

## REVIEW OF COUNCIL SIZE AND ELECTORAL CYCLE CABINET MEMBER WORKING GROUP TERMS OF REFERENCE

Broad topic area	Review of council size and electoral cycle
Specific topic area	To consider the democratic needs for the council in the future within the context that services are delivered by other agencies and the growing partnership and collaborative activity across partner agencies
Ambitions for the review	<ul style="list-style-type: none"> <li>• To identify the community leadership role of councillors and the cabinet</li> <li>• To consider what impact reduced direct service provision has on workloads for councillors and the cabinet</li> <li>• To consider the council's approach to neighbourhood working and how this might impact on the role of councillors or the pattern of ward boundaries</li> <li>• To consider how the officer corps will need to support councillors in the future</li> <li>• To consider whether the current electoral arrangements help or hinder the democratic process for the future council</li> <li>• To consider whether the current council size helps or hinders the democratic process for the future council and consider what if any changes need to be made</li> <li>• To consider the timing of the review options within the context of the national and local agendas.</li> <li>• To identify the resource implications of the options and the impact on the council workplans and budgets</li> </ul>
Outcomes	<p>Report to council on the options with recommendations as to whether electoral arrangements and council size should be changed.</p> <p>Draft letter to local government boundary commission setting out reasons for requesting review (if this is a recommended course of action)</p>
How long should the review take?	Three months
Recommendations to reported to:	Council – 22 July 2013
Membership:	<p>Total membership – six councillors:</p> <ul style="list-style-type: none"> <li>▪ Cabinet member corporate services (chair) =1</li> <li>▪ Group leaders or a nominee = 3</li> <li>▪ 1 liberal democrat = 1</li> <li>▪ 1 conservative = 1</li> </ul>
Officers experts and witnesses	<p>One legal</p> <p>Electoral registration</p> <p>Democratic services</p>
Sponsoring officer	Chief Executive
Facilitator	Director commissioning
Co-optees	None

Other experts and witnesses	None – although the working group may want to consider evidence about what other councils are doing to prepare themselves for the future
Other consultees	None
Background information	LGBCE guidance notes Report to council 25 March 2013
Suggested method of approach	Working group to set timetable and workplan at first meeting Member workshops to be held Phased approach to the review so that work is kept at a proportionate level to the outcomes
How will we involve the public/media? Or at what stages	Working group may want to consider whether there should be any public consultation at this stage ie seeking their views on their expectations of councillors. Working group may want to liaise with local media to see if they could assist in raising the debate in local press. Media will be briefed once final report drafted
Preferred timing for meetings	Unless by agreement with working group members meetings will be at 6pm to enable those that work to attend.

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