

**EAST RIDING OF YORKSHIRE COUNCIL**

**Report to:** Full Council  
21 February 2024

**Wards:** All

---

**East Riding Local Government Boundary Review Submission**

---

Report of the Interim Chief Executive

**A. Executive Summary**

The Council has been informed that the Local Government Boundary Commission for England (LGBCE) will be undertaking a review of the Council size and warding pattern during 2024 with a view to implementation from the next ordinary day of election on Thursday 6 May 2027.

As part of the review process, the Council is invited to make submissions on the proposed size of the council and its warding pattern and structure.

**B. Council Priorities**

Growing the Economy  
Valuing the Environment  
Empowering and Supporting Communities  
Protecting the Vulnerable  
Helping Children and Young People Achieve

**C. Lead Portfolio**

Leader

**D. Recommendation**

It is recommended that The Council approve the East Riding of Yorkshire Council Size Submission attached as Appendix 1 for submission to the Local Government Boundary Commission for England.

**1. Background Information**

- 1.1 The review will take place in two parts. The first phase will focus on the future size of the Council and the second phase will then focus on the warding pattern of the new Council.
- 1.2 The timetable for the review runs from now until March 2025 and the timetable is shown below.

<b>Council Size</b>			
<b>Activity</b>	<b>Involvement</b>		<b>Key Dates</b>
	<b>Council</b>	<b>LGBCE</b>	
Develop council size proposal	Council Political Groups	Officers will be available to answer any technical queries on making a submission	To March 2024
Submission of council size proposals	Council Political Groups	Officers will acknowledge receipt of submissions	15 March 2024
Commission Meeting: Council Size	Not required	Commission	23 April 2024
<b>Warding Pattern</b>			
Consultation on warding patterns	Council Political Groups General Public	Run consultation, collate & analyse responses	30 April – 8 July 2024
Commission Meeting: Draft Recommendations	Not required	Commission	17 September 2024
Consultation on Draft Recommendations	Council Political Groups General Public	Publish draft recommendations. Run consultation, collate and analyse responses	1 October – 9 December 2024
Commission Meeting: Final Recommendations	Not required	Commission	18 February 2025
Final Recommendations Published	Not required	Commission publish final recommendations report and mapping	4 March 2025

## 2. East Riding Submission

- 2.1 The member working group which was established to oversee the recent Community Governance Review in the East Riding has continued its work to help respond to the LGBCE. The working group has played a key role, acting as the main conduit of information and feedback from political groups, helping shape the Council's submission. The working group was expanded to include those Members who are independent to ensure that all Members had a chance to provide feedback. All Members were also invited to a briefing by the Commission chairman and his team, which was held on 28 September 2023. In the run up to the 15 March 2024 submission date the working group has been meeting on a fortnightly basis.
- 2.2 In conjunction to the member working group, work at an officer level also commenced on producing the large amount of information requested from the LGBCE to complete the various proformas and data submission forms. This data along with any submission documents will be used by the LGBCE when forming its recommendations.
- 2.3 At the last member working group meeting which took place on 9 February 2024 it was agreed that the East Riding of Yorkshire Council Size Submission document, shown in Appendix 1 should be submitted to Full Council on 21 February 2024. The recommendation made by the working group within the submission would be for the East Riding of Yorkshire Council to maintain the current number of 67 Councillors.

2.4 In addition to the Council, individual political groups, and all other interested parties, are invited to submit their proposals in respect to the future size of the Council and, later in the process, the future warding pattern of the Council. It is entirely the decision of each political group as to whether they wish to submit their own individual proposals.

### 3. Conclusion

3.1 The member working group has met to review the information prepared for the LGBCE and discuss the Council's future size. In doing so it has completed the template submission document, including a recommendation to maintain the number of Councillors at 67. It is now recommended that the East Riding of Yorkshire Council Size Submission document is submitted to the LGBCE before the 15 March 2024 deadline.

Alan Menzies  
Interim Chief Executive

**Contact Officer:** Matthew Turner  
Democratic Services Manager  
**Telephone Number:** 01482 393202  
**Email:** matthew.turner@eastriding.gov.uk

**Background Papers** [https://www.lgbce.org.uk/sites/default/files/2023-03/council\\_size\\_guidance\\_-\\_jan\\_2023.pdf](https://www.lgbce.org.uk/sites/default/files/2023-03/council_size_guidance_-_jan_2023.pdf)

### Glossary/Abbreviations

LGBCE	Local Government Boundary Commission for England

The  
Local Government  
Boundary Commission  
for England

ERYC

# Council Size Submission

East Riding of Yorkshire Council

## Contents

<a href="#">How to Make a Submission</a> .....	6
<a href="#">About You</a> .....	6
<a href="#">Reason for Review (Request Reviews Only)</a> .....	6
<a href="#">The Context for your proposal</a> .....	7
<a href="#">Local Authority Profile</a> .....	9
<a href="#">Council Size</a> .....	11
<a href="#">Other Issues</a> .....	23

## How to Make a Submission

It is recommended that submissions on future governance arrangements and council size follow the guidance provided and use the format below as a template.

Submissions should be treated as an opportunity to focus on the future needs of the council and not simply describe the current arrangements. **Submissions should also demonstrate that alternative council sizes have been considered in drawing up the proposal and why you have discounted them.**

The template allows respondents to enter comments directly under each heading. It is not recommended that responses be unduly long; as a guide, it is anticipated that a 15 to 20-page document using this template should suffice. Individual section length may vary depending on the issues to be explained. Where internal documents are referred to URLs should be provided, rather than the document itself. It is also recommended that a table is included that highlights the key paragraphs for the Commission's attention.

'Good' submissions, i.e. those that are considered to be most robust and persuasive, combine the following *key success components* (as set out in the guidance that accompanies this template):

- Clarity on objectives
- A straightforward and evidence-led style
- An understanding of local place and communities
- An understanding of councillors' roles and responsibilities

## About You

The respondent should use this space to provide the Commission with a little detail about who is making the submission, whether it is the full Council, Officers on behalf of the Council, a political party or group, a resident group, or an individual.

