

# ADMINISTRATION COMMITTEE

20 November 2017

## COMMUNITY GOVERNANCE REVIEW

### Report of the Senior Specialist (Elections and Democratic Services)

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#### Recommendations:

It is recommended that the Administration Committee:

- (1) Agrees the scope of the Community Governance Review (Appendix A); and
- (2) Approves the indicative timetable of the Review (Appendix B).

#### Summary

The Council intends to carry out a Community Governance Review and a Polling District Review as a result of the electoral ward review undertaken in 2016 by the Local Government Boundary Commission and as a result of population growth/ movements and housing growth across the Borough.

#### Statutory Powers

Local Government and Public Involvement in Health Act 2007

#### Strategic Implications

1. The content of this report does not directly contribute to the achievement of Corporate Plan objectives. However, given population and housing growth, it is important time is taken to review our community governance arrangements and ensure they are reflective of the identities and interests of the community in that area and effective and convenient.

#### Introduction

2. Under the Local Government and Public Involvement in Health Act 2007, local authorities now have the power to stimulate debate in respect of parish boundaries. It is a review that can take place for the whole, or part of, the Borough to consider one or more of the following:
  - Creating, merging, altering or abolishing parishes;
  - The naming of parishes and the style of new parishes;

- The electoral arrangements for parishes (the ordinary year of election; council size, the number of councillors to be elected to the Council, and parish warding), and
  - Grouping parishes under a common parish council or de-grouping parishes.
3. The Council is required to ensure that community governance within the area under review will be:
- Reflective of the identities and interests of the community in that area; and
  - Is effective and convenient.
4. In doing so the community governance review is required to take into account:
- The impact of community governance arrangements on community cohesion; and
  - The size, population and boundaries of a local community or parish.

### **Why carry out the review?**

5. These reviews are taking place partly as a result of the electoral ward review undertaken in 2016 by the Local Government Boundary Commission given population growth and movements and housing growth.
6. The Borough Council believes parish councils play an important role in terms of community empowerment at a local level and wants to ensure that parish governance within the Borough continues to be robust, representative and able to meet new challenges.
7. Furthermore, it wants to ensure that there is clarity and transparency to the areas that parish councils represent and that the electoral arrangements of parishes (specifically ward arrangements and allocations of councillors) are appropriate, equitable and readily understood by their electorate.
8. To that end, the Council is also reviewing unparished areas of the Borough to obtain views relating to community empowerment at local level. This could include the Council devolving power and responsibility at a neighbourhood level and extending localism to those parts of the town that do not presently benefit from a parish or town council.

### **Areas to be reviewed**

9. The review covers all parish wards of the Borough as well as unparished wards.

## **Who will undertake the review?**

10. This Council is responsible for conducting a review within its electoral area as the primary council with work beginning in November 2017. The Chief Executive, in consultation with the Community Governance Review Project Team, will be responsible for making both draft and final recommendations during the process (Appendix B). The Council will be required to approve the final recommendations prior to the Community Governance Order being made.
11. A full consultation process will form part of the reviews, to take full account of the views of local people.

## **Next steps**

12. The next steps are subject to decisions being made by this Committee and the indicative timetable (Appendix A) will be revised or agreed along with the Terms of Reference.

## **Electorate forecasts for the Borough**

13. This Review will be conducted using electoral data taken from the December 2017 electoral register.

## **Financial Implications**

14. There may be minimal one-off costs relating to the administrative changes required to amend parish boundaries as a result of this review.

## **Risk Assessment**

15. The Borough Council has a responsibility, under its governance arrangements, to ensure that both fit and the parish councils within its area are, (in electoral terms), structured and organised appropriately, in order that they can serve the public need as effectively as possible.

## **Equality and Diversity Implications**

16. The Borough Council will ensure that, when conducting any such review, all affected residents are given the opportunity to comment and feedback using a variety of communications mechanisms to ensure inclusivity and attract a diverse mix of opinions reflecting community needs.

## **Conclusion**

17. This Committee is asked to consider the rationale for undertaking a Community Governance Review and Polling District Review. Specifically that a review will ensure clarity and transparency to the areas that parish councils represent and that the electoral arrangements of parishes (specifically ward

arrangements and allocations of councillors) are appropriate, equitable and readily understood by their electorate. Committee is also asked to approve the project scope, timeline and project team required to undertake this review.

KATH RICHARDS  
SENIOR SPECIALIST (ELECTIONS AND DEMOCRATIC) SERVICES

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Appendices Attached:	2

### **LOCAL GOVERNMENT ACT 1972 - SECTION 100D**

The following is a list of documents which disclose facts or matters on which this report or an important part of it is based and have been relied upon to a material extent in the preparation of this report. This list does not include any published works or documents which would disclose exempt or confidential information.

None.

