



# **Cabinet**

## **Agenda**

**Wednesday, 9th August, 2017**  
**at 3.30 pm**

in the

**Assembly Room**  
**Town Hall**  
**Saturday Market Place**  
**King's Lynn**





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**CABINET AGENDA**

**DATE:** CABINET - WEDNESDAY, 9TH AUGUST, 2017

**VENUE:** ASSEMBLY ROOM, TOWN HALL, SATURDAY  
MARKET PLACE, KING'S LYNN PE30 5DQ

**TIME:** 3.30 pm

**As required by Regulations 5 (4) and (5) of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 - No items will be considered in private.**

**1. APOLOGIES**

To receive apologies for absence.

**2. URGENT BUSINESS**

To consider any business, which by reason of special circumstances, the Chairman proposes to accept, under Section 100(b)(4)(b) of the Local Government Act 1972.

**3. DECLARATIONS OF INTEREST**

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the member should withdraw from the room whilst the matter is discussed.

These declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on an item or simply observing the meeting from the public seating area.

**4. CHAIRMAN'S CORRESPONDENCE**

To receive any Chairman's correspondence.

**5. MEMBERS PRESENT UNDER STANDING ORDER 34**

To note the names of any Councillors who wish to address the meeting under Standing Order 34.

**6. MATTERS REFERRED TO CABINET FROM OTHER BODIES**

To receive any comments and recommendations from other Council bodies which meet after the dispatch of this agenda.

**7. BOUNDARY REVIEW OF THE BOROUGH OF KING'S LYNN AND WEST NORFOLK (Pages 5 - 9)**

To give consideration to the recommendations coming from the Task Group for the Boundary Review of the Borough.

To: Members of the Cabinet

Councillors A Beales, R Blunt, I Devereux, P Hodson, A Lawrence, B Long (Chairman), Mrs K Mellish and Mrs E Nockolds (Vice-Chairman)

For Further information, please contact:

Sam Winter, Democratic Services Manager 01553 616327  
Borough Council of King's Lynn & West Norfolk  
King's Court, Chapel Street  
King's Lynn PE30 1EX

**REPORT TO CABINET**

<b>Open</b>		Would any decisions proposed :		
<b>Any especially affected Wards</b> All	Mandatory	Be entirely within Cabinet's powers to decide		<del>YES</del> / NO
		Need to be recommendations to Council		YES / <del>NO</del>
		Is it a Key Decision		YES / <del>NO</del>
Lead Member: Cllr Brian Long, Leader E-mail: cllr.brian.long@west-norfolk.gov.uk		Other Cabinet Members consulted:		
Lead Officer: Ray Harding, Chief Executive E-mail: ray.harding@west-norfolk.gov.uk Direct Dial: 01553 616245		Other Members consulted: Cross Party Boundary Review Task Group		
Other Officers consulted: Sam Winter, Mary Colangelo, Tony Yates				
Financial Implications NO	Policy/Personnel Implications NO	Statutory Implications NO	Equal Impact Assessment YES If YES: Pre-screening/ Full Assessment	Risk Management Implications YES

Date of meeting: 9 August 2017

**ELECTORAL REVIEW – SUBMISSION TO THE LOCAL GOVERNMENT BOUNDARY COMMISSION (LGBC) PROPOSED NEW PATTERN OF ELECTORAL WARDS**

**Summary**

Council submitted proposals to the Local Government Boundary Commission (LGBC) recommending that the number of members be reduced to 54 at its 11<sup>th</sup> May 2017 meeting. On 27<sup>th</sup> June the LGBC wrote to the Council confirming that the Commission is minded to recommend this to Parliament. The Commission also invited proposals from the Council, interested parties and members of the public on a pattern of electoral wards to accommodate this number of Councillors. The deadline for the submission of such proposals is 4<sup>th</sup> September 2017.

The Cross Party Electoral Review Cabinet Task Group will have subsequently held three further meetings to guide officers in the preparation of a draft pattern of electoral wards for the Borough.

This report presents the proposals of the Task Group which will be available shortly after its last meeting on Thursday 3 August.

**Recommendation**

Cabinet is recommended to endorse the proposals for a new pattern of electoral wards from the Task Group, as set out in Appendix 1, (to follow) and recommended them to Council for approval as the Borough Council submission to the LGBC.

## **Reason for Decision**

To ensure that the Council is able to submit a credible and evidence based proposal for a new pattern of electoral wards in accordance with the LGBC timetable, which meets the Commissions three statutory criteria.

### **1.0 Background**

#### **1.1 Publicising the Review**

The Borough Council has supported the LGBC in publicising the review to interested parties and the wider public. This has included a briefing held for Parish Councils in June, press releases, social media, posters in Council offices and information and links on the Council's website.