[This submission is made by Full Council and Officers of the East Riding of Yorkshire Council.](#)

## Reason for Review (Request Reviews Only)

Please explain the authority's reasons for requesting this electoral review; it is useful for the Commission to have context. *NB/ If the Commission has identified the authority for review under one of its published criteria, then you are not required to answer this question.*

[At the request of the commission due to electoral representation inequality in a number of wards.](#)

## The Context for your proposal

Your submission gives you the opportunity to examine how you wish to organise and run the council for the next 15 - 20 years. **The consideration of future governance arrangements and council size should be set in the wider local and national policy context.** The Commission expects you to challenge your current arrangements and determine the most appropriate arrangements going forward. In providing context for your submission below, please demonstrate that you have considered the following issues.

- When did your Council last change/reorganise its internal governance arrangements and what impact on effectiveness did that activity have?
- To what extent has transference of strategic and/or service functions impacted on the effectiveness of service delivery and the ability of the Council to focus on its remaining functions?
- Have any governance or capacity issues been raised by any Inspectorate or similar?
- What influence will local and national policy trends likely have on the Council as an institution?
- What impact on the Council's effectiveness will your council size proposal have?

The East Riding of Yorkshire Council is a unitary authority, initially formed in 1996. The most recent electoral review held by the Local Government Boundary Commission for England (LGBCE) was concluded in 2001, resulting in the Council Size remaining at 67 Members representing 26 wards. Due to considerable residential growth in some parts of the area, there has been an increasing disparity in the number of electors served by a single councillor across the authority area, resulting in reduced electoral equality.

The last proper reorganisation was in response to the Local Government Act 2000. The Cabinet/Scrutiny model of governance replaced the previous committee system and improved the efficiency of decision making by concentrating decisions made within the policy framework into a smaller group of people with a more co-ordinated approach to governance.

The Council has recently concluded a Community Governance Review (CGR) of parish electoral arrangements. This has resulted in significant changes in some areas due to large residential developments, which will now be included wholly within the most appropriate parish. These new parish arrangements, which will take effect from 2027, reflect local communities and form a strong foundation for the current LGBCE review. In total, the East Riding has 168 town and parish councils (plus three parish meetings).

The officer corps of the authority is headed by interim Chief Executive Alan Menzies, supported by the corporate leadership team of six executive directors, and a senior leadership team of directors covering the broad range of services delivered by the authority.

At the 2023 elections, 29 Conservative, 22 Liberal Democrat, 9 Independent, 4 Labour and 3 Yorkshire Party councillors were elected, and the Leader of the Council is Cllr Anne Handley (Conservative).

An LGA Corporate Peer Challenge review in 2021 [<https://www.local.gov.uk/our-support/council-assurance-and-peer-support/peer-challenges-we-offer/corporate-peer-challenge-60#46-specific-area-of-focus>] identified that the council is “stable organisation that has consistently delivered good quality place-based services” but noted the challenges faced in delivering services. These included children’s services and adult social care. The LGA also reported that the Council has plans in place to address these challenges.

One area requiring improvement according to the LGA was in the role of Councillors and that they should “be playing a far greater role in policy development, decision-making and performance management, as well as providing leadership of place from the front.” although the LGA have reported being happy with the direction of travel in improving this.

One specific area for development has been expanding the use of agile and flexible working, which will help reduce costs and improve service delivery, alongside digital transformational programmes.

The council’s Constitution is subject to a continuous review process and a delegation by exception scheme forms an integral part of the arrangements. The current Constitution was published in January 2024. Amendments to the Constitution are brought before Council as part of the continuous review process.

Regular Corporate Leadership Team meetings and Cabinet meetings take place to agree the strategic direction and long-term planning of the council.

The East Riding is currently undertaking consultation to determine whether a Mayoral Combined Authority should be established in the area with Hull City Council. This will result in the creation of a new Mayoral Cabinet and a separate Scrutiny (proposed 12 Members) and Audit Committee (proposed 8 Members), all of which will require representation from the East Riding of Yorkshire Council.

**What impact on the Council’s effectiveness will your council size proposal have?**  
Whilst the Council is actively pursuing improvements in the key areas identified above, the current number of Councillors provides a strong basis for ongoing strategic leadership of addressing those challenges. All Council services have a portfolio holder with overall strategic responsibility for the function, and with adequate Committee and Scrutiny functions to ensure democratic accountability continues across Council services. Taking this into account, any significant increase in Council Size would decrease effectiveness as there would be more voices to lead or scrutinise, but without specific roles or duties assigned to them. Similarly, a large reduction in the number of Councillors would lead to significant disruption to strategic oversight.

## Local Authority Profile

**Please provide a short description of the authority and its setting, in particular the local geography, demographics and community characteristics.** This should set the scene for the Commission and give it a greater understanding of any current issues. The description should cover all of the following:

- Brief outline of area - are there any notable geographic constraints for example that may affect the review?
- Rural or urban - what are the characteristics of the authority?
- Demographic pressures - such as distinctive age profiles, migrant or transient populations, is there any large growth anticipated?
- Community characteristics – is there presence of “hidden” or otherwise complex deprivation?
- Are there any other constraints, challenges, issues or changes ahead?

Further to providing a description, the Commission will be looking for a submission that demonstrates an understanding of place and communities by putting forth arguments on council size based upon local evidence and insight. For example, how does local geography, demographics and community characteristics impact on councillor casework, workload and community engagement?

East Riding of Yorkshire Council covers approximately 930 square miles, making it one of the largest unitary authorities in the country. The East Riding is a predominately rural area with over half the population living in dispersed rural communities. In total, there are 333 settlements, ranging from large towns to small, isolated hamlets and farmsteads.

The largest town in the East Riding is Bridlington, other major settlements are Beverley, Goole and the Haltemprice area to the west of Hull which includes Cottingham, Hessle, and Anlaby/Willerby/Kirkella. The East Riding is generally an affluent area and is ranked amongst the least socially deprived area in England. There are pockets of deprivation in places such as Bridlington, Goole and south-east Holderness.

Increasingly, the East Riding population is becoming older due to migration by retired people, particularly to coastal resorts. In terms of housing, the relative affordability of the area means a high proportion of households are owner/occupiers.

