Waller	X	X	X	X
Cllr Begy	-	X	X	X
Cllr Oxley	N/A	N/A	X	X
Cllr Conde	N/A	N/A	N/A	-

Cllr Walters was replaced by Cllr Oxley from Jan 31<sup>st</sup> with Cllr Conde also joining the Committee in April 2017.

Senior Officers from the Council are also present, including the Director for Resources, Section 151 Officer, the Lead Internal Audit Manager and where appropriate the External Auditor (KPMG) will also attend. The Chair of the Committee also meets in private with Audit Services & the Section 151 Officer on a regular basis.

### **3. Audit Committee business**

During the year the Committee conducted the following business:

- Received the annual internal audit report for 2015/16
- Received the external audit plan for 2015/16
- Received the annual fraud report for 2015/16
- Received limited assurance reports across a number of areas and requested follow up work to assess the implementation of agreed actions
- Reviewed and contributed to a draft of the Annual Governance Statement
- Approved the Internal Audit plan for 2016/17
- Advised on the future provision of the Internal Audit service
- Received Internal Audit updates of progress against the Audit Plan
- Considered its training requirements
- Received and reviewed the Councils fraud risk register
- Received and contributed to the Council's new Risk Management Strategy
- Approved the Statement of Accounts for 2015/16
- Received the external auditors Annual Governance Report
- Reviewed and approved the Internal Audit Charter
- Approved the Internal Audit plan for 2017/18

#### **4. The Committee's main achievements**

The Committee believes its key achievements during the year were:

- Effective challenge and questioning of officers in respect of audit reports rated as "limited"
- Implemented a process for follow up of "limited" audit reports which gives assurance that control weaknesses are being addressed. In the year the following areas previously rated as "limited" (IT Asset Management, IT System Administration, Oakham Enterprise Park and External Placements) were reviewed and improvements were found to have been made in all areas.
- Improving its knowledge base through a training session in relation to the Annual Governance Statement and an interactive session on the development of the Audit Plan for 2017/18.
- Reviewing the Council's new Risk Management strategy.
- Review of Risk Register and Fraud Risk Register in order to seek assurance that key risks are being appropriately mitigated. Thereby, providing additional assurance through a process of independent review.
- The Committees terms of reference were reviewed and aspects of its role made clearer
- Scrutinising the Statement of Accounts prior to approval

#### **5. Implementing actions from the Audit Committee effectiveness review**

The Committee completed an effectiveness review in 2016 and will repeat this assessment in 2018. In 2016/17, the Committee addressed the action points previously identified.

- In order to continue to raise the profile of internal control matters, Directors will be asked to present to the Committee on any area rated by internal audit as 'limited' – this has happened for all reports in 16/17
- The Committee has agreed to dedicate 30 minutes prior to every other meeting to training – training has been delivered as noted in 4 above




- The Committee will suggest to the Constitutional Review Working Group that its terms of reference are reviewed to ensure they are still fit for purpose – this was completed as noted above.

## **6. Conclusion**

The Committee was able to confirm:

- That the system of internal control, governance and risk management in the authority was adequate in identifying risks and allowing the authority to understand the appropriate management of these risks.
- That there were no areas of significant duplication or omission in the systems of internal control, governance and risk management that had come to the Committee's attention, that had not been adequately resolved or were in the process of being resolved.

The Committee's conclusion is based on assurance gained from its own work and the work of Internal Audit and External Audit.

A handwritten signature in black ink, appearing to be 'D. M. J.', with a horizontal line underneath.

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## COUNCIL

11 September 2017

# ANNUAL REPORT OF EMPLOYMENT AND APPEALS COMMITTEE

### Report of the Chair of Employment and Appeals Committee

Strategic Aim:	Sound Financial and Workforce Planning	
Exempt Information	No	
Cabinet Member(s) Responsible:	N/A	
Contact Officer(s):	Cllr KA Bool, Chair of Employment and Appeals Committee	N/A
Ward Councillors	N/A	

### DECISION RECOMMENDATIONS

That Council notes the annual report of the Committee

#### 1 PURPOSE OF THE REPORT

- 1.1 To set out the work of the Committee for 2016/17, in an annual report in line with best practice.

#### 2 TERMS OF REFERENCE OF THE COMMITTEE

- 2.1 The Employment and Appeals Committee is a Committee of the Council, with powers delegated to it by the Council as set out in its Terms of Reference. The terms of reference were updated at Annual Council in May 2017, but for the municipal year 2016/17 were as set out below:
1. To consider employee procedures, including dismissal procedures, and make Recommendations to Council.
  2. To hear, consider and determine appeals against dismissal by employees.
  3. To hear, consider and determine any other appeals made under a statutory appeals process and/or where no other appeals body has been established for the specific purpose. This will include:-
    - a. Access to Personal Files
    - b. Approved Marriage Premises
    - c. Curriculum Complaints

- d. Home to School Transport
- e. Housing Improvement Renovation or Repair Grants
- f. Discretionary Rate Relief (NNDR)
- g. Children's Social Services Complaints

**Note: Panels hearing items at g should comprise two elected members and an independent chair.**

- 4. The constitution of any special human resources panels or working parties as may be required from time to time.
- 5. The discharge of such human resources functions that cannot be delegated under statute to the Cabinet or have not been delegated to officers, as may be delegated by the Council from time to time.
- 6. To consider and approve HR policies (this requires two thirds voting members present to approve a policy subject to its financial impact not exceeding the virement threshold of the Director for Resources). If this cannot be achieved the policy in question will be referred to Full Council for further consideration and determination).

### **3 ACTIVITY DURING 2016/17**

3.1 The Committee used its delegated powers to approve the following HR Policies during the year (Employment and Appeals Committee 27 February 2017). These were all part of our ongoing review programme and therefore replace policies that have been in place for some time/previously approved:

- Standby Policy – all provisions for standby are now brought together into an overarching corporate policy for clarity and equity. Standby provisions are aligned to a business need to maintain service delivery 'out of hours' and provide for a consolidated payment to staff dependent on frequency and level of accountability. The model presents no additional cost to the Council. Of note, Children's Social Care Duty cover is provided by Leicestershire County Council.
- Professional Development Policy – this policy outlines the Council's commitment to providing staff the opportunity and support to gain further qualifications or formal training. It contains provisions to reclaim costs if an employee leaves the Council's employment within 2 years. In addition, the Council will be making use of the Apprentice Levy as a framework of funding and delivery of professional development training wherever possible and available.
- Secondment Policy – secondments provide opportunities for staff to undertake a temporary transfer to either a new role or a specific piece of work/project – thus providing development in skills, knowledge and experience. The updated policy reflected some point of clarity regarding the treatment of allowances, a minimum time period (6 months) and impact on pension provisions.
- Four further policies had no/minor amendments – Umbrella Flexible Working, Capability, Umbrella Leave, Grievance. The review by the Head

of Human Resources concluded that these had all 'stood the test of time' and required no or minimum amendments. These Policies had been brought to the Committee as part of the review process and would allow a new review date to be applied to each Policy.

