

BOUNDARY REVIEW COMMITTEE

Minutes of a meeting of the Boundary Review Committee held on Tuesday 29th April 2014 at 6.00 pm in Addenbrooke House, Ironmasters Way, Telford

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

IN ATTENDANCE: P Griffiths (Democratic Services Manager) and P Smith (Democratic Services Team Leader).

BRC-18 MINUTES

RESOLVED – that the minutes of the meeting held on 3 February 2014 be confirmed and signed by the Chair.

BRC-19 APOLOGIES FOR ABSENCE

None

BRC-20 DECLARATIONS OF INTEREST

None.

BRC-21 COMMUNITY GOVERNANCE REVIEW – HADLEY & LEEGOMERY PARISH WARDING

The Committee received the report of the Assistant Director: Law, Democracy & People Services concerning a request from Hadley & Leegomery Parish Council for a Community Governance Review to make adjustments to its ward boundaries.

The Democratic Services Manager reported that, following the last review of warding arrangements in Hadley & Leegomery Parish in 2009, there had been an error in drawing the boundary between the Hadley Castle and Leegomery wards, resulting in 430 electors in the Haybridge Road area being included in Leegomery ward when they should have been in Hadley Castle. Unfortunately, this anomaly had been incorporated into the recent Electoral Review for Telford & Wrekin by the Local Government Boundary Commission for England (LGBCE). The LGBCE had been approached to see if their final recommendations for Hadley & Leegomery could be amended to reflect the correct boundary, but it appeared that the LGBCE did not have powers to amend its final recommendations. Following discussions with the Parish Council, it was proposed that the best way forward to resolve the situation was to instigate a Community Governance Review. The request to restore the boundaries agreed following the 2009 Review in order to correct the error had been received, and the Council was required by law to conduct a Community Governance Review.

In conducting the Review, the Council had to be mindful of the relevant legislation and guidance, but, because of the particular circumstances, it was proposed that the timetable and process for the Review be as simple and straightforward as possible. The first stage was to draw up a Terms of Reference document, a draft of which was appended to the report. The document provided information on the warding and present electoral arrangements, the legislative background, the consultation process to be followed and guidance on how consultees should approach the key issues. There would be a 6 week consultation period but, in order to facilitate the process, a Draft Proposals document had already been drawn up, and this was appended to the report. It was proposed that the Final Recommendations would be considered in June/July 2014.

During the ensuing discussion, the Chair advised that there had been an amicable meeting with the Parish Council, and the clear purpose of the exercise was to put right an anomaly with the current boundary between the Hadley Castle and Leegomery wards. In response to a question about what other options might be available, the Democratic Services Manager advised that the main factor would be the numbers of electors within each ward.

RESOLVED –

- (a) that the Terms of Reference document for the Review, as shown at Annex 2 of the report, be adopted and published;**
- (b) that the Draft Proposals document, as shown at Annex 3 of the report, be adopted and published;**
- (c) that the Assistant Director: Law, Democracy & People Services be appointed as the “Proper Officer” for the purposes of the Review.**

The meeting ended at 6.13 p.m.

Chairman:

Date:

TELFORD & WREKIN COUNCIL**BOUNDARY REVIEW COMMITTEE – 23 JUNE 2014****COMMUNITY GOVERNANCE REVIEW – LILLESHALL, DONNINGTON & MUXTON PARISH COUNCIL – AGREEMENT OF FINAL PROPOSALS****REPORT OF ASSISTANT DIRECTOR: LAW, DEMOCRACY & PEOPLE SERVICES****1. PURPOSE**

1.1 To seek Members approval for a Final Proposals document.

2. RECOMMENDATIONS

2.1 That the Committee adopts and publishes the Final Proposals.

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 Lilleshall Donnington & Muxton Parish wards
TARGET COMPLETION/ DELIVERY DATE	August 2014	
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	Authority is delegated to Boundary Review Committee to deal with all matters relating to Community Governance Reviews. There is a need to appoint an officer of the