As set out in the corporate plan (<https://www.eastriding.gov.uk/council/plans-and-policies/council-business-plan/>), educational attainment is generally good, above regional and in line with national averages. However, the East Riding economy, whilst relatively diverse, remains heavily dependent on small businesses, a limited number of major employers (mainly in manufacturing) and the public sector. These factors contribute to a low ‘productivity’ rate which is not keeping up with the national average. There are, however, a number of opportunities for promoting sustainable economic growth in the East Riding.

Large parts of the area are very rural, served by small parishes comprising local people. In contrast, the few more densely populated communities have very different experiences and different needs to their rural neighbours. Councillors serving large rural wards, covering many square miles, are faced with different expectations compared to those in much smaller rural wards. A vastly smaller Council is unlikely

to be viable given these differences – rural wards cannot become much bigger without being ineffective and unrepresentative.

## Council Vision

The Council's Vision is "The East Riding.... Where Everyone Matters."

The Council has established a set of Corporate Priorities which are:-

- Growing the Economy
- Empowering and Supporting Communities
- Valuing the Environment
- Helping Children and Young People Achieve
- Protecting the Vulnerable

**Key Statistics:** See also <https://intel-hub.eastriding.gov.uk/east-riding-profile/>

- The population of the district is 343,143 (ONS Census 2021)
- The population is forecast to be 360,033 by 2043, with the highest rate of growth likely to be before 2026.
- There are 159,000 households (as of 2021).
- The area has an ageing population. The age profile as at 2021 shows that those aged 0-15 years made up 15% of the population (expected to reduce to 14% by 2043); 15-64 year olds made up 58% of the population (reducing to 52% by 2043) and persons aged over 65 made up 27% of the population (increasing to 34% by 2043). The proportion of older people is already higher than the regional and national averages and will continue to grow more rapidly than elsewhere.
- 3.9% of residents identify as from a Minority Ethnic Group in the district (Census 2011).
- Pockets of deprivation do exist within the East Riding, mainly within specific areas within the urban areas of Bridlington, Goole and Withernsea.

## Forecast Growth:

- The district's growth is planned to ensure that housing is directed to the most sustainable locations. The total number of households at the time of the 2021 Census was 152,100.
- Between 1 April 2021 and 31 March 2023, a total of 5,169 (net) new homes were built in the area. We project a further 11,000 new homes will be built by the end of 2031, with a further 8,000 dwellings forecast to be built at committed sites between 2031 and 2040.
- Of the dwellings projected to be built up to 2041:
  - 1,800 dwellings are expected to be built at Howden.
  - 2,100 dwellings are expected to be built at Bridlington.
  - 2,300 dwellings are expected to be built at Beverley.
  - 2,300 dwellings are expected to be built at Driffield.

## Council Size

The Commission believes that councillors have three broad aspects to their role. These are categorised as: **Strategic Leadership, Accountability (Scrutiny, Regulatory and Partnerships), and Community Leadership**. Submissions should address each of these in turn and provide supporting evidence. Prompts in the boxes below should help shape responses.

## Strategic Leadership

Respondents should provide the Commission with details as to how elected members will provide strategic leadership for the authority. Responses should also indicate how many members will be required for this role and why this is justified. **Responses should demonstrate that alternative council sizes have been explored.**

Topic		
Governance Model	Key lines of explanation	<ul style="list-style-type: none"> <li>➤ <i>What governance model will your authority operate? e.g. Committee System, Executive or other?</i></li> <li>➤ <i>The Cabinet model, for example, usually requires 6 to 10 members. How many members will you require?</i></li> <li>➤ <i>If the authority runs a Committee system, we want to understand why the number and size of the committees you propose represents the most appropriate for the authority.</i></li> <li>➤ <i>By what process does the council aim to formulate strategic and operational policies? How will members in executive, executive support and/or scrutiny positions be involved? What particular demands will this make of them?</i></li> <li>➤ <i>Whichever governance model you currently operate, a simple assertion that you want to keep the current structure does not in itself, provide an explanation of why that structure best meets the needs of the council and your communities.</i></li> </ul>
	Analysis	<p>The council has adopted a Leader and Cabinet structure.</p> <p>The Cabinet consists of ten Members, including the Leader and Deputy Leader of the Council. No individual Cabinet Member, including the Leader or Deputy Leader, has delegated authority to make decisions at this Council; all decisions are made collectively. The Cabinet is responsible for most day-to-day decision making within the policy and budget framework set by Full Council. The Cabinet is responsible for proposing new policy and the budget to Full Council. The Council Constitution explains the roles of each member of the Cabinet (Portfolio holders) at</p>

<https://www.eastriding.gov.uk/council/committees/the-council/council-constitution-political-control-and-councillor-information/>

The Council also has a number of regulatory and non-executive committees and subcommittees.

These are:

- Appeals (Education) Committee
- Appeals (Housing) Committee
- Appointments Committee
- Audit Committee
- Health and Wellbeing Board
- Licensing Act 2003 Committee and Sub-Committee
- Licensing Committee
- Pensions Committee
- Planning Committee and two Area Sub-Committees (Eastern and Western)
- Staff Terms and Conditions Committee
- Standards Committee, Standards Hearing Committee and Standards Committee Assessment Sub-Committee

The composition and functions of the Council, Cabinet and non-executive committees are set out in the council's Constitution which provides a comprehensive framework for the management of the authority's business. In addition, the constitution sets out how joint arrangements will operate and where functions have been delegated to other authorities. The constitution contains a Scheme of Delegation to delegate functions to officers, including specific delegations to 'designated officers'.

