

BOUNDARY REVIEW COMMITTEE

Minutes of a meeting of the Boundary Review Committee held on Monday 3rd February 2014 at 6.00 pm in Darby House, Lawn Central, Telford

PRESENT: Councillors R Sloan (Chair), K Blundell, S Davies, A Eade, I Fletcher and A McClements

IN ATTENDANCE: J. Eatough (Assistant Director: Law, Democracy & People Services), P Griffiths (Democratic Services Manager) and P Smith (Democratic Services Team Leader).

A number of residents from Lilleshall were also in attendance.

BRC-13 MINUTES

RESOLVED – that the minutes of the meeting held on 26 September 2013 be confirmed and signed by the Chair.

BRC-14 APOLOGIES FOR ABSENCE

Councillor R Overton

BRC-15 DECLARATIONS OF INTEREST

None.

BRC-16 THE LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND – ELECTORAL REVIEW OF TELFORD & WREKIN BOROUGH COUNCIL

The Democratic Services Manager presented the report of the Assistant Director: Law, Democracy & People Services which outlined the final recommendations of the Local Government Boundary Commission for England (LGBCE) following their review of the electoral arrangements in the Borough.

Following consideration of the comments received on its draft proposals, the LGBCE had now published its final recommendations, a copy of which was appended to the report. As a result of some of the consultation submissions, the LGBCE had modified some of its draft proposals. The most significant of these were:

- Parishes of Eyton-upon-the-Weald Moors and Preston-upon-the-Weald Moors to be included in the Edmond & Ercall Magna ward;
- Single member wards for Admaston & Bratton, Shawbirch and Wrockwardine wards;
- Transfer of around 120 electors from Dohill ward to Shawbirch ward;
- Minor change to the boundary between Haygate and Park wards;
- Minor change to the boundary between St Georges and Priorslee wards;
- Proposed three member Madeley ward now to be called Madeley & Sutton Hill ward.

The final recommendations resulted in 12 single member wards, 12 two-member wards and 6 three member wards. No ward was forecast to have an electoral variance of greater than 10% by 2018. There would be some consequential changes to parish warding arrangements.

An Order – the legal document which brought into force the recommendations – would be laid in Parliament, and implemented subject to parliamentary scrutiny. The new electoral arrangements would come into force at the next Borough elections in May 2015.

Members expressed dissatisfaction at the outcome of the review in some areas (eg: Lawley, the rural wards between Telford and Newport) where the strong views of local communities and elected representatives had not been taken on board by the Commission. It was suggested that continuity had not been helped by the changes in LGBCE staff during the Review.

RESOLVED – that the final LGBCE recommendations, which will come into force at the next Council elections in May 2015, be noted.

BRC-17 COMMUNITY GOVERNANCE REVIEW – LILLESHALL, DONNINGTON & MUXTON PARISH: DRAFT PROPOSALS

The Committee received the report of the Assistant Director: Law, Democracy & People Services, appended to which was the suggested Draft Proposals in response to the petition for a Community Governance Review (CGR). The CGR had been triggered following the submission of a valid petition calling for a separate parish to be formed for the Lilleshall ward of Lilleshall, Donnington & Muxton Parish Council.

The Chair reported that he had attended a meeting of Lilleshall, Donnington & Muxton Parish Council to explain the CGR process and the role of this Committee. He added that he would allow the lead petitioner – Mr P Hawkins – and the Chair of the Lilleshall, Donnington & Muxton Parish Council – Mr A Baker – to speak for up to five minutes each. This was to allow the Committee an opportunity to hear views from the local community about the process so far and any representations relevant to the draft proposals.

Mr Baker stated that he wished to see an arrangement that would suit all parties. Local residents welcomed the proposed ballot along the lines suggested in the Draft Proposals document, and it was hoped that the outcome would be accepted by all as the true position of residents on this matter. There was concern at the cost and time already spent on this issue, and that it needed to be resolved.

Mr Hawkins referred to the recommendation in the Draft Proposals document for a postal ballot of all registered voters in Lilleshall, which he opposed. However, if the Committee decided to hold a ballot, he suggested that no further information or documentation from either side be included. It would be up to each side to campaign within the village, and circulate their own information.

The Democratic Services Manager then presented the Draft Proposals document. Since the publication of the Terms of Reference for the Review, 54 electors had made individual or joint submissions by letter or e-mail. The submissions indicated

that there were strong views both in favour of a separate parish and in favour of maintaining current arrangements. Copies of all the submissions received were appended to the document. The views and comments received had been considered alongside the policies laid down in the Terms of Reference, and weighed against the Council's legal duty to ensure that community governance within the Borough reflected the identities and interests of the community; was effective and convenient; and took into account any other arrangements for community representation and engagement in the area. The Draft Proposals suggested that there was evidence that Lilleshall was a distinctive community of identity and that from a budgetary perspective it should be viable. However, from the submissions received, there was an absence of community consensus. The Council did not wish to impose a change in community governance arrangements that were not in line with the wishes or interests of the Lilleshall community. Therefore, as set out in the Terms of Reference, it was proposed to undertake direct consultation with residents in order to get the views of the broader Lilleshall community. Following consultation with the Chair, a postal ballot was being organised to take place between 21 February and 7 March to gauge local opinion on the formation of a separate Lilleshall parish council. A copy of the proposed ballot paper was appended to the report, along with a document containing information from both sides that could be included with the ballot paper.

Following publication of the Draft Proposals, there would be a further three month consultation period prior to the preparation of final recommendations.

The Committee noted the proposed arrangements for the postal ballot of Lilleshall electors, and there was discussion of some of the detailed arrangements. In terms of the ballot paper itself, a view was expressed from a Lilleshall resident that the proposed wording of the question would give the "yes" campaign an advantage. However, Members considered that the question needed to be expressed as simply as possible, and that the wording as proposed was perfectly acceptable. It was also suggested that it needed to be made clear in the information provided with the ballot paper that the result of the ballot was not binding on the Council. In terms of providing information about the draft proposals ahead of the ballot, it was suggested that as well as the Council website, copies of the documents should be placed in Donnington and Newport libraries and in the mobile library. The Democratic Services Manager added that a ballot box could be located in Addenbrooke House Reception to allow residents to return their ballot paper if they had missed the last opportunity to post it back to the Council. There was also a discussion about whether information from each side should be included with the ballot papers, and on balance it was concluded that the ballot should not contain literature to avoid any allegations of bias or unfairness.