3.2 The Head of Human Resources also provided an update to the Committee on the current review of the NJC (Green Book) pay scale. The negotiations are being led by the Local Government Association . The Committee noted the upcoming review of the NJC Green Book pay.

3.3 No policies were referred to Full Council for consideration.

3.4 It was not necessary for the Committee to hear any dismissal appeals during the year.

3.5 There were no other appeal panels during the municipal year.

#### **4 CONSULTATION**

4.1 No formal consultation is required.

#### **5 ALTERNATIVE OPTIONS**

5.1 The annual report was approved by the Employment and Appeals Committee on 18 July 2017 and is presented to Council for information purposes.

#### **6 FINANCIAL IMPLICATIONS**

6.1 There are no direct financial implications arising from this report.

#### **7 LEGAL AND GOVERNANCE CONSIDERATIONS**

7.1 The Employment and Appeals Committee is not formally required in the Constitution to produce an annual report, however it is good practice to do so.

7.2 As Employment and Appeals Committee acts under delegation of powers from Council, the committee considers it a matter of good practice to report back to Council on the work it undertakes.

#### **8 EQUALITY IMPACT ASSESSMENT**

8.1 An Equality Impact Assessment (EqIA) has not been completed.

#### **9 COMMUNITY SAFETY IMPLICATIONS**

9.1 There are no community safety implications.

#### **10 HEALTH AND WELLBEING IMPLICATIONS**

10.1 There are no health and wellbeing implications.

#### **11 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS**

11.1 To summarise the work of the Committee in an annual report in line with best practice.

## **12 BACKGROUND PAPERS**

12.1 There are no additional background papers to the report.

**A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.**

## COUNCIL

11 September 2017

### REVIEW OF POLITICAL BALANCE

#### Report of the Director for Resources

Strategic Aim:	All	
Exempt Information	No	
Cabinet Member(s) Responsible:	Mr T Mathias, Leader, Portfolio Holder for Finance and Places (Highways, Transport and Market Towns)	
Contact Officer(s):	Debbie Mogg, Director for Resources	01572 758358 dmogg@rutland.gov.uk
	Natasha Brown, Acting Corporate Support Team Manager	01572 720991 nbrown@rutland.gov.uk
Ward Councillors	Not Applicable	

#### DECISION RECOMMENDATIONS

1. That Council approves the revised political balance calculation as per paragraph 2.6 of this report.
2. That Council approves the allocation of seats to Political Groups shown at paragraph 2.7 and notes the membership of each committee as set out in Appendix A.
3. That Council appoints non-aligned members to the remaining seats on Committees and Scrutiny Panels as set out in Appendix A.

#### **1 PURPOSE OF THE REPORT**

- 1.1 To review the political balance of Committees and Panels in accordance with Section 15 of the Local Government and Housing Act 1989 and Regulations made thereunder, following the notification to the Chief Executive of a change of political groups within Rutland County Council.
- 1.2 To request the Council to approve the allocation of seats in accordance with the statutory requirements concerning political balance.

#### **2 BACKGROUND AND MAIN CONSIDERATIONS**

- 2.1 The Chief Executive was notified on 22<sup>nd</sup> May 2017 that Councillor Kevin Thomas, had resigned from the Council due to work commitments. Shortly after, on 2<sup>nd</sup> June 2017, a resignation was received from Councillor Diana MacDuff, for the same reasons.
- 2.2 A by-election was subsequently held on 20<sup>th</sup> July 2017 which resulted in the

election of Councillor Gordon Brown for the Ketton Ward, and Councillor Ian Arnold for the Whissendine Ward. It is therefore necessary to review the representation of Groups to ensure there is political balance across the relevant Committees and Panels of the Council.

- 2.3 The Councils' duty is to determine the allocation of seats to be filled by appointments by the authority, except the Cabinet. The purpose is to ensure that there is proportionality across all formal activities of the Council, representing the overall political composition. It affects all formally constituted panels, committees and sub-committees which discharge functions on behalf of the authority, and some external bodies if they are in the nature of joint committees and the Council appoints at least three members. Political balance is not compulsory for working parties, forums or joint partnerships.
- 2.4 Confirmation has been received that Councillor Brown has joined the Conservative Group, and Councillor Arnold has joined the Independent Group.
- 2.5 There is one Liberal Democrat Councillor on Rutland County Council (Councillor Gale Waller), but there ceases to be a group as at least 2 members are required for a group to be formed.
- 2.6 The composition of the Council is shown in the following table. Using 51 as the total number of voting places across all Committees and Panels, the final column shows the total number of places each group is entitled to, using the calculated proportions.

Group	No. of cllrs		Number of seats	Rounded number of seats
Conservatives	18	69.23%	35.31	35
Independent Group	5	19.23%	9.81	10
Non-aligned	3	11.54%	5.88	6
	26	100%	51	51

- 2.7 The allocations set out in the table below show the allocation of seats to political groups, as agreed between the political groups. This provides for the remaining seats to be allocated to the non-aligned Members.

Committee or Panel	Conservative	Independent	Non-aligned
Audit and Risk (7)	5	1	1
Conduct (6)	4	1	1
Planning and Licensing (10)	7	2	1
Employment and Appeals (7)	5	1	1



<b>Committee or Panel</b>	<b>Conservative</b>	<b>Independent</b>	<b>Non-aligned</b>
Adults and Health Scrutiny Panel (7)	5	2	0
Children and Young People Scrutiny Panel (7)	4	2	1
Growth, Infrastructure, and Resources Scrutiny Panel (7)	5	1	1
<b>TOTAL</b>	<b>35</b>	<b>10</b>	<b>6</b>

2.8 **Appendix A** shows the membership of each panel and committee, as informed by Group Leaders.

### **3 CONSULTATION**

3.1 The information presented in the report has been compiled in consultation with the Group Leaders.

### **4 ALTERNATIVE OPTIONS**

4.1 In line with the relevant legislation, the Council must review the Political Balance and allocation of seats at its Annual Council. Therefore there is no alternative option.

### **5 FINANCIAL IMPLICATIONS**

5.1 There are no financial implications arising from this report.

### **6 LEGAL AND GOVERNANCE CONSIDERATIONS**

6.1 The allocation of seats shall conform to the following principles (Local Government and Housing Act 1989 Part 1 Section 15(5)(a) – (d)) in the order shown:

- Not all the seats on a body are allocated to the same political group;
- A majority of the seats on a body are allocated to a group if it comprises a majority of the total membership of the authority;
- The number of seats on ordinary committees allocated to each group bears the same proportion to the total of all seats on ordinary committees as is borne by the number of members of that group to the total membership of the authority; and
- The number of seats on a body allocated to each group bears the same proportion to the number of seats on that body as is borne by the number of members of that group to the total membership of the authority.