Overview and Scrutiny Committee/Sub-Committees advise on policy formulation and hold The Cabinet to account in relation to specific matters. They may also review areas of Council activity which are not the responsibility of The Cabinet or matters of wider local concern such as the health service. Overview and Scrutiny Committee/Sub-Committees has no decision-making powers, they can only make recommendations. There is one Overview and Scrutiny Committee and four Sub-Committees, which support the work of The Cabinet and the Council as a whole:

- Overview Management and Scrutiny Committee
- Children and Young People Overview and Scrutiny Sub-Committee

		<ul style="list-style-type: none"> <li>• Environment and Regeneration Overview and Scrutiny Sub-Committee</li> <li>• Health, Care and Wellbeing Overview and Scrutiny Sub-Committee</li> <li>• Safer and Stronger Communities Overview and Scrutiny Sub-Committee</li> </ul> <p>The Council Constitution was last updated in January 2024, following a process of ongoing review and consideration.</p>																					
<p><b>Portfolios</b></p>	<p>Key lines of explanation</p>	<ul style="list-style-type: none"> <li>➤ How many portfolios will there be?</li> <li>➤ What will the role of a portfolio holder be?</li> <li>➤ Will this be a full-time position?</li> <li>➤ Will decisions be delegated to portfolio holders? Or will the executive/mayor take decisions?</li> </ul>																					
	<p>Analysis</p>	<p>There are currently ten Portfolios representing the service groups within the council. Each Member has an area of special responsibility covering numerous service areas:</p> <table border="1" data-bbox="667 943 1378 1574"> <thead> <tr> <th>Portfolio</th> <th>Functions to Include</th> </tr> </thead> <tbody> <tr> <td>Leader</td> <td>Regional &amp; Sub-regional Governance, Key Strategic Issues, Inward Investment, Property &amp; Place, Town Centre Prosperity &amp; Rural Economy</td> </tr> <tr> <td>Deputy Leader</td> <td>Strategic Rural Affairs, Pay &amp; Reward, Agile Working, Communications &amp; Media, Corporate Resources (Digital, Business Transformation, Legal and Democratic Services, People Services)</td> </tr> <tr> <td>Adults, <u>Health</u> and Care</td> <td>All Services &amp; Designated Lead Member for Adults, Social Care, Public Health, Safeguarding, System Partnership Working</td> </tr> <tr> <td>Children, Families and Education</td> <td>All Services &amp; Designated Lead Member for Children &amp; Young People, Education, Schools, Safeguarding</td> </tr> <tr> <td>Culture, <u>Leisure</u> and Tourism</td> <td>Culture &amp; Customer Services, Leisure, Tourism, Health &amp; Wellbeing, Voluntary Sector</td> </tr> <tr> <td>Environment and Transport</td> <td>All <u>Streetscene</u> Services (Waste, Highways, Transport, Carparking, Fleet), Flooding, Foreshores, Emergency Planning, Climate Change, Residents Services</td> </tr> <tr> <td>Finance and Governance</td> <td>Financial Services (Capital Programme, Asset Strategy), Budgets (Corporate Finance, Revenues &amp; Benefits, Procurement, Legal Services, Pensions)</td> </tr> <tr> <td>Heritage and Coastal</td> <td>Historical Buildings &amp; Assets, Coastal Communities, Erosion, Water Quality</td> </tr> <tr> <td>Housing and Infrastructure</td> <td>Oversight of Capital Programme, Strategic Housing Policy, Strategic Infrastructure, Council Housing, Asset Management</td> </tr> <tr> <td>Planning, Communities &amp; Public Protection</td> <td>Strategic Planning, Planning Delivery, Town &amp; Parish Council Liaison, Anti-Social Behaviour, Domestic Violence, Community Safety, Licensing, Public Protection</td> </tr> </tbody> </table> <p>Responsibilities of councillors are set out in the Constitution. This includes the role of the Leader, Deputy Leader and Portfolio Holders and what is required of them.</p> <p>Portfolio Holder roles are intensive with a broad range of responsibilities, some are also appointed to other appropriate committees including the Appointments Committee. Portfolio Holders can also be appointed to Community Bodies and represent the council on external partnerships.</p>	Portfolio	Functions to Include	Leader	Regional & Sub-regional Governance, Key Strategic Issues, Inward Investment, Property & Place, Town Centre Prosperity & Rural Economy	Deputy Leader	Strategic Rural Affairs, Pay & Reward, Agile Working, Communications & Media, Corporate Resources (Digital, Business Transformation, Legal and Democratic Services, People Services)	Adults, <u>Health</u> and Care	All Services & Designated Lead Member for Adults, Social Care, Public Health, Safeguarding, System Partnership Working	Children, Families and Education	All Services & Designated Lead Member for Children & Young People, Education, Schools, Safeguarding	Culture, <u>Leisure</u> and Tourism	Culture & Customer Services, Leisure, Tourism, Health & Wellbeing, Voluntary Sector	Environment and Transport	All <u>Streetscene</u> Services (Waste, Highways, Transport, Carparking, Fleet), Flooding, Foreshores, Emergency Planning, Climate Change, Residents Services	Finance and Governance	Financial Services (Capital Programme, Asset Strategy), Budgets (Corporate Finance, Revenues & Benefits, Procurement, Legal Services, Pensions)	Heritage and Coastal	Historical Buildings & Assets, Coastal Communities, Erosion, Water Quality	Housing and Infrastructure	Oversight of Capital Programme, Strategic Housing Policy, Strategic Infrastructure, Council Housing, Asset Management	Planning, Communities & Public Protection
Portfolio	Functions to Include																						
Leader	Regional & Sub-regional Governance, Key Strategic Issues, Inward Investment, Property & Place, Town Centre Prosperity & Rural Economy																						
Deputy Leader	Strategic Rural Affairs, Pay & Reward, Agile Working, Communications & Media, Corporate Resources (Digital, Business Transformation, Legal and Democratic Services, People Services)																						
Adults, <u>Health</u> and Care	All Services & Designated Lead Member for Adults, Social Care, Public Health, Safeguarding, System Partnership Working																						
Children, Families and Education	All Services & Designated Lead Member for Children & Young People, Education, Schools, Safeguarding																						
Culture, <u>Leisure</u> and Tourism	Culture & Customer Services, Leisure, Tourism, Health & Wellbeing, Voluntary Sector																						
Environment and Transport	All <u>Streetscene</u> Services (Waste, Highways, Transport, Carparking, Fleet), Flooding, Foreshores, Emergency Planning, Climate Change, Residents Services																						
Finance and Governance	Financial Services (Capital Programme, Asset Strategy), Budgets (Corporate Finance, Revenues & Benefits, Procurement, Legal Services, Pensions)																						
Heritage and Coastal	Historical Buildings & Assets, Coastal Communities, Erosion, Water Quality																						
Housing and Infrastructure	Oversight of Capital Programme, Strategic Housing Policy, Strategic Infrastructure, Council Housing, Asset Management																						
Planning, Communities & Public Protection	Strategic Planning, Planning Delivery, Town & Parish Council Liaison, Anti-Social Behaviour, Domestic Violence, Community Safety, Licensing, Public Protection																						