		<p>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	Church Aston & Lilleshall Ward Donnington Ward and Muxton ward

3. **SUMMARY**

- 3.1 Telford and Wrekin Council received a Community Governance Petition signed by 340 electors of Lilleshall Parish ward of Lilleshall Donnington & Muxton Parish Council, for the purpose of considering a separate Parish to be formed for their ward. In accordance with Section 83 of the Act, the Borough Council was required by law to conduct a Community Governance Review. A similar request for a separate Parish for Lilleshall was received in 2009. The Community Governance Review conducted at that time concluded that existing Parish arrangements should remain unchanged other than amending the name of the Parish Council. The Review commenced in October 2013. Draft Proposals were published in February 2014, allowing 3 months for responses. The Draft Proposals were that although Lilleshall appeared to fulfil the technical and legal requirements to form a separate Parish, in order to assist the Council in making a final recommendation, there should be a ballot of Lilleshall electors to determine their views on the formation of a separate Lilleshall Parish.

The postal ballot of Lilleshall electors result was as follows:

For a separate Lilleshall Parish 320

Against a separate Lilleshall Parish 259

Turnout 53%

Subsequently, a counter petition, opposing any change to Parish arrangements was received, signed by 553 electors (51% of Lilleshall electors).

This was the fifth different petition received since the process began in 2009. Evaluating the results of the postal ballot and the counter petition is not straightforward. But the counter petition was raised in direct response to the ballot which allowed each individual to respond to the question directly by means of a secret ballot conducted under election rules. Therefore, on balance, it is considered that the ballot provides a more accurate reflection of the views of the broader Lilleshall community. Previous petitions and counter petitions have provided no clear guidance on the views of the broader Lilleshall community. The Final Proposals are for a separate Lilleshall Parish Council, returning 7 Parish councillors, and that the Council request LG BCE to make a related alteration to reflect the changes made at Parish level prior to publication of the revised electoral register on 1 December 2014.

This is a finely balanced recommendation, based on the fact that Lilleshall fulfils the tests required for the formation of a separate Parish together with the consultation responses received since the review commenced. A number of responses have been received opposing change together with a substantial counter petition. However, greater weight has been attributed to the result of the poll of electors which gave the community an opportunity to express their views individually, producing a turnout similar to the last Parish election. Should Members decide not to approve the proposals for a separate Lilleshall Parish Council they should note that legislation requires a 2 year moratorium before a further petition can be submitted.

4. **PREVIOUS MINUTES**

4.1 Boundary Review Committee 29 April 2014.

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 document now before the Committee presents a final proposals document for approval by Members.

5.2 **What happens next?**

A further two weeks are now given for any issues pertinent to this review that have not previously been raised to be submitted before Final Recommendations are published. Dependent on the Committee's decision, a Reorganisation Order would then be published if the decision was taken that Lilleshall should have a separate Parish. The Borough Council would also need to put in place transitional arrangements for a 'shadow' council to work on the setting a budget and Council Tax precept for Lilleshall which the Borough council would have to approve prior to elections in May 2014.

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**

Donnington, Muxton & Church Aston & Lilleshall wards

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

Terms of Reference and Draft Proposals

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



**COMMUNITY GOVERNANCE REVIEW
PARISH OF LILLESHELL DONNINGTON & MUXTON**

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

FINAL PROPOSALS

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

23 JUNE 2014.

1. Introduction

1.1 Telford and Wrekin Council received a Community Governance Petition signed by 340 local government electors of the Lilleshall Ward of the Parish of Lilleshall, Donnington & Muxton, calling for a separate parish to be formed for their ward. In accordance with Section 83 of the Act, the Council was required by law to conduct a Community Governance Review. A similar request for a separate Lilleshall parish was received in 2009. A Community Governance Review was undertaken and it was at that time concluded that existing parish arrangements should remain unchanged other than the name of the parish council being amended to include Muxton. Government guidance requires a 2 year moratorium before a further review of that parish area can be requested. A public meeting was held in October 2013, prior to publication of draft proposals, as part of the consultation process. It highlighted a range of views, both those supporting a separate parish and those opposing any change to arrangements. The review has considered the tests required by legislation in producing recommendations and at the same time has been mindful of the views of the residents of the area under review.