6.2 Constitutionally, the Council is required to review the representation of Groups at its Annual Meeting each year and as soon as practicable after an event, which alters the political balance between the Groups and to determine the allocation of

seats to be filled by appointments by the Council. This is in accordance with Sections 15 to 17 of the Local Government and Housing Act 1989 and Section 8 of the Local Government (Committees and Political Groups) Regulations 1990 (Requirement to Constitute Political Groups).

## **7 EQUALITY IMPACT ASSESSMENT**

7.1 An Equality Impact Assessment (EqIA) has not been completed because there are no service, policy or organisational changes being proposed.

## **8 COMMUNITY SAFETY IMPLICATIONS**

8.1 There are no community safety implications arising from this report.

## **9 HEALTH AND WELLBEING IMPLICATIONS**

9.1 There are no health and well-being implications arising from this report.

## **10 BACKGROUND PAPERS**

10.1 None

## **11 APPENDICES**

11.1 Appendix A: Council Structure.

A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.



# Rutland County Council

## Structure – May 2017/2018

**CHAIRMAN OF THE COUNCIL: Mr K A Bool**  
**VICE CHAIRMAN OF THE COUNCIL: Mr M E Baines**

**LEADER OF THE COUNCIL: Mr T Mathias**  
**DEPUTY LEADER OF THE COUNCIL: Mr O Hemsley**

### **COUNCIL** **(All 26 Members)**

#### **CABINET**

Mr T Mathias (C)\*  
 Mr O Hemsley (C)\*\*  
 Mr R Clifton (C)  
 Mr R Foster (C)  
 Mr A Walters (C)  
 Mr D Wilby (C)

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#### **SCRUTINY COMMISSION**

Mr J M Lammie (C)\*  
 Mr N Begy (C)  
 Mrs L Stephenson (C)

#### **GROWTH, INFRASTRUCTURE & RESOURCES SCRUTINY PANEL**

Mr J M Lammie (C)\*  
 Mr I Arnold (I)  
 Mr M E Baines (C)  
 Mr G Brown (C)  
 Mr O Bird (I)  
 Mr W J Cross (C)  
 Mr A Mann (C)

#### **CHILDREN & YOUNG PEOPLE SCRUTINY PANEL**

Mr N Begy (C)\*  
 Mr M E Baines (C)  
 Mr K A Bool (C)  
 Mr B Callaghan (I)  
 Mr J T Dale (O)  
 Mr M Oxley (I)  
 Mrs L Stephenson (C)

#### **ADULTS & HEALTH SCRUTINY PANEL**

Mrs L Stephenson (C)\*  
 Mrs R Burkitt (C)  
 Mr G Conde (C)  
 Mr W J Cross (C)  
 Mrs J Fox (C)  
 Mr C Parsons (I)  
 Miss G Waller (O)

#### **AUDIT & RISK COMMITTEE**

Miss G Waller (O)\*  
 Mr J M Lammie (C)\*\*  
 Mr I Arnold (I)  
 Mr N Begy (C)  
 Mrs R Burkitt (C)  
 Mr G Conde (C)  
 Mrs J Fox (C)

#### **PLANNING & LICENSING COMMITTEE**

Mr M E Baines (C)\*  
 Mr A Stewart (C)\*\*  
 Mr G Conde (C)  
 Mr W J Cross (C)  
 Mr R Gale (O)  
 Mr J M Lammie (C)  
 Mr A Mann (C)  
 Mr T Mathias (C)  
 Mr M Oxley (I)  
 Mr C Parsons (I)

#### **EMPLOYMENT AND APPEALS COMMITTEE**

Mr K A Bool (C)\*  
 Mr R Clifton (C)\*\*  
 Mr J T Dale (O)  
 Mr M Oxley (I)  
 Mr A Stewart (C)  
 Mr A Walters (C)  
 Mr D Wilby (C)

#### **CONDUCT COMMITTEE**

Mr A Stewart (C)\*  
 Mr K A Bool (C)\*\*  
 Mr R Clifton (C)  
 Mr R Foster (C)  
 Mr R Gale (O)  
 Mr M Oxley (I)

#### **HEALTH & WELLBEING COMMITTEE**

Mr R Clifton (C)\*  
 Mr T Mathias (C)

\* Chairman  
 \*\* Vice Chairman

(C) - Conservative  
 (I) – The Independent Group  
 (O) – Other, non-aligned  
 (V) – Vacant Councillor

#### **Independent Members (Co-Opted, non-voting)**

Mr G Grimes  
 Mr I Shatford

#### **Parish/Town Council Members**

Mr S Aley  
 Mr A Lowe

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## COUNCIL

11 September 2017

### **ELECTORAL REVIEW: RCC RESPONSE TO WARDING PATTERNS CONSULTATION**

**Report of the Director for Resources**

Strategic Aim:	All	
Exempt Information	No	
Cabinet Member(s) Responsible:	Mr T Mathias, Leader, Portfolio Holder for Finance and Places (Highways, Transport and Market Towns)	
Contact Officer(s):	Debbie Mogg, Director for Resources	01572 758358 dmogg@rutland.gov.uk
	Natasha Brown, Acting Manager	01572 720991 nbrown@rutland.gov.uk
Ward Councillors	All	

#### **DECISION RECOMMENDATIONS**

That Council:

1. Approves the submission to be provided to the Local Government Boundary Commission for England (LGBCE) on warding arrangements for Rutland County Council from May 2019 (Appendix A) and agrees that the LGBCE be asked to approve a Council size of 28 councillors (an increase in two from that originally proposed).

#### **1 PURPOSE OF THE REPORT**

- 1.1 To submit a proposal on warding patterns which achieves electoral equality across wards in Rutland and also accords to statutory criteria, for Council approval before submission to the LGBCE for them to consider as part of the consultation on warding patterns.

#### **2 BACKGROUND AND MAIN CONSIDERATIONS**

- 2.1 On 10 July 2017 the Council agreed a submission to the LGBCE, proposing a Council size of 26 Councillors from May 2019 (No change to the current Council Size) Report No. 135/2017. On 25 July 2017 the LGBCE wrote to the Council advising that it was commencing its consultation on proposals for a new pattern of electoral wards and that it was minded to recommend that 26 County Councillors should be elected to Rutland County Council in future. This consultation ends on 2 October 2017.

