

CHAPTER 1: THE BRITISH CONSTITUTION AND MONARCHY

TABLE 1A MAIN ENTITLEMENTS LISTED IN BILL OF RIGHTS 1689

Freedom for all 'Englishmen'	Sanctions for Roman Catholics
Freedom from royal interference with the law—sovereigns forbidden from establishing their own courts, or acting as judge themselves	Ban on Catholics succeeding to English throne—reflecting the supposed fact that <i>'it hath been found by experience that it is inconsistent with the safety and welfare of this protestant kingdom to be governed by a papist prince'</i>
Freedom from being taxed without Parliament's agreement	Obligation on newly crowned sovereigns to swear oaths of allegiance to Church of England
Freedom to petition reigning monarch	
Freedom <i>for Protestants only</i> to possess 'arms for defence'	Bar on carrying weapons
Freedom from drafting into peacetime army without Parliament's consent	
Freedom to elect MPs without sovereign's interference	
Freedom from cruel and unusual punishments and excessive bail	
Freedom from fines and forfeitures without trial	

TABLE 1B RULES GOVERNING MONARCHICAL SUCCESSION IN THE ACT OF SETTLEMENT 1701

	Details
Protestants only	The Crown should pass to Protestant descendants of Electress Sophie of Hanover (first cousin once removed of Queen Anne, who inherited throne after deaths of Mary and William)
No marriages to Catholics	Monarchs <i>'shall join in communion'</i> with Church of England and not marry Roman Catholics
England for the English	If anyone not native to England inherits throne, the country will not wage war for <i>'any dominions or territories which do not belong to the Crown of England without the consent of Parliament'</i>
Loyalty from the Crown	No monarch may leave 'British Isles' without Parliament's consent (repealed by George I in 1716)
Openness before Parliament	All government matters within Privy Council's jurisdiction (see p. 20) should be transacted there and all such resolutions must be signed, so Parliament knows who has agreed them
Constitutional privileges for the English only	No foreigner, even if naturalized (unless born of English parents), shall be allowed to be a privy councillor or member of either House of Parliament, or hold <i>'any office or place of trust, either civil or military, or to have any grant of lands, tenements or hereditaments from the Crown, to himself or to any other or others in trust for him'</i> (repealed by later citizenship laws)

Ban on election for Crown servants	No person working for the monarch or receiving a Crown pension may be an MP—to avoid ‘unwelcome’ royal interference in Parliament’s work
Judiciary answerable to Parliament	Judges’ commissions valid <i>quamdiu se bene gesserint</i> (during good behaviour) and can be removed only by both Houses
Parliament has ultimate sanction	No royal pardon (see p. 21) can save a person from impeachment by the Commons

TABLE 1C ARTICLES OF THE EUROPEAN CONVENTION ON HUMAN RIGHTS (ECHR)

Article	Right or freedom enshrined
1	Obligation to respect human rights
2	Life
3	Protection from torture and inhuman or degrading treatment
4	Protection from slavery and forced or compulsory labour
5	Right to liberty and security of person
6	Right to a fair trial
7	Protection from retrospective criminalization of acts or omissions
8	Protection of private and family life
9	Freedom of thought, conscience, and religion
10	Freedom of expression
11	Freedom of association and assembly
12	Right to marry and found a family
13	Freedom from discrimination
14	Prohibition of discrimination
15	Derogations
16	Exemption for political activities of aliens
17	Prohibition of abuse of rights
18	Limitations on permitted restrictions of rights

1D SEMINAL BRITISH CONSTITUTIONAL TREATISES

Treatise	Author	Significance
<i>A Practical Treatise on the Law, Privileges, Proceedings and Usage of Parliament (Parliamentary Practice)</i>	Erskine May (1844)	Sir Thomas Erskine May (1815–86), first Baron Farnborough and distinguished parliamentary officer, became Chief Librarian of House of Commons Library and Clerk to the Commons. His most famous work remains his seminal examination of Parliament’s role, rights, and responsibilities.
<i>The English Constitution</i>	Walter Bagehot (1867)	A maths graduate from University College London, Bagehot (1826–77) was called to the Bar, but rejected it for a career in banking and shipping. He later edited <i>The Economist</i> (last column of which

		still bears his name in tribute), before writing his most esteemed work: a rumination on relationship between Parliament and monarchy and the contrast between the UK and US constitutions.
<i>An Introduction to the Study of the Law of the Constitution</i>	A. V. Dicey (1885)	Albert Venn Dicey (1835–1922) was an accomplished scholar, appointed to Vinerian Chair of English Law at University of Oxford in 1882, later becoming professor of law at London School of Economics. Of all great constitutional treatises, Dicey’s is considered the most authoritative and far-reaching. Its central thesis was that ‘freedom’ of British subjects was under attack by increasingly aggressive rule of law. He saw impartiality of courts (which he believed essential to preserving this freedom) as even then under attack from governments intent on limiting fundamental civil liberties.

1E TIMELINE FOR THE INCORPORATION OF WALES INTO THE UK AND ITS DEVOLUTION

Date	Event
Fifth century	Departure of Romans and rise of Anglo-Saxon hegemony over much of Britain, despite attempts by several Welsh kingdoms—including Gwynedd, Powys, Dyfed, and Gwent—to unite to defy latest invasion
Late thirteenth century	Norman Conquest finally reaches south Wales
1093	All of Wales finally subsumed under English rule
1707	Acts of Union passed, fusing England, Scotland, and Wales into single ‘United Kingdom of Great Britain’
1536 and 1543	Two Acts of Parliament formally incorporate Wales into a new Realm of England. Although English is new official language, Wales continues to exert its distinctive Celtic heritage—leading to the bilingualism of modern times
1925	Welsh Nationalist Party, Plaid Cymru, formed, with its first MPs elected to Parliament in 1960s
July 1997	White Paper entitled ‘A Voice for Wales’ outlines proposals for Welsh devolution
18 September 1997	Referendum attracts low turnout of around 50%, but 50.3% approve devolution
1998	Government of Wales Act passed to lay out framework
1999	National Assembly for Wales (Transfer of Functions) Order introduced, providing a legal and constitutional framework
6 May 1999	First election for National Assembly for Wales
12 May 1999	National Assembly for Wales meets for first time
1 March 2006	Queen officially opens new, purpose-built £67 million Welsh Assembly building in Cardiff
November 2012 and March 2014	Publication—in two parts—of the report of the Commission on Devolution in Wales (the Silk Commission), recommending devolved tax powers, including ability to vary income tax, and devolution of policing, regulatory transport policy

	and youth justice
March 2014	Wales Act passes into law most of main recommendations of Silk Commission

1F TIMELINE FOR THE INCORPORATION OF SCOTLAND INTO THE UK AND ITS DEVOLUTION

Date	Event
Fifth century	Romans leave Britain, having failed to conquer Scotland fully
Ninth century	Individual Scottish kingdoms unite under single Celtic monarchy, which rules for several hundred years
1296	Edward I tries to impose English rule; William Wallace leads Scots revolt
1328	Edward III forced to recognize Robert Bruce as Robert I of Scotland—first king of the House of Stuart, which went on initially to establish strong links with France, rather than England
1567	English force Mary, Queen of Scots, to abdicate and hand throne to her infant son, James VI (later James I of England); Presbyterian Church usurps Catholicism to become established church of Scotland
1603	James VI succeeds childless Elizabeth I to English throne
1707	Acts of Union passed; Scotland subsequently dissolves its Parliament and sends its MPs to Westminster
1973	Royal Commission on Constitution recommends devolution to Edward Heath’s Conservatives
1978	Re-elected Labour government passes Scotland Act, allowing referendum on Scottish self-government: 40% of Scottish electorate must vote for devolution for it to be granted
March 1979	Devolution put on hold because, although 52% of those who voted supported it, this was equivalent to only 32% of total electorate
July 1997	Newly re-elected Labour government publishes Scotland’s Parliament White Paper advocating devolution
11 September 1997	New referendum attracts 60% turnout, with 74% of voters backing devolution and 64% voting ‘Yes’ to second question, backing Scottish Parliament’s having tax-varying powers
1998	Government of Scotland Act passed, conferring devolution
12 May 1999	Queen opens new Scottish Parliament after its remit confirmed by consultative steering group
7 September 2004	Grand opening of £420 million purpose-built Scottish Parliament at Holyrood, by foot of Edinburgh’s Royal Mile
18 September 2014	Scottish electorate votes in referendum to remain in UK and Alex Salmond resigns as First Minister and leader of the Scottish National Party (SNP)
27 November 2014	Publication of the report of the Smith Commission, recommending further devolution for Scotland
23 March 2016	Passage of the Scotland Act, conferring new powers recommended by Smith Commission—including control of key areas of social security, the ability to set income tax rates, and control over areas including rail franchising and other areas

1G Timeline for the incorporation of Northern Ireland into the UK

Date	Event
1171	Henry II invades Ireland, proclaiming himself overlord of five extant Irish provinces (each governed by 300-year-old clans)
Sixteenth and seventeenth centuries	Catholics flee Ireland, leaving land around Ulster to Protestant Scottish and English migrants
1692	Protestants assume control of Ireland, spurred on by the victory of William of Orange (the first of the ‘Orangemen’) over deposed James II at the Battle of the Boyne a year earlier
Eighteenth century	Growing pressure for greater self-determination from England by controlling Protestant Irish minority
1886, 1893, and 1912–14	Successive Home Rule Bills introduced, unsuccessfully, to give Ireland limited self-government
1916	Ireland declared a republic at Dublin’s General Post Office after the Easter Rising by Irish Volunteer rebels (forerunners of the IRA); they surrender five days later
1918	Sinn Féin (meaning ‘Ourselves Alone’), the IRA’s political wing, wins 73 Irish seats at the general election—more than twice as many as the Unionist parties combined
1920	The IRA effectively rules large areas of Ireland as the country slips into civil disobedience; Parliament passes the Government Act of Ireland, which sets up two Home Rule parliaments: one in Belfast, covering six of Ulster’s nine counties; the other in Dublin, covering the remaining 23 (the ‘Republic of Ireland’)
December 1921	Anglo-Irish Treaty passed, formalizing Northern Ireland’s status as a sectarian society
1949	Republic names itself ‘Eire’ and withdraws from the Commonwealth

1H TIMELINE FOR THE INTRODUCTION OF DEVOLUTION IN NORTHERN IRELAND

Date	Event
1968	Dawn of ‘The Troubles’—paramilitary struggle between Protestants and Catholics
1972	Most notorious explosion of violence in Troubles history—‘Bloody Sunday’—occurs in Derry/Londonderry, culminating at Catholic ghetto the Bogside
1972	Northern Ireland constitution, prime minister, and Parliament suspended for year owing to escalating violence
November 1985	Anglo-Irish Agreement (‘Hillsborough Agreement’) signed by Britain and Ireland, recognizing that constitutional change can occur only with agreement of population through referendum
December 1993	UK Prime Minister John Major and Irish Taoiseach Albert Reynolds issue Joint Declaration from 10 Downing Street (‘The Downing Street Declaration’), stipulating that future participation in discussions about government of Northern Ireland should be restricted to parties committed to ‘exclusively peaceful means’
August 1994	IRA announces ‘complete cessation of military operations’; Combined Loyalist Military Command confirms own ceasefire
February 1995	British and Irish governments launch proposals for new democratic institutions

February 1996	Docklands bomb ends IRA ceasefire
June 1996	Former US Senator George Mitchell convenes Northern Ireland Forum, outlining six 'Mitchell Principles' for peace process; Sinn Féin excluded until IRA formally readopts ceasefire; two further IRA blasts follow, in Manchester and County Antrim
July 1997	Sinn Féin president, Gerry Adams, and vice-president, Martin McGuinness, elected Westminster MPs, and IRA resumes its ceasefire; International Commission on Decommissioning set up under Canadian General, John de Chastelain, to oversee process
September 1997	Sinn Féin signs up to Mitchell Principles and multiparty talks start at Stormont; after switching to Lancaster House, London, deadline of 9 April 1998 set for agreement
10 April 1998	'Good Friday Agreement' (Belfast Agreement) enables dual referendums on devolution in Northern and Southern Ireland; constitutionally, way is paved by Northern Ireland (Elections) Act 1998 and Nineteenth Amendment to Irish Constitution (renouncing Eire's claim on the north)
22 May 1998	Referendum of all Ireland produces 94% backing for devolution in Eire and 71% 'Yes' vote in Northern Ireland
25 June 1998	First elections for Northern Ireland Assembly
1 July 1998	New Assembly meets for first time, with Lord Alderdice as Presiding Officer and David Trimble, Ulster Unionist Party leader, First Minister Designate; at least three nationalists and three designated unionists to be included in government under devolution deal known as 'd'Hondt procedure' (after Belgian Victor d'Hondt); each party allocated seats on 'largest average' basis relating to number of votes it receives
15 August 1998	Twenty-nine people die in Omagh bomb planted by 'Real IRA' splinter group
1 December 1999	Direct rule of Northern Ireland from Westminster ends with Queen's signing of Northern Ireland Act 1998
2 December 1999	Anglo-Irish Agreement replaced by British-Irish Agreement, formally creating North-South Ministerial Council and British-Irish Ministerial Council envisaged in Good Friday Agreement; on same day, Irish Parliament replaces Arts 2 and 3 of Irish Constitution—formally abandoning Eire's historic claim to Northern Ireland
11 February 2000	Assembly suspended owing to disagreement about pace of weapons decommissioning; prolonged period of intermittent direct rule resumes
March 2007	After third set of elections in Northern Ireland and power-sharing talks, agreement finally struck to restore devolution
April 2007	Loyalist Volunteer Force follows IRA's declaration of 'final cessation of hostilities' in August 2005 by announcing its end
May 2007	Power-sharing resumes in Assembly

CHAPTER 2: PARLIAMENTARY DEMOCRACY IN THE UK

2A THE COMPOSITION OF THE HOUSE OF LORDS (AT MAY 2019)

Party	Life peers	Hereditary (elected) by party	Bishops	Total
Conservative	199	48	0	247
Labour	181	4	0	185
Liberal Democrat	91	4	0	95
Crossbench	152	32	0	184
Bishops	0	0	26	26
Other	42	3	0	45
Total	665	91	26	782

2B 'NOLAN'S SEVEN PRINCIPLES OF PUBLIC LIFE'

Principle	Meaning
Selflessness	Duty to act solely in terms of public interest (i.e. not for financial gain for himself/herself, his/her family, or friends)
Integrity	Duty not to sustain any financial obligation to outside individuals or organizations that might seek to influence him/her in performance of his/her duties
Objectivity	Principle that appointment to his/her position be based purely on merit
Accountability	Duty to be accountable for his/her actions to public and to submit him/herself to 'whatever scrutiny is appropriate' to his/her office
Openness	Duty to be open about his/her actions and decisions in office
Honesty	Duty to declare any private interests relating to his/her public duties and to take steps to resolve any conflicts of interest
Leadership	Duty to promote all principles by leadership and example

2C ANNUAL HOUSE OF COMMONS TIMETABLE

Date	Event
May (one week over spring bank holiday)	Whit recess
May/June	State Opening of Parliament and Queen's Speech
July–September (two months)	Summer recess
September/October (three weeks)	Party conference season
October/November	Prorogation
December–January (for four weeks)	Christmas recess
February (one week)	Half-term recess
March/April (two weeks)	Easter recess

2D WEEKLY HOUSE OF COMMONS TIMETABLE

Day	Time of sitting
Monday	2.30–10.30 p.m.
Tuesday	2.30–10.30 p.m.
Wednesday	11.30 a.m.–7.30 p.m.
Thursday	10.30 a.m.–6.30 p.m.
Friday (thirteen days a year for private members' business, including private members' Bills)	9.30 a.m.–3.00 p.m.