Members requested that they be given more time to look at the detail of the Draft Proposals document, and that any comments be submitted before the publication date of 7 February 2014.

RESOLVED –

- (a) that authority be delegated to the Assistant Director: Law, Democracy & People Services, in consultation with the Chair, to adopt and publish the**

Draft Proposals, subject to receipt of any further comments from members of the Committee by 7 February 2014;

- (b) that it be noted that an all-postal ballot will take place later in February in order to gain the views of the wider Lilleshall electorate on formation of a separate Lilleshall parish council, and that the ballot paper design and question be approved;**
- (b) that no information presenting the case for change and the case for no change be included with the postal ballot paper**

The meeting ended at 6.36 p.m.

Chairman:

Date:

TELFORD & WREKIN COUNCIL**BOUNDARY REVIEW COMMITTEE – 29 APRIL 2014****COMMUNITY GOVERNANCE REVIEW – HADLEY & LEEGOMERY PARISH COUNCIL – AGREEMENT OF TERMS OF REFERENCE DOCUMENT****REPORT OF ASSISTANT DIRECTOR: LAW, DEMOCRACY & PEOPLE SERVICES****1. PURPOSE**

- 1.1 To seek Members approval for a draft Terms of Reference document for the conduct of this Review and a Draft Proposals document. The documents incorporate the main policies that the Council will follow in the Review and its draft recommendations. Publication initiates the Review.

2. RECOMMENDATIONS

- 2.1 That the Committee adopts and publishes the Terms of Reference document.
- 2.2 That the Committee adopts and publishes the Draft Proposals document.
- 2.3 That the Committee appoints the Assistant Director: Law, Democracy & People Services as the “Proper Officer” for the purposes of the review.

3. SUMMARY IMPACT ASSESSMENT

COMMUNITY IMPACT	Do these proposals contribute to specific Priority Plan objective(s)?	
	No	
	Will the proposals impact on specific groups of people?	
	Yes	Electors in Hadley and Leegomery Hadley Castle and Leegomery Parish wards
TARGET COMPLETION/ DELIVERY DATE		
FINANCIAL/VALUE FOR MONEY IMPACT	Yes	Under the Local Government and Public Involvement in Health Act 2007, Local Authorities have the responsibility to undertake Community Governance Reviews, which includes arrangements in Parishes. The process to be followed is prescribed and will involve officer time and other associated costs, such as postages and printing. These costs will be met from within existing

		resources.
LEGAL ISSUES	Yes	<p>Authority is delegated to Boundary Review Committee to deal with all matters relating to Community Governance Reviews.</p> <p>There is a need to appoint an officer of the Council to act as “Proper Officer” within the Regulations issued under the Act. The Proper Officer is needed to make decisions in respect of the apportionment of the property, rights and liabilities of parish councils where applicable. The Regulations set out criteria to be used by the Proper Officer in making such calculations.</p> <p>There are no direct legal implications arising from this report at this stage. Further legal advice will be given as and when necessary during the consultation and order making process.</p>
OTHER IMPACTS, RISKS & OPPORTUNITIES	Yes	The opportunities and risks associated with any legislative change following on from this consultation have been identified and assessed. Arrangements would be put in place to manage the risks and maximise the opportunities that have been identified if community governance in the affected areas was to change.
IMPACT ON SPECIFIC WARDS	Yes	Hadley & Leegomery Ward

3. **SUMMARY**

- 3.1 Telford and Wrekin Council has received a letter from Hadley & Leegomery Parish Council seeking adjustment of its boundaries. In accordance with Section 83 of the Act, the Borough Council is required by law to conduct a Community Governance Review.

In 2009 a Community Governance Review of the Hadley & Leegomery Parish Ward of Hadley and Leegomery Parish was undertaken which concluded that the Hadley and Leegomery Parish Ward be divided into three parish wards – the Hadley Castle, Hadley Manor and Leegomery parish wards – for the purposes of elections to the parish council and that the ward boundaries be as outlined in the Maps at **Annex 1**.

In 2014, the Local Government Boundary Commission for England (LGBCE) published its final recommendations for new electoral arrangements for Telford & Wrekin Council. Due to an anomaly, this review was based on an incorrect ward boundary between the Hadley Castle and Leegomery parish

wards, resulting in 430 electors at boundary consisting of Haybridge Road and roads to its north-west being included in Leegomery Ward when they should be in Hadley Castle.

Hadley & Leegomery Parish Council, therefore, seek to restore the boundaries agreed following the 2009 Community Governance Review in order to correct the error.

4. **PREVIOUS MINUTES**

4.1 None relating to this Review.

5. **INFORMATION**

5.1 **Background**

In the conduct of a Review, the Council has to be mindful of Part 4 of the Local Government and Public Involvement in Health Act 2007 and Guidance on Community Governance Reviews that has been issued by the Department for Communities and Local Government and The Local Government Boundary Commission. The first stage of the Review is the drawing up of a Terms of Reference document which is attached at **Annex 2**. In effect, this document becomes the Council's policies for the conduct of the Review. It should provide background information to help to allow electors and other interested organisations to make informed submissions, but it should also refer to the legislative framework against which the Review must operate. Publication of the Terms of Reference commences the Review, and the Review must then be completed within twelve months.

The document now before the Committee therefore attempts to provide information and the background legislative framework on the issues that are related to a review of the Hadley and Leegomery Parish. There is information on the present parish wards, electorate and present electoral arrangements. There is information on how the Council proposes to consult the electors and other interested organisations and the consultation periods that will be allowed in the Review. The Terms of Reference document attempts to provide brief guidance on how consultees should approach the key issues.

Due to the nature of this review and to ensure an expeditious outcome, a Draft Proposals document is also published at **Annex 3**.