- 2.2 This stage of the review involves consultation on the warding patterns in order to achieve electoral equality across the County of Rutland. The LGBCE has engaged with a number of stakeholders including County Councillors, Parish Councils, Local Groups/Organisations and the public.
- 2.3 Schedule 2 to the Local Democracy, Economic Development and Construction Act 2009 states that changes to the number and distribution of electors that is likely to take place within the 5 years following the end of the review should be taken into account. Rutland currently has poor levels of electoral equality with 5 out of 16 wards having a variance in the number of electors represented by each councillor of greater than +/-10% compared to the average for the County and in 2023 this increases to 6 out of 16 Wards).
- 2.4 The table below shows the number of electors in 2017 and the estimated number for 2023 based on forecasting information with 26 Councillors:

Name of ward	Number of cllrs per ward	2017	Variance YEAR	2023	Variance YEAR
<b>Braunston and Belton</b>	<b>1</b>	1,068	-5%	1,086	-11%
<b>Cottesmore</b>	<b>2</b>	2,232	0%	2,342	-4%
<b>Exton</b>	<b>1</b>	1,201	7%	1,222	1%
<b>Greetham</b>	<b>1</b>	1,038	-7%	1,230	1%
<b>Ketton</b>	<b>2</b>	2,239	0%	2,408	-1%
<b>Langham</b>	<b>1</b>	1,160	4%	1,179	-3%
<b>Lyddington</b>	<b>1</b>	1,151	3%	1,170	-4%
<b>Martinsthorpe</b>	<b>1</b>	953	-15%	969	-20%
<b>Normanton</b>	<b>2</b>	2,403	7%	2,503	3%
<b>Oakham North East</b>	<b>2</b>	2,043	-9%	2,078	-15%
<b>Oakham North West</b>	<b>2</b>	3,407	52%	4,585	89%
<b>Oakham South East</b>	<b>2</b>	2,015	-10%	2,206	-9%
<b>Oakham South West</b>	<b>2</b>	1,823	-19%	1,872	-23%
<b>Ryhall and Casterton</b>	<b>2</b>	2,289	2%	2,343	-4%
<b>Uppingham</b>	<b>3</b>	3,016	-10%	3,337	-8%
<b>Whissendine</b>	<b>1</b>	1,056	-6%	1,074	-12%

- 2.5 The Constitution Review Working Group (CRWG) is a cross-party member working group appointed by Full Council. The terms of reference for the CRWG (Agreed at Annual Council 8 May 2017) provide that the working group will review arrangements, reports and recommendations arising from Boundary and Community Governance reviews. The CRWG held meetings on 18 July 2017 and 2 August 2017 in order to discuss how the Warding Patterns might be changed in order to address the electoral inequalities highlighted above. In considering the options it became clear that drawing up warding patterns using the originally proposed number of members (that would be compliant with the statutory criteria set out below) would be difficult to achieve and would almost certainly result in a high degree of change and disruption. Members of CRWG looked at several

proposals put forward by Members, Officers and the Group collectively and concluded that an increase to 28 Members would result in greater consistency and minimise radical changes to current Warding Patterns. Members of CRWG were also in agreement that a proposal based on 28 Members would be more likely to satisfy the statutory criteria.

2.6 Oakham Ward Members were also invited to consider how the boundaries of the Parish Wards of Oakham may be altered to achieve electoral equality in line with statutory criteria.

2.7 The proposal at Appendix A is a reflection of the discussion and wishes put forward by the CRWG and Oakham Ward Members. Although it results in a higher variance in the Normanton Ward, discussion with the LGBCE confirmed that proposals which are less radical, avoid disruption and therefore maintain existing community links and identities would carry significant weight. Having one ward outside the tolerance at +11% (Normanton) would not necessarily cause the Commission too much concern particularly where:

- There is evidence that attempts have been made to bring the other Wards within the acceptable parameters;
- There are only a small number of wards which are at the limit of the parameters;
- There is strong evidence that the Parishes within the Ward work together and to split them would interfere with community identity and effective governance.

### 3 STATUTORY CRITERIA

The Warding Pattern Submission from RCC must take into account the following Statutory Criteria:

3.1 Boundaries should be drawn in order to achieve **electoral equality** where each Ward Councillor represents approximately the same number of electors. Should proposals depart from the average by more than +/- 10% more persuasive justification will be required based on the other statutory criteria. (Should the LGBCE agree with the RCC Submission to change the Council Size to 28 then each Councillor in Rutland should on average represent around 1129 voters (Based on the Forecast for 2023 – See Appendix A).

3.2 The pattern of wards should, as far as possible, reflect the **interests and identities of local communities**. This means respecting localities and setting easily identifiable boundaries based on evidence and consideration of:

3.2.1 The patterns of community life, location of public facilities represented by transport links, community groups, facilities such as shops, health services and community halls, and shared interests. There must be evidence that such facilities provide focus for/stimulate community interaction;

3.2.2 History and tradition;

3.2.3 Major Roads may connect people with community facilities; provide a catalyst for interaction due to safety, environmental or economic considerations, or they may

be seen as physical boundaries between communities (along with rivers/railway lines);

- 3.2.4 Evidence of identity may be presented through existence and activities of Parish Councils, residents associations and voluntary organisations for example;
- 3.2.5 Links between communities where there are proposals for combining two or more separate communities.
- 3.3 Warding patterns should deliver **effective and convenient local government** having regard to:
  - 3.3.1 Impact of workload on individual councillors (e.g. a ward which is large in physical sense, or has a large number of parish councils may place an unreasonable demand on a councillors time);
  - 3.3.2 Internal coherency e.g. existence of reasonable road links, electors able to engage in community activities without travelling through another ward;
  - 3.3.3 Wards may have more than one councillor, but not more than three.

#### **4 OTHER CONSIDERATIONS**

- 4.1 Rural/Urban Areas – there is no legislative provision which supports increased proportionality for either urban areas (which may have more complex issues) or rural areas (where population may be more dispersed);
- 4.2 Ward names will be intended to avoid confusion and mean something to local people. Where wards remain largely unchanged, the existing name will usually be retained. The preference is for shorter names;
- 4.3 Ward names may be changed when there is good reason, for example the identity of the area has changed over time;
- 4.4 The electorate forecast will be taken in to account in LGBCE recommendations particularly where developments have been identified which have a high degree of certainty and will create significant and lasting imbalances, but the primary consideration will be to bring electoral equality at the first election at which they come into effect (2019 for Rutland).

#### **5 PROPOSAL FOR WARDING PATTERNS**

The detailed proposal can be found at Appendix A, but a summary is provided below:

- 5.1 A new Ward is created for Barleythorpe, with 2 County Councillors. Barleythorpe would no longer be part of the County Ward of Oakham North West;
- 5.2 The Parish of Teigh is added to Whissendine Ward (removed from Cottesmore);
- 5.3 The Parish of Hambleton is added to Martinthorpe Ward (removed from Exton & Horn);
- 5.4 Minor boundary changes to the Oakham Parish Wards of Oakham, Oakham North West and Oakham South West in order to achieve electoral equality as detailed



## 6 TIMETABLE

<b>PART TWO: WARDING ARRANGEMENTS</b>	
LGBCE Consultation on Warding Patterns	25 July 2017 – 2 October 2017
RCC Response to the Consultation – Proposed Warding Patterns Submission	11 September 2017
LGBCE Draft Recommendations Presented to Council	December 2017
LGBCE Consultation on Draft Recommendations	5 December 2017 – 19 February 2018
RCC Response to Consultation	15 January 2018
LGBCE Final Recommendations Published	May 2018
Order comes into force	2019 Elections

## 7 CONSULTATION

7.1 LGBCE implement their own communications plan which is aimed at three broad audiences:

- The council – elected members, staff, local political parties (including MPs).
- Local organisations – parishes (if any), residents’ groups and other local organisations with an emphasis on hard-to-reach groups.
- Members of the public.