2E DEVICES USED TO SPEED UP DEBATE IN THE COMMONS

Device	Definition
Allocation of time motion (the 'guillotine')	Used by Leader of House to restrict time that can be taken by specific stages of Bill (i.e. to set deadline). First used in 1887 to push through Criminal Law Amendment (Ireland) Bill following debate lasting thirty-five days (including all-night sittings), largely because of obstruction by Irish MPs. Six years earlier, Commons had sustained its single longest ever sitting: debate over Protection of Person and Property (Ireland) Bill 1881, lasting forty-one hours and thirty-one minutes. Guillotine used in June 1997 to force through Referendums (Scotland and Wales) Bill, when opponents had tabled 250 amendments.
A motion of closure	Requires petition of 100-plus MPs to be submitted to Speaker calling for vote to be taken swiftly.
The 'kangaroo'	Speaker chooses to combine, in one vote, number of virtually identical motions or amendments tabled by different MPs.
Programme orders	Relatively new device, replacing guillotine in many cases, that allows Leader of House to set fixed number of sittings for Bill's passage or fixed date for its completion. Programme orders may be moved after second reading stage.

2F THE DOCUMENTS REQUIRED TO ACCOMPANY DIFFERENT TYPES OF SCOTTISH BILL

Stage	Process
Stage one	Examination of Bill's general principles, normally handled by <i>lead committee</i> (i.e. committee specializing in relevant subject).
Stage two	Detailed line-by-line examination of Bill, either by lead committee, another committee, or whole Parliament. Amendments made and debated.
Stage three	Final consideration of Bill by full Parliament. Amendments made and debated, and Parliament decides whether to pass. More than quarter of all MSPs must vote on issue either way for it to pass.
Final stage	Parliament decides whether to approve Bill when referred back to meeting of full House. It is then automatically submitted by presiding officer for royal assent (there is no Lords stage).

CHAPTER 3: PRIME MINISTER, CABINET, AND GOVERNMENT

3A TYPES OF MEDIA BRIEFING USED BY MINISTERS AND SPECIAL ADVISERS

Name	Definition
Kite-flying	The government practice of releasing details of potential policy initiatives through media to gauge public's reaction before committing itself to them. Ideas mooted in this way have included extending the right to vote to 16-year-olds, banning teenagers from wearing 'hoodies' (hooded tops), and allowing the police to march those guilty of antisocial behaviour to cash points to pay on-the-spot fines. No such policies have yet been implemented.
Leak	Associated with the release of confidential and/or advance information of a controversial nature, often by someone 'in the know' who is unhappy about what is happening behind

	the scenes. A famous leak included that by civil servant Clive Ponting of details of the sinking of the Argentinian warship the <i>General Belgrano</i> during the Falklands War. More recently, there have been accusations of complicity by ministers in releasing potentially controversial information prematurely, in the hope that a gradual ‘drip, drip’ of information will lessen the impact of a later announcement. The Hutton Report into the circumstances leading to the apparent suicide of government scientist Dr David Kelly was leaked to <i>The Sun</i> the night before its publication—purportedly by a government source.
Rebuttal	The practice of issuing swift denials to criticisms, accusations, and announcements made by political foes (e.g. rebutting claims of wartime casualties by the enemy). Occasionally these pre-empt the claims they are meant to be ‘rebutting’, in an effort by the rebutter to neutralize their impact by ‘getting in first’.
Trail	Similar to kite-flying, these are frequently offered to Sunday newspapers. Because they are published only once a week and there is generally less diary-based news (e.g. court hearings, parliamentary proceedings) around when they go to press than is the case for dailies, the Sundays rely more on exclusive stories. The more certain they are that they have an exclusive, the more likely they are to ‘run it big’. Government press officers and special advisers are usually keen to offer such ‘scoops’ to Sundays with which they have good working relationships, because a large spread in a paper aimed at their target audience on a day of the week when more people read papers than at any other time will generate significant publicity. Government spin doctors and press officers release information in this way using a schedule known as ‘the Grid’. This maps out, for their own reference, a putative timetable of when policy announcements, Cabinet and Commons debates, publication of reports, etc., are due, so press officers can release ‘sneak preview’ information strategically to ensure the maximum—or minimum—publicity.

3B THE COMPOSITION OF THE UK CABINET (AT MAY 2019)

For the most up to date information on the cabinet composition, visit:

<https://www.gov.uk/government/ministers>

Title	Name
Prime Minister/First Lord of the Treasury/Minister for the Civil Service	Theresa May
First Secretary of State and Chancellor of the Exchequer	Philip Hammond
Secretary of State for Foreign and Commonwealth Affairs (Foreign Secretary)	Jeremy Hunt
Secretary of State for Exiting the European Union	Stephen Barclay
Secretary of State for International Trade	Liam Fox
Secretary of State for Justice/Lord Chancellor	David Gauke
Secretary of State for the Home Department (Home Secretary)	Sajid Javid
Secretary of State for Defence, and Minister for Women and Equalities	Penny Mordunt
Secretary of State for Health and Social Care	Matt Hancock
Secretary of State for Business, Energy, and Industrial Strategy	Greg Clark
Secretary of State for the Environment, Food, and Rural Affairs	Michael Gove
Secretary of State for International Development	Rory Stewart
Secretary of State for Work and Pensions	Amber Rudd
Secretary of State for Transport	Chris Grayling
Secretary of State for Housing, Communities and Local Government	James Brokenshire
Secretary of State for Education	Damian Hinds
Secretary of State for Northern Ireland	Karen Bradley
Secretary of State for Wales	Alun Cairns

Secretary of State for Scotland	David Mundell
Conservative Party Chairman and Chancellor of the Duchy of Lancaster	Patrick McLoughlin
Secretary of State for Culture, Media, and Sport	Jeremy Wright
Leader of the House of Lords	Baroness Evans
Leader of the House of Commons	Andrea Leadsom
Chief Secretary to the Treasury	Elizabeth Truss
Parliamentary Secretary to the Treasury (Chief Whip)	Julian Smith
Attorney General	Geoffrey Cox
Minister for the Cabinet Office and Chancellor of the Dutch of Lancaster	David Lidington
Minister without Portfolio	Brandon Lewis
Minister of State for Energy and Clean Growth	Claire Perry
Minister of State for Immigration	Caroline Nokes

3C TYPES OF CABINET COMMITTEE

Name	Role and composition
Standing committees	These permanent committees focus on broad-ranging policy areas (e.g. transport or health), in an effort to encourage coordinated policymaking and avoid duplication. They tend to be composed of the most relevant senior departmental ministers—e.g. a health standing committee might involve the Health Secretary, Work and Pensions Secretary, and, say, the Education Secretary.
Ad hoc committees	Like parliamentary ad hoc committees, these are formed to look at temporary issues and disbanded when they are resolved.
Ministerial committees	Formed to consider the work of specific government departments. Despite their title, they are made up solely of civil servants.

3D LEVELS OF POLITICAL IMPARTIALITY IN THE CIVIL SERVICE

Level	Degree of neutrality	Definition
'Industrial' and 'non-office' grades	Politically free	Low-level clerks and non-office civil servants are allowed to engage freely in political activity, standing as MPs, members of the European Parliament (MEPs), or councillors. But once their nomination papers are formally submitted to the returning officer (see p. 135), they must resign.
Intermediate grades	Case-by-case consideration	Medium-level civil servants may apply to their managers for permission to engage in political activity at national or local level.
Senior ranks, including ' mandarins'	Politically restricted	Forbidden from taking part in national political activities. Should they choose to stand as prospective MPs or MEPs, they must resign as soon as adopted as candidates—irrespective of their eventual

success.

CHAPTER 4: THE ELECTORAL SYSTEM

4A ACTS OF PARLIAMENT THAT EXTENDED THE UK FRANCHISE

Year	Act	Effect
1432	Electors of Knights of the Shire Act	Voting rights restricted to men living in county areas. All men owning freehold property or land worth 40 shillings in a county could vote in that county.
1832	Representation of the People Act ('Great Reform Act')	Huge extension of franchise—by 50–80 per cent, with one in five men (653,000) now allowed to vote—but women excluded. In counties, vote given to all owners of land worth £10 or more in 'copyhold' (a medieval form of title deed), all owners of land worth £10 on long-term lease (60 years or more), and holders of land on medium-term lease (20–60 years) worth £50. In boroughs, all men with property worth £10 gained vote, except in 'freeman boroughs', where rights went only to those with 'freedom of the borough'.
1867	Representation of the People Act ('Second Reform Act')	All male urban householders given vote, along with all male lodgers paying £10 or more a year for unfurnished rooms. Electorate nearly doubled, with extra 1.5 million men added.
1884	Representation of the People Act	Electorate increased to 5.5 million through extension of voting rights given to boroughs in 1867 to countryside. All men owning or renting property worth £10 now had vote.
1918	Representation of the People Act	Franchise extended to all men over 21 and women over 30. Voting still subject to minimum property qualifications, but less strict than previously. Electorate tripled from 7.7 million to 21.4 million.
1928	Representation of the People Act	Universal suffrage extended to all adults over 21.
1969	Representation of the People Act	Voting age lowered to 18 universally.

4B DISTRIBUTION OF SEATS IN THE HOUSE OF COMMONS FOLLOWING THE MAY 2017 ELECTION

This table gives the number of seats won by political parties at the 2017 general election, and considers parties receiving over 80,000 votes. For details of by-elections that have happened since that time, visit the Parliament website:

<https://www.parliament.uk/mps-lords-and-offices/mps/current-state-of-the-parties/>

Party	Seats	Gains	Losses	Net gain/loss	Votes (%)	Votes	Share (%)
Conservative	317	20	33	-13	42.34	13,636,684	+5.5
Labour	262	36	6	+30	39.99	12,877,918	+9.5

Liberal Democrat	12	8	4	+4	7.37	2,371,861	-0.5
UK Independence Party	0	0	1	-1	1.84	594,068	-10.8
Scottish National Party	35	0	21	-21	3.04	977,568	-1.7
Green	1	0	0	0	1.63	525,665	-2.1
Democratic Unionist Party	10	2	0	+2	0.26	292,316	+0.3
Plaid Cymru	4	1	0	+1	0.51	165,394	-0.1
Sinn Féin	7	4	0	+4	0.74	238,915	+0.1
Ulster Unionist Party	0	0	2	-2	0.26	83,280	-0.1
Social Democratic and Labour Party	0	0	3	-3	0.3	95,419	0.0

CHAPTER 5 POLITICAL PARTIES, PARTY FUNDING, AND LOBBYING

5A THE MAIN COMPONENTS OF CENTRAL CONSERVATIVE PARTY ORGANIZATION

Body	Role and composition
Conservative Party Board	Ultimate decision-making body, comprising 18 members, including chairman of Conservative Party and deputy chairman. Tories' equivalent of National Executive Committee (NEC) of the Labour Party.
Conservative Campaign Headquarters	Main fund-raising, campaigning, and recruitment body, which coordinates its electioneering and marketing. Headed by Party Chairman.
Constitutional college	Body comprising representatives from all levels of party, including constituency associations and rank-and-file members, with say in questions of reform and long-term policy strategy. Incorporates National Conservative Convention—made up of MPs, MEPs, and senior party activists.
Constituency associations	Grass-roots member organizations, originally only loosely affiliated to the party, but now formally incorporated. Now permitted to play significant role in selecting prospective candidates for Parliament, <i>European Parliament</i> , and elections for devolved assemblies.

5B MEMBER ORGANIZATIONS OF THE LABOUR PARTY

Body	Role and composition	Notes
National Executive Committee of the Labour Party (NEC)	Labour's 'ruling' (NEC is meant to represent all wings at national policymaking level, taking delegates from all affiliated groupings (see Table 5.3). Traditionally acts as counterweight to leadership, although its influence declined	Mr Blair's neutering of NEC followed his predecessors' run-ins over policy changes, such as party's abandonment of opposition to Britain's nuclear weapons, and repeated election

	<p>under Mr Blair, who formed the NPF. As of 2015, NEC had 31 members—not counting its two ex officio ones: party leader (Mr Corbyn) and deputy leader (Tom Watson). These included stalwart backbencher Dennis Skinner, and ex-London Mayor Ken Livingstone – though he had been suspended pending an independent inquiry into allegations of antisemitism within the party. It also enforces party discipline: in 2003, its ‘constitutional committee’ expelled then Labour MP George Galloway for bringing party into disrepute in speeches condemning Mr Blair’s actions in Iraq.</p>	<p>to its membership of vocal leadership critics, including late left-winger Tony Benn.</p>
National Policy Forum (NPF)	<p>Formed by Mr Blair in 1997, this draws 184 members from all levels of the party. Meets two or three weekends a year to analyse proposal documents generated by six policy commissions, members of which include representatives of leadership, NEC, and NPF. Recommendations pass to conference for ratification.</p>	<p>Introduced officially as means of widening party democracy in Labour’s ranks, but often perceived as leadership’s instrument for quelling dissent.</p>
Labour Party Conference	<p>Unlike Conservative conference, traditionally a decision-making body rather than even. Presided over by Labour general-secretary.</p>	<p>Theoretically, conference still has final say on major policy/constitutional changes. Since 1997, leadership has made clear its willingness to overrule conference decisions. Mr Blair reduced weight of conference vote by affiliated organizations from 80 to 50 per cent (four-fifths still wielded by unions).</p>

5C ROLE OF ELECTORAL COMMISSION IN RELATION TO DONATIONS AND LOANS

Role	Process
Registers donations and loans	Established a statutory register of donations, requiring all political parties and affiliated organizations to declare donations, loans, or benefits in kind of more than £1,000 made to constituencies or local party offices in a single year, and donations or loans of £5,000-plus paid to central offices. Parties must detail them in quarterly reports.
Defines ‘permissible donors’	Clamps down on anonymous donors. Anyone donating more than £200

	to a party is named on register and such donations are only accepted from ‘permissible donors’—individuals on the UK electoral register or organizations registered in the EU and carrying out business in the UK. ‘Donations in kind’ (e.g. office space, printing of campaign literature) are treated as donations.
Limits spending	Monitors compliance with spending controls during election campaigns (see Chapter 4).
Refers abuses to Crown Prosecution Service (CPS)	There are now three levels of offence relating to false or late declarations: <ol style="list-style-type: none"> 1. failure to submit a return in time—a civil offence by the party and a criminal offence by the treasurer; 2. submitting a return that fails to comply with the Act—a criminal offence by the treasurer; 3. making false declarations on a return—a criminal offence by the treasurer.