# **Terms of Reference (Scope)**

## **Community Governance Review 2017**

### **Review of community governance arrangements within the Borough of Eastleigh**

Eastleigh Borough Council is conducting a Review of Community Governance Arrangements within the Eastleigh Local Authority area in accordance with Part 4 Chapter 3 of the Local Government and Public Involvement in Health Act 2007.

The Council is required to have regard to the Guidance on Community Governance Reviews issued by the Secretary of State for Communities and Local Government. This guidance was considered when drawing up these Terms of Reference (TOR).

### **What is a Community Governance Review?**

It is a review that can take place for the whole or part of the Borough to consider one or more of the following:

- Creating, merging, altering or abolishing parishes;
- The naming of parishes and the style of new parishes;
- The electoral arrangements for parishes (the ordinary year of election; council size, the number of councillors to be elected to the council, and parish warding), and
- Grouping parishes under a common parish council or de-grouping parishes

The Council is required to ensure that community governance within the area under review will be:

- Reflective of the identities and interests of the community in that area; and
- Is effective and convenient.

In doing so the community governance review is required to take into account:

- The impact of community governance arrangements on community cohesion; and
- The size, population and boundaries of a local community or parish.

## **Why undertake this Community Governance Review?**

This review is taking place partly as a result of the electoral ward review undertaken in 2016 and also the current situation of some of the parish arrangements given population movements and housing growth.

The Council believes that parish councils play an important role in terms of community empowerment at the local level and wants to ensure that parish governance within the Borough continues to be robust, representative and enabled to meet new challenges.

Furthermore, it wants to ensure that there is clarity and transparency to the areas that parish councils represent and that the electoral arrangements of parishes – the warding arrangements and the allocations of councillors – are appropriate, equitable and readily understood by their electorate.

To that end, the Council is also reviewing unparished areas of the Borough to obtain views as to enabling community empowerment at local level which could include the Council devolving power and responsibility to neighbourhood level and extending localism to those parts of the town that do not presently benefit from their own local councils.

## **Areas to be reviewed**

The review covers all parish wards of the Borough and unparished wards.

## **Who will undertake the review?**

The Borough Council is responsible for conducting a review within its electoral area. The Chief Executive, in consultation with the Community Governance Review Project Team, will be responsible for making both draft and final recommendations during the process. The Council will be required to approve the final recommendations prior to the Community Governance Order being made.

A full consultation process will form part of the Review to take full account of the views of local people.

## **Next steps**

The next steps in the Community Governance Review [are subject to decisions being made at the Administration Committee meeting on 20<sup>th</sup> November and the indicative timetable (below) will be revised or agreed along with the Terms of Reference of the review.

## Indicative timetable for the Community Governance Review

Action	Timeline	Outline of Action
Report to Admin Committee	20 November 2017	Timescale and Terms of Reference approved
Publication of the Terms of Reference	5 December 2017	Council publishes Notice of the Review and notifies stakeholders
First Stakeholder Meeting	December 2017	Meet with stakeholders to answer questions relating to the Terms of Reference
Initial Consultation Period	5 December 2017 – 30 January 2018	Initial submissions invited
	1 February 2018 – 2 March 2018	Consider submissions. Prepare draft recommendations
Final Consultation Period	5 March 2018– 4 May 2018	Draft recommendations published and comments sought
	5 May 2018 - 22 June 2018	Consider final submissions and prepare recommendations
Final recommendations	July 2018	Publish Final recommendations
Implementation Order	August 2018	Council to make Order

### Electorate forecasts for the Borough

This Review will be conducted using electoral data taken from the December 2016 electoral register.

### Representations

The consultation period for the first stage of the community governance review commences on 5 December 2017, when the initial submissions are invited. The second consultation stage will commence in March 2018 and the draft recommendations will be published and comments will be sought.

If you have any questions of feedback please email: [cgr@eastleigh.gov.uk](mailto:cgr@eastleigh.gov.uk)

**Indicative timetable for the community governance review**

<b>Action</b>	<b>Timeline</b>	<b>Outline of Action</b>
Report to Admin Committee	20 November 2017	Timescale and CGR scope approved
Publication of the Terms of Reference	5 December 2017	Council publishes Notice of the Review and notifies stakeholders
First Stakeholder Meeting	16 December 2017	Meet with stakeholders to answer questions relating to the scope
Initial Consultation Period	5 December 2017 – 30 January 2018	Initial submissions invited
	1 February 2018 – 2 March 2018	Consider submissions. Prepare draft recommendations
Final Consultation Period	5 March 2018– 4 May 2018	Draft recommendations published and comments sought
	5 May 2018 - 22 June	Consider final submissions and prepare recommendations
Final recommendations	July 2018	Publish Final recommendations
Implementation Order	August 2018	Council to make Order