7.2 The Commission publicises the review and consultation through a variety of mediums including; Consultation portal; Corporate website; press statements; social media; briefings and guidance documentation; reports and hard copy mapping; posters; and direct correspondence (especially for minority and hard to reach groups).

7.3 In addition RCC has increased the profile of the LGBCE Consultation by implementing its own Communications Plan including publication on the Council Website, display of posters and maps in public places (RCC Office/Libraries) and press releases to ensure that organisations/groups, Parishes and Members of the Public are encouraged to submit comments/feedback to the consultation.

7.4 A briefing will also be provided to the Parish Council Forum on 2 October 2017.

7.5 CRWG have held a series of meetings to discuss warding arrangements and are fully supportive of the proposal presented (Appendix A).

## **8 ALTERNATIVE OPTIONS**

- 8.1 Do nothing or increase by 1 Member to 27 Members: The CRWG looked at a variety of proposals which included consideration of 26 Members (no change to the current Council size) and 27 Members, all of which resulted in substantial movement of Ward Boundaries and failed to meet the LGBCE's statutory criteria.

## **9 FINANCIAL IMPLICATIONS**

- 9.1 The proposal to increase the number of members to 28 would require the budget for members' allowances to be increased by £7,540 per annum (Based on the current members' basic allowance of £3,770 per annum). There also likely to be other incidental costs such as expenses, provision of IT equipment etc. This increase would have to be included within the budget setting process for 2019/2020.

## **10 LEGAL AND GOVERNANCE CONSIDERATIONS**

- 10.1 Section 56 of the Local Democracy, Economic Development and Construction Act 2009 provides that the electoral arrangements of every principal local authority in England must be reviewed from time to time. The LGBCE has a rolling programme of electoral reviews and Rutland has been identified as having poor levels of electoral equality with 5 out of 16 wards having a variance of greater than +/-10%.

## **11 EQUALITY IMPACT ASSESSMENT**

- 11.1 An Equality Impact Assessment (EqIA) Screening form has been completed. No adverse or other significant issues were found.

## **12 COMMUNITY SAFETY IMPLICATIONS**

- 12.1 There are no community safety implications.

## **13 HEALTH AND WELLBEING IMPLICATIONS**

- 13.1 There are no Health and Wellbeing implications.

## **14 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS**

- 14.1 The proposed RCC response to the LGBCE Consultation on Warding Patterns (Appendix A) has been drawn up following consultation with the CRWG and Oakham Ward Members, in accordance with the criteria discussed above. Electoral equality has been demonstrated in 16 out of 17 wards. Where the variance exceeds the LGBCE criteria justification has been provided. Council are asked to endorse this submission as the most effective way of achieving electoral equality, whilst reflecting the interests and maintaining the identities of local communities and providing for effective and convenient local government.

## **15 BACKGROUND PAPERS**

- 15.1 Council Report No 135/2017.

## **16 APPENDICES**

16.1 Appendix A – RCC Submission to LGBCE on Warding Patterns.

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# **Rutland County Council**

## **Electoral Review**

### **Submission on Warding Patterns**

#### **INTRODUCTION**

1. The Council presented a Submission on Council Size to the Local Government Boundary Commission for England (LGBCE) on 11 July 2017 following approval at Full Council. On 25 July the LGBCE wrote to the Council advising that it was minded to recommend that 26 County Councillors should be elected to Rutland County Council in future in accordance with the Council's submission.
2. The second stage of the review concerns warding arrangements. The Council size will be used to determine the average (optimum) number of Electors per councillor to be achieved across all wards of the authority. This number is reached by dividing the electorate by the number of Councillors on the authority. The LGBCE initial consultation on Warding Patterns takes place between 25 July 2017 and 2 October 2017.
3. The Constitution Review Working Group is Cross Party member group. The terms of reference for the Constitution Review Working Group (CRWG) (Agreed at Annual Council 8 May 2017) provide that the working group will review arrangements, reports and recommendations arising from Boundary and Community Governance reviews. Therefore, the CRWG undertook to develop a proposal on warding patterns which would then be presented to Full Council on 11 September 2017 for approval before submission to the LGBCE.

#### **BACKGROUND**

4. The Local Government Boundary Commission for England technical guidance states that an electoral review will be required when there is a notable variance in representation across the authority. A review will be initiated when:
  - more than 30% of a council's wards/divisions having an electoral imbalance of more than 10% from the average ratio for that authority; and/or
  - one or more wards/divisions with an electoral imbalance of more than 30%; and
  - the imbalance is unlikely to be corrected by foreseeable changes to the electorate within a reasonable period.

Rutland has been identified as having poor levels of electoral equality with 5 out of 16 wards having a variance of greater than +/-10%.

5. The LGBCE will consider submissions on warding patterns in light of the following statutory criteria:

- **Electoral Equality** – ensuring that each local councillor represents roughly the same number of people;
- **Interests and identities of local communities** – electoral arrangements should maintain local ties and boundaries should be easily identifiable;
- **Effective and convenient local government** – new wards or electoral divisions must allow for effective representation by the elected representative(s) and any new arrangements allow the local authority to conduct its business effectively.

6. Any submission should balance these criteria as far as possible, but where it is not possible to comply in all parts of a proposal, the Commission will use its discretion based on evidence presented in support of any departure from the criteria.

7. Rutland

There are currently 26 councillors for 29,094 electors. The total population in Rutland is currently 37,400<sup>1</sup>. Office of National Statistics 2014-based subnational population projections predict that this will increase to 38,964 by 2023. Using population projections, current and historic electorate information and information on planned areas of residential development the number of electors for 2023 has been forecast at 31,604.

Rutland County Council is a unitary Council and as such provides a wide range of services to the community.

Rutland is characterised by two distinct geographical elements:

- Market Towns of Uppingham and Oakham, with higher density residential areas
- Rural villages/Hamlets, some of which are sparsely populated

Rutland Water lies at the centre of Rutland and provides tourism, sport and leisure in the area.

The whole area is parished and contains 54 parishes.

8. The Constitution Review Working Group (CRWG) held meetings on 18 July 2017 and 2 August 2017 in order to discuss how the Warding Patterns might be changed in order to address the electoral inequalities highlighted above. Several proposals were put forward by Members, Officers and the Group collectively using a variety of methodology including; using Benefice information; consideration of Parish identities and links with neighbouring Parishes; consideration of changing Council Size to 27; and purely mathematical approach to amending ward boundaries to achieve electoral equality.