5.2 **What happens next?**

Publication of the Terms of Reference document formally launches the Review. We will then use the submissions that are received together with the policies outlined in the Terms of Reference and the legislative framework to help us draw up Final Proposals for the future of community governance in the affected area. European elections take place in late May and therefore May has been left clear in the Review timetable as key staff will be fully engaged with election work during this period.

The Council is keen to keep the review process as simple and straightforward as possible.

A Timetable for the Review

Action	Timetable	Relevant Date
Terms of Reference are published		29 April 2014
Consultations	6 weeks	6 June 2014
Final Recommendations are prepared		June 2014
Final Recommendations are adopted by Boundary Review Committee and published		June/July 2014
Council publishes the Reorganisation Order		July 2014

6. **WARD IMPLICATIONS**

Hadley & Leegomery Borough Ward

7. **BACKGROUND PAPERS**

Local Government and Public Involvement in Health Act 2007

Guidance on Community Governance Reviews (Department for Communities and Local Government and LGBCE, March 2010).

Community Governance Reviews And Related Matters – Local Government and Public Involvement In Health Act 2007 – A Guide To New Legislation And Practice

Report prepared by Phil Griffiths, Democratic Services Manager - Tel: 01952 383210

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Democratic Services Manager
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Telford,
TF3 4JA

7 March 2014

**Electoral review of Telford & Wrekin Council: Hadley & Leegomery
Parish Wards**

I refer to your e-mail of 18 February, sent to my colleague, David Owen. You kindly attached correspondence which you had received from the Clerk of Hadley & Leegomery Parish Council. In his letter to you dated 17 February 2014, the Clerk made a formal request that the boundaries of the Leegomery and Hadley Castle parish wards, shown on Sheet 1, Map1 which accompanies the final recommendations report, be amended.

As you are aware, as part of an electoral review, the Commission is required to have regard to the statutory criteria set out in Schedule 2 to the Local Democracy, Economic Development and Construction Act 2009 (the 2009 Act). The Schedule provides that if a parish is to be divided between different wards it must also be divided into parish wards, so that each parish ward lies wholly within a single ward.

As part of its review the Commission proposed that Hadley & Leegomery parish be divided between borough wards. The Commission therefore proposed consequential parish electoral arrangements for the parish. These were outlined in its draft and final recommendations report.

As part of its consultation on draft recommendations the Commission sought representations on its proposed borough ward boundaries and parish electoral arrangements.

In response to that consultation the Commission received a response from Hadley & Leegomery Parish Council accepting the draft recommendations. As a result, the Commission did not modify its proposed parish electoral arrangements for Hadley & Leegomery in its final recommendations.

The Commission has now published its final recommendations for Telford & Wrekin. Under the 2009 Act the Commission does not have powers to amend its recommendations. Therefore, the Commission is not able to modify the parish electoral arrangements for Hadley & Leegomery Parish Council.

Having published its final recommendations the Commission will now be taking steps to lay an Order in the House of Parliament to give effect to its recommendations. We will inform you when the draft Order has been laid.

Following implementation of the recommendations in 2015, Telford & Wrekin Borough Council could seek the consent of the Commission to modify the parish electoral arrangements. This would follow the Council undertaking a Community Governance Review. The consent of the Commission would be required to the making of a Re-organisation of Community Governance Order as all provisions of Orders made by the Commission regarding electoral arrangements are protected for five years from the date the Order was made.

I hope that this explanation will help you to make your own reply to the Parish Council

Yours sincerely



Archie Gall
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ANNEX 1

Hadley and Leegomery Parish Council
Castle Farm Community Centre, High Street, Hadley, Telford TF1 5NL
Telephone/Fax: (01952) 245501 Email: clerk@hadleyandleegomery-pc.org.uk
Website: www.hadleyandleegomery-pc.org.uk

Phil Griffiths
Democratic Services Manager
Telford & Wrekin Council
Addenbrooke House 2nd floor
Ironmasters Way
Telford
TF3 4NT

2nd April 2014

Dear Phil

PARISH WARD BOUNDARIES – REQUEST FOR COMMUNITY GOVERNANCE REVIEW

Firstly, thank you to you and Councillor Rob Sloan for meeting us last week, it was very helpful to discuss how we can best resolve the problem with the Hadley Castle/Leegomery ward boundary as defined on the Boundary Commission map.

The Chairman and I explained the position to the Parish Council at its meeting yesterday evening and as a result the Council has resolved to request a Community Governance Review for the sole purpose of correcting the error in the boundary line which has manifested itself in the maps supplied to the Boundary Commission, and subsequently resulted in the ward boundary as defined in the Telford & Wrekin boundary review order being incorrect.

The Council asks that the Community Governance Review proceeds as quickly as possible along the lines that we discussed, solely focusing on those properties affected by the error, to restore the boundary shown on the map to that detailed on the enclosed Maps 1 & 2A and as appears in the current electoral register. It is the section of the Hadley Castle Ward shown on Map 2A that is the area involved. I have also enclosed a chart showing the elector numbers for each ward, based on the electoral register, to show the effect of the changes that are being requested. The Council does of course want to see the correct boundaries in place in time for the 2015 election and the Boundary Commission's co-operation is a key part of that.

If you need any further information, or if it would be of help for me to come to you to go through things at any stage, please let me know. I appreciate your immediate workload is set with the European elections and other matters, but if you could, give me an indication of your expected timescales for the review it would be helpful.