CHAPTER 6: THE NATIONAL HEALTH SERVICE

6A THE COMPLAINTS PROCESS TO THE HEALTH SERVICE COMMISSIONER (HEALTH SERVICE OMBUDSMAN)

Stage	Process
Stage 1 (Local resolution)	The complainant and the ‘complaints manager’ (an official appointed by the trust, GP, or other respondent) try to resolve the dispute between them at local level.
Stage 2 (Ombudsman intervention)	If the complainant is unhappy with the response or a resolution is not met, s/he can refer the matter to the Parliamentary and Health Service Ombudsman.

CHAPTER 7: THE TREASURY, INDUSTRY, AND THE UTILITIES

7A TYPES AND RATES OF UK DIRECT TAXATION

Tax	How administered	Rates (2019-20)	Notes
Income	Pay-as-you-earn (PAYE) contributions deducted from workers’ gross salaries by employers, or retrospective ‘self-assessment’ payments to HM Revenue and Customs (HMRC) by self-employed.	Personal allowance for those aged under 65: £12,500 as of 2019–20. Personal allowance cut for those earning £100,000 or more by £1 for every £2 adjusted net income is above that level, so no personal allowance for those earning	‘Personal allowance’ (the amount a person can earn before paying tax) has risen incrementally each year since 2010, with all those earning less than £10,000 a year taken out of tax altogether (a Lib Dem manifesto pledge) by 2014–

		<p>£125,000 or over.</p> <p>Basic rate for those earning up to £37,500 above the personal allowance— or £50,000: 20% (20p in £1)</p> <p>Higher rate for those earning over £50,001: 40% (40p in £1)</p> <p>Additional rate for those earning £150,000 or more: 45% (45p in £1).</p>	<p>15 and further annual rises following since, with aim of hitting £12,500 by 2020 election.</p> <p>Additional age-related allowances for those aged 65–74 and 75 and over scrapped in April 2016. Level at which 40% higher rate kicks in has been lowered incrementally and had reached £31,866 by 2014–15, but is now rising again under the Tories.</p> <p>Additional rate lowered from 50% (50p in £1) in April 2013. Scottish Rate of Income Tax introduced in April 2016 with five tax bands.</p>
Corporation	Paid by companies on their profits—an ‘income tax for companies’	Rate: 19% (19p in £1) from April 2017—down from 26% (26p in £1) in 2010.	Previous small profits rate for companies with profits of £300,000 or less combined with main rate from 1 April 2015. New unified rate is due to fall to 18% (18p in £1) by April 2020.
Capital gains (CGT)	Paid by the owners of financial assets, property, and other items, such as expensive jewellery or sports cars, sold by them for personal gain.	<p>General rate: 10% (10p in £1)</p> <p>Higher taxpayers’ rate: 28% (28p in £1) on gains from residential property; 20% (20p in £1) from chargeable assets</p> <p>Entrepreneurs’ rate: 10% (10p in £1) on first £5m made during lifetime</p>	Debates rage about CGT, in light of mammoth profits made by ‘private equity’ investors—wealthy speculators who buy underperforming companies, improve their fortunes, and sell them for profit. Labour introduced 18% flat rate for anyone whose gains exceeded £1m (but with 10% ‘entrepreneurs’ rate’ for gains of less than £1m).
Inheritance	A ‘death duty’ paid in	Legacies of over £325,000:	Until recently, IHT was

(IHT)	respect of value of estates(including financial assets, property, and other valuable items) handed down from the deceased to friends or family members by the executors of their wills	40% (40p in £1) on the part of the estate above the threshold—or 36% (36p in £1) for those leaving 10% or more of net estates to charity—since April 2012. Threshold increases to £475,000 for sale of a home left to children or grandchildren, if entire estate worth less than £2 million.	charged at 40% on all estates worth £300,000 or more, but mounting controversy over this low threshold (average house prices were near that level by 2007) prompted Labour to introduce ‘exempt transfers’ for individuals who leave estates to a spouse, civil partner, or charity. In effect, this means recipients may use both their own and their deceased partners’ allowances—doubling their thresholds to £650,000. Labour was widely criticized for ‘stealing’ Conservative policy. By 2020/21, total exemptions for married couples will be £1m, and £500,000 for singles.
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TABLE 7B TYPES OF INDIRECT TAXATION IN THE UK - AND HOW THEY WORK

Name	How administered	Rates (2019–20)	Notes
Value-added tax (VAT)	‘Hidden tax’ embedded in retail prices of consumer goods	Standard rate: 20% (20p in £1) Reduced rate (eg children’s car seats, energy prices): 5% (5p in £1)	Reduced rate of 5% for essential items, such as domestic fuel and power, while food, children’s clothes, books, newspapers and magazines, and some disability equipment are exempt. During ‘credit crunch’, Labour cut rate for 13 months from 17.5% (17.5p in £1) to 15% (15p in £1). Coalition raised it in January 2011 to 20% (20p in £1).
Tobacco products duty and alcohol	Embedded in retail prices of items subject to excise duty	Cigarettes: 16.5% of the retail price of a packet of twenty, plus £228.29 per 1,000 as of 29 October 2018.	Always controversial among smokers and drinkers, these are higher in Britain than elsewhere in European Union (EU). Duties on alcohol

<p>excise duties</p>		<p>General beer duty: £19.08 per hectoliter percentage (hect %) of alcohol, plus £8.42 per hect % for lower strength (1.2–2.8%) and £5.69 per hect % for high strength (over 7.5%).</p> <p>Still cider and perry: £40.38 per 100 litres (less than 6.9%), £50.71 per 100 litres (at least 6.9% and lower than 7.5%), and £61.04 per 100l (7.5–8.5%).</p> <p>Sparkling cider/ perry: £40.38 (1.2–5.5%) and £288.10 (5.5–8.5%).</p> <p>Wine: £91.68 per 100l (1.2–4%), £126.08 (4–5.5%), £297.57 (5.5–15%), and £396.72 (15–22%).</p> <p>Sparkling wine: £288.10 per 100l (5.5–8.5%) and £381.15 (8.5–15%).</p> <p>Spirits: £28.74 per 1l of pure alcohol or spirit-based ready-to-drink.</p>	<p>products range widely. Mr Hammond announced in February 2019 that he would freeze duties on beer, cider and spirits to help the industry and consumers, however tax on wine will still rise alongside inflation, meaning wine drinkers pay an additional 7p per bottle.</p>
<p>Fuel duty</p>	<p>Additional tax added to VAT on motor fuel</p>	<p>Unleaded petrol, diesel, biodiesel, and bioethanol: 57.95p in £1 per litre since 23 March 2011.</p>	<p>Petrol duties have long proved controversial due to long-running upward trend in underlying prices caused by global peak oil crisis. In 2000, Mr Brown angered farmers and lorry drivers by raising fuel duty—and introducing automatic annual ‘fuel tax escalator’. In its last Budget, Labour announced that it was phasing in a proposed ‘all-in-one-go’ rise of nearly 3p a litre in three stages, but in June 2010 Mr Osborne announced no further rise in fuel duty. He later cut duty by 1p in £1 in his March 2011 Budget and scrapped the escalator, with later planned rises subsequently cancelled.</p>

			Fuel duty has not risen since, and in May 2019 remains the same.
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7C BRITAIN'S "BIG THREE" TRADE UNIONS (AS OF MAY 2019)

Union	Trade represented	General secretary	Membership
Unite	Formed from the merger of the Transport and General Workers' Union (T&G) and Amicus (the biggest technical and manufacturing union)	Len McCluskey	1.2 million
Unison	Local government and health workers	Dave Prentis	1.3 million
General Municipal Boilermakers (GMB)	Britain's 'general union', representing workers from all sectors	Tim Roache	620,000

7D THE RESPONSIBILITIES OF THE HEALTH AND SAFETY EXECUTIVE (HSE)

Role	Responsibilities
Inspection	Site visits, examination of written safety procedures, and staff interviews
Investigation	Formally investigating organizations against which allegations of health and safety breaches have been made
Complaints	Handle complaints originating from outside HSE in relation to a work activity for which HSE is the enforcing authority
Enforcement	Serving notice on employers or other health and safety 'duty-holders' ordering them to amend procedures. Inspectors may withdraw an organization's licences to carry out work
Prosecution	Working with the Crown Prosecution Service (CPS) to prosecute serious breaches of health and safety procedures, particularly if they result in severe injury or death
Major incident	Respond to major incidents where the event may have caused or had the potential to cause multiple serious injuries, loss of life, service disruption, or extensive damage to property

7E THE ENERGY INDUSTRY SUPPLY CHAIN

Process	Supplier
Generation	Companies including npower, PowerGen, British Energy, Magnox North, and independent generators using gas-fired and combined heat-and-power stations, such as US-owned companies Eastern and AES
Transmission	National Grid plc
Distribution	Regional electricity companies (RECs) formed after privatization and independent energy providers that have since emerged

CHAPTER 8: SOCIAL SECURITY AND HOME AFFAIRS

8A A BREAKDOWN OF THE MAIN GOVERNMENT DEPARTMENTS INVOLVED IN SOCIAL WELFARE SECURITY

Department	Role
Department for Work and Pensions (DWP)	Formerly Department for Social Security (DSS), this ministry oversees welfare benefits and job creation. Led by <i>Secretary of State</i> for Work and Pensions.
Department for Education	Replaced Department for Children, Schools, and Families when David Cameron became prime minister. Has hand in welfare services in promoting affordable early-years childcare through tax credits and nursery vouchers, and policing child welfare. Headed by Secretary of State for Education.
Department of Health (DH)	Under Labour, this department played a greater role in promoting child welfare, and there were attempts to involve both DH and DCSF (and its precursors) more directly in addressing inequalities in distribution of high-quality health and education services. This was done through such early New Labour initiatives as health and education action zones, and subsequently through greater involvement of NHS 'service users' in influencing the direction of health policy through, first patients' forums and <i>local involvement networks (LINKs)</i> , and now HealthWatch.
Department of Communities and Local Government (DCLG)	Responsible for various areas linked to welfare, including providing low-cost affordable housing for key workers (nurses, teachers) and social housing for those on low incomes.
HM Treasury	Under Labour, Chancellors played more hands-on role in providing welfare services. The New Deal programmes, cold-weather payments for pensioners, the tax credit system, and the now-defunct Child Trust Fund all derived from Treasury initiatives. Much of Treasury's welfare-related work has been carried out on its behalf by HM Revenue and Customs (HMRC)—the huge tax-gathering agency formed through the amalgamation of the Inland Revenue and Customs and Excise.

8B A BREAKDOWN OF THE MAIN TAX CREDITS AVAILABLE FROM HMRC

Name of credit	Purpose and scope
Working Tax Credit (WTC)	Replacement for both Working Families Tax Credit (WFTC) and Disabled Person's Tax Credit (DPTC), this is paid through low earners' pay packets, in addition to their wages. Means-tested, it is a way of topping up earnings of employed or self-employed people on low or middle incomes. A single WTC is paid to each eligible household, normally monthly, comprising several elements: basic (one per individual, couple, or family); extra 30-hour (if at least one household member works for 30 hours or more a week); disability (if one or more adults have, or a child, has one); child (an extra top-up for each dependant); childcare (up to 70 per cent of eligible approved costs). Three types of household are eligible: <ol style="list-style-type: none"> 1. those with dependent children and at least one partner working 16 hours or more a week;

	<p>2. households without dependent children in which at least one partner is aged 25 or over and works at least 30 hours a week;</p> <p>3. those in which one or more adults has a disability but works at least 16 hours per week.</p>
Child Tax Credit (CTC)	Formerly Children’s Tax Credit, this means-tested payment is designed to encourage new parents to return to work. Credits are awarded on a sliding scale to families whose household incomes are £35,000 (three children), £30,000 (two children), £20,000 (one child) or less. Prior to Conservative cuts, the household income threshold for CTC was £66,350.
Pension Credit	In recognition of the fact that many elderly people did not earn sufficient income while still working to save for their retirements, Labour introduced this additional tax credit to help poorer pensioners—raising the level of personal savings they could have without losing their eligibility to £10,000 from November 2009. As of 2010–11, all over-60-year-olds were guaranteed minimum weekly incomes of £132.60 for single people or £202.40 for couples. This system is administered by the government’s Pensions Service (see Table 8.2).