1.2 This Review commenced on 2 October 2013, 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 it published a consultation strategy. A public meeting was held on 14 October 2013 at Lilleshall Memorial Hall to discuss issues and questions regarding the review. The period for initial submissions closed on 30 November 2013. The Council published Draft Proposals in February 2014 and allowed 3 months for further responses to be made.

1.3 The Draft Proposals were that, in order to assist the council in making a final recommendation, there should be a ballot of Lilleshall electors to determine their views on the formation of a separate Lilleshall Parish. The Draft Proposals noted that although Lilleshall appeared

to fulfil the technical/legal requirements to form a separate Parish, there was, from submissions made to the review at that stage, an absence of a clear community consensus. Therefore further direct consultation would take place, in the form of a postal ballot of Lilleshall electors. The result of such a ballot would help further inform the review and provide a better understanding of what the residents of Lilleshall felt about the formation of a separate Parish council for their area

1.4 In preparing the Final Proposals, the Council has concerned itself with identifying information and submissions which deal with the question of community consensus. The broader views of the residents of the Parish can help to provide an answer to the question of Community Consensus.

1.5 The previous review was completed in April 2010, resulting in recommendations for no change to existing Parish arrangements. That review was characterised by strongly held views from individual residents both in favour of a separate Parish and subsequent counter petitions from residents supporting maintaining current arrangements.

Submissions received in this review indicate that a similar situation remains. At Draft Proposals stage the Council considered that the tests of community identity and viability had been met and that a postal ballot of Lilleshall Parish electors should take place to further inform the review on the issue of Community Consensus. The ballot paper asked residents to vote yes or no to whether they were in favour of a separate Lilleshall Parish council.

1.6 Lilleshall Donnington & Muxton Parish Council had made a submission at the initial consultation stage stating that although it did not believe that there had any been any significant change since 2009/10 to warrant alterations to Parish arrangements,. The Council believed a 'postal referendum' should take place in order to allow the electorate of Lilleshall to decide this matter. A weblink was provided to the review documents and these were also made available in paper format at council offices, libraries and via the mobile library service.

The vote was carried out under normal election rules with the opening and counting of votes taking place on 20 March 2014 at Lilleshall Memorial Hall with residents and Borough and Parish representatives in attendance.

There were 1,091 eligible voters and the result was as follows:

For a separate Lilleshall Parish	320
Against a separate Lilleshall Parish	259

Turnout 53%

The result showed a majority of 61 votes in favour of separation, with over half of the Lilleshall parish electors voting. Turnout mirrored that of the 2011 Parish election for the Lilleshall ward, giving an indication that the ballot was a fair representation of a majority of Lilleshall residents' views. This was the strongest piece of evidence available to the review as it replicated electoral arrangements.

1.7 Subsequently, on 7 May, a counter petition signed by 553 electors, was received, calling for no change to the existing Community Governance arrangements for Lilleshall Donnington & Muxton Parish council.

This number of signatures equated to nearly 51% of the electorate and replicated the 2009/10 review when a substantial counter petition had also been received following publication of draft review proposals. Though substantial in terms of numbers, this was the fifth petition received since the process began in 2009. The nature of petitions is less precise and informative than the poll as the latter was a clear, direct question and ballot papers were distributed, returned, opened and counted under standard election rules. It is considered that the result of the poll of Lilleshall residents provides a better perspective on the broader views of the local community.

In Annex 1 of this document, details are included of the submissions that have been received since the publication of the Draft Proposals. The majority of individual submissions received at this stage of the review are opposed to the creation of a separate Lilleshall parish. In general these submissions argue for maintaining current arrangements as they are satisfied that they work well and that a separate Parish would provide no discernible benefit to the community.