Yours sincerely

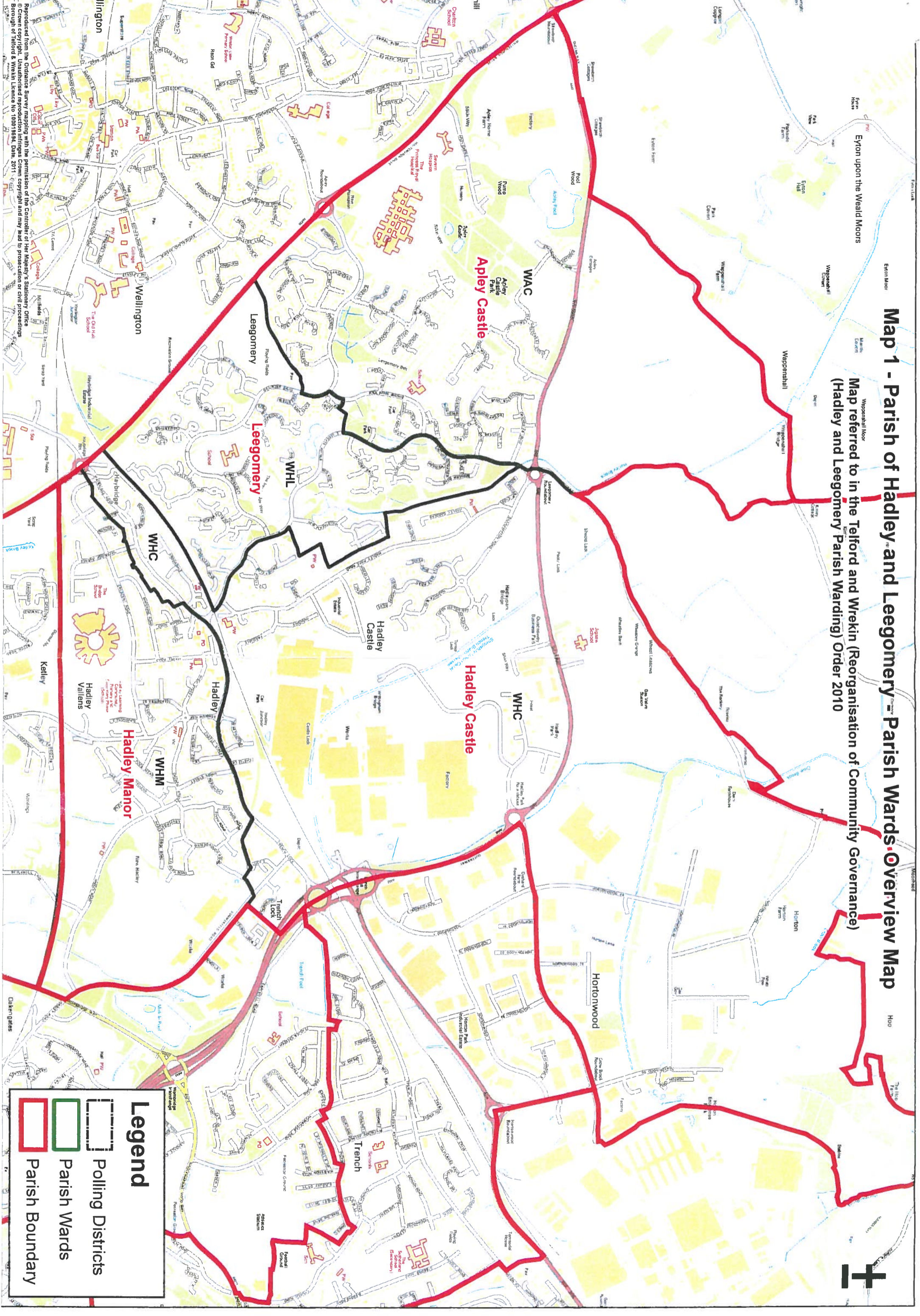
A handwritten signature in black ink, appearing to read 'Colin Potts'.

Colin Potts
Clerk of the Council

Clerk: Colin Potts Chairman: Councillor John Smart

Map 1 - Parish of Hadley and Leegomery - Parish Wards Overview Map

Map referred to in the Telford and Wrekin (Reorganisation of Community Governance) (Hadley and Leegomery Parish Wards) Order 2010



Legend

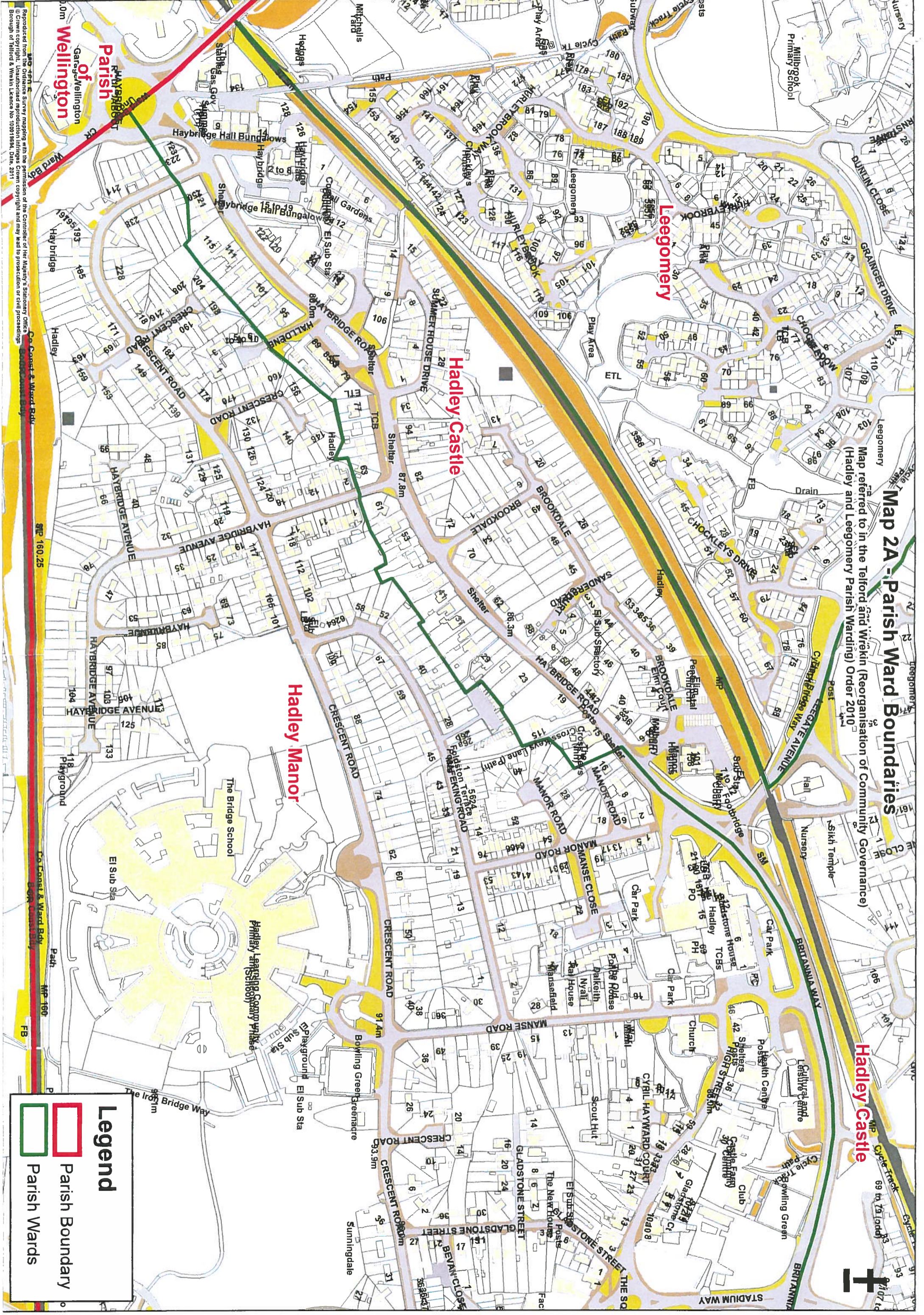
- Polling Districts
- Parish Wards
- Parish Boundary