8C RECENT RULE CHANGES COVERING ASYLUM AND IMMIGRATION POLICY

Rule	How it works
Redefinition of ‘refugee’ status	People fleeing persecution or refugees can seek asylum in Britain in accordance with the United Nations Protocol on the Status of Refugees 1951. Under the Asylum and Immigration Act 1996, introduced by Mr Major’s government in response to growing feelings that some asylum seekers were ‘economic refugees’ (i.e. people in search of more prosperous surroundings and social security, rather than those trying to escape tyranny), however, certain countries were designated as not begetting refugees.
‘One-stop’ appeal system	Immigration and Asylum Act 1999 introduced new appeal process for those applying for asylum or immigrant status whose applications are refused. The fast-track approach requires asylum seekers to declare immediately every reason for wanting to stay in the UK—meaning that, at the outset, all relevant circumstances are taken into account and authorities cannot be accused of failing to consider his or her whole situation (i.e. it is a system designed to have ‘one application, one decision, and one appeal’). Appeals must be formally lodged within ten days of receipt of a one-stop notice from the Home Secretary or Home Office officials.
‘Before or after’ appeals	Immigration appeals can be either on-entry or after-entry—depending on when, in a refugee’s arrival process, the decision being appealed against was made. In rare situations, involving national security or the public interest, the Special Immigration Appeals Commission oversees the right of appeal. The Immigration Act 2014 reduced the number of immigration decisions that could be appealed from 17 to four in a bid to cut the number by 39,500 (58%) from those heard in 2012. The Act also introduced the ability for the Home Office to deport migrants before their appeal is heard, unless this might cause ‘serious irreversible harm’ to the applicant.
Asylum or immigration—	Asylum appeals rest on an individual’s claim for only that—rather than for permanent immigrant status. If an appellant is involved in an immigration appeal process, he or

'make your choice'	she cannot later raise asylum grounds if he or she loses the former. It is sometimes possible, however, for an applicant to be given 'exceptional leave to remain' even though he or she does not strictly qualify for asylum status under the 1951 Refugee Convention. This happens when the Home Secretary decides that the applicant cannot be expected to return to his or her country of origin. There are around 5,000 'hard case' asylum seekers in Britain at any one time, hailing from countries such as Iraq, Zimbabwe, and Somalia. Unsuccessful applicants, meanwhile, are sometimes deported to a 'safe third country'.
Access to services	<p>The Immigration Act 2014 introduced charges for using the NHS, which is paid by temporary migrants at the same time as the application fee. The fee allows appellants to use the NHS on the same basis as permanent residents, except for expensive treatments.</p> <p>Banks and building societies were prohibited from opening current accounts for those in the country illegally and must perform an anti-fraud check. The Financial Conduct Authority has the power to enforce this law.</p> <p>Under the 2014 Act, private landlords are now required to check that any new tenants are entitled to live in the UK. Those who rent their properties to migrants without permission to stay face civil action.</p> <p>The maximum penalty charged to employers who take on workers who are not entitled to work is now £20,000, double the amount of the previous fine.</p>
Access to licences	<p>Under the Immigration Act 2014, drivers applying for a driving licence must be able to prove they are entitled to live in the UK before a licence is issued. Driving licences and vehicles belonging to those who are in the country illegally can be seized.</p> <p>The Act also increased the number of days' notice given before a wedding or civil partnership could take place from 15 to 28 days, in an effort to cut down on illegal marriages. If the Home Office suspects the marriage may be a sham, it can extend the notice period to 70 days while it investigates whether the relationship is genuine.</p>
Salary requirement	<p>In November 2016, the Home Office announced a number of changes to the Immigration Rules, following a review by the Independent Migration Advisory Committee. Salary levels for all workers outside of the EEA were changed, including; increasing the general salary for experienced workers to £25,000; increasing the Intra-Company Transfer salary threshold for short term staff to £30,000; decreasing the (Intra-Company Transfer graduate trainee salary threshold to £23,000 and increasing the number of places to 20 per company per year.</p>
English language requirement	<p>Migrants from outside the EEA who wish to join their partners or parents in the UK, and whose current leave under the family Immigration Rules is due to expire on or after 1 May 2017, must have English language to level A2 of the Common European Framework of Reference for Languages.</p>
Dubs amendment	<p>Unaccompanied refugee children with no family link to the UK were unable to safely travel to Britain until Lord Alf Dubs, himself a former child refugee, led a campaign to allow unaccompanied minors to settle in the UK. It was hoped the amendment to the Immigration Act 2016 could help up to 3,000 vulnerable children, but in February 2017 the Home Office abandoned the scheme after it had helped only 350 refugees.</p>

8D RIGHTS AND RESPONSIBILITIES FOR SUCCESSFUL IMMIGRATION APPLICANTS

Device	How it works
Vouchers	To avoid accusations they were prepared to give asylum seekers cash handouts, Ministers introduced vouchers to be exchanged for food and toiletries by refugees applying for asylum. The scheme was scrapped by Mr Blunkett in 2002 following a riot at the Yarl's Wood detention-centre, but reintroduced in 2006, following controversy about the cash payments that replaced it. 'Failed' asylum seekers who cannot be deported to their home countries because of human rights concerns also qualify for the vouchers, worth £35 a week, in addition to a bed. Alternatively, they can claim three meals a day and no financial support.
Citizenship ceremonies	Intended to steady community relations between British residents and new foreign immigrants moving into their areas, these were introduced in 2004. On 26 February that year, in the presence of the Prince of Wales, 19 people—including three children—swore allegiance to the Queen, sang the national anthem, and vowed to respect the rights and freedoms of British citizens. Citizenship ceremonies have since been held repeatedly across the UK. New immigrants receive an 'immigration handbook', and are expected to attend classes in the English language, UK institutions, and the law, to familiarize themselves with Britain's cultural heritage.
Points system	Introduced for <i>economic migrants</i> in early 2008, this five-tier system limits the ability of unskilled workers from non-EU countries to work in Britain, while welcoming skilled migrants as 'key contributors' to the UK economy. Points for 'highly skilled migrants' are awarded on the basis of age, qualifications, and previous salary. Around 75 points are needed to guarantee entry.
Probationary citizenship	Non-EU economic migrants applying to settle in Britain permanently must now serve a probation period before gaining full citizenship. Under the previous system, migrants could apply for a British passport after five years of living and working in the country. The new system requires them to serve a one–three-year probationary period of 'earned citizenship' following their initial five-year stay. The prospect of someone gaining full citizenship increases if he or she takes part in voluntary work, but reduces if he or she commits a crime. In the meantime, benefit and social housing entitlement is limited.

CHAPTER 9: THE EUROPEAN UNION AND OTHER INTERNATIONAL INSTITUTIONS

9A THE CURRENT COMPOSITION OF THE EUROPEAN COMMISSION (2014-2019)

Name	Country	Role
Jean-Claude Juncker	Luxembourg	President
Federica Mogherini	Italy	Vice-president (High Representative of the Union for Foreign and Security Policy)
Frans Timmermans	Luxembourg	Vice-president (Justice, Fundamental Rights and Citizenship)
Andrus Ansip	Estonia	Vice-president (Digital Single Market)
Maroš Šefčovič	Slovakia	Vice-president (Energy Union)

Vladis Dombrovskis	Latvia	Vice-president (Euro and Social Dialogue)
Jyrki Katainen	Finland	Vice-president (Jobs, Growth, Investment and Competitiveness)
Günther Oettinger	German	Budget and Human Resources
Johannes Hahn	Austria	European Neighbourhood Policy and Enlargement Negotiations
Cecilia Malmström	Sweden	Trade
Neven Mimica	Croatia	International Cooperation and Development
Miguel Arias Cañete	Spain	Climate Action and Energy
Karmenu Vella	Malta	Environment, Maritime Affairs and Fisheries
Vytenis Andriukaitis	Lithuania	Health and Food Safety
Dimitris Avramopoulos	Greece	Migration, Home Affairs and Citizenship
Marianne Thyssen	Belgium	Employment, Social Affairs, Skills and Labour Mobility
Pierre Moscovici	France	Economic and Financial Affairs, Taxation and Customs
Christos Stylianides	Cyprus	Humanitarian Aid and Crisis Management
Phil Hogan	Ireland	Agriculture and Rural Development
Violeta Bulc	Slovenia	Transport
Elżbieta Bieńkowska	Poland	Internal Market, Industry, Entrepreneurship and SMEs
Věra Jourová	Czech Republic	Justice, Consumers and Gender Equality
Tibor Navracsics	Hungary	Education, Culture, Youth and Sport
Corina Crețu	Romania	Regional Policy
Margrethe Vestager	Denmark	Competition
Carlos Moedas	Portugal	Research, Science and Innovation
Julian King	UK	Security Union (2016-2019)

9B VOTING POWER IN THE COUNCIL OF EUROPE)

Old system (2001 to 2014)	Current system (at May 2019)
Under the 2001 Nice Treaty, each EU state was given a certain number of votes based on the size of the state's population. Large countries, including Germany and the UK, had 29 votes each, middle-sized populations including Portugal and Belgium has 12 votes each, whilst countries with smaller population sizes, such as Luxembourg and Malta, had three to four votes each.	As of November 2014, decisions in the Council of the EU follow a 'double majority' system. To pass, acts now require the approval of 55% of member states (72% if the act has not already been approved to move to council by the commission), and the approving states must represent at least 65% of the total EU population.

Read more information here:

http://www.europarl.europa.eu/RegData/etudes/ATAG/2014/545697/EPRS_ATA%282014%29545697_REV1_EN.pdf

9C FORMS OF RULING THAT CAN BE MADE BY THE EUROPEAN COURT OF JUSTICE (ECJ)

Ruling	Matters to which it applies
Actions for annulment	Complaints about unlawful acts by EU institutions
Actions for failure to act	Complaints against <i>inaction</i> by EU institutions
Actions for damages	Where reparations are due in respect of unlawful conduct by EU institution
Actions based on an arbitration clause	Invoked in relation to disputes concerning contracts in public or private law entered into by the EU, which contain such a clause

9D THE THREE STAGES OF ECONOMIC AND MONETARY UNION (EMU)

Stage	Process
Stage 1	Abolition of all restrictions on the movement of capital between member states, which started on 1 July 1990 and ended in 1993
Stage 2	Establishment, on 1 January 1994, of an advisory European Monetary Institute (EMI) to set up a European System of Central Banks (ESCB)
Stage 3	Creation, on 1 January 2002, of a single currency - the euro - and the subsequent 'locking together' of exchange rates of participating member states

CHAPTER 10 THE ORIGINS AND STRUCTURE OF LOCAL GOVERNMENT

10A CHRONOLOGY OF MAIN ACTS INSTRUMENTAL IN THE EMERGENCE OF LOCAL GOVERNMENT

Act	Effect
Great Reform Act 1832	Extended the right to vote in parliamentary elections to all 'ten-pound households' (those with property worth £10 or more). Abolished the majority of the 'rotten boroughs' (see p. 114).
Municipal Corporations Act 1835	Abolished the pre-existing government structure in urban areas, reforming constitutions of existing municipal boroughs to standardize their election methods and modus operandi. Extended the right to vote in municipal elections to <i>all</i> local ratepayers—regardless of the value of their properties—to prevent the corporations that ran them becoming self-perpetuating oligarchies. Some 178 boroughs were reformed this way, with a further 62 towns incorporated under the Act, after petitioning the Crown for borough status.
Public Health Acts 1848, 1872, and 1875	First of these reforms prompted by the sweeping cholera epidemics of the 1840s. Under it, central government began allocating more money to local areas for building houses and improving sanitation (domestic hygiene and sewage disposal) to combat the spread of disease. Two new forms of local authority emerged, responsible for promoting sanitation in towns and country areas respectively: <i>urban sanitary districts</i> and <i>rural sanitary districts</i> . They were administered in towns by boroughs, new local boards of health, and improvement commissioners, and in rural areas by voluntary Poor Law unions

	(charities often run with Church involvement).
Local Government Act 1888	Set up a more formal system of county councils to assume roles previously undertaken by Justices of the Peace (JPs) in quarter sessions. County (rural) areas with populations of more than 50,000 given county borough status, meaning they could continue running their own affairs, retaining the privileges granted to the extant municipal boroughs. Other rural areas renamed county councils. Some towns with smaller populations, such as Worthing in West Sussex, granted municipal borough status, giving them the same powers of self-government as larger towns.
Local Government Act 1894	Renamed the sanitary districts in towns and country areas not yet granted borough status by the Crown urban and rural district councils (forerunners of today's district councils).

10B THE COMPOSITION OF METROPOLITAN COUNTY/BOROUGH AREAS

Metropolitan county	Metropolitan boroughs
Greater Manchester	City of Manchester; City of Salford; Bolton; Bury; Oldham; Rochdale; Stockport; Tameside; Trafford; Wigan
Merseyside	City of Liverpool; Knowsley; Sefton; St Helens; Wirral
South Yorkshire	City of Sheffield; Barnsley; Doncaster; Rotherham
Tyne and Wear	City of Newcastle upon Tyne; City of Sunderland; Gateshead; South Tyneside; North Tyneside
West Midlands	City of Birmingham; City of Coventry; City of Wolverhampton; Dudley; Sandwell; Solihull; Walsall
West Yorkshire	City of Leeds; City of Bradford; City of Wakefield; Calderdale; Kirklees

10C LINKS BETWEEN LOCAL AUTHORITY SERVICE AREAS AND WHITEHALL DEPARTMENTS

Service area	Department responsible
Antisocial behaviour	Home Office; Department for Communities and Local Government (DCLG)
Car parks	Department for Transport (DfT)
Children's services (schools, child protection)	Department for Education; Department of Health (DH); DCLG
Council Tax and <i>uniform business rates (UBR)</i> collection	DCLG; HM Treasury
Cultural and leisure services	Department of Culture, Media, and Sport (DCMS)
Education (further education)	Department for Business, Energy and Industrial Strategy (BEIS)
Emergency planning	Department for the Environment, Food, and Rural Affairs (Defra)
Environmental health (sanitation, drainage, pollution, food hygiene, waste management)	Defra; Home Office; Ministry of Defence (MoD)

Highways (road-building and maintenance)	DfT
Housing and the homeless	DCLG
Licensing	DCMS
Passenger transport (buses, trams)	DfT
Police	Home Office
Social services (care for the elderly, mentally ill, and vulnerable children)	DH
Town and country planning	Defra

10D CHRONOLOGY OF THE PHASED INTRODUCTION OF UNITARY AUTHORITIES

Year	Phase
1992	Local Government Act replaced English Boundary Commission with new Local Government Commission for England under chairmanship of Sir John Banham and answerable to government. In Wales, process was overseen instead by Welsh Secretary, leading to some discord, as existing system there swiftly replaced by framework of 37 new district councils and 22 unitary authorities.
1994 (December)	First of several periodic reviews of local authorities coinciding with an initial tranche of conversions to unitary status. ‘Big Bang’ approach à la 1974 avoided in favour of gradual reorganization. Subsequent reviews due every 16 months. The phased approach took some surprising turns—when detailed guidelines were formulated, it emerged the government was not going to stipulate that each unitary authority area should cover a minimum or maximum population size. This marked major departure from previous reviews, although in practice only one council emerged to govern an area of fewer than 100,000 inhabitants: Rutland, with a population of only 33,700. Tensions soon emerged between rural areas and urban areas, with former accusing ministers of elevating the latter in importance by granting them unitary status. Rival publicity campaigns launched by the Association of District Councils (ADC) and the Association of County Councils (ACC).
1995 (1 April)	Following detailed area-by-area reviews, four maiden unitary authorities emerged: the Isle of Wight and one for each of Avon, Cleveland, and Humberside (the so-called ‘unpopular’ or ‘unofficial’ counties created in 1974).
	In the following counties, the Commission initially recommended no change: Cornwall; Cumbria; Hertfordshire; Lincolnshire; Northumberland; Oxfordshire; Suffolk; Surrey; Warwickshire; West Sussex.
1995 (July)	New Commission chairman Sir David Cooksey replaced Sir John Banham, following his resignation. This led to 21 district councils being reviewed with a view potentially to becoming unitary authorities. Sir David’s inquiry focused on preserving the ‘ <i>stability, viability, and identity</i> ’ of these areas.
1995 (September)	New-look Commission produced its first set of recommendations: the creation of ten new unitaries, eight from existing districts and two, in the ‘Thames Gateway’, from the merger of two districts each.
2009 (1 April)	Counties of Cornwall and Northumberland became unitary authorities after all, alongside fellow newcomers Wiltshire, Shropshire, and County Durham, as a total of

44 district/borough and county councils made way for just nine unitaries. Two of the abolished authorities, Congleton Borough Council, Cheshire, and Shrewsbury and Atcham Borough Council, Shropshire, had previously mounted unsuccessful legal challenges to the reforms.