		<p>Cabinet Members cannot be Members of the Scrutiny Committees and the Audit and Governance Committee; however they are required to attend meetings. They are supported by the Corporate Leadership Team. Although the role is not a full-time position, Portfolio Holders currently combine their role with employment and other commitments.</p> <p>There are no delegated powers to individual Portfolio Holders, but Cabinet may delegate authority to officers in consultation with the relevant Portfolio Holder.</p>
<p><b>Delegated Responsibilities</b></p>	<p><i>Key lines of explanation</i></p>	<ul style="list-style-type: none"> <li>➤ <i>What responsibilities will be delegated to officers or committees?</i></li> <li>➤ <i>How many councillors will be involved in taking major decisions?</i></li> </ul>
	<p>Analysis</p>	<p>The council's Constitution details the responsibility for functions for Council, Cabinet and officers. This also includes the roles and responsibilities of the Cabinet members, Scrutiny, other regulatory committees and the Corporate Leadership Team.</p> <p>Day to Day decision making is carried out by the appropriate officers in accordance with the officer scheme of delegation at Paragraph 8 of Section 11.</p> <p>All 67 councillors are members of Full Council and take part in the decision making at the meetings.</p> <p>Cabinet consists of 10 members.</p> <p>The Constitution is reviewed regularly, and any changes are reported to and agreed by Council.</p>

## Accountability

Give the Commission details as to how the authority and its decision makers and partners will be held to account. The Commission is interested in both the internal and external dimensions of this role. **Responses should demonstrate that alternative council sizes have been explored.**

Topic	
<p><b>Internal Scrutiny</b></p>	<p>The scrutiny function of authorities has changed considerably. Some use theme or task-and-finish groups, for example, and others have a committee system. Scrutiny arrangements may also be affected by the officer support available.</p>
<p><i>Key lines of explanation</i></p>	<ul style="list-style-type: none"> <li>➤ <i>How will decision makers be held to account?</i></li> <li>➤ <i>How many committees will be required? And what will their functions be?</i></li> <li>➤ <i>How many task and finish groups will there be? And what will their functions be? What time commitment will be involved for members? And how often will meetings take place?</i></li> <li>➤ <i>How many members will be required to fulfil these positions?</i></li> <li>➤ <i>Explain why you have increased, decreased, or not changed the number of scrutiny committees in the authority.</i></li> <li>➤ <i>Explain the reasoning behind the number of members per committee in terms of adding value.</i></li> </ul>
<p><b>Analysis</b></p>	<p>At its Annual Meeting Full Council appoints the following Overview and Scrutiny Committee and Sub-committees to discharge its functions under Section 9F of the Local Government Act 2000:</p> <div style="text-align: center;"> <pre> graph TD     A[Overview Management and Scrutiny Committee] --&gt; B[Children and Young People Overview and Scrutiny Sub-Committee]     A --&gt; C[Environment and Regeneration Overview and Scrutiny Sub-Committee]     A --&gt; D[Health, Care and Wellbeing Overview and Scrutiny Sub-Committee]     A --&gt; E[Safer and Stronger Communities Overview and Scrutiny Sub-Committee]     A --&gt; F[Review Panels]             </pre> </div> <p>Overview and Scrutiny supports the work of The Cabinet and Council as a whole, as well as reviewing and scrutinising decisions which affect residents of the East Riding.</p> <p>The Committees may hold inquiries into matters of local concern in which the public may take part and may invite external bodies to provide evidence or appear before it. This sometimes leads to reports and recommendations which advise the Cabinet, the council as a whole, and, in some case, outside agencies, on policies, budgets, and service delivery.</p>

The Council has adopted the three key principles developed by the Centre for Public Scrutiny for governing effective Overview and Scrutiny to:

- be a 'critical friend' in challenging The Cabinet and other authorities and agencies
- reflect the voice and concerns of local people and communities
- make an impact on service delivery.

Given the broad range of functions of the authority, the role of the sub-committees is paramount in ensuring effective decision making, appropriate scrutiny and acceptable monitoring of decision making processes.

The number of meetings and number of Members on each Committee varies as follows:

- Overview Management and Scrutiny Committee
  - 7 meetings per year
  - 12 Members, including the Chairs of subcommittees.
- Children and Young People Overview and Scrutiny Sub-Committee
  - 10 meetings per year (including 3 Ofsted meetings)
  - 12 Members, plus 6 co-optees (2 parent governors, 2 church representatives, and 2 teachers' union representatives)
- Environment and Regeneration Overview and Scrutiny Sub-Committee
  - 7 meetings per year
  - 12 Members
- Health, Care and Wellbeing Overview and Scrutiny Sub-Committee
  - 11 meetings per year
  - 12 Members
- Safer and Stronger Communities Overview and Scrutiny Sub-Committee
  - 7 meetings per year
  - 12 Members, plus 3 co-optees (tenant representatives, one from each of the three East Riding housing panels)

The structure and format of the Scrutiny function and scrutiny sub-committees has been carefully reviewed and monitored. Each sub-committee has a wide remit of major importance. It is therefore not considered practical to reduce the number of sub-committees nor to reduce the number of Members on each. Conversely, the grouping of service areas into these sub-committee headings is considered appropriate and reflective of corporate, local and national priorities.