#### **1.2 Review Timetable**

This phase of consultation closes on 4<sup>th</sup> September 2017. The Commission will consider all submissions received and publish draft recommendations for new electoral arrangements in October 2017. Public consultation on the draft recommendation will take place between October 2017 and January 2018. The Commission will consider representations and suggestions; evidence received and publish formal recommendations in April 2018.

New electoral arrangements for the Borough would then come into effect at the Borough Council election in 2019.

#### **1.3 Creating a pattern of wards**

In drawing up a pattern of electoral wards the Commission must balance its three statutory criteria:-

- To deliver electoral equality where each Borough Councillor represents approximately the same number of electors as all other Councillors in the Borough
- That the pattern of wards should as far as possible reflect the interests and identities of local communities
- That the electoral arrangements should provide for effective and convenient local government

The commission will test all proposals received against these criteria before drawing up draft recommendations. Accordingly proposals should demonstrate how they meet the three criteria. Commission decisions will be based on the strength of the evidence presented such as details of community interests in terms of how a community manifests itself.

## **2.0 The Task Group Proposals**

- 2.1 The Task Group proposals are therefore designed, as far as is practically possible to meet all three criteria. In addition the Task Group, in accordance with the wishes of Council sought to maximise the number of single member wards. Parish Council boundaries have been used as the building blocks for the proposed wards in the parished areas of the Borough, in the unparished areas (King's Lynn) every attempt has been made to build on natural communities.
- 2.2 The estimated total number of electors for the 'target year', 2022 has been agreed with the Commission (based on advice from the local plan team) at 128,142. This results in a target number of 2,373 electors per Councillor. Planned housing development with a realistic likelihood of being built out by 2022 has been factored into the process.
- 2.3 Task Group Proposals  
The proposed new pattern of electoral wards is set out graphically in Appendix 1 (to follow). This represents 30 single member wards, 12 two member wards and no three member wards.

## **3.0 Options considered**

- 3.1 The Task Group has examined options focused in particular in the Downham Market, Hunstanton and King's Lynn areas, but at the conclusion of their deliberations considered that the proposals put forward in Appendix 1 (to follow) best meet the LGBC criteria.

## **4.0 Policy Implications**

- 4.1 There are no policy implications.

## **5.0 Financial Implications**

- 5.1 There are no financial implications arising directly from this report

## **6.0 Personal Implications**

- 6.1 There are no personal implications arising from this report

## **7.0 Statutory Considerations**

- 7.1 There are no statutory implications arising from this report

## **8.0 Equality Impact Assessment (EIA)**

8.1 There are no equality issues arising from this report

## **9.0 Risk Management Implications**

9.1 Unless a comprehensive evidence based submission, informed by the local knowledge of members is made, in accordance with the LGBC criteria there is a risk that the Commission will find it difficult to prepare new electoral arrangements which fully reflect a comprehensive understanding of the interests and identities of local communities.

## **10.0 Declarations of Interest / Dispensations Granted**

10.1 None

## **11.0 Background Papers**

11.1 Electoral Review of King's Lynn & West Norfolk Borough Council

# Pre-Screening Equality Impact Assessment

Borough Council of  
**King's Lynn &  
West Norfolk**



Name of policy/service/function	Electoral Review				
Is this a new or existing policy/ service/function?	Existing				
Brief summary/description of the main aims of the policy/service/function being screened. Please state if this policy/service rigidly constrained by statutory obligations	Electoral Review by LGBC				
<b>Question</b>	<b>Answer</b>				
<p><b>1. Is there any reason to believe that the policy/service/function could have a specific impact on people from one or more of the following groups <b>according to their different protected characteristic</b>, for example, because they have particular needs, experiences, issues or priorities or in terms of ability to access the service?</b></p> <p>Please tick the relevant box for each group.</p> <p>NB. Equality neutral means no negative impact on any group.</p>		Positive	Negative	Neutral	Unsure
	Age			✓	
	Disability			✓	
	Gender			✓	
	Gender Re-assignment			✓	
	Marriage/civil partnership			✓	
	Pregnancy & maternity			✓	
	Race			✓	
	Religion or belief			✓	
	Sexual orientation			✓	
	Other (eg low income)			✓	
<b>Question</b>	<b>Answer</b>	<b>Comments</b>			
<b>2. Is the proposed policy/service likely to affect relations between certain equality communities or to damage relations between the equality communities and the Council, for example because it is seen as favouring a particular community or denying opportunities to another?</b>	No				
<b>3. Could this policy/service be perceived as impacting on communities differently?</b>	No				
<b>4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?</b>	No				
<p><b>5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions?</b> If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section</p>	No	<b>Actions:</b>			
		<b>Actions agreed by EWG member:</b> .....			
<b>Assessment completed by:</b> <b>Name Ray Harding</b>					
<b>Job title Chief Executive</b>	<b>Date 7/7/17</b>				

**Please Note: If there are any positive or negative impacts identified in question 1, or there any 'yes' responses to questions 2 – 4 a full impact assessment will be required.**