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Map 2A - Parish Ward Boundaries

Map referred to in the Telford and Wrekin (Reorganisation of Community Governance) (Hadley and Leegomery Parish Wards) Order 2010



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Legend

-  Parish Boundary
-  Parish Wards



Hadley and Leegomery Parish Council warding arrangements

Impact of Boundary Commission changes and associated error in existing ward boundary between Leegomery and Hadley Castle Wards

Current position – i.e. following 2010 Community Governance Review and as per electoral register

Ward	No. of electors	No. of Councillors	electors per councillor
Apley Castle	2309	4	577
Hadley Castle	2726	4	681
Hadley Manor	2614	4	653
Leegomery	2732	4	683
Total	10381	16	Average 649

Position after LGBCE review 2013 – based on incorrect ward boundary between Hadley Castle and Leegomery wards, i.e. as per LGBCE map

Apley Castle	2309	4	577
Hadley Castle	2098	3	699
Hadley Manor	1960	3	653
Leegomery	3162	4	790
Trench Lock	852	2	426
Total	10381	16	Average 649

The error results in 430 electors in the salient consisting of Haybridge Road and roads to its north-west being included in Leegomery ward when they should be in Hadley Castle.

Position after LGBCE review 2013 – based on correct ward boundary between Hadley Castle and Leegomery wards

Ward	No. of electors	No. of Councillors	electors per councillor
Apley Castle	2309	4	577
Hadley Castle	2528	3	842
Hadley Manor	1960	3	653
Leegomery	2732	4	683
Trench Lock	852	2	426
Total	10381	16	Average 649



**COMMUNITY GOVERNANCE REVIEW
PARISH OF HADLEY AND LEEGOMERY**

**LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN
HEALTH ACT 2007**

TERMS OF REFERENCE

**THESE TERMS OF REFERENCE HAVE BEEN PUBLISHED BY THE
COUNCIL ON:**

29 APRIL 2014

**SUBMISSIONS AND COMMENTS ON THIS TERMS OF REFERENCE
DOCUMENT SHOULD BE MADE BY:**

6 June 2014

1. INTRODUCTION

The receipt of a letter requesting a Review

1.1 Following a request by the Parish Council, the Licensing Committee of Telford & Wrekin Council undertook a Community Governance Review of Hadley and Leegomery Parish Ward which commenced on 9 November 2009. That review concluded that the Hadley and Leegomery Parish Ward of Hadley and Leegomery parish should be divided into three Parish wards, Hadley Manorle and Leegomery. Those wards will remain in effect until the 7 May 2015 local elections.

1.2 In 2014, the Local Government Boundary Commission for England (LGBCE) published its final recommendations for new electoral arrangements for Telford & Wrekin Council. Due to an anomaly, this review was based on an incorrect ward boundary between Hadley Castle and Leegomery parish wards of Hadley and Leegomery parish, resulting in **approximately 430 electors at the boundary consisting of Haybridge Road and roads to its north-west being included in Leegomery Ward when they should be in Hadley Castle**. These arrangements are due to come in to force for the 7 May 2015 local elections

1.3 On 4 April 2014 Telford and Wrekin Council received a letter from Hadley and Leegomery Parish Council, requesting that the Council conduct a Community Governance Review of the Leegomery and Hadley Castle Parish Wards of the Parish of Hadley and Leegomery with a view to reinstating the boundaries agreed following the 2009 review. A copy of that letter is included with this document.

1.4 In the circumstances, in order to expedite the review, this Terms of Reference document has been prepared to commence a review of the Leegomery and Hadley Castle Parish Wards of the Parish of Hadley and Leegomery in accordance with the Local Government and Public Involvement in Health Act 2007.

1.5 In undertaking this Review, the Council will be guided by Part 4 of the Local Government and Public Involvement in Health Act 2007 and the relevant parts of the Local Government Act 1972. The Council is also required to have regard to Guidance on Community Governance Reviews issued in accordance with section 100(4) of the Act by the government Department for Communities and Local Government and the Electoral Commission. This Guidance was published in April 2008 and available from the Electoral Commission's website at www.electoralcommission.org.uk/boundary-reviews/parish-reviews.

1.6 Section 81 of the Local Government and Public Involvement in Health Act 2007 requires the Council to publish this Terms of Reference document.

1.7 The Council has delegated powers to make decisions in this matter to its Boundary Review Committee. The Committee formally resolved to publish these Terms of Reference at its meeting of 29th April 2014. At that same meeting, the Committee published Draft Proposals which set out the Committee's initial views on how this Review should progress and the changes that should be made. Following a period of consultation, the Committee will then publish its Final Proposals, allowing a further period of consultation before the Committee makes its Recommendations and, if appropriate, makes a Community Reorganisation Order.