Following Draft Proposals 51 submissions have been made individually or jointly by letter or by e-mail. Of these submissions, 3 support a separate Parish council and 48 oppose it. Mr Hawkins outlined his case for a separate parish with an indicative budget for a separate parish council during initial submissions. Mr J Hockin also believes there is a strong case for a separate parish.

Mr F Graham Platt, together with a number of other respondents does not believe there is a mandate for change. A number of submissions opposing a separate parish cite their disappointment that a further review has been triggered following the 2009 review. In addition, a number of submissions opposing change see little significant financial or community benefits from the creation of a separate parish. During the last review in 2009 Lilleshall and Donnington Parish Council made objections to the original petition, but also took the view that “if Lilleshall can prove that it can financially sustain itself, then it should become an independent parish of its own, should the majority of electors wish this. If so, two new parishes should be formed possibly called ‘Lilleshall Community Council’ and ‘Donnington and Muxton Parish Council’”.

The ballot of Lilleshall electors gives the most definitive answer yet to the community consensus question. The ballot was agreed by all sides and conducted under election rules, allowing all parties to raise their case with local people before ballot papers arrived. The counter petition was the fifth petition received since the first review was triggered and although substantial, should not carry the same weight as the poll in this review.

2. The Community of Identity test & Effective and Convenient Local Government

2.1 In Parts 3-5 of the Terms of Reference and the accompanying annexes, information was provided about the existing Parish of Lilleshall Donnington & Muxton. (The full Terms of Reference document is available either in hard copy or on our website at the contact details provided in Section 8 below.)

2.2 In the Terms of Reference document, it was stated that the main considerations that the Council would need to be mindful of in coming to recommendations in this Review arise in Section 93 of the 2007 Act as outlined in paragraph 1.4 above. This identified three ‘tests’ which we would need to apply in the Review. The first is what is described as the **‘community of identity’ test**: do the areas that constitute the present parish wards of Donnington, Lilleshall and Muxton represent distinctive communities of identity, deserving of separate parish status and individual parish representation? However, it was emphasised that this test cannot be considered in isolation from a second test: the **effective and convenient local government test**. To a large extent, this test may be thought of as a ‘viability’ test: do these parish wards have the viability to stand alone, not dependent one on the other, in the funding and provision of services that would compare with current service levels? However, viability is only a part – albeit a considerable part – of the effective and convenient local government test. The Council considers that it has a broad duty in law to promote effective and convenient local government across its Borough. Finally, the Council is required to take into account other organisations in the area that promote representation and engagement for its inhabitants and that thereby serve to reinforce the community of identity test. The draft proposals document for this review noted that a separate Lilleshall Parish could be viable and that Lilleshall is a distinctive community from Donnington and Muxton.

2.3 The Draft Proposals stated that there was evidence that parish ward formed a distinctive community of identity deserving of Parish status. Those proposals also stated that a separate Lilleshall Parish could be viable. Significant expenditure might put some pressure on a small Parish budget but it is assumed that the Parish would make budget adjustments or alternatively raise precept if this was ultimately required. It would be for a new parish council to consider how best to manage the budget in its area. The Draft Proposals sought further information from the poll of Parish electors as the question of Community Consensus needed to be answered. Those

proposals stated that the Council required further evidence that the proposal for a separate Parish commanded wider support within the community. Those residents strongly in favour of or against a separate Parish would have the opportunity to provide material to residents before the postal votes were received. The result of such a ballot would help further inform this review and provide a better understanding of what the residents of Lilleshall felt about a separate Parish council. .

Those proposals also identified the current boundary of Lilleshall Parish ward as identifiable, easily understood and suitable for Parish arrangements.

