

## BCFE (09) 17<sup>th</sup> Meeting

Minutes of meeting held at 10.30 am on 25 November 2009,  
at Trevelyan House, Great Peter Street, London, SW1P  
2HW

Present:

Max Caller CBE (Chair)  
Joan Jones CBE  
Professor Colin Mellors  
Dr Peter Knight CBE DL  
Jane Earl

In attendance:

Archie Gall	Director
Gareth Nicholson	Media and Public Affairs Officer (Item 4)
Richard Buck	Review Manager
Sam Hartley	Review Manager
Alison Wildig	Review Manager
William Morrison	Review Officer (Items 7 and 9)
Kalim Anwer	Review Officer (Item 9)
Megan Bayford	Review Assistant

## **1. Declarations of interest**

Noted: that there were no declarations of interest.

## **2. Minutes of previous meeting**

Resolved: the following minutes of previous meeting were agreed:

- the minutes of BCFE (09) 16<sup>th</sup>

## **3. Cornwall final recommendations amendment confirmation – BCFE (09) 65**

Resolved: that the Committee accepted the amendments proposed in the paper.

## **4. Cheshire East revised draft recommendations – BCFE (09) 66**

Noted:

1. that the proposed amendments for Crewe were straight-forward and the proposals for Sandbach were more in line with the Town Council's and Liberal Democrat's proposals for the area.
2. that the proposed boundary between Sandbach Ettiley & Wheelock and Sandbach Heath & East should, subject to the effect on electoral equality, be tied to clearer ground detail using the small lane to the south of the proposed boundary rather than cutting across a field.
3. that issuing an erratum is a proportionate response to the error and that the significant amendments do not affect the whole of Cheshire East, but rather are confined to two discrete areas.
4. that there will follow a report to the Committee in March 2010 following an internal review of how the errors occurred and how the auditing process of Committee reports can be strengthened to mitigate the risk of such errors occurring in the future.

Resolved:

1. that the Committee would issue an erratum to the draft recommendations (both in the paper reports and electronically) and re-issue the mapping for Crewe and Sandbach.
2. that the Committee would write to Cheshire East Council and all respondents with an interest in the area informing them of the changes to the draft recommendations.
3. that the period of consultation on the draft recommendations would be extended by two weeks to 15 February 2010.
4. that the LGBCE's Audit Committee, when established, should have a role in monitoring the audit trailing process.

**5. Updated guidance on electoral reviews to reflect Royal Assent of LDEDC – BCFE (09) 68**

Noted: that it was potentially confusing to leave in references to the Electoral Commission.

Resolved: that a reference to the removal of the six-week period for consultation after final recommendations be inserted and amendments throughout the guidance to the Commission be removed.

**6. LGBCE Scheme of Transfer – BCFE (09) 67**

Noted: that the Scheme had progressed well and the Committee felt it was now heading in the right direction.

Resolved:

1. that the Committee approved the Scheme of Transfer and Memorandum of Understanding in principle.
2. that the Committee delegated authority to the Boundary Committee Project Board to give final sign-off of the Scheme.

**7. Transfer of BCFE out of EC – BCFE (09) 69**

Noted:

1. that a preferred provider of accommodation and back office services to the LGBCE had now been identified .

2. that a KPI for 100% accuracy of Orders may pose challenges, but to propose anything less could not be defended.

Resolved:

1. that the Corporate Governance Framework be reviewed and formally adopted at the Committee meeting in March.
2. that the LGBCE's Senior Lawyer, when appointed, should review the delegations and make recommendations for any changes.
3. that the Boundary Committee Project Board meeting minutes be circulated immediately after approval by the Board rather than in batches.

**8. Communications strategy & stakeholder engagement plan – BCFE (09) 70**

Resolved: this item was deferred until the next meeting.

**9. Report on evaluation of structural review process – BCFE (09) 71**

Noted: that it would be helpful to view the document that was produced after the last round of Local Government Reviews.

Resolved: that while a good idea in principle, it was too early to consider conducting an evaluation. The Committee will reconsider the potential for an evaluation exercise in late spring 2010. No evaluation would be carried out prior to General Election.

**10. Electoral review stakeholder survey analysis – BCFE (09) 72**

Noted: the contents of the paper were noted. Further clarification was sought on the level of knowledge statistics.

**11. Any other business**

Noted:

1. that the Chair will be out of the country from 8 December, but will provide 2-3 times during his absence when he will be contactable.
2. that the Chair will discuss the Order-laying during his meeting with Rosie Winterton.

**November 2009**