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<sup>1</sup> 2011 Census Data

9. In considering these options it became clear that drawing up warding patterns using the originally proposed number of members (that would be compliant with the statutory criteria set out above) would be difficult to achieve and would almost certainly result in a high degree of change and disruption. Members of CRWG concluded that an increase to 28 Members would result in greater consistency and minimise radical changes to current Warding Patterns. Members of CRWG were also in agreement that a proposal based on 28 Members would be more likely to satisfy the statutory criteria (see below).

10. **Delivering electoral equality where each County Councillor represents roughly the same number of electors across the County**

Using the proposed number of members for the county (28) and the projected electorate in 2023, the average number of electors per member is 1129. The Boundary Commission will consider variance of plus or minus 10%, this leaves a range within tolerance for Rutland of 1016 to 1242 electors per member.

The proposal detailed at Appendix A provides for electoral equality in 16 out of 17 Wards.

Normanton is the only ward where the variance exceeds the LGBCE's criteria being 11% above the average. It is considered that this is acceptable on the grounds that:

- i. The area is not one that is currently identified as having poor levels of electoral inequality;
- ii. The Ward currently has a clear identity, with the Parishes within the Ward working together as Community Groups to tackle issues over which they have a shared interest detailed below:
  - North Luffenham and Edith Weston Parish Councils have worked together to look at the increase of military working dogs and the planning application for additional kennels and also currently over the future of St George's Barracks.
  - Empingham, Edith Weston and Normanton have worked together over issues generated by Rutland Water and access to the Water for pedestrians including the locking of gates by Anglian Water which has forced pedestrians to walk on a busy road. A parish councillor for Empingham represents all the parishes on the Rutland Water Partnership and is an effective link between them.
  - South Luffenham was supportive when North Luffenham pushed for speed reductions on Edith Weston Road/Station Road through to Wireless Hill.
  - Edith Weston and Normanton have worked together on speeding on Normanton Park Road and the Public Enquiry following the proposed re-routing of the Empingham Road by Hanson Cement.
  - In addition the new sports' pavilion at the recreation ground for which South Luffenham PC has planning permission will be a very convenient facility for North Luffenham residents.

- iii. The impact of the closure of St George's Barracks (MOD site located between the Parishes of Edith Weston and North Luffenham) scheduled for 2021 is as yet unknown (The site could be used for residential, commercial and/or amenity) and will remain so for some time. There may be good reason to review the arrangements in the future, but the negative impact of any changes to this ward made would outweigh any potential future benefit, particularly in light of the uncertainty around possible future development.

In Oakham electoral equality has been achieved and the changes proposed are discussed further below. Oakham Councillors felt strongly that Oakham North East, although also on the low side of the tolerance, should remain the same as this area incorporates the High Street of the main Market Town of Oakham. The particular demands of an area with a mixture of both residential properties and a large amount of business premises, along with the added issues that arise at times from the night-time economy imposed an additional burden on the Ward Councillors for this area.

**11. Producing a Pattern of wards that, as far as possible, reflects the interests and identities of local communities.**

The pattern of wards proposed is built on existing parish council areas and leaves the pattern of Wards in Rutland largely the same except for the following changes which are proposed in order to achieve electoral equality:

- a) A new Ward is created for Barleythorpe, with 2 County Councillors. Barleythorpe would no longer be part of the County Ward of Oakham North West
  - The Parish of Barleythorpe is a rapidly growing area, with the electorate forecast to increase from 946 (2017) to 2082 (2023).
  - A recent community governance review resulted in the creation of a Parish Council for this area. The interim council was formed in April of 2017 and is already an active, community-led organisation, the Parish Council will be elected in 2018.
  - The submissions received during the consultation periods for this community governance review from Barleythorpe residents clearly evidenced a sense of belonging to the Barleythorpe Community and a desire to have some control over local issues and improve community cohesion – it is therefore considered in the interests of the local community to create a separate ward for Barleythorpe.
- b) The Parish of Teigh is added to Whissendine Ward (removed from Cottesmore);
- c) The Parish of Hambleton is added to Martinsthorpe Ward (removed from Exton & Horn);
- d) Minor boundary changes to the Oakham Parish Wards of Oakham North West and Oakham South West in order to achieve electoral equality as detailed on Map A



- Current Oakham Ward Councillors were consulted and felt that redrawing the boundary between ONW and OSW so that it continues along West Road to the junction at Cold Overton Road and then back towards the crossing would not only achieve electoral equality, but also reflected the interests of the local community. There was evidence of the community in this area working together (Traffic calming was one example given of residents working for a common aim in order to improve road safety in the area).
- Although Oakham South West remains on the low side of the tolerance, it is an area where large scale development has been identified as part of the Local Plan.

## **12. Providing for Effective and Convenient Local Government**

The existing warding arrangements in Rutland are working well and have done so for many years. The proposal is based on leaving warding arrangements largely unchanged and those changes that have been proposed have been designed to achieve the minimum possible disruption to local communities so that existing links between communities can be maintained. The main change is the creation of a new ward for Barleythorpe, this is a rapidly expanding area which justifies the allocation of dedicated ward members in order to support the community and Parish Council effectively. There has been careful thought put into the proposal to ensure that members are not overburdened and equally importantly that communities can be effectively represented.

The projected ratio of electors per members (1129 +/- 10%) is similar to the existing ratio (1119 +/- 10%).

Rutland County Council operates whole-council elections every four years, therefore a mixture of single, two and three member wards provides for effective and convenient local government.

## **13. Appendices**

- Appendix 1 – Proposed Warding Patterns Electoral Data
- Map 1 – Current Ward Patterns
- Map 2 – Proposed Ward Patterns

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APPENDIX 1 – RCC SUBMISSION: PROPOSED WARDING PATTERNS (28 COUNCILLORS)

Polling district	Description of area	Parish	Parish ward	No. of Members	Proposed Ward	No. of Electors Forecast for 2023	Forecast Ward Total	Variance
ONWA	Barleythorpe	Barleythorpe			Barleythorpe* (Previously in Oakham North West)	2082		
				2	Barleythorpe		2082	-8%
BBA	Ayston	Ayston			Braunston and Belton	35		
BBB	Belton in Rutland	Belton in Rutland			Braunston and Belton	296		
BBC	Brauston in Rutland	Brauston in Rutland			Braunston and Belton	362		
BBD	Brooke	Brooke			Braunston and Belton	61		
BBE	Leighfield	Leighfield			Braunston and Belton	4		
BBF	Preston	Preston			Braunston and Belton	154		
BBG	Ridlington	Ridlington			Braunston and Belton	149		
BBH	Wardley	Wardley			Braunston and Belton	25		
				1	Braunston and Belton		1086	-4%
COA	Barrow	Barrow			Cottesmore	63		
COB	Cottesmore	Cottesmore			Cottesmore	1787		
COC	Market Overton	Market Overton			Cottesmore	439		
				2	Cottesmore		2289	1%
EXA	Ashwell	Ashwell			Exton	225		
EXB	Burley	Burley			Exton	199		
EXC	Egleton	Egleton			Exton	85		
EXD	Exton and Horn	Exton and Horn			Exton	520		
EXG	Whitwell	Whitwell			Exton	62		
				1	Exton		1091	-3%