2.4 It should be noted that the Local Government Boundary Commission for England (LGBCE) have recently completed an electoral review of the Borough. They are 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. They cannot recommend changes to the external boundaries of parishes as part of an electoral review. They only have the power to make changes to parish electoral arrangements where these are as a direct consequence of recommendations for principal authority warding arrangements. Should this review make final proposals for a separate Lilleshall parish then consequential orders will need to be laid. Their recommendations will take effect from May 2015 local elections and are:

Lilleshall, Donnington & Muxton Parish Council should return 15 parish councillors, as at present, representing five wards: Donnington East (returning one member), Donnington West (returning five members), Lilleshall (returning two members), Muxton (returning five members) and The Humbers (returning two members).

3. Summary of Final Proposals

3.1 The Final Proposals are that Lilleshall fulfils the technical/legal requirements to form a separate Parish and that the result of the postal ballot demonstrates sufficient Community Consensus for the creation of a Lilleshall Parish Council. . The result of the ballot showed a majority of electors voting in the poll in favour of a separate Lilleshall Parish. This evidence is considered to carry more weight than the individual submissions and of the counter petition.

Based on LGBCE guidance on typical representation for a council of this size, we recommend that Lilleshall should be represented by a maximum of 7 councillors and that these arrangements are in force for 7 May 2015 Parish elections. The council should be known as Lilleshall Parish Council.

The residual Parish should be known as Donnington & Muxton Parish Council and should return 12 parish councillors, representing four wards: Donnington East (returning one member), Donnington West (returning five members), Muxton (returning five members) and The Humbers (returning two members) as per current LGBCE recommendations following the Borough Boundary Review.

The Borough council will subsequently publish a Reorganisation Order and request the LGBCE to make a related alteration to reflect the changes made at Parish level.

4. What happens next?

4.1 The timetable for this Review is as follows:

Timetable for the Review

Action	Timetable	Relevant Date
Terms of Reference are published		2 October 2013
Introductory stage –	Two months	2 October – 30 November

submissions are invited		2013
Draft Proposals are prepared	Two months	December 2013 – January 2014
Draft Proposals are published		February 2014
Consultations	Three months	7 February – 9 May
Final Proposals are prepared	Six Weeks	May/June
Final Proposals are published by Boundary Review Committee		July
Licensing Committee publishes the Recommendations	Two weeks later	July
Council publishes the Reorganisation Order	thereafter	

4.2 There will be a short period before the Council publishes its Recommendations in this Review, and this period allows time for any final submissions and arguments to be made covering matters which may not have arisen earlier in the Review.

5. How to contact us

5.1 Comments should be submitted to the Democratic Services team. They can be submitted either by letter or by e-mail.

5.2 You can contact us at:

Electoral Services
2nd Floor
Addenbrooke House
Ironmasters Way
Telford
TF3 4NT

01952 383210

reviews@telford.gov.uk

http://www.telford.gov.uk/info/200169/elections/355/boundary_matters/2

5.3 Details of our officer contacts are as follows:

Jonathan Eatough Assistant Director	Strategic management of the Review	Jonathan.eatough@telford.gov.uk 01952 383200
Phil Griffiths Democratic Services Manager	Project and resource management of the Review	phil.griffiths@telford.gov.uk 01952 383210
Phil Griffiths Democratic Services Manager	Responding to consultation responses and preparing key consultation documents	phil.griffiths@telford.gov.uk 01952 383210