	<p>Whilst there may be some overlap between members of different sub-committees, it is important to note that members of the Cabinet may not be members of the Scrutiny function. It is also useful to ensure no single Member holds too many scrutiny roles, hence a large reduction in the number of Members would be detrimental to the function.</p> <p>The Council also runs two Review Panels alongside the Scrutiny Committees. Review panels are in depth studies into particular areas of council policy or issues of local concern. They give councillors the opportunity to examine areas in detail and to produce detailed and informed recommendations.</p> <p>The scope of individual reviews is set by the Overview Management Committee and the panels meet in private. Membership of review panels is determined prior to the commencement of each review. Review panels consist of six members with a ratio of three Conservatives, two Liberal Democrat and one Independent Member.</p> <p>In addition to the Review Panels a number of Member Working Groups are also in operation within the Council. The Cabinet will establish such Working Groups as it considers appropriate to provide advice and assist in the discharge of functions. Currently there are two working groups operating a Boundary Review Working Group and Member Development Working Group, both of which are made up of one Member per political group.</p>				
<p><b>Statutory Function</b></p>	<p>This includes planning, licencing and any other regulatory responsibilities. Consider under each of the headings the extent to which decisions will be delegated to officers. How many members will be required to fulfil the statutory requirements of the council?</p>				
<p><b>Planning</b></p>	<table border="1"> <tr> <td data-bbox="379 1473 560 1841"> <p>Key lines of explanation</p> </td> <td data-bbox="560 1473 1399 1841"> <ul style="list-style-type: none"> <li>➤ <i>What proportion of planning applications will be determined by members?</i></li> <li>➤ <i>Has this changed in the last few years? And are further changes anticipated?</i></li> <li>➤ <i>Will there be area planning committees? Or a single council-wide committee?</i></li> <li>➤ <i>Will executive members serve on the planning committees?</i></li> <li>➤ <i>What will be the time commitment to the planning committee for members?</i></li> </ul> </td> </tr> <tr> <td data-bbox="379 1841 560 2031"> <p>Analysis</p> </td> <td data-bbox="560 1841 1399 2031"> <p>In 2023 to date 5% of planning applications were considered by Planning Committee and 95% were delegated to officers. The Constitution sets out the matters reserved for Planning Committee. Only Members who have received planning training may sit on</p> </td> </tr> </table>	<p>Key lines of explanation</p>	<ul style="list-style-type: none"> <li>➤ <i>What proportion of planning applications will be determined by members?</i></li> <li>➤ <i>Has this changed in the last few years? And are further changes anticipated?</i></li> <li>➤ <i>Will there be area planning committees? Or a single council-wide committee?</i></li> <li>➤ <i>Will executive members serve on the planning committees?</i></li> <li>➤ <i>What will be the time commitment to the planning committee for members?</i></li> </ul>	<p>Analysis</p>	<p>In 2023 to date 5% of planning applications were considered by Planning Committee and 95% were delegated to officers. The Constitution sets out the matters reserved for Planning Committee. Only Members who have received planning training may sit on</p>
<p>Key lines of explanation</p>	<ul style="list-style-type: none"> <li>➤ <i>What proportion of planning applications will be determined by members?</i></li> <li>➤ <i>Has this changed in the last few years? And are further changes anticipated?</i></li> <li>➤ <i>Will there be area planning committees? Or a single council-wide committee?</i></li> <li>➤ <i>Will executive members serve on the planning committees?</i></li> <li>➤ <i>What will be the time commitment to the planning committee for members?</i></li> </ul>				
<p>Analysis</p>	<p>In 2023 to date 5% of planning applications were considered by Planning Committee and 95% were delegated to officers. The Constitution sets out the matters reserved for Planning Committee. Only Members who have received planning training may sit on</p>				

		<p>the Committee, which meets every 4 weeks with 13 Members.</p> <p>Whilst other authorities have many more Members involved in planning functions, the Council recognise the value in having appropriately trained Members making decisions effectively. There remains a need to have sufficient numbers of Members involved in this function, and 13 is considered an appropriate number.</p> <p>The committee meets every four weeks, which requires time from the members to read the agenda and reports, along with any background papers or information that can be found on the planning portal, via the website. Additional meetings may be called to determine bigger applications. Members of the committee are invited to attend remote technical briefings which are held a few days prior to the committee. The session allows members to ask any technical questions of or request further information from officers to be provided, to assist the committee with the decision making at the committee.</p> <p>In addition, there are two Planning Sub-Committees (one for the Eastern and one for the Western parts of the area), each with 12 Members who must each have received appropriate training. These sub-committees meet every four weeks to consider planning applications relating to their area, and commenting upon them for the Planning Committee to consider. This process helps ensure local Member representation is embedded within the planning decision making process, whilst keeping the process manageable for all Members involved.</p>
<b>Licensing</b>	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> <li>➤ <i>How many licencing panels will the council have in the average year?</i></li> <li>➤ <i>And what will be the time commitment for members?</i></li> <li>➤ <i>Will there be standing licencing panels, or will they be ad-hoc?</i></li> <li>➤ <i>Will there be core members and regular attendees, or will different members serve on them?</i></li> </ul>
	Analysis	<p>The Licensing Committee consists of 9 members and meetings are scheduled three times a year. Their role is to deal with all of the Council's licensing and registration functions other than under the Licensing Act 2003, including the making of associated plans.</p> <p>The Licensing Act 2003 Committee has 10 Members and meets three times per year. They are supported by the Licensing Act 2003 Sub Committee – To hear and determine licensing applications, reviews of premises licenses and consider opposed temporary event notices.</p>