**APPENDIX 1 – RCC SUBMISSION: PROPOSED WARDING PATTERNS (28 COUNCILLORS)**

Polling district	Description of area	Parish	Parish ward	No. of Members	Proposed Ward	No. of Electors Forecast for 2023	Forecast Ward Total	Variance
GRA	Clipsham	Clipsham			Greetham	105		
GRB	Greetham	Greetham			Greetham	713		
GRC	Pickworth	Pickworth			Greetham	59		
GRD	Stretton	Stretton			Greetham	260		
GRE	Thistleton	Thistleton			Greetham	93		
				<b>1</b>	<b>Greetham</b>		<b>1230</b>	<b>9%</b>
KEA	Barrowden	Barrowden			Ketton	410		
KEB	Ketton	Ketton			Ketton	1685		
KEC	Tinwell	Tinwell			Ketton	177		
KED	Tixover	Tixover			Ketton	136		
				<b>2</b>	<b>Ketton</b>		<b>2408</b>	<b>7%</b>
LAA	Langham	Langham			Langham	1179		
<del>AA</del>				<b>1</b>	<b>Langham</b>		<b>1179</b>	<b>4%</b>
LYA	Bisbrooke	Bisbrooke			Lyddington	184		
LYB	Caldecott	Caldecott			Lyddington	226		
LYC	Glaston	Glaston			Lyddington	161		
LYD	Lyddington	Lyddington			Lyddington	331		
LYE	Seaton	Seaton			Lyddington	182		
LYF	Stoke Dry	Stoke Dry			Lyddington	25		
LYG	Thorpe-by-Water	Thorpe-by-Water			Lyddington	61		
				<b>1</b>	<b>Lyddington</b>		<b>1170</b>	<b>4%</b>
MAA	Gunthorpe	Gunthorpe			Martinsthorpe	19		
MAB	Lyndon	Lyndon			Martinsthorpe	69		
MAC	Manton	Manton			Martinsthorpe	304		
MAD	Martinsthorpe	Martinsthorpe			Martinsthorpe	0		
MAE	Morcott	Morcott			Martinsthorpe	287		

APPENDIX 1 – RCC SUBMISSION: PROPOSED WARDING PATTERNS (28 COUNCILLORS)

Polling district	Description of area	Parish	Parish ward	No. of Members	Proposed Ward	No. of Electors Forecast for 2023	Forecast Ward Total	Variance
MAF	Pilton	Pilton			Martinsthorpe	30		
MAG	Wing	Wing			Martinsthorpe	260		
EXE	Hambleton	Hambleton			Martinsthorpe (Previously in Exton & Horn)	131		
				<b>1</b>	<b>Martinsthorpe</b>		<b>1100</b>	<b>-3%</b>
NOA	Edith Weston	Edith Weston			Normanton	624		
NOB	Empingham	Empingham			Normanton	781		
NOC	Normanton	Normanton			Normanton	20		
NOD 45	North Luffenham	North Luffenham			Normanton	685		
NOE	South Luffenham	South Luffenham			Normanton	393		
				<b>2</b>	<b>Normanton</b>		<b>2503</b>	<b>11%</b>
ONE	Oakham North East	Oakham	Oakham North East		Oakham North East	2078		
				<b>2</b>	<b>Oakham North East</b>		<b>2078</b>	<b>-8%</b>
ONWB	Oakham North West	Oakham	Oakham North West		Oakham North West**	2318		
				<b>2</b>	<b>Oakham North West</b>		<b>2318</b>	<b>3%</b>
OSE	Oakham South East	Oakham	Oakham South East		Oakham South East	2206		
				<b>2</b>	<b>Oakham South East</b>		<b>2206</b>	<b>-2%</b>
OSW	Oakham South West	Oakham	Oakham South West		Oakham South West**	2057		
				<b>2</b>	<b>Oakham South West</b>		<b>2057</b>	<b>-9%</b>
RCA	Essendine	Essendine			Ryhall and Casterton	370		
RCB	Great Casterton	Great Casterton			Ryhall and Casterton	364		

**APPENDIX 1 – RCC SUBMISSION: PROPOSED WARDING PATTERNS (28 COUNCILLORS)**

Polling district	Description of area	Parish	Parish ward	No. of Members	Proposed Ward	No. of Electors Forecast for 2023	Forecast Ward Total	Variance
RCC	Little Casterton	Little Casterton			Ryhall and Casterton	193		
RCD	Ryhall	Ryhall			Ryhall and Casterton	1348		
RCE	Tickencote	Tickencote			Ryhall and Casterton	68		
				<b>2</b>	<b>Ryhall and Casterton</b>		<b>2343</b>	<b>4%</b>
UPA	Beaumont Chase	Beaumont Chase			Uppingham	2		
UPB	Uppingham	Uppingham			Uppingham	2150		
UPC	Uppingham	Uppingham			Uppingham	1185		
				<b>3</b>	<b>Uppingham</b>		<b>3337</b>	<b>-1%</b>
WHA	Whissendine	Whissendine			Whissendine	1074		
<b>COD</b> 46	<b>Teigh</b>	<b>Teigh</b>			<b>Whissendine (Previously in Cottessmore)</b>	<b>53</b>		
				<b>1</b>	<b>Whissendine</b>		<b>1127</b>	<b>0%</b>