1.9 The Boundary Review Committee of the Council has resolved that the following area shall be the subject of this Review:

the boundary of Leegomery and Hadley Castle Parish Wards of the Parish of Hadley and Leegomery consisting of properties at Haybridge Road and roads to its north-west

1.10 The Parish currently has four parish wards - the Apley Castle Parish Ward, the Hadley Castle Parish Ward, the Hadley Manor Parish Ward, the Leegomery Parish Ward.

Following the final proposals of the independent Local Government Boundary Commission for England, the Parish of Hadley and Leegomery will be divided into five parish wards for the purposes of the election of a council for the parish: the Apley Castle Parish Ward, the Hadley Castle Parish Ward, the Hadley Manor Parish Ward, the Leegomery Parish Ward and the Trench Lock Ward.

What is a Community Governance Review?

1.11 A Community Governance Review can consider a range of topics concerning the community governance of the area under Review. These can include the creation, merging, altering or abolishing of parish areas, the naming of parishes, the electoral arrangements for parishes (creating a council; the number of councillors to be elected to the council; parish warding), and consequential matters such as the 'knock-on' effect on the Borough wards or the setting of the commencement dates for any new arrangements.

1.12 In this Review, however, we are only concerned with the warding arrangements in the Leegomery and Hadley Castle parish wards of the parish of Hadley and Leegomery. And specifically with the Haybridge Road area south of the railway line which separates Hadley from Leegomery.

2. THE PRESENT STRUCTURE OF THE PARISH OF HADLEY AND LEEGOMERY AND ITS ELECTORAL ARRANGEMENTS

Hadley and Leegomery's parish electoral arrangements

- 2.1 The Parish of Hadley and Leegomery has a council of 16 members.
- 2.2 The parish is divided into wards for the purposes of the election of the parish council.
- 2.3 As this review has been requested as a result of an anomaly in the LGBCE recommendations, the consent of the Electoral Commission will be sought if it becomes the intention of the Council to alter the electoral arrangements for the parish.

The relationship with the borough wards

- 2.4 The review conducted by the LGBCE uses the parish wards as the building blocks for the Borough wards, and the boundaries of the parish wards and the Borough wards are therefore co-terminous by-and-large.
- 2.5 Borough wards cannot be altered by the Council in a Community Governance Review; they are the responsibility of the Electoral Commission and its Boundary Committee for England.
- 2.6 At this stage in the Review, the Council does not envisage any changes arising to the present Borough wards as a consequence of this Review.

3. THE HADLEY AND LEEGOMERY PARISH WARD

The parish ward and comparative electorate figures

3.1 In its letter, Hadley and Leegomery Parish Council states that it wishes to correct the error in the boundary line between Hadley Castle and Leegomery parish wards which has manifested itself in the Parish ward boundary maps supplied to the Boundary Commission.

The legislative background to parish wards

3.2 Section 95(3) of 2007 Act gives consideration to warding arrangements for parish councils. In the legislation, the warding of parishes is considered appropriate where the number or distribution of the local government electors for the parish would make a single election of councillors impracticable or inconvenient. Furthermore, a warding arrangement is appropriate where it is felt that particular areas of a parish should be separately represented on a parish council.

3.3 It is convenient to consider the number and distribution of the local government electors in the present Hadley Castle and Leegomery parish wards. The existing electoral arrangements following the 2009 Community Governance Review and after the LGBC Review are shown in Tables 2.1 and 2.2 respectively. Table 2.3 demonstrates what the position would be if the LGBC review had been based on the correct ward boundary between Hadley Castle and Leegomery Wards.

Table 2.1 – Electoral arrangements and levels of representation for the Parish following the 2009 Community Governance Review

<i>Parish Ward</i>	<i>Electors</i>	<i>Councillors</i>	<i>Ratio of Electors to Councillors</i>
Apley Castle	2309	4	577
Hadley Castle	2733	4	683
Hadley Manor	2626	4	656
Leegomery	2738	4	684

Table 2.2 – Electoral arrangements and levels of representation for the Parish following the 2013 LGBCE Review

Parish Ward	Electors	Councillors	Ratio of Electors to Councillors
Apley Castle	2308	4	577
Hadley Castle	2086	3	695
Hadley Manor	1972	3	657
Leegomery	3187	4	797
Trench Lock	852	2	426

Table 2.3 – Electoral arrangements and levels of representation for the Parish which would have resulted following the 2013 LGBCE Review if the correct boundaries had been utilised

Parish Ward	Electors	Councillors	Ratio of Electors to Councillors
Apley Castle	2309	4	577
Hadley Castle	2535	3	842
Hadley Manor	1972	3	653
Leegomery	2737	4	683
Trench Lock	852	2	426

3.4 The legislation suggests that a warding arrangement is appropriate where there is one parish with an overall community of identity but that also comprises different parts. Telford and Wrekin Council supports the contention that parish warding arrangements should be clearly and readily understood by and should have relevance for the electorate in a parish; they should reflect clear physical and social differences within a parish: one parish but comprising different parts. The Council invites electors and other interested bodies in the present Hadley Castle and Leegomery parish wards to consider whether or not the ward boundary should be restored to provide a better representation on the parish council of the different areas of the parish wards.

Question
Should the boundary between the Hadley Castle and Leegomery parish

wards of Hadley and Leegomery parish as proposed by the Local Government Boundary Commission for England which was based on incorrect information be restored to reflect the boundary proposed following the 2009 Community Governance Review?

The number and boundaries of parish wards for any new councils

3.7 The Council invites local views on the appropriate boundary of the parish wards. The Council would expect to receive guidance on the following topics:

- any proposed wards should reflect distinctive identities and interests in an area based upon sound and demonstrable evidence of any such identities and linkages;
- are the ward boundaries easily identifiable, and will these boundaries ensure that local ties will not be broken by the fixing of any particular boundaries;
- will the proposed ward boundaries be clearly understood and will they represent the most appropriate parting of local attachments within a parish that comprises different parts?