10E LOCAL AUTHORITIES WITH CITY STATUS AND THE TYPES OF COUNCIL IN EACH CASE

City	Year granted	Cathedral (Y/N)	Type of local authority
<i>England</i>			
Bath	1590	Y	Charter trustees (unitary)
Birmingham	1889	N	Metropolitan borough
Bradford	1897	N	Metropolitan borough
Brighton and Hove	2000	N	Unitary authority
Bristol	1542	Y	Unitary
Cambridge	1951	N	District
Canterbury	No record	Y	District
Carlisle	No record	Y	District
Chelmsford	2012	N	District
Chester	1541	Y	District
Chichester	No record	Y	Civil parish (district)
Coventry	1345	Y	Metropolitan borough
Derby	1977	N	Unitary
Durham	No record	Y	District
Ely	No record	Y	Civil parish (district)
Exeter	No record	Y	District
Gloucester	1541	Y	District
Hereford	1189	Y	Civil parish (part of wider unitary authority)
Kingston upon Hull	1897	N	Unitary
Lancaster	1937	N	District
Leeds	1893	N	Metropolitan borough
Leicester	1919	N	Unitary
Lichfield	No record	Y	Civil parish
Lincoln	No record	Y	District
Liverpool	1880	Y	Metropolitan borough
City of London	No record	Y	City of London Corporation
Manchester	1853	Y	Metropolitan borough
Newcastle upon Tyne	1882	Y	Metropolitan borough
Norwich	1195	Y	District
Nottingham	1897	N	Unitary
Oxford	1542	Y	District
Peterborough	1541	Y	Unitary
Plymouth	1928	N	Unitary

Portsmouth	1925	N	Unitary
Preston	2002	N	District
Ripon	1836	Y	Civil parish
Salford	1926	N	Metropolitan borough
Salisbury	No record	Y	Charter trustees (district)
Sheffield	1893	N	Metropolitan borough
Southampton	1954	N	Unitary
St Albans	1877	Y	District
Stoke-on-Trent	1925	N	Unitary
Sunderland	1992	N	Metropolitan borough
Truro	1877	Y	Civil parish (district)
Wakefield	1888	Y	Metropolitan borough
Wells	1205	Y	Civil parish (district)
Westminster	1540	Y	London borough
Winchester	No record	Y	District
Wolverhampton	2000	N	Metropolitan borough
Worcester	1189	Y	District
York	No record	Y	Unitary
<i>Scotland</i>			
Aberdeen	1891	N	Unitary
Dundee	1889	N	Unitary
Edinburgh	1329 (as royal burgh)	Y	Unitary
Glasgow	1492 (as royal burgh)	Y	Unitary
Inverness	2000	N	None
Perth	2012	N	Former royal burgh within unitary council area
Stirling	2002	N	Former royal burgh within unitary council area
<i>Wales</i>			
Bangor	No record	Y	Community (district)
Cardiff	1905	N	Unitary
Newport	2002	N	Unitary
St Asaph	2012	Y	Community (within a county council)
St David's	1995	N	Community (within a county council)
Swansea	1969	N	Swansea
<i>Northern Ireland</i>			
Armagh	1994	N	Unitary
Belfast	1888	N	Unitary
Derry	1604	N	Unitary
Lisburn	2002	N	Unitary
Newry	2002	N	None

10F TIMELINE OF THE EVOLUTION OF LOCAL GOVERNMENT IN LONDON

From	Legislation	System
1835	Municipal Corporations Act 1835	The small, ancient, self-governing City of London remains unreformed by legislation covering the other major city corporations and does not expand into the growing metropolitan area surrounding it. The area now known as Greater London is administered by parishes and hundreds in the counties of Middlesex, Essex, Kent, Surrey, and Hertfordshire, with very little coordination between them. Special areas, such as the Liberty of Westminster, are exempt from county administration. In other areas, ad hoc single-purpose boards are set up.
1855	Metropolis Management Act 1855	Metropolitan Board of Works created to provide the infrastructure needed in the area now known as Inner London. Its members are nominated by the vestries and boards.
1889	Local Government Act 1888	County of London created from the area of responsibility of the Metropolitan Board of Works. A London County Council shares power with the boards and vestries. The City of London is outside its scope. Croydon and West Ham (and, later, East Ham) become county boroughs outside the County of London, but also outside the control of the newly formed Surrey and Essex county councils.
1894	Local Government Act 1894	Rest of England, including area around 'County of London' and county boroughs (but not within it), divided into urban districts and rural districts. In Greater London area, they are consolidated over next seventy years into municipal boroughs and urban districts with no rural districts remaining. Many districts later become populous enough to apply for county boroughs status, but are rejected. Royal Commission on the Amalgamation of the City and County of London attempts, but fails, to facilitate the merger of the City and County of London.
1900	London Government Act 1899	Metropolitan boroughs created within County of London, their functions shared with the London County Council. The existing vestries, boards, and liberties in the area are abolished.
1965	London Government Act 1963	Enlarged Greater London replaces County of London, the county boroughs, and all local government districts within 12-mile radius. The mostly strategic Greater London Council shares power with 32 London boroughs and the City of London.
1986	Local Government Act 1985	Greater London Council abolished and London boroughs work as unitary authorities with strategic functions organized by joint boards and <i>quangos</i> . Residual Inner London Education Authority remains for inner area, but is abolished during national reform of education.

2000	Greater London Authority Act 1999	Regional Greater London Authority, consisting of Mayor of London and London Assembly, assumes strategic function, sharing power with London boroughs and City of London.
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10G TIMELINE FOR EMERGENCE OF UK FIRE SERVICES

Year	Event
Before 1938	Volunteer fire brigades set up on ad hoc basis by local parish and town councils and fire insurance companies (the latter only fought fires in houses belonging to their policyholders, however—indicated by a ‘fire mark’ plaque fixed to the exterior of a home).
1938	Fire Brigades Act makes it compulsory for county borough councils, non-county borough councils, and urban district councils to provide fire brigades.
1939–45	All fire brigades combined for duration of Second World War in one National Fire Service.
1947	Fire Services Act returns all fire brigades to local authority control, this time under the auspices of county councils (designated ‘fire authorities’).
1963	London Government Act updates the above by creating the GLC in London.
1972	Metropolitan county councils are designated as fire authorities in the relevant areas by the Local Government Act.
1985	Local Government Act abolishes the GLC and the metropolitan counties, and creates seven new ‘fire and civil defence authorities’. In the six metropolitan areas, these were composed of councillors nominated by each new metropolitan borough council, and numbers were based on the size of each authority and the political balance of the councils. In London, one councillor was nominated from each of the 32 boroughs, plus one from the City of London.
1992	Rolling reorganization of local government ushers in new combined fire service authorities in unitary areas.
2000	Formation of the Greater London Authority sees the pre-existing fire and civil defence authority replaced by a new London Fire and Emergency Planning Authority (LFEPA).
2004	Fire and Rescue Services Act harmonizes fire service provision across England, introducing a new Fire and Rescue National Framework (including services for which they may charge) from July that year, and devolved responsibility for fire services to Wales (this had already happened in Scotland and Northern Ireland). Reserve powers introduced enabling the government, if necessary, to set up new independent bodies to oversee negotiations over firefighters’ pay and conditions.

10H “RESPONDER” BODIES THAT ARE REQUIRED TO APPOINT EMERGENCY PLANNING OFFICERS

Category 1	Category 2
Police force	The utilities—electricity transmitters and distributors, gas generators and distributors, water companies
Fire service	Train-operating companies, including London Underground and Network Rail

Ambulance, air ambulance, and other emergency medical services	Metropolitan transport authorities, including Transport for London
Coastguards	Telephone service providers (landline and mobile phone networks)
Local authorities (county, district/borough, unitary, metropolitan borough councils)	The Highways Agency
Port health authorities	Airport operators
Primary care trusts, NHS hospitals, ambulance service, mental health services, family health service, and foundation trusts	Harbour operators
Environment Agency and Scottish Environmental Protection Agency	Strategic health authorities (SHAs)
British Transport Police	The Health and Safety Executive (HSE)

10I LOCAL GOVERNMENT ASSOCIATION (LGA) STRATEGIC OBJECTIVES

Objective

- 1 Deepen and strengthen relationships with member councils
- 2 Deepen and strengthen relationships with our partners
- 3 Maintain its capacity to influence government
- 4 Strengthen its capability to influence the public
- 5 Develop capacity to initiate policy and initiate debate about policy
- 6 Adopt an intelligent, proactive approach to generating interest in the sector
- 7 Develop the LGA as an exemplar organization providing value for money and high-quality services to its customers

CHAPTER 11: FINANCING LOCAL GOVERNMENT

11A COUNCIL TAX EXEMPTIONS AND REDUCTIONS

Exemption/reduction	How it works
Single person discount	25 per cent off a full Council Tax bill
'Reductions for Disabilities' scheme	Lowers bills of homes in Bands B–H if they have been adapted to meet needs of disabled people. Exists to ensure house is not unfairly overvalued because of expensive modifications
Exemptions	Applies to severely mentally impaired, carers, and full-time students, and certain categories of dwelling, such as student halls of residence
Unoccupied dwelling discount	Discount of up to 50 per cent—although councils now have discretion to charge more in 'ghost towns'
Council Tax Benefit	Writes off Council Tax bills for unemployed and certain other people on low incomes and other benefits
'Transitional relief'	Provided during transition from Community Charge to Council Tax for those whose local tax bills suddenly leapt as a result

11B ARGUMENTS FOR AND AGAINST PROPERTY-BASED AND PEOPLE-BASED LOCAL TAXES

Property-based tax	People-based tax
Cheap to administer and collect, and provides predictable income source.	Boosts local finances because number of bills sent out increases to reflect fact all adults—rather than households—charged.
Difficult for people to avoid paying rates or Council Tax because property, unlike people, is immobile.	Some argue it is fairer, because the burden of paying for services is spread across <i>all</i> adults—including those otherwise ‘invisible’ to taxes based on property values. ‘Head tax’ does not need to be ‘one size fits all’: local income tax would reflect ability to pay.
Simple, clearly understood system.	Fosters greater council accountability, because all adults charged and can voice views at elections on how money is spent.
Fair in theory, in that people occupying larger dwellings are likely to be better off.	Because individuals have to complete forms accepting liability for taxes like Community Charge, there is a disincentive to register. When introduced in Britain, many councils collected barely half what they were owed—and those unable/unwilling to pay lost voting rights by dropping off the electoral roll.
Property taxes can be a disincentive to home improvement, because major refurbishment/extension is likely to hike bills.	Straight head taxes mean that low-income groups such as students, pensioners, and working people on modest wages pay same as vastly richer ones—unless explicit exemptions and reductions introduced.

11C WAYS IN WHICH PROPERTIES CAN CHANGE COUNCIL TAX BANDS BETWEEN REVALUATIONS

Band change	How it happens
Neighbourhood changes or alterations to buildings	Property falls in value because part of it has been demolished, or the state of its locality has changed significantly (e.g. a sewerage works has been built)
Non-domestic use of property	Householder has started—or stopped—using his or her home for business purposes
Rise in value due to material change to property	Home can increase in value because of an extension or other major alteration—although an increase in band will not occur unless or until property is sold
Home adaptations	Changes made to a home to adapt it for a person with a disability (e.g. disabled ramps, stair lifts, etc.)
Incorrect original valuation	Mistake made with original valuation. To determine this, the new occupants of the property must appeal to listing officer within six months of moving in

CHAPTER 12: LOCAL GOVERNMENT DECISION-MAKING

12A CONDITIONS OF EMPLOYMENT FOR POLITICAL ASSISTANTS

Condition	What it means
Terms of employment	Councils must issue formal standing orders relating to appointments before they are made
Restrictions on numbers	No more than three such posts were made available
Fair allocation between the parties	Each political grouping to have only one assistant
Objective recruitment process	Appointments to be made on merit
Restricted salaries	The gross annual salary of such appointees did not exceed a set level (in October 1995, £25,044). It would be reviewed periodically by the Secretary of State
Limits to political activity	The post was treated as <i>politically restricted</i> , like those of senior officers. Contracts were fixed-term, ending no later than 12 months after the next local election
No electioneering	Assistants only allowed to carry out political work for councillors 'in their capacity as councillors', and not for any other purposes (e.g. canvassing at election time)
No executive powers	No functions of the council itself were delegated to assistants

12B LOCAL AUTHORITIES WITH DIRECTLY ELECTED MAYORS (MAY 2019)

District	Type	Mayor	Party
Bedford	District (Borough)	Dave Hodgson	Liberal Democrat
Bristol	Unitary authority	Marvin Rees	Labour
Cambridgeshire and Peterborough	Combined authority	James Palmer	Conservative
Copeland	District	Mike Starkie	Independent
Doncaster	Metropolitan borough	Ros Jones	Labour
Hackney	London borough	Philip Glanville	Labour
Leicester	Unitary authority	Sir Peter Soulsby	Labour
Lewisham	London borough	Sir Steve Bullock	Labour
Liverpool	Metropolitan district	Joe Anderson	Labour
Liverpool City Region	Combined authority	Steve Rotheram	Labour
London	Region of England	Sadiq Khan	Labour
Greater Manchester	Combined authority	Andy Burnham	Labour
Mansfield	District	Kate Allsop	Independent
Middlesbrough	Unitary authority	Dave Budd	Labour
Newham	London borough	Sir Robin Wales	Labour
North Tyneside	Metropolitan borough	Norma Redfearn	Labour
Salford	Metropolitan borough	Paul Dennett	Labour
Sheffield City Region	Combined authority	Dan Jarvis	Labour
Tees Valley	Combined authority	Ben Houchen	Conservative
Torbay	Unitary authority	Gordon Oliver	Conservative