		Members of the Licensing Act 2003 committee are required to attend training before sitting on the committee and any sub-committees. Prior to committee and sub-committee meetings, members will have significant information to read and consider.
<b>Other Regulatory Bodies</b>	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> <li>➤ <i>What will they be, and how many members will they require?</i></li> <li>➤ <i>Explain the number and membership of your Regulatory Committees with respect to greater delegation to officers.</i></li> </ul>
	Analysis	<p>In addition to the above, the Council functions are supported by the following:</p> <ul style="list-style-type: none"> <li>• Pension Committee – advises the Council on arrangements for dealing with the East Riding Pension Fund. Meets six times per year with 10 Members.</li> <li>• Staff Terms and Conditions Committee – reviews staff terms and conditions. Meets as and when required, with 7 Members.</li> <li>• Standards Committee – guides the Council on the promotion of high standards of conduct for Members, including monitoring compliance and determining allegations. Meets four times per year with 6 Members plus 3 Independent members and 3 Parish council representatives.</li> <li>• Standards Committee Assessment Sub-committee - determines whether complaints about Councillors’ conduct should be investigated or other action taken. Meets as and when required with 3 Members, 1 Independent Member and 1 Parish council representative.</li> <li>• Standards Hearing Committee - determines complaints referred for investigation where it is recommended by the Monitoring Officer that a breach of the Code of Conduct has been established or where the Standards Committee considers that a potential breach of the Code of Conduct has been disclosed. Meets as and when required, with 3 Members, plus 1 Independent Member and 1 Parish council representative.</li> </ul>
<b>External Partnerships</b>		Service delivery has changed for councils over time, and many authorities now have a range of delivery partners to work with and hold to account.
	<i>Key lines of explanation</i>	➤ <i>Will council members serve on decision-making partnerships, sub-regional, regional or national bodies? In doing so, are they able to take</i>

	<p><i>decisions/make commitments on behalf of the council?</i></p> <ul style="list-style-type: none"> <li>➤ <i>How many councillors will be involved in this activity? And what is their expected workload? What proportion of this work is undertaken by portfolio holders?</i></li> <li>➤ <i>What other external bodies will members be involved in? And what is the anticipated workload?</i></li> </ul>
<p style="text-align: center;">Analysis</p>	<p>A number of councillors are appointed to external bodies at the Annual Council meeting. The external bodies range from national appointments such as the LGA, regional bodies and local and consultative groups and community organisations. These appointments vary in nature and workload, dependent on the Terms of Reference of the body they are appointed to. Some of the appointments are allocated to Cabinet members based on their portfolio responsibilities, and others being allocated to ward councillors where the body operates within their ward.</p> <p>The number and breadth of external appointments is large, reflecting the strategic role of the authority, the wide range of functions undertaken, and the large geographical reach of the council's area. The report to Annual Council in May 2023 outlines the list of outside bodies and numbers of Members of this Council appointed to each - <a href="https://downloads.eastriding.org.uk/corporate/committees/full-council/agendas/Full%20Council%20AGM%20Agenda%20-%202018%20May%202023.pdf">https://downloads.eastriding.org.uk/corporate/committees/full-council/agendas/Full%20Council%20AGM%20Agenda%20-%202018%20May%202023.pdf</a> (starting at page 22 of the PDF).</p> <p>It is considered that these external appointments are of great importance to the local community and support the way the authority is able to deliver its functions. They each provide key value to the people of East Riding, and careful thought has been given to the number of Members on each body and the frequency of meetings. The Council does not feel that reducing the number of Bodies on which we are represented would be appropriate. We also feel that a significant reduction in the number of Councillors would have a negative impact in the way we can represent the needs of local people.</p>

## Community Leadership

The Commission understands that there is no single approach to community leadership and that members represent, and provide leadership to, their communities in different ways. The Commission wants to know how members are required to provide effective community leadership and what support the council offers them in this role. For example, does the authority have a defined role and performance system for its elected members? And what support networks are available within the council to help members in their duties? The Commission also wants to see a consideration of **how the use of technology and social media by the council as a whole, and by councillors individually, will affect casework, community engagement and local democratic representation. Responses should demonstrate that alternative council sizes have been explored.**

Topic		Description
Community Leadership	Key lines of explanation	<ul style="list-style-type: none"> <li>➤ <i>In general terms how do councillors carry out their representational role with electors?</i></li> <li>➤ <i>Does the council have area committees and what are their powers?</i></li> <li>➤ <i>How do councillors seek to engage with their constituents? Do they hold surgeries, send newsletters, hold public meetings or maintain blogs?</i></li> <li>➤ <i>Are there any mechanisms in place that help councillors interact with young people, those not on the electoral register, and/or other minority groups and their representative bodies?</i></li> <li>➤ <i>Are councillors expected to attend community meetings, such as parish or resident’s association meetings? If so, what is their level of involvement and what roles do they play?</i></li> <li>➤ <i>Explain your approach to the Area Governance structure. Is your Area Governance a decision-making forum or an advisory board? What is their relationship with locally elected members and Community bodies such as Town and Parish Councils? Looking forward how could they be improved to enhance decision-making?</i></li> </ul>
	Analysis	<p>Councillors are actively involved within their Wards and most consider themselves to play a pro-active part in the communities they represent. The approach taken varies from councillor to councillor but all are involved in some or all of the following as part of their engagement with constituents:</p> <ul style="list-style-type: none"> <li>• Casework/Constituency matters</li> <li>• Town and Parish council meetings</li> <li>• Community/resident meetings</li> </ul> <p>Out of the 67 members 39 are “twin hatted” representing Town and Parish council in the area. It is</p>

		<p>important to note however that the East Riding is fully parished and although Ward Councillors may not be elected to parish councils they often attend in their capacity as Ward Councillor.</p> <p>Members use a variety of methods to communicate with constituents, including face-to-face meetings, email and telephone calls. Some hold local surgeries or undertake a ward walk in their community to meet with local people. Some issue newsletters and some are active on social media to engage with their communities.</p> <p>Due to the differences in roles and working patterns of Councillors it remains difficult to state how much time is required to carry out the role of a Councillor in the East Riding. This is a subject which the Councils Independent Remuneration Panel has previously considered. In early 2023 the Panel reviewed existing arrangements and made recommendations to Full Council in the same year, this included reviewing information from the National Census of Local Authority Councillors. The Panel concluded that the amount of time spent carrying out the role of a Councillor differed significantly and 60 hours a month remained a reasonable figure to help it calculate allowances. The Panel though were keen to stress the importance of the role Councillors play, as well as the fact their role had changed over the years with it becoming easier for residents to contact Councillors.</p>
<b>Casework</b>	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> <li>➤ <i>How do councillors deal with their casework? Do they pass it on to council officers? Or do they take a more in-depth approach to resolving issues?</i></li> <li>➤ <i>What support do members receive?</i></li> <li>➤ <i>How has technology influenced the way in which councillors work? And interact with their electorate?</i></li> <li>➤ <i>In what ways does the council promote service users' engagement/dispute resolution with service providers and managers rather than through councillors?</i></li> </ul>
	<b>Analysis</b>	<p>The council provides Members with dedicated Member Services Team comprising of 8 staff with a FTE of 6.8. The role of this team is to support Members on a daily basis, specifically with their interactions with Council departments and Committees. The staff carry out a range of functions that includes managing appointments, taking calls, minute taking and logging and chasing ward work. Members are encouraged to log the issues themselves online using the Council website, but for anything they are unsure about they can contact the</p>