3.8 The Council notes the view of Hadley and Leegomery Parish Council that the error should be corrected.

4. CONSEQUENTIAL MATTERS

Commencement dates for any new arrangements

4.1 The Council envisages that if an Order is made it will come into effect for May 2015 local elections. The following dates are suggested:

December 2014 – Publication of the Revised Register of Electors – the new register gives effect to any boundary and electoral arrangement changes;

7 May 2015 – the next ordinary elections of parish and borough councillors in the Borough – the first election to any new parish wards;

11 May 2015 – the existing parish councillors retire and any new parish councillors take up office.

Recommendations to the Electoral Commission for changes to Borough ward boundaries

4.2 The Council does not envisage any changes arising to the present Borough wards as a consequence of this Review.

5. HOW DOES THE REVIEW PROCEED FROM HERE

5.1 The Council intends that the outcome of this Review should encompass the broadly held views of the residents of the affected areas insofar as they are compatible with two central legal tests: that community governance in our area should reflect the identities and interests of our communities and that it should be effective and convenient.

5.2 The Council has prepared its Draft Proposals in this Review. In its Draft Proposals, the Council will balance the submissions that it has received against the legal tests and policies that have been outlined in this Terms of Reference document. The Draft Proposals will give our initial proposals for the future of the parish warding arrangements in the Hadley Castle and Leegomery parish wards. We will then allow a period of 6 weeks, in accordance with our timetable, for consultations on our proposals.

5.3 Our Final Proposals will be made in response to the outcome of those consultations. They may wholly change our Draft Proposals, because we will endeavour again to encompass the broadly held views of the residents of the affected areas insofar as they are compatible with the legal tests and policies.

5.4 If changes to the existing warding arrangements are being recommended, the Review will be completed when the Council adopts a Reorganisation of Community Governance Order. This Order will also cover any issues that are the consequences of any changes.

6. CONSULTATION

How the Council proposes to conduct consultations during the Review

6.1 The Council has now drawn up and now publishes this Terms of Reference document. This document lays out the aims of the Review, the legislation that guides it and some of the policies that the Council considers important in the Review.

6.2 In coming to its Recommendations in this Review, the Council will take account of the views of local people. The Act requires the Council to consult the local government electors for the area under review and any other person or body who appears to have an interest in the Review and to take the representations that are received into account by judging them against the criteria in the Act. In our timetable for the Review, we allow a period for comments and submissions. These comprise a 6 week period after the Draft Proposals are published for comments on our proposals.

6.3 The Council intends to publish all correspondence received in the Review and all decisions that it takes in the Review, giving its reasons for taking these decisions. The Council is mindful of the government's guidance that "community governance reviews should be conducted transparently so that local people and other local stakeholders who may have an interest are made aware of the outcome of the decisions taken on them and the reasons behind these decisions."

6.4 The Council proposes to use general press releases, its website, the placing of key documents on deposit at civic offices, libraries, relevant parish council offices and contact points, briefing meetings and direct personal communication to achieve these objectives. The Council has to be mindful of the costs of a Review, and it will endeavour to ensure that the consultation process is cost effective and that only reasonable costs are incurred.

How to submit your views

6.5 Comments should be submitted to the Electoral Services Section of the Council's Democratic Services Business Unit. They can be submitted either by letter or by e-mail. We are hoping that you will find our four questions a helpful basis and suggested structure for your comments, but these questions are not intended to be prescriptive.

You can contact us at:

Electoral Services
Telford and Wrekin Council

Addenbrooke House
 Ironmasters Way
 Telford
 TF3 4NT

01952 383210

elections@telford.gov.uk

Details of our officer contacts are as follows:

Jonathan Eatough Head of Law, Democracy and People Services	Strategic management of the Review	Jonathan.eatough@telford.gov.uk
Phil Griffiths Democratic Services Manager	Project and resource management of the Review	phil.griffiths@telford.gov.uk 01952 383210
Phil Smith Committee Clerk	Preparation of Committee Agendas and public access to Committee reports	phil.smith@telford.gov.uk 01952 383211

A timetable for the Review

7.6 Publication of this Terms of Reference document formally begins the Review, and the Review must be completed within twelve months.

Our timetable for this Review is as follows:

Table 7.1 – A timetable for the Review

Action	Timetable	Relevant Date
Terms of Reference are published		29 April 2014
Draft Proposals are published		29 April 2014
Consultations	6 weeks	6 June 2014
Final Proposals are prepared		
Final Proposals are published		June 2014
Boundary Review Committee publishes the Recommendations		June/July 2014

Council publishes the Reorganisation Order	thereafter	
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Our consultation strategy for the Review

7.7 We propose to undertake the following activities shown in Table 7.2 to raise awareness of the Review in the affected areas.

Table 7.2 – A consultation strategy for the Review

Date	Activity	Follow up work
29 April 2014	Terms of Reference document is published.	copies of the Terms of Reference document will be available for inspection on the Council's website, at libraries, Council Offices and parish council offices in the affected areas
29 April 2014	Draft Proposals are published and the main consultation period of 6 weeks	Supply of copy of the Draft Proposals to organisations and individuals
		A programme of press releases will be issued
		Copies of the Draft Proposals will be available for inspection at libraries, and parish council offices in the affected areas
		Copies of the submissions that have been made towards the preparation of Draft Proposals will be available for inspection at Addenbrooke House
		The Draft Proposals will be available on the Council's Website
		Supply a copy of the Draft Proposals to all persons and organisations that have responded during the initial consultation period
		The use of Parish Newsletters to publicise the Review will be investigated
6 June 2014	Consultation period closes	
Late June 2014	Final Proposals are published	Supply of copy of the Final Proposals to organisations and individuals
		Supply a copy of the Final Proposals to all persons and organisations that have responded during the main consultation period
		copies of the Final Proposals will be available for inspection on the Council's website, at libraries, Council Offices and parish council offices in the affected areas listed in Annex 5
		Copies of the submissions that have been made towards the preparation of Final Proposals will be available for inspection at Addenbrooke House

Post Review	Evaluation of the effectiveness of our consultation	After the Review is completed, an evaluation of the effectiveness of our consultation will be undertaken
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A SUMMARY OF THE QUESTIONS ON WHICH WE WOULD WELCOME COMMENT

We are asking for initial submissions in this Review, particularly on the following question. Our deadline for initial submissions is 6 June 2014.