Tower Hamlets	London borough	John Biggs	Labour
Watford	District	Dorothy Thornhill	Liberal Democrats
West of England	Combined authority	Tim Bowles	Conservative
West Midlands	Combined authority	Andy Street	Conservative

CHAPTER 13: LOCAL GOVERNMENT ACCOUNTABILITY AND ELECTIONS

13A COMPULSORY COMPONENTS OF A COUNCIL CONSTITUTION

Component

- 1** Summary and explanation of purpose and content.
- 2** Description of council's composition, scheme of ordinary elections, and terms of office.
- 3** Breakdown of principal roles and functions of councillors, including rights and duties of individual members.
- 4** Scheme of allowances for councillors.
- 5** Description of local inhabitants' rights and responsibilities, including their rights to vote in elections and access information about local services and council, committee, subcommittee, and cabinet/executive meetings.
- 6** Description of council's roles.
- 7** Rules governing conduct and proceedings of council meetings.
- 8** Description of roles/functions of council chairperson/mayor, leader/directly elected mayor (DEM), cabinet/executive, individual cabinet members, and officers with delegated executive powers.
- 9** Description of operational arrangements, terms of reference, membership, and rules for overview and scrutiny committees.
- 10** Provisions in council's executive arrangements with respect to appointment of committees of executive.
- 11** Membership, terms of reference, and functions of committees and subcommittees, and any rules governing conduct of their meetings.
- 12** Description of roles and membership of standards committee and any parish council subcommittee thereof.
- 13** Description of roles and membership of any area committees of authority.
- 14** Description of any joint arrangements made with other councils.
- 15** Description of officers' roles, including those of senior management.
- 16** Roles and functions of chief executive, monitoring officer, and chief finance officer.
- 17** Code of conduct for officers issued under Act, plus any details governing their recruitment, disciplinary procedures, etc.
- 18** Any protocol established by authority in respect of relationships between its members and officers.
- 19** Description of arrangements for public access to members, and officers to meetings of full council, cabinet/executive, committees, subcommittees, and joint committees.
- 20** Description of arrangements for public access to members, and officers to information about decisions made—or to be made—by any of above meetings.
- 21** Register of names/addresses of executive members, their wards/divisions, and names of every executive committee member.

- 22** Description of rules/procedures for management of authority’s financial, contractual, and legal affairs, including procedures for auditing.
- 23** Authority’s financial rules and regulations, and those governing procedures regarding contracts and procurement (including authentication of documents).
- 24** Rules and procedures for legal proceedings brought by and against authority.
- 25** Description of register of members’ interests of all full and co-opted councillors, and procedures for publicizing, maintaining, and updating it.
- 26** Description of rules and procedures for reviewing/revising authority’s constitution and management structure.
- 27** Copy of authority’s standing orders and code of conduct.

13B CONDITIONS FOR FILING COMPLAINTS WITH THE LOCAL GOVERNMENT COMMISSIONER

Timeliness	Complaints must be made ‘in time’ – i.e. lodged with the commissioner or a member of their staff within 12 months from the date the alleged matters took place
Fairness to other party	Before a commissioner investigates, they must be satisfied the complaint has been brought to the notice of the authority to which the complaint relates and that the authority has been given a reasonable opportunity to investigate and reply to it
Within remit	Commissioners will not usually investigate a complaint where there is a right of appeal to a tribunal or minister, or where there is a remedy through the courts They may not investigate a complaint about action which affects all or most of the inhabitants of the authority’s area (i.e. it must relate to an individual)
Not a court matter	Commissioners may not investigate the conduct of civil or criminal court proceedings; specified commercial transactions; action in respect of appointments, removals, pay, discipline, superannuation, or other personnel matters; or the instruction or conduct, curriculum, internal organization, management, or discipline in any local authority school or other educational establishment
Within timeframe of act	A commissioner may not investigate anything done before 1 April 1974

13C THE NUMBER OF WARDS AND ELECTORAL DIVISIONS IN THE UK (02 MAY 2019)

Country	Number of wards/electoral divisions
England	7,218
Wales	852
Scotland	354
Northern Ireland	463
Total	8,887

Source: ONS. Checked May 2019.

13D LOCAL ELECTION PROCEDURE IN BRITAIN

Stage	Procedure
Notice of election	Must be published <i>at least 25 days before an election</i> .
Nomination papers submitted	To be handed in <i>by noon 19 days before the election</i> .
Publication of candidates' list	Must be published <i>by noon on the 17th day before the election</i> .
Candidate withdrawals	This can happen <i>no later than 16 days before the election</i> .
Appointment of officials	Each council appoints a returning officer to preside over the election count (normally the mayor or chairperson of council, but role taken on day by 'acting' or 'deputy returning officer', usually the chief executive—see p. 384). It is his or her responsibility to appoint presiding officers and poll clerks to attend polling stations during the day, supervise counting of votes, rule on whether any ballot papers have been 'spoiled', and publish the finished results.
Polling stations open	Usually based at local schools and community centres, these open from 8 a.m. to 9 p.m. for local elections.
Votes cast	When electors (or their proxies) arrive at the polling station to vote, their names are checked against the register before the ballot paper is issued. If an elector has applied for a postal vote , he or she must send it to the designated place other than the polling station.

CHAPTER 14: LOCAL AUTHORITIES AND EDUCATION

14A TIMELINE OF MAJOR UK SCHOOL REFORMS

Date	Reform	Effect
1841	The School Sites Act	Introduced 'voluntary schools', principally in villages and rural areas. These taught basic English, maths, and other core subjects, and were built on land donated by local landowners or vicars. Covenants protected the ownership of the land, which generally remained with the donor.
1870	Elementary Education Act (also known as the 'Foster Act', after Foster)	Set up elected school boards to run voluntary schools as part of a universal 'elementary education' system in England and Wales, and introduced new schools where none existed before. Boards charged up to 9d a week for teaching, but could subsidize the poorest.
1891	Education Act	Made elementary schools free for most pupils.
1901	Education Act	Abolished school boards, transferring their responsibilities to newly established county councils—the first local education authorities (LEAs). Councils to offer financial help to these schools through local taxes.
1918	Education Act	Last remaining elementary school fees abolished. School leaving age raised to 14. First nursery schooling for preschool children introduced.
1944	Education Act (also known as the 'Butler Act')	Brought in comprehensive education in all but name, by raising school-leaving age to 15 and giving all children access to free secondary schooling. Three types of secondary introduced: grammar, secondary modern, and technical. The then three-tier education system—primary, secondary, and further education (FE)—was also formalized, and new

		measures introduced to support children with disabilities and learning difficulties.
1960s/ 1970s	Wilson/Crosland reforms	Successive Labour governments attempt to persuade LEAs to scrap grammar schools, during a period of mass expansion of comprehensives.
1988	Education Reform Act	Introduction of National Curriculum , GCSEs to replace GCE O levels, school league tables, and grant-maintained (GM) schools, allowing primaries and secondaries to opt 'out of' local authority control for the first time.
1992	Education (Schools) Act	Creation of the Office for Standards in Education (Ofsted) and Chief Inspector of Schools.
1998	School Standards and Framework Act	GM schools become foundation schools .
2000	Learning and Skills Act	Self-governing, partially selective, 'city academies' introduced to replace CTCs. Later renamed simply academies.
2007	Education and Inspections Act	Concept of trust schools introduced, allowing foundation schools to form charitable trusts to manage their assets and decide admissions policies.
2008	New qualifications launched	New vocational diplomas launched as alternative or complementary qualifications to GCSEs and A levels.
2010	Academies Act	All state schools, including primaries, invited to apply for academy status.
2011	Education Act	Introduced Swedish-style ' free schools '—set up and run by parents, teachers, and/or charities. Proposals published to give schools greater freedom to vary the National Curriculum.

14B MAIN PROVISIONS OF THE EDUCATION REFORM ACT 1988

Reform	Effect
Introduction of grant-maintained (GM) schools	Primary and secondary schools with 300-plus pupils could 'opt out' of LEA control, becoming GM schools. Initially, entitlement was a 'reward' for high-performing schools (those with high numbers of pupils attaining five or more A–C GCSEs). GM schools could set staff pay/conditions and decide admissions policies. They received direct grants and could apply for capital funding for new equipment/buildings and repairs.
Local Management of Schools (LMS)	Day-to-day financial decisions and full autonomy over staff recruitment delegated to GM heads, working with governors. LEA-run schools also given greater leeway than before, with heads redefined more as managers than educators, and governors given shared autonomy to hire and fire staff (although LEA remained employer).
Introduction of National Curriculum (NC)	Dictated not only key subjects that all schoolchildren must be taught/offered, but also core skills/content covered (e.g. basic spelling and punctuation). Curriculum to cover broadly same content throughout England and Wales, including GCSEs, with exams at 'Key Stages' 1, 2, and 3 (ages 7, 11, and 14), through NC assessments or Standard Attainment Tests (SATs) . Welsh Assembly has authority to make adjustments in Wales—with Welsh language compulsory in all state schools, alongside English.

Launch of Key Stages (KS)	Formal stages introduced by which each pupil expected to attain objectives ('key stages'). Normally established through testing/continuous assessment.
Emergence of parent choice	First signs of 'choice' introduced in school admissions process, with parents allowed to specify which local school they wanted children to attend.
First school league tables	Publication of school exam results—intended to provide 'objective' information on school performance for parents considering where to send children. Attention today focuses on comparative data relating to truancy, exclusions, and performance in external exams—primarily GCSEs, to benchmark how many children achieve five 'good' passes (A*–C). Since 2007, A*–C grades recorded by all schools for league table purposes—excluding academies—have had to include English language and maths, following criticism that many top grades were obtained by children studying 'easier' subjects.
Introduction of city technology colleges (CTCs)	New generation of specialist schools established, geared to needs of industry and technology sector, with private companies invited to sponsor them. Most later became academies.

14C POWERS RETAINED AND LOST BY LOCAL EDUCATION AUTHORITIES (LEAS)

Retained	Lost
Provides and maintains premises for primary and secondary schools.	Until the Education Act 1993, LEAs had statutory duty to appoint education committees. Those operating in areas with voluntary schools included members of relevant churches alongside councillors. The obligation to convene committees has gone, but some councils still do so. Education committees remaining under John Major required to involve teachers and governors in decisions, as co-opted (non-voting) members. Labour extended this invitation to parents.
Has to ensure every school-aged child in their areas has access to formal state education.	1993 Act gave Education Secretary formal responsibility for 'promoting the education of the people of England and Wales'. It made no mention of LEAs, and new <i>quangos</i> —Funding Agency for Schools and Schools Funding Council for Wales—were introduced. In areas with many GM schools, the agencies could share with the LEA—or take over—its schools planning and funding role. This centralizing agenda has arguably continued (despite rhetoric about localism), with Labour channelling direct funding to academies and allowing limited local authority involvement in foundation schools, and the coalition rolling out the academy programme and introducing free schools—with funds again bypassing LEAs and going straight to schools.
Channels funds to the governors of community, foundation/trust, voluntary, and special schools, and ensures all schools follow the	School Standards and Frameworks Act 1998 introduced new requirement for LEAs to prepare education development plans (EDPs) for Secretary of State. This was seen as attack on council autonomy, transferring executive power to Whitehall.

National Curriculum.	
Recommends reform of individual schools in response to Ofsted reports (see pp. 445–8).	Local authorities have no role in day-to-day running of academies, CTCs, or free schools.
Establishes an independent schools organization committee, comprising councillors and representatives of other interest groups, including boards of academies and CTCs. These met every three years to consider school organization plans, proposed by council, addressing prospective mergers, closures, and changes to catchment areas, until they were scrapped in May 2007 and their commissioning role taken in-house by LEAs.	

14D PROCESS FOR RESPONDING TO RECOMMENDATIONS IN AN OFSTED REPORT

Stage	Process
School action plan	Initial summary report considered formally by school’s governing body, which produces an action plan within 40 working days. Both report and school’s response are open to public inspection.
Local authority report	If report contains significant recommendations, local LEA is required to produce its own report (even if the school is not council-run).
Special measures	Where report finds that school is <i>‘failing to give its pupils an acceptable standard of education’</i> —a ‘failing’ school—it can be placed in ‘special measures’. In such cases, an action plan must be submitted to Secretary of State, who will closely monitor school’s progress over following two years.
Fresh Start	If no appreciable signs of improvement follow, school’s management and teaching staff will normally be replaced and school reopened under the ‘Fresh Start’ scheme. Head teacher and all existing teaching staff are normally sacked and replaced. Often a ‘super-head’ is parachuted in from a ‘successful’ school, at request of LEA or Secretary of State. In 1999 Torsten Friedag was headhunted for a £70,000 salary (£20,000 above the then norm) from Croydon’s BRIT School to take over Islington’s George Orwell School (since reopened as Islington Arts and Media School).

