

To: Members of the Special Sub-Group

Councillors Hayfield, Phillips, Smith, M Stanley and Sweet

For the information of the other Members of the Council

SPECIAL SUB-GROUP

24 October 2011

The Special Sub-Group will meet in the Committee Room, The Council House, South Street, Atherstone, Warwickshire on Monday 24 October 2011 at 11.00am.

AGENDA

- 1 Apologies for Absence / Members away on official Council business.**
- 2 Declarations of Personal or Prejudicial Interests. (Any personal interests arising from the membership of Warwickshire County Council of Councillors Hayfield and Sweet, and membership of the various Town/Parish Councils of Councillors Phillips (Kingsbury) and M Stanley (Polesworth) are deemed to be declared at this meeting).**

- 3 **Review of Parliamentary Constituency Boundaries in England –**
Report of the Chief Executive

Summary

The purpose of this report is to consider the Council's response to the proposals published by the Boundary Commission for England (BCE) in respect of its review of the North Warwickshire Parliamentary Constituency Boundary.

The Contact Officer for this report is David Harris (719222).

- 4 **Council Office Accommodation -** Report of the Management Team
(To follow)

Summary

The purpose of this report is to receive a provisional timetable in respect of the Council Office Accommodation project.

The Contact Officer for this report is Richard Dobbs (719440).

**PART C – EXEMPT INFORMATION
(GOLD PAPERS)**

- 5 **Exclusion of the Public and Press**

Recommendation:

That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.

- 6 **Staff Travel – Report of the Deputy Chief Executive**

The Contact Officer for this report is Chris Brewer (719259).

- 7 **Staffing – Environmental Health -** Report of the Assistant Chief Executive and Solicitor to the Council

The Contact Officer for this report is Stephen Whiles (719326).

JERRY HUTCHINSON
Chief Executive

For general enquiries please contact David Harris, Democratic Services Manager, on 01827 719222 or via e-mail – davidharris@northwarks.gov.uk. For enquiries about specific reports please contact the officer named in the report.

Agenda Item No 3

Special Sub-Group

24 October 2011

Report of the Chief Executive

**Review of Parliamentary
Constituency Boundaries in
England**

1 Summary

- 1.1 The purpose of this report is to consider the Council's response to the proposals published by the Boundary Commission for England (BCE) in respect of its review of the North Warwickshire Parliamentary Constituency Boundary.

Recommendation to the Sub-Group

That the Sub-Group be asked to agree the Council's response to the published proposals from the Boundary Commission for England and the Chief Executive be asked to respond accordingly.

2 Background

- 2.1 Members will be aware that the attached report was presented to the Executive Board at its recent meeting and it was resolved to refer the matter to this Sub-Group for consideration.

3 Publication of initial proposals

- 3.1 The effect of the published proposals on the current North Warwickshire Constituency is as follows:

- The Wards of Hartshill and Arley and Whitacre move to the North Warwickshire Constituency from the Nuneaton Constituency
- The Weddington Ward moves to the North Warwickshire Constituency from the Nuneaton Constituency
- The Wards of Coleshill North, Coleshill South and Water Orton move to the Meriden Constituency from the North Warwickshire Constituency.

- 3.2 The remaining 12 Wards from the Borough of North Warwickshire, together with the 5 Wards of Bedworth, are unaffected and remain in the proposed North Warwickshire Constituency.

4 **Statutory Time Framework**

4.1 Representations on the initial proposals must be made to the BCE by 5 December 2011.

5 **Review Guide**

5.1 A copy of the BCE review guide has been placed in each Group Room.

6 **Report Implications**

6.1 **Legal Implications**

6.1.1 The Parliamentary Constituencies Act 1986 (as amended) sets out the rules governing the review.

The Contact Officer for this report is David Harris (719222).

Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No	Author	Nature of Background Paper	Date
1	BCE	Review Guide	August 2011

Agenda Item No 13

Executive Board

13 September 2011

Report of the Chief Executive

Review of Parliamentary Constituency Boundaries in England

1 Summary

- 1.1 The purpose of this report is to consider the proposals published by the Boundary Commission for England (BCE) in respect of its initial proposals for the review of Parliamentary Constituency Boundaries in England.

Recommendation to the Council

That the Chief Executive, in consultation with the Leader of the Council and the Leader of the Opposition, be authorised to respond to the initial proposals from the Boundary Commission for England.