\* New Ward

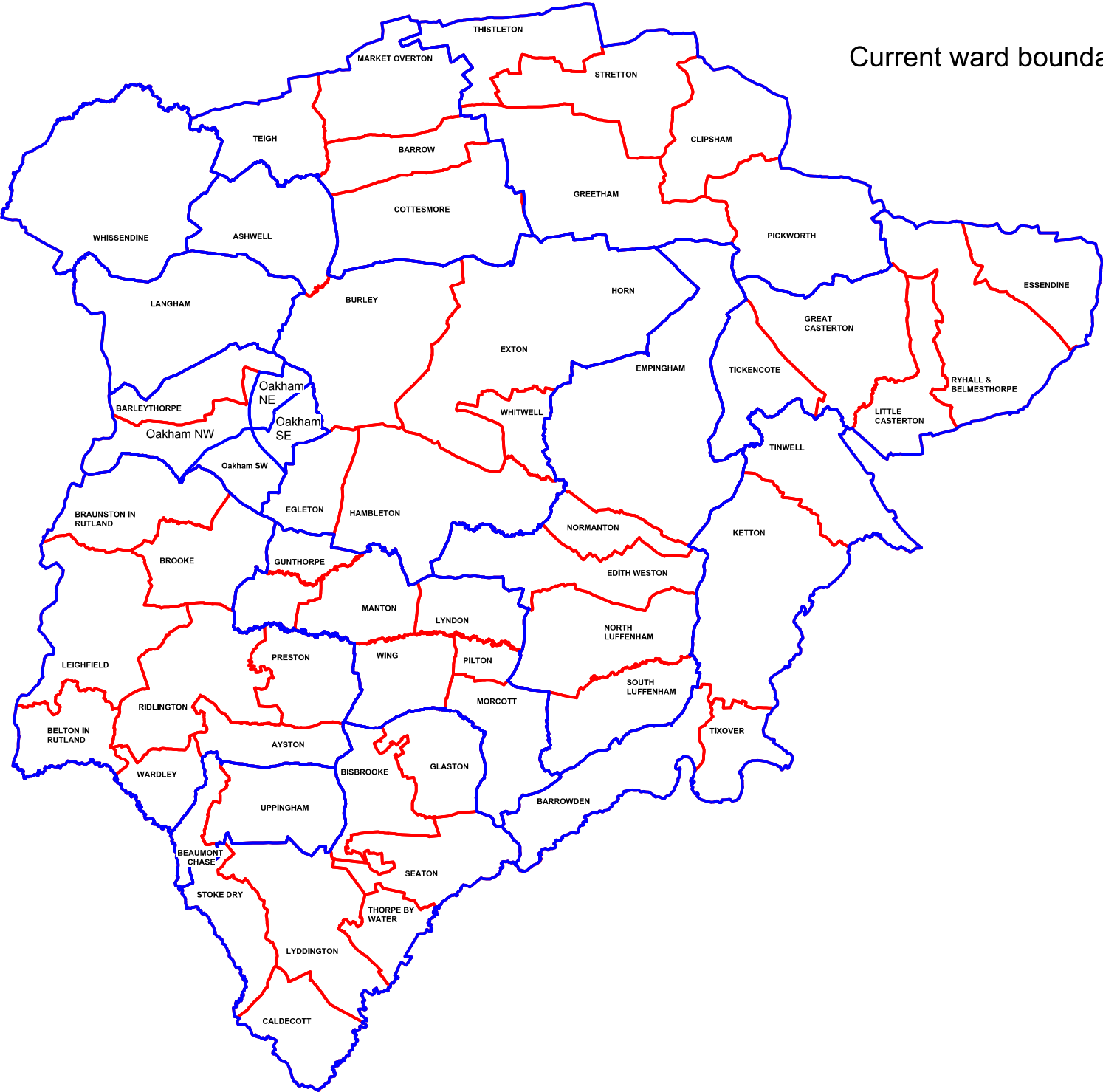
\*\* Change to Parish Ward Boundary to move 185 Electors from ONW to OSW

**Areas where amendments have been made**

Based on 28 Councillors

	2017	2023
10% fewer electors	1007	1016
<b>Perfect Electoral Equality</b>	<b>1119</b>	<b>1129</b>
10% more electors	1231	1242

Current ward boundaries



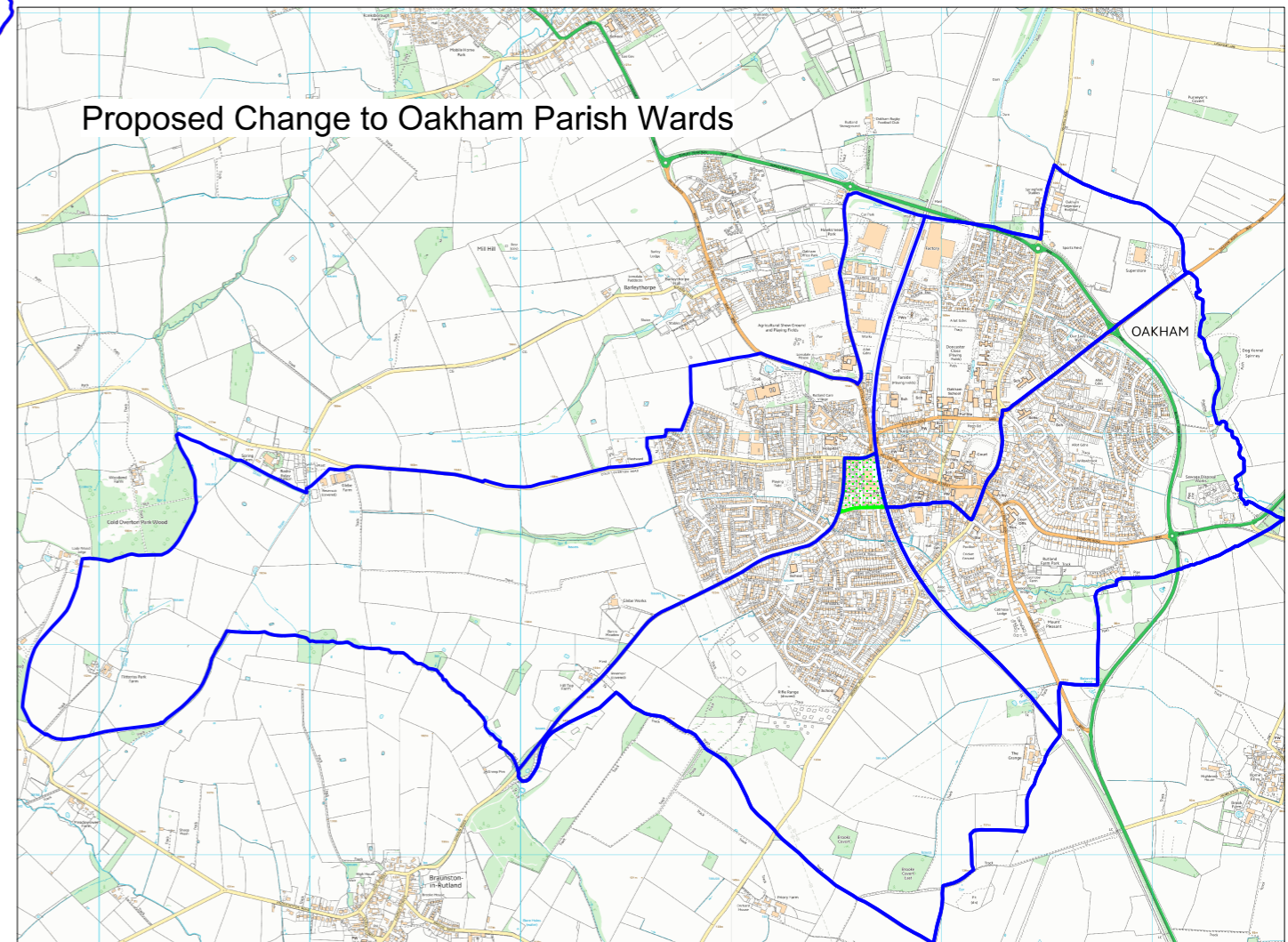
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# Proposed Ward Patterns



# Proposed Change to Oakham Parish Wards



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