CHAPTER 15: PLANNING POLICY AND ENVIRONMENTAL PROTECTION

15A CHANGES OF USE ALLOWED WITHOUT ACQUIRING PLANNING PERMISSION

From	To
A2 (professional and financial services) when premises have a display window at ground level	A1 (shop)
A1 (shop)	A1 plus up to two flats above
A2 (professional and financial services)	A1 plus up to two flats above
A2	A2 plus up to two flats above
A3 (restaurants and cafes)	A1 or A2
A4 (drinking establishments)	A1 or A2 or A3
A5 (hot food takeaways)	A1 or A2 or A3
B1 (business) (permission limited to change of use relating to not more than 235 square metres of floor space)	B8 (storage and distribution)
B2 (general industrial)	B1 (business)
B2 (general industrial) (permission limited to change of use relating to not more than 235 square metres of floor space))	B8 (storage and distribution)
B8 (storage and distribution) (permission limited to change of use relating to not more than 235 square metres of floor space)	B1 (business)
C3 (dwellinghouses)	C4 (houses in multiple occupation)
C4 (houses in multiple occupation)	C3 (dwellinghouses)
Casinos (sui generis)	D2 (assembly and leisure)

15B THE PROCEDURE FOR PLANNING INQUIRIES

Stage	What happens
Advertisement	Planning inquiries to be publicised in advance – with invitations sent to any formal objectors to the plan; anyone with a legal interest in the site; and the local parish/community council to address the hearings. An independent inspector (in exceptional cases, two) appointed by Secretary-of-State to chair proceedings and make a recommended judgment at the end
Convening hearings	Formal hearings held, often over a period of weeks, with all of the above allowed to speak. At their discretion, the inspector <i>may</i> allow individuals other than those ‘with a right to be heard’ to speak at the hearing
Presentations of evidence	Inspectors will listen to evidence for and against and make site visits to the proposed development area in question. One or more site visits likely to occur
Verdict	Often made by the inspector, a few weeks or more after the completion of the inquiry hearings. With some major inquiries, the inspector may refer their recommendations to the Secretary-of-State for a final decision
Appeal	An application for leave for a judicial review may be filed with the High Court – but only on a ‘point of law’ or human rights issue

15C OTHER FORMS OF PLANNING NOTICE

Action	What happens
Certificate of Lawfulness of	Can be issued on a planning authority by anyone wishing to find out if an

Existing Use or Development (CLEUD) or Certificate of Lawfulness of Proposed Use of Development (CLEPUD)	existing or proposed use of land is lawful
Enforcement notice	Served on a developer by the council if no planning application has been made for a development - or the terms of a consent or refusal have been breached. This will describe the nature of the breach, and spell out the steps needed to be taken within a specified period of time
Stop notice	Served on a developer by the council if a breach is 'in the process of being committed'
Developer appeal to Secretary of State	The individual or company concerned may appeal to the Secretary-of-State against any such notice – normally prompting an inquiry. If the notice served is ultimately quashed, the authority may be liable for compensating the appellant. But if their appeal fails, the authority may take further action – including prosecuting them for a criminal offence (the maximum fine in a magistrates court is £20,000)

CHAPTER 16: LOCAL AUTHORITIES AND HOUSING POLICY

16A CRITERIA FOR PRIORITIZING SOCIAL HOUSING APPLICANTS

'Reasonable preference' under the Homelessness Act 2002	General criteria
The 'unintentionally' homeless (see pp. 537–8)	Residency—does the applicant live in the area where they wish to be housed?
People living in unsanitary, overcrowded, or unsatisfactory housing	Financial circumstances— benefit claimants and low earners are normally treated as priority cases.
Those needing to move on medical or welfare grounds	Tenancy record—councils are wary of those who have previously defaulted on rent payments.
People needing to move to a particular locality in the district of the authority where failure to meet that need would cause hardship to themselves or others (for example, a parent with a child in a local school)	Time on register—applicants may gain extra points if they have been on the housing register for some time.

16B LOCAL AUTHORITY GRANTS AVAILABLE TO PRIVATE HOMEOWNERS

Name of grant	How it works
Renovation grants	Designed to improve/repair a dwelling. This is discretionary, and only available to owners or tenants who have occupied a dwelling for three or more years. It is usually made available for a specific purpose: e.g. repairs to satisfy a statutory notice, provision of basic facilities, adequate space, heating and insulation, and means of escape in a fire

Disabled facilities grant	These mandatory grants provide facilities for a disabled person in that person's home or in the common parts of a building containing that home. They are available to all owners/tenants under the expectation that the occupier will be resident for at least five years 'or such shorter period as his health or other circumstances permit'. Grants are payable for providing access to and within a dwelling, facilities for sleeping, cooking and washing, and measures for the safety of a disabled person
HMO (house in multiple occupation) grant	To improve or convert a house in multiple occupation (HMO). These are discretionary
Affordable Warmth	Means-tested energy efficiency grants targeted at benefit claimants, pensioners, and low-income families with young children

CHAPTER 17: CHILDREN'S SERVICES AND ADULT SOCIAL CARE

17A TYPES OF "SECTION 8 ORDER" UNDER THE CHILDREN ACT 1989

Order	Effect
Contact order	Requires person with whom the child is to live to allow him or her to visit or stay with another named person (e.g. another parent) or for that person and the child to have other specified contact.
Prohibited steps order	Prohibits certain 'steps' related to role of person with parental responsibility for the child to be taken without express prior agreement of the court (e.g. to prevent parent with whom the child does not live taking him or her away on holiday in circumstances in which there is thought to be danger of parent absconding with the child). During some family proceedings (particularly those relating to serious custody disputes between separated couples), the court may make the child a <i>ward of court</i> . This is where the court itself, rather than social services, takes the child into care temporarily. Again, this is normally used to prevent one parent leaving the country with the child unlawfully.
Residence order	Specifies that the child must live with a named person, often outlining other specific arrangements.
Specific issue order	Determines 'specific question' that has arisen, or may arise, in relation to care of the child (e.g. where the child should go to school, if parents or guardians disputing custody each want him or her to attend one near their homes).

17B MAIN RECOMMENDATIONS OF THE LAMING INQUIRY

Recommendation	Details
Government to take lead with new ministerial board	Children and Families Board to be established at heart of government, chaired by Cabinet minister. Like Cabinet committees , it should be made up of ministers or other senior representatives from all departments concerned with child and family welfare.

New regulator	<p>Children’s Commissioner for England (Children’s Commissioner) should be established, who would also be chief executive of National Agency for Children and Families. He or she would report directly to the Board.</p> <p>Agency would be responsible for:</p> <ul style="list-style-type: none"> (a) assessing and advising the board about impact of proposed policies; (b) scrutinizing relevant new legislation and guidance; (c) advising on implementation of United Nations (UN) Convention on the Rights of the Child; (d) advising on setting ‘nationally agreed outcomes’ for children, and how best to monitor and achieve these; (e) ensuring policies are implemented at local level and monitoring this process through regional offices; (f) reporting annually to Parliament on quality and effectiveness of children and family services.
Major case reviews by government	Agency to conduct ‘serious case reviews’ in the event of death or serious deliberate injury of child.
New local authority committees	Each local authority responsible for social services to establish its own committee of members for children and families, to include lay members of management committees of key services.
Proper coordination of local services	Local authority chief executives to chair management boards for services to children and families, and report to above committees.
Full inspection of delivery and support services	Government inspectorates responsible for monitoring children and family services must in future inspect not only service delivery on ground, but also effectiveness of inter-agency arrangements surrounding those services.
Tighter fostering procedures	Ministers should review law regarding registration of private foster carers.
Full recording and information-sharing between partner agencies	Every individual agency involved in a child’s care should record basic information about him or her—including name, address, age, name of primary carer, GP, and name of his or her school.
Stripping away jargon	Department of Health to establish new ‘common language’ for effective identification of, and intervention in, child protection issues, to be disseminated to all agencies involved in area. Existing child protection register system to be replaced by ‘more effective system’ (child protection plans).
National database	Government should hold feasibility study with view to setting up national children’s database containing details of all children under the age of 16.
Improved training for professionals	Local management boards to ensure proper training in child protection—on ‘inter-agency’ basis—to be monitored by government inspectorates.

17C DIFFERENT TYPES OF FOSTERING ARRANGEMENT

Arrangement	How it works
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Emergency	Where children need somewhere safe to stay for few nights—normally after emergency protection order granted.
Short-term	Carers look after children for few weeks or months, while plans are made for their long-term future (with interim care order in place).
Short breaks	Disabled children or children with special needs or behavioural difficulties enjoy short stay on pre-planned and/or regular basis with another family, and their parents or usual foster carers have short break.
Remand fostering	Young people in England or Wales can be ‘remanded’ by court to care of specially trained foster carer in relation to criminal conviction. Scotland does not use remand fostering because young people usually attend children’s hearings, rather than court. Hearings might, however, send young person to secure unit and some Scottish schemes hope to develop fostering as an alternative to secure accommodation.
Long-term	For children choosing to live with long-term foster carers until they reach adulthood and are ready to live independently.
‘Family and friends’ or ‘kinship’ fostering	Children looked after by local authority are put into care of relatives, friends, or other people they already know.
Private fostering	Where parents arrange for child to stay with someone who is not close relative and has no parental responsibilities, and child may stay with that person (‘private foster carer’) for more than 27 days. Although this is private arrangement, special rules exist to determine how child is cared for. Councils must be told about arrangements and visit to check on child.

17D VETTING PROCEDURE FOR FOSTER PARENTS

Procedure	What happens
Background investigation	Children’s services staff provisionally approve prospective foster parents following investigation into their family, medical, and criminal backgrounds. Anyone convicted of causing/permitting bodily harm to children—or anyone living in the same house as such a person—cannot foster. Those who have faced orders to remove children from their care are also barred.
Regular spot checks	Social workers retain the right to see foster children regularly on request and can remove them from care without notice if they believe this to be in the children’s interests. Foster parents can apply to courts for residence orders, asserting rights to keep children with them.
Training for foster parents	Prospective foster parents must attend classes on statutory responsibilities of foster carers. Although not yet compulsory, many also study for formal qualifications: in England and Wales, National Vocational Qualification (NVQ) Level 3 in Caring for Children and Young People; in Scotland, a Scottish Vocational Qualification (SVQ) can be pursued.

17E THE NATIONAL MINIMUM WEEKLY FOSTERING ALLOWANCE FOR ENGLAND

Age grouping **Babies** **Pre-primary** **Primary** **Secondary (11-15 years)** **Secondary (16-17 years)**

Base (£)	125	128	141	161	188
South-east (£)	138	142	158	179	211
London (£)	144	147	165	187	219

(Data for 2017-2018)

17F CRITERIA FOR PROSPECTIVE ADOPTERS

Criterion	Meaning
Age	Must be over 21 and able to prove they will make space in their lives for child, and are patient, flexible, energetic, and determined to make difference to child's life. No official upper age limit, although agencies can favour younger people.
Criminal background checks	Must not have been convicted of serious child-related offence. More minor offences must be looked into, but may not preclude adoption.
Relationship status	Couples married or in civil partnerships, single people, or individual partners in unmarried couples (heterosexual, lesbian, or gay) may adopt. Unmarried couples may apply to adopt jointly. Ban on gay and unmarried couples adopting in Northern Ireland overturned by Supreme Court in December 2013.
Good health	Prospective adopters must have medical examinations and health issues (including hereditary conditions) should be explored.
Ethnic/cultural background	People of all ethnic backgrounds may adopt. Since Children and Families 2014, preferential treatment no longer given to prospective parents of same racial/religious identity as child (influenced by research into well-being of minority-adopted adults who grew up with families who did not match their ethnicities).
Disability access	People with disabilities may adopt, subject to case-by-case conditions.

17G ADOPTION PROCESS

Procedure	What happens
Initial meeting(s)	Following application through agency, prospective adopter(s) meets social worker, together and individually (if in a couple), on several occasions.
Background investigation	Prospective adoptive parents' personal backgrounds investigated and they are asked reasons for adopting. Confidential enquiries made through local children's services department and police.
Personal references	Supplied by at least two friends of adopter(s), and prospective adopter(s) undergoes GP medical examination.
Independent adoption panel	Hearing by panel (linked to agency through which prospective adopter(s) has applied) considers case and decides if it should progress to final stage: opportunity to meet panel in person.
Provisional care agreed	Once adopters approved in principle, child put into their provisional care (children's services authorities or adoption panels must be notified if done through approved adoption society).
Adoption order	Decision made by family proceedings court, sitting in private, three months after

confirmed	notification to authority.
Contact order established (if relevant)	Court orders that contact be allowed (or not) with former parents or guardians, under clearly specified circumstances

17H MAIN PROVISIONS OF COMMUNITY CARE ACT 1990

Measure	Meaning
Emphasis on 'Care in the Community'	Councils to promote domiciliary (home) care, day care (attendance at day centres and activity groups), and respite services (short breaks for carers and/or cared-for) so that people can live in their own homes.
Emphasis on practical support to promote self-reliance	Ensuring that all agencies/authorities involved prioritize practical support.
Detailed needs assessment	Conducting 'proper assessment' of individuals' needs, followed by good case management by key workers (see 'Community care—the limits of state provision' in this chapter).
Promoting partnerships	Developing flourishing independent/private sector alongside good public services.
Long-term care planning	Preparing strategic plans for community care arrangements, working with NHS; publishing these/keeping them under review in consultation with public and voluntary-sector bodies. Collaboration between NHS and councils to improve non-hospital services previously introduced under National Health Service Act 1977, when joint consultative committees (JCCs) were set up, comprising representatives from all relevant statutory agencies.

17I POWERS OF SOCIAL SERVICES IN RELATION TO THE MENTALLY INFIRM

Power	Effect
Application for compulsory observation	Approved mental health practitioners (AMHPs) may apply for person to be admitted to hospital for 72 hours' compulsory observation under s. 136 of Mental Health Act 1983. AMHPs may either be social workers, nurses, occupational therapists (OTs), or psychologists. Application must be supported by two responsible clinicians (RCs). These may be social workers, nurses, OTs, or psychologists—not only GPs and/or psychiatrists, as previously. In 'emergencies', applications may proceed with one RC's endorsement.
Appointment of 'nearest relatives'	Applications for people to be admitted to mental hospital normally subject to consent by nearest relative. If AMHP believes consent is being withheld 'unreasonably', he/she can apply to courts for order appointing someone else as 'nearest relative'.
Application to extend observation	Observation order may be granted for up to 28 days by hospital psychiatrist under s. 2. Six-month renewable treatment period may be agreed under s. 3. RC agreeing to detention under ss. 2 or 3 must be a qualified doctor. Detention may

	be renewed after initial six months, subject to approval by mental health review tribunal (MHRT) and with patient/nearest relative given right to appeal. Further renewal may be made after 12 months and then yearly.
Application for warrants	If AMHP believes patient is being ill-treated/neglected on private property, he/she may apply to a magistrate for a warrant to search premises.
Assumption of the role of ‘guardian’	Social services can be appointed ‘guardians’ to mentally ill people unlikely to respond to hospital treatment, but needing protection. Private individuals can be appointed, too—with council’s consent.

17J OTHER MAIN PROVISIONS OF THE MENTAL HEALTH ACT 2007

Provision	Effect
New definition of ‘mental disorder’	Rationalized system by abolishing references to different types of condition.
Detention only if relevant treatment available	Introduced new ‘appropriate medical treatment’ test preventing patients being compulsorily detained unless medical treatment appropriate to their disorder and all other circumstances of case is available to them. Pre-existing ‘treatability test’ abolished.
Extension of ‘sectioning’ powers to wider range of professionals	Broadened group of professional practitioners allowed to perform functions previously undertaken by ASWs and RMOs (now AMHPs and responsible clinicians).
New rights for patients to challenge ‘nearest relatives’	Gave patients right to apply to displace nearest relative, with county courts also allowed to do so on ‘reasonable grounds’. Awarded civil partners nearest relative status in same way as husbands and wives.
More community supervision of discharged patients	Introduced supervised community treatment (SCT) for patients following periods of hospital detention. Aim is to allow ‘small number’ of patients with mental disorders to live in community while subject to certain conditions under 1983 Act (as amended by 2007 Act), to ensure that they continue with required medical treatment. Intention is to address ‘revolving door’ whereby some patients discontinue medication in community and end up being detained again.
Fast-track mental health review process to safeguard patient and ‘nearest relative’ rights	Reduced amount of time before cases must be referred to Mental Health Review Tribunal, and introduced single MHRT for England, modelled on existing single one for Wales.
Services customized more to different age groups	Improved ‘age-appropriate services’—ensuring people under age of 18 are accommodated suitably, rather than on adult wards.
Professional advocacy for all patients	Entitled every detained patient to independent mental health advocate.
More emphasis on therapy and non-invasive treatments	Introduced new safeguards limiting use of electro-convulsive therapy (ECT).

