

LGA Proportionality for 2014-2015

Purpose of report

For decision.

Summary

This report sets out the proposed timetable for confirming changes to LGA proportionality, and agreeing the allocation of seats and distribution of chairs and vice-chairs, following the 2014 local government elections on 22 May.

Recommendation

That the LGA Leadership Board agree the proposed process and timetable set out in paragraphs 5 to 9 of the report.

Action

Officers and LGA Leadership Board to take forward the timetable as set out in the report.

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LGA Proportionality for 2014-2015

Background

1. The 2014 local government elections will take place on Thursday, 22 May (alongside elections to the European Parliament) in 161 English Councils:
 - 1.1 All 32 London Boroughs (all-out)
 - 1.2 All 36 Metropolitan Districts (by thirds);
 - 1.3 67 District Councils (by thirds);
 - 1.4 7 District Councils (by halves);
 - 1.5 19 Unitary Authorities (by thirds).
2. There are a total of 4,216 seats being contested in England.
3. The London Boroughs of Hackney, Lewisham, Newham and Tower Hamlets and Watford Borough Council will hold mayoral elections.
4. This report summarises the process and timetable for confirming changes to LGA proportionality for 2014-2015 and for agreeing the allocation of seats and distribution of chairs and vice-chairs. The timetable for this, including key General Assembly dates, is attached at **Appendix A** to this report.

Process and timetable

5. The LGA's estimated proportionality figures should be available **by Friday, 23 May or Tuesday, 27 May** (taking into account the Monday bank holiday) at the latest. The interim figures, showing the effect of the changes in proportionality on the distribution of seats amongst the LGA's political groups, will be e-mailed to Group Leaders and Heads of Group Offices as soon as they are available.
6. The definitive election results data, commissioned from the LGC Elections Centre at the University of Plymouth, should be available **on Wednesday, 28 May**. The University of Plymouth also prepare estimated LGA proportionality figures, which are checked against the LGA's own estimates. Any large variations will be shared with Group Leaders and Heads of Group Offices the same day. The final, definitive, political balance will be calculated by the LGA Analysis and Research team and will be available **on Thursday, 29 May**.
7. The Heads of Group Offices, Head of Corporate Governance and Member Services Manager will meet **on 28 May** to discuss the estimated figures and **again on 29 May** when the final calculations are available, to discuss:
 - 7.1 the allocation of seats amongst the groups based on the new governance

structures, agreed by the General Assembly at its meeting on 23 January 2014.

7.2 the distribution of chair and vice-chair places.

8. Following this meeting, the Heads of Group Offices will brief their respective leading members. A report setting out the distribution of places and the distribution of chair and vice-chair places will be brought to the LGA Leadership Board meeting on Wednesday, **11 June**. In the event of any difference of opinion on the implications of the figures group offices will arrange for Group Leaders to meet and discuss.
9. Nominations for LGA Office Holders must be made by the political groups to the Annual Meeting of the General Assembly on 8 July in Bournemouth. The Groups will also need to agree the distribution of chairs and vice-chairs between them and use their respective methods to populate the seats allocated to them.

This exercise should be completed by early August to enable sufficient time for Member Services to confirm all appointments in writing and invite new members to the LGA Councillors' Briefing Day on Thursday, 4 September 2014 in Local Government House.

Financial implications

10. There are no unbudgeted financial implications for the LGA.

Appendix A

**General Assembly, Political Balance and Appointments
to Member Structures 2014-2015**

Wednesday 12 February	Alert to Authorities giving preliminary notice of and timetable for the General Assembly Annual Meeting
Wednesday 19 March	Alert inviting Authorities to appoint their representatives to the General Assembly for 2013/14 and those attending the Annual Meeting by Thursday 29 May 2014 . Also advises deadline for receipt of motions Friday 25 April 2014
Wednesday 9 April	Proportionality report to LGA Leadership Board outlining process and timetable.
Friday 25 April	Member authorities' deadline for submitting motions to General Assembly (5pm)
Thursday 22 May	Local Elections in England and Elections to the European Parliament.
Friday 23 May/Tuesday 27 May	Estimated political balance figures from the LGA Research and Information team (dependent on speed of councils' declarations of results). Email to Group Leaders and HGOs.
Wednesday, 28 May	Definitive elections data available from LG Elections Centre, University of Plymouth. Meeting of HGOs and Head of Corporate Governance to discuss the estimated changed percentages and their implications for changes to the distribution of seats amongst the parties and the distribution of Chair and Vice-Chair places.
Thursday, 29 May	Final political balance calculation available from the LGA Research and Information team. HGOs brief Group Leaders
Wednesday 11 June 2.00pm	Report to LGA Leadership Board with formal proposals for places on boards and distribution of chair/vice-chair places
From 12 June to 1 August	Political Groups to use their respective methods to populate the seats allocated to them – to take effect from Monday 1 September 2014.
Thursday, 29 May	Deadline for Authorities to inform the Association of General Assembly representatives for 2014/15.

Thursday, 19 June to Friday, 20 June	Despatch of Agenda and papers for the Annual Meeting to General Assembly members
Tuesday 8 July	Political Groups to report their nominations for LGA Office Holders to General Assembly Annual Meeting
Friday 11 July	Member Services send appointment letters to the LGA Chairman, Vice-Chairmen and Deputy Chairmen.
July to 1 August	HGOs to inform Member Services of nominations to the following member structures: LGA Leadership Board LGA Executive Boards Fire Services Management Committee Local Government Leadership Local Partnerships Employer Bodies
From 1 August	Member Services send appointment letters to all members and invitations to Councillors' Briefing on Thursday, 4 September 2014.
Monday 1 September	2014/2015 meeting cycle commences.
Thursday, 4 September	LGA Councillors' Briefing (new and/or continuing members).