Should the boundary between the Hadley Castle and Leegomery parish wards of Hadley and Leegomery parish as proposed by the Local Government Boundary Commission for England which was based on incorrect information be restored to reflect the boundary proposed following the 2009 Community Governance Review?



**COMMUNITY GOVERNANCE REVIEW
PARISH OF HADLEY AND LEEGOMERY**

**LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN
HEALTH ACT 2007**

DRAFT PROPOSALS

**THESE DRAFT PROPOSALS HAVE BEEN PUBLISHED BY THE COUNCIL
ON:**

29 April 2014

**SUBMISSIONS AND COMMENTS ON THIS DRAFT PROPOSALS
DOCUMENT SHOULD BE MADE BY:**

6 June 2014

1. Introduction

1.1 Telford and Wrekin Council received a letter from Hadley and Leegomery Parish Council in April 2014, requesting that the Council conduct a Community Governance Review with the purpose of correcting an error in the boundary between Hadley Castle and Leegomery Parish Wards of the Parish. The Local Government Boundary Commission conducted a review of the Borough wards of Telford & Wrekin in 2013, publishing final proposals and subsequently resulted in the defined ward boundary being incorrect. Due to an anomaly, this review was based on an incorrect ward boundary between the Hadley Castle and Leegomery parish wards, resulting in approximately 430 electors at boundary consisting of Haybridge Road and roads to its north-west being included in Leegomery Ward when they should be in Hadley Castle.

1.2 This Review commenced on 29 April 2014, when the Boundary Review Committee of the Council published a Terms of Reference document and invited initial submissions from individuals or organisations who had an interest in the Review. In the Terms of Reference, the Council published a timetable for the Review and a consultation strategy.

1.3 The Council now publishes these Draft Proposals in this Review.

1.4 It will be seen that the Draft Proposals are that – for the purposes of elections to the parish council; that the ward boundary between Hadley Castle and Leegomery wards be as outlined in Map 1 of these Draft Proposals and in accordance with boundaries agreed at the 2009 Community Governance Review of the Parish. These Draft Proposals, if they lead to Recommendations in this Review, would commence at the next ordinary elections of parish councillors in the Borough.

2. The warding of parishes – towards a new warding arrangement in the Hadley and Leegomery Parish Ward

2.1 Section 95(3) of the Local Government and Public Involvement in Health Act 2007 gives consideration to warding arrangements for parish councils. In the legislation the warding of parishes is considered appropriate where the number or distribution of the local government electors for the parish would make a single election of councillors impracticable or inconvenient.

Furthermore, a warding arrangement is appropriate where it is felt that particular areas of a parish should be separately represented on a parish council. In this way, the legislation suggests that a warding arrangement is appropriate where there is one parish with an overall community of identity but that also comprises different parts.

2.2 In the Terms of Reference document, the Council asked whether the boundary between the Hadley Castle and Leegomery Parish Wards of Hadley and Leegomery Parish as proposed by the LGBCE which was based on incorrect information should be corrected to reflect the boundary proposed following the 2009 Community Governance Review.

2.3 The Council has given careful consideration to the parish council's proposals for correcting parish ward boundaries. The Council is anxious to ensure that proposed parish wards are, wherever possible, clearly understood by the electors and their elected representatives. The Council has considered that the most appropriate ward boundary is the current boundary between Hadley Castle and Leegomery wards shown on Map 1 to these Draft Proposals. In particular, this boundary would retain electors resident in Hadley in the Hadley Castle Parish ward

4. Summary of Draft Proposals

That for the purposes of elections to the parish council; that the ward boundary between Hadley Castle and Leegomery be as outlined in map 1 to these Draft Proposals. No change would be made to the numbers of councillors.

That an Order giving effect to any Recommendations in this Review should implement the following commencement dates:

December 2014 – Publication of the Revised Register of Electors – the new register gives effect to the boundary and electoral arrangement changes;

7 May 2015 – the next ordinary elections of parish and borough councillors in the Borough – the first election to the new parish wards;

11 May 2015 – the existing parish councillors retire and the new parish councillors take up office.

5. What happens next

5.1 An initial timetable for this Review was outlined in the Terms of Reference document.

Table 2.3 – A timetable for the Review

Action	Timetable	Relevant Date
Draft Proposals are published		29 April 2014
Consultations	Six weeks	6 June 2014
Final Proposals are prepared	Two weeks One month	June 2014
Final Proposals are published		June 2014
Boundary Review Committee publishes the Recommendations	One month later	June/July 2014

Council publishes the Reorganisation Order	thereafter	
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5.2 These Draft Proposals give our initial proposals for the future of community governance in the Hadley Castle and Leegomery Parish Wards of the Parish of Hadley and Leegomery. We now allow a period of six weeks, in accordance with our timetable at Table 2.3 above, for consultations on our proposals. Our Final Proposals will be made in response to the outcome of these consultations. There will then be a short period before the Council publishes its Recommendations in this Review.

5.3 A period for comments on the Draft Proposals has now opened, and this lasts until 6 June 2014.

6. How to contact us

6.1 Comments should be submitted to the Electoral Services Section of the Council's Democratic Services Business Unit. They can be submitted either by letter or by e-mail.

6.2 You can contact us at:

Electoral Services
Telford and Wrekin Council
Addenbrooke House
Ironmasters Way
Telford
TF3 4NT

01952 383210

reviews@telford.gov.uk

<http://www.telford.gov.uk/Council+democracy/Democracy+elections/CommunityGovernanceReview.htm>

6.3 Details of our officer contacts are as follows:

Jonathan Eatough Head of Law, Democracy and People Services	Strategic management of the Review	Jonathan.eatough@telford.gov.uk
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Phil Griffiths Democratic Services Manager	Project and resource management of the Review	phil.griffiths@telford.gov.uk 01952 383210
Phil Smith Committee Clerk	Preparation of Committee Agendas and public access to Committee reports	phil.smith@telford.gov.uk 01952 383211