18 TRANSPORT, ENVIRONMENT, LEISURE, AND CULTURE

18A TIMELINE OF EMERGENCE OF ROAD-BUILDING IN BRITAIN

Date	Development
Eighteenth century	Emergence of 'Turnpike trusts' (an early form of public–private partnership), with locally based companies given parliamentary powers to build and maintain specific sections of road. This was financed by levying tolls on road-users—a system now being revisited in some areas of UK.
1816	Convex road-building technique pioneered in Bristol by John Macadam to improve drainage and the camber for transporting heavy loads. This is subsequently adopted nationwide.
1888	Responsibility for maintaining public roads in each area handed to newly emerging county councils.
1959	First section of M1, Britain's first major national <i>trunk road</i> , opened between Berrygrove, Hertfordshire, and Crick, Northamptonshire.
1968	Final stretch of M1 completed after being extended several times into Yorkshire.
1973	First section of London orbital motorway, the M16 (later renamed M25), built between South Mimms and Potters Bar, Hertfordshire.
1986	M25 officially opened by Margaret Thatcher on completion of section between junctions 22 and 23 (London Colney and South Mimms).

18B TYPES OF ROAD AND AUTHORITIES RESPONSIBLE FOR THEM

Road type	Definition	Authority
Trunk roads (M- and major A-roads)	Major roads linking towns/cities and/or connecting them to ports/airports. Normally divided into dual carriageways, biggest are multilane motorways. M25 in process of becoming 8-lane motorway, with junctions 12–14 boasting 10 and another stretch (junctions 14–15) 12 lanes.	Transport Secretary and Highways England
County roads (A-roads)	Major arterial roads (almost all A-roads) linking smaller towns, normally within single county.	County councils, unitary authorities, metropolitan borough councils, and London boroughs
Secondary roads (B-roads), and public bridleways and footpaths	B-roads and smaller rural and urban roads, particularly those linking villages, hamlets, and minor settlements. Bridleways and footpaths—often just dirt tracks—following medieval/Roman/ancient routes and paths through fields and woodland.	Councils (as county roads)
Private roads	Highways contained within	Private estates and related

	boundaries of private estates such as Canary Wharf, east London, or City of London.	businesses (e.g. Canary Wharf)—unless road formally adopted by relevant council under Private Street Works Act 1892
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18C MAIN STAGES IN THE CONSULTATION PROCESS FOR MAJOR ROAD PROJECTS

Stage	Procedure
Consultation document published	Document must cover following criteria: 1. description of potential alternative routes; 2. project's predicted cost, including explanation of differences between various alternative options; 3. environmental impact assessment (EIA) disclosing details of any potential environmental issues arising from project, as stipulated by EU Directives; 4. other relevant factors (e.g. potential impact on historical sites).
Comments invited on proposal	Copy of consultation document sent to all local authorities affected by proposals. Public exhibition arranged at which proposal explained and alternative solutions discussed.
Invitation for alternative schemes	Opponents offered chance to submit objections formally to Secretary of State.
Assessment of objections	Views of objectors examined in detail following consultation period.
Approval or rejection of proposal	Secretary of State publishes final decision on plan in statement, giving reasons for advocating project and benefits it will bring.
Detailed plans for implementation of proposal drafted	Draft orders covering proposed route drawn up—including any <i>compulsory purchase orders (CPOs)</i> necessary for it to go ahead.
Public inquiry	Discusses in detail any objections to draft order, with directly affected parties invited to speak. Will focus solely on questions about viability of route, its design, and case for it.
Final decision	Final say given by Secretary of State once inquiry inspector has heard cases for and against plans and produced report.

18D MAJOR GOVERNMENT TRAFFIC AND TRANSPORT INITIATIVES SINCE 1997

Initiative	Effect
Traffic Reduction Act 1997	Required future highway design to take account of need to cut traffic by adding bus lanes and park-and-ride schemes to encourage more people to travel by passenger transport.
A New Deal for Transport: Better for Everyone (1999)	<i>White Paper</i> outlining need for 'integrated transport policy' to increase use of trains and buses.
Transport Act 2000	Created new Commission for Integrated Transport to:

	<ol style="list-style-type: none"> 1. advise ministers how to implement integrated transport policy; 2. monitor developments across transport, environment, health, and other areas; 3. review progress towards government objectives
Transport 2010: The Ten-Year Plan	<p>Published in July 2000, this gave effect to many ideas in 1999 White Paper. It enshrined following proposals:</p> <ol style="list-style-type: none"> 1. target to cut traffic congestion by 5 per cent by 2010; 2. local highways authorities allowed to levy charges to ease congestion (see pp. 548–51); 3. Highways Agency to change from being ‘road-builder’ to ‘road network operator’ (effectively, road equivalent of Network Rail), charged with improving and operating the trunk road network using outside contractors; 4. 60 per cent of trunk roads to be retained as ‘core’ network of nationally important routes, with others ‘de-trunked’; 5. future trunk road planning to be overseen by regional planning guidance (RPG); 6. Highways Agency to work closely with rail companies to improve ‘interchanges’ between public and private transport; 7. local authorities required to formulate five-year local transport plans to coordinate and improve public transport, promote walking and cycling and green transport plans for journeys to work, school, and elsewhere, and reduce social exclusion (especially in rural areas) by improving bus routes; 8. by end of 1999, councils expected to publish draft transport plans covering 2000–05 (these replaced the existing transport policies and programmes (TPP) system).
The Future of Transport	<p>This 2004 White Paper introduced the Transport Innovation Fund (TIF), offering financial backing to local authorities and other bodies keen to invest in innovative transport projects. It had two strands: Congestion TIF, offering councils money to invest in congestion charging and related initiatives; and Productivity TIF, which would support projects earmarked by the DfT as ‘of national importance’.</p> <p>Beginning in 2008–09, the TIF was to have invested more than £9.5bn in projects by 2014–15, but in June 2010 it was suspended by the Lib-Con coalition.</p>
HS2: high speed rail	<p>After three years of parliamentary scrutiny, high speed rail project HS2 received royal assent in February 2017. Britain’s new railway will connect Birmingham and London, and later the Midlands with the north of England, and then Scotland. Speeds are set to reach 250mph, and would cut journey time from London to Birmingham from an hour and 21 minutes to 49 minutes. The government received heavy criticism for its plan from people who live near the site of the new line, which will run through an Area of Outstanding Natural Beauty in the Chilterns, and the project’s £56bn price tag. Ticket prices are yet to be announced.</p>
Heathrow expansion	<p>As early as December 2006, the Department for Transport was considering a third runway at Heathrow airport. A highly controversial project, it’s no surprise that it took until June 2018 to get the green light from parliament. Supported by the aviation industry and British big business but opposed by environmental and local community groups and councils, Heathrow’s bid to expand further beat off competition from Gatwick airport and the idea of building an airport in the Thames estuary. Government estimates say a third runway will bring £5.5 billion</p>

	investment into the country, but opponents argue the carbon costs alone would dwarf the benefits. An attempt to block the build has already reached the High Court in April 2019, and although it failed, campaigners have vowed to push on in their quest to stop the project.
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18E TYPES OF COUNCIL RESPONSIBLE FOR CAR PARKING SERVICES

Type of parking	Local authority
On-street and residents' parking	Nominally county councils and unitary authorities, but now administered by all types of council (subject to local arrangements)
Open-air car parks on public or council-owned land	Traditionally, district/borough councils and unitary authorities, but now depends on local arrangements
Multistorey car parks	Private firms such as National Car Parks Ltd (NCP)
Car parks at hospitals, colleges, universities, and business premises	Run by organizations themselves, increasingly using private contractors

18F CHRONOLOGY OF PUBLIC HEALTH LEGISLATION IN THE UK

Law	Reform
Public Health Acts 1872 and 1875	Local boards of health and sanitary authorities set up
Public Health Act 1936	Public health responsibilities transferred to new local authorities
Public Health Acts 1948–74	Public health responsibilities—other than environmental health—gradually transferred from local authorities to NHS
Environmental Protection Act 1990	Earlier Acts consolidated to summarize councils' responsibilities, creating new environmental services departments
Food Safety Act 1990 (adapted for Scotland and Northern Ireland)	New powers of inspection and criminal prosecution given to <i>environmental health officers</i>
Food Safety Act 1999	Food Standards Agency (FSA) established, roles of local inspectors clarified, and more all-encompassing environmental services departments introduced
Public Health White Paper 2010	Proposed transfer of FSA's control of nutrition policy to Department of Health and food labelling to Department for Environment, Food, and Rural Affairs (Defra), with FSA retaining charge of vetting food safety

18G ADDITIONAL RESPONSIBILITIES OF ENVIRONMENTAL HEALTH OFFICERS

Responsibility	Definition
Litter	Councils, 'statutory undertakers' (companies contracted to run local services), and other public landowners legally bound to keep their land free of litter. If council designates a 'litter control area', it is offence to throw, drop, or dispose of litter on land owned by public body in that area.
General health risks	If measures for preserving public health fail and diseases such as dysentery, smallpox, typhoid, or foot-and-mouth break out, authority must inform NHS and

	local community physician or Director of Public Health.
Maintaining public areas	These range from public parks and playgrounds, to cemeteries.
Vermin control	Tackling infestations of rodents, insects, etc.—if necessary, charging private individuals after an event if infestation relates to private land/property.
Contaminated land	Management of land contaminated by industrial processes or military tests involving radiation is still covered by 1990 Act. Boroughs/districts or unitaries identify and register contaminated land in their areas. If serious problem noted, authority must designate ‘special site’ and notify EA/SEPA, which takes responsibility for enforcing actions taken. Enforcing authority serves remediation notice on person/business responsible, specifying action needed to remedy problem. In Northern Ireland, contaminated land is overseen by Department of Health under Radioactive Contaminated Land Regulations (Northern Ireland) 2006.
Air quality	Following types of emission prohibited under Clean Air Act 1993 (which built on provisions of Clean Air Act 1956, introduced to eliminate winter smog): ‘dark smoke’ issuing from chimneys; excessive smoke, grit, dust, and fumes from chimneys; excessively high chimneys; excessive exhaust emissions; and smoke emissions in designated ‘smoke control areas’. Environment Act 1995 required councils to review present and potential local air quality. Where air not meeting desired standard, councils may designate ‘air quality management areas’ covered by air quality action plans.
Statutory nuisances	1990 Act empowers councils to serve ‘abatement notices’ on those responsible for statutory nuisances prejudicial to health. As well as vermin and noise pollution generated by premises, vehicles, machinery, or equipment (e.g. drills), these include smoke, gas, fumes, dust, steam, effluvia, and accumulations of rubbish.
Public lavatories	Providing sufficient public conveniences to hygienic standard, including accessible toilets, baby-changing facilities, etc.

19 FREEDOM OF INFORMATION

19A SPECIFIC FOI EXEMPTIONS RELATING TO THE ROYAL HOUSEHOLD

Exemption	Details
Financial and other personal matters	Information relating to personal affairs of sovereign/family members—including private finances and personal activities— exempt under s. 40 of FoI Act and s. 38 of Scottish FoI Act (Data Protection Act provisions).
Royal communications	‘Absolute’ exemption for correspondences sent by/on behalf of/to Queen, heir to throne, or second in line introduced under Constitutional Reform and Governance Act 2010, with same exemption expected to be introduced in Scotland under Freedom of Information (Amendment) Bill. ‘Qualified’ exemptions apply to communications with other Royal Household/family members under s. 37 of FoI Act 2000. Latter may be disclosed only if ‘balance of public interest’ deems this necessary. All exemptions apply for whichever longer of twenty years or five years after death of family member concerned.
Correspondences	Personal information on recently deceased family members relating to

with family members now deceased	communications with Queen, other members of Royal Household/family. If contained in records less than thirty years old, may be exempt under s. 37 of UK FoI Act (s. 41 of Scottish FoI Act).
Other information relating to deceased royals	Information relating to recently deceased family members, disclosure of which would damage 'right to family life' of deceased's relatives, may be exempt under s. 44 of UK FoI Act and s. 26 of Scottish FoI Act, and s. 8 ('Private Life and Family') of Human Rights Act 1998.

19B EXEMPTIONS UNDER THE ENVIRONMENTAL INFORMATION REGULATIONS 2004

Absolute	Qualified
Information not held by authority (if so, it has 'duty' to refer request to relevant body).	Release would breach confidentiality of legal proceedings.
Request 'manifestly unreasonable'.	Might prejudice international relations between Britain and other states/international bodies, public security, or national defence.
Request 'too general' (although authority should still fulfil duty to advise and assist).	Might jeopardize course of justice and right of citizens to fair trial.
Requests for unfinished documents or data (in which case, estimated time for completion must be given).	Commercially confidential information.
Requests for internal communications.	Certain information related to intellectual property rights.
Related to personal/voluntary data.	Related to environmental protection work.

19C THE INFORMATION COMMISSIONER'S OFFICE'S "TEN TOP TIPS" FOR HANDLING REQUESTS

Tip	Explanation
'Be positive'	Remember transparency is 'good for the public and democracy'
'Be active'	Publish as much material as possible proactively under the terms of publication of the Act to save time, effort, resources, and money
'Anticipate requests'	Do not wait to be asked
'If in doubt, disclose'	Remember there is a presumption for disclosure—public authorities should meet people's requests unless there is a good reason not to do so and organizations do not have to withhold unless absolute exemption applies
'Get talking'	Dialogue between requester and public authority can help resolve requests more quickly
'Don't fear precedent'	All decisions should be made on merit and a case-by-case basis at time of request
'Give clear reasons for turning down a request'	Write clear 'refusal notice' because properly drafted and explained refusals avoid reviews and complaints
'Give more if it helps'	Supply additional information where useful, such as explanations of data supplied
'Meet it or beat it'	The 20-day deadline must be met—and improved upon if possible
'Help yourself'	Look at ICO's guidance online at www.ico.gov.uk for more information