		<p>Member Services team to log enquiries for them. Members also have the support of the wider Democratic Services Team on a number of matters, including Committee Services who provide advice on any committee related matters and arrange meetings which the Councillors are expected to attend. Civic Services are also on hand to support on Civic functions and play a key role when it comes to managing the Chairman's appointments.</p> <p>Due to Covid, technology became an integral part of allowing members to carry out their roles and it has continued to play an important role. Each member is provided with a council email address following their election and provided with a laptop and tablet to enable them to carry out council business on. All Committee meetings are face to face, however officer meetings, briefings and some working groups tend to be held either hybrid or virtual for members to attend.</p>
--	--	--

### Other Issues

Respondent may use this space to bring any other issues of relevance to the attention of the Commission.

### Attendance at meetings:

Since the May elections current meeting attendance is 82%. In the civic year 2022/23 it was also 82%

### Financial Considerations:

The total paid out in Members Allowances for 2022/23 was £ 1,304,222. This amount includes both the basic allowance and any special responsibility allowances.

### Local Government Nearest Neighbour Group Comparisons:

Key council size data has been compared for statistically similar councils based on the groupings given by CIPFA's Nearest Neighbour Model for English authorities. The average Elector / Member Ratio of our Nearest Neighbours is 3621:1.

The table below shows the breakdown at council level.

Area	Number of electors	No of Councillors	Ratio of members :electors=
Cornwall	431186	87	4956
East Riding of Yorkshire	270089	67	4031
Wiltshire	382740	98	3906
Cheshire East	310618	82	3788
Northumberland	251575	67	3755
Cheshire West and Chester	262603	70	3751
Dorset	297542	82	3629
Stockport	222842	63	3537
Central Bedfordshire	219869	63	3490
South Gloucestershire	211982	61	3475
Shropshire	250146	74	3380
North Somerset	165519	50	3310
Sefton	211916	66	3211
County Durham	390322	126	3098
North Lincolnshire	130633	43	3038
Isle of Wight	110695	39	2838
Areas mean	257517	71	3621

Source: ONS Dec 2022

In addition to the CIPFA neighbours' other local authorities which boarder the East Riding have also been included for comparison.

Area	Number of electors	No of Councillors	Ratio of members :electors=
North Yorkshire	478427	90	5316
East Riding of Yorkshire	270089	67	4031
Kingston upon Hull, City of	179514	57	3149
York	147199	47	3132
North Lincolnshire	130633	43	3038
North East Lincolnshire	116205	42	2767
Areas mean	220345	58	3821

Source: ONS Dec 2022

## Summary

In following this template respondents should have been able to provide the Commission with a robust and well-evidenced case for their proposed council size; one which gives a clear explanation as to the governance arrangements and number of councillors required to represent the authority in the future.

Use this space to summarise the proposals and indicate other options considered. Explain why these alternatives were not appropriate in terms of their ability to deliver effective Strategic Leadership, Accountability (Scrutiny, Regulation and Partnerships), and Community Leadership.

During the process of preparing the submission, a Member Working Group has met and considered the options for the future size of the Council. The following Council size options were considered:

### **Retain the current number of 67**

In 2024 the East Riding ratio of electors to each councillor is 4012 a decrease from the 2022 ONS data shown above. However, based on current population forecasts for 2031 the ratio of number of electors to each councillor would be 4236, which would be an increase of 224 electors per councillor on current numbers. This would result in an overall increase in the electorate of 5.59%. This appears to be in line with other authorities that have undergone recent reviews.

In terms of workloads for members, the current model of governance, with 67 members, has been well established for a number of years. It has proven to work well, whilst being reviewed to ensure that it remains effective. The change in electors in 2031 would not be deemed a significant increase and would not make East Riding significantly different to any of the comparator areas included in this submission. Retaining 67 members would mean members would continue to serve on the same number of committees that they currently do. Members would be able to continue to serve their residents effectively as they have since the creation of the East Riding.

### **Reduction in numbers**

Consideration was given to reducing the number of Councillors and although it could result in potential financial savings for the authority, it was felt that this could not be justified with the ongoing population growth, which is set to continue and therefore increasing the casework of the Councillors. In addition, the broad range of functions of the authority does not support a reduction in the number of Councillors, particularly given the current pressures such as an ageing population with the knock-on impact on adult social care, and the challenges faced in children's services and the need and desire to escalate digital transformation within the authority. The proposed Mayoral Combined Authority will also create new meetings which Councillors from the East Riding of Yorkshire Council will be expected to attend. Reducing the number of Councillors whilst increasing the number of meetings they need to attend would not be practical and would hamper decision making in the area.

As stated above. The current model of governance has been in place for a number of years and is well established. Reducing the number of Councillors could potentially mean that the governance and committee structures would need to be reviewed and amended and the Council does not see any justification for that. It would also increase the number of electors per Councillor when the East Riding already has a higher number of electors per councillor compared to other comparator areas included in this submission.

### **Increase in numbers**

Consideration was given to increasing the size of the Council, which was not felt to be necessary, despite the forecast growth in the population and therefore the electorate. A figure of up to 74 was investigated further, for which the ratio would be 3836 electors to each councillor in 2031. An increase in numbers would see additional budget pressures to fund an increase in allowances and additional support

required. It was also felt that any additional roles created by the Mayoral Combined Authority could be absorbed within the existing number of Councillors and if needed changes could be made to the existing Committee Structure without the need for any increase in Councillors.

**Recommendation:**

Taking into account all relevant data and analysis, East Riding of Yorkshire Council proposes that its number of councillors remains at 67 which currently allows it to operate effectively and represent the electorate in a fair, equitable and efficient way.