2 Background

- 2.1 The BCE is an independent and impartial non-departmental public body which is responsible for reviewing Parliamentary constituency boundaries in England.
- 2.2 The BCE has the task of periodically reviewing all the Parliamentary constituencies in England. It is currently conducting a review on the basis of new rules laid down by Parliament. The new rules involve a significant reduction in the number of constituencies in England and require constituencies to comply with new parameters so far as the number of electors in each constituency is concerned.
- 2.3. The review process is heavily informed by public consultation. The BCE develops and publishes initial proposals for constituencies across England. Representations from the public about these proposals are then taken both in writing and at public hearings in each region of England. In light of all the views expressed about the initial proposals, the BCE may revise them and then conduct a further round of written consultation on the revised proposals.
- 2.4 The BCE is required to make a formal report to the Government by 1 October 2013, recommending any changes that it believes are appropriate to the distribution, size, shape, name or designation of constituencies in England.

2.5 The Government will turn the recommendations of the BCE into draft legislation, which is then presented to Parliament. If Parliament approves the legislation, the recommended changes will be implemented for the next General Election after the date on which the legislation is passed.

3 Publication of initial proposals

3.1 When the BCE has decided on its initial proposals, it publishes information on its website (including a series of reports to explain the proposals), together with detailed information about how and when views on those proposals can be submitted. At the same time, it sends hard copies of the proposals to various local 'places of deposit', where the public may view the proposals.

3.2 In addition to the initial proposals and its reports on them, in order to help the public better to understand the proposals, the BCE also places on deposit and on its website detailed maps showing, among other information, the name, designation and boundary of each proposed constituency.

3.3 To publicise the initial proposals, the BCE also sends copies of its proposals to all interested parties (for example, local authorities, MPs and academics). Local authorities and the House of Commons library also receive copies of the detailed maps. In advance of the information being sent out, the BCE also issues a press release about the initial proposals, the representation period and the subsequent procedures of a review.

3.4 For the 2013 Review, the BCE plans to publish its initial proposals on **Tuesday 13 September 2011**. In view of the timescales it may not be possible to give due consideration to the initial proposals from the BCE by the time of this meeting and it is therefore recommended that the Chief Executive, in consultation with the Leader of the Council and the Leader of the Opposition, be authorised to respond to the initial proposals.

4 Statutory Time Framework

4.1 On Tuesday 13 September – publication of initial proposals by the BCE.

4.2 12 September to end November 2011 – initial consultation process via written representations or public hearing (4 hearings are scheduled for the West Midlands Region).

4.3 Four week secondary consultation period as soon as possible after end of November 2011 – this is on all the representations received (there are no more public hearings at this stage).

4.4 BCE then publishes a notice stating whether or not revisions have been made to the initial proposals (if revisions are made there is a further eight week period for written representations to be made to the BCE)

4.5 BCE publishes final recommendations and report to lay before Parliament (to be published by 1 October 2011).

5 **Statutory Electorate Range**

- 5.1 Apart from four specified exceptions – every constituency must have an electorate that is no less than 95% and no more than 105% of the ‘UK electoral quota’. The UK electoral quota for the 2013 Review is, to the nearest whole number, 76,641.
- 5.2 Accordingly, every constituency in England must have an electorate as at the review date that is no smaller than 72,810 and no larger than 80,473.

6 **Review Guide**

- 6.1 A copy of the BCE review guide has been placed in each Group Room.

7 **Report Implications**

7.1 **Legal Implications**

- 7.1.1 The Parliamentary Constituencies Act 1986 (as amended) sets out the rules governing the review.

The Contact Officer for this report is David Harris (719222).

Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No	Author	Nature of Background Paper	Date
1	BCE	Review Guide	August 2011

Agenda Item No 4

Special Sub-Group

24 October, 2011

**Report of the
Management Team**

Council Office Accommodation

1 Summary

- 1.1 The purpose of this report is to receive a provisional timetable in respect of the Council Accommodation Project

Recommendation to the Sub-Group

That Members note the report and agree the proposed procurement timetable

2 Background

- 2.1 At the Full Council meeting held on 28 September 2011, Members resolved to pursue Option 2 as its preferred options for the refurbishment of the Council House and also that a specialist contractor to project manage the design, tendering and delivery of the preferred option be appointed as soon as possible.
- 2.2 The initial officer project group has now met and a draft timetable for the procurement of the specialist contractor is attached at Appendix A. In order to progress the project as quickly as possible, officers have already begun scoping the work and researching available procurement options.

3 Report Implications

3.1 Financial Implications

- 3.1.1 None at this stage.

The Contact Officer for this report is Richard Dobbs (719440).

Proposed Procurement Timetable (Pre-Contract)

	Week 1*	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 12	Week 13
Scope the Work	█	█	█									
Evaluate Available Resource/Expertise		█	█									
Research Procurement Routes/Options			█									
Draw up Specification			█	█	█							
Tender for Work (PQQ or Framework)**						█	█	█				
Evaluate Tenders**									█	█		
Shortlist										█	█	
Interviews/Presentations												█
Appoint												█

- * Week 1 assumed to be w/c 17th October, 2011
- ** If PQQ required, may require extra steps in the process

There will be a break in the process between Christmas and New Year