6. A List of Annexes

Annex 1 – Submissions received following publication of final proposals

Annex 2 – Map of Lilleshall Parish ward and proposed Lilleshall Parish council

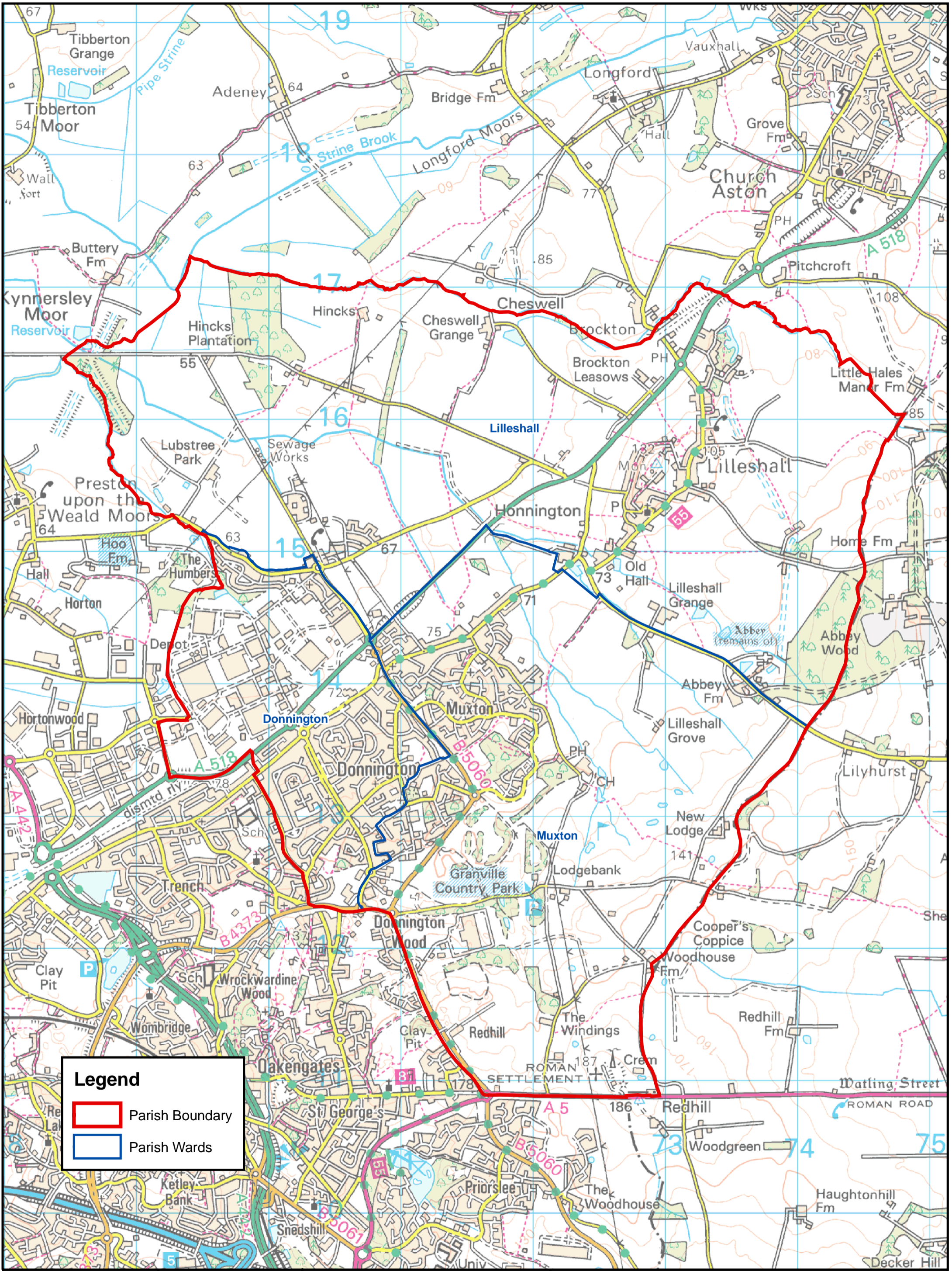
Annex 1

Submissions received following Draft Proposals

Counter Petition signed by 553 local government electors of the Lilleshall ward of the parish of Lilleshall, Donnington and Muxton, 7 May 2014

- 1 Mr A Parker , by letter, 13 February 2014 Against (1)
- 2 Mr G & Mrs J Diss, by email, 13 February 2014, Against (2)
- 3 Mrs J Rozzel, by letter, 16 February 2014, Against (1)
- 4 R & M Burroughes, by email, 20 February 2014, Against (2)
- 5 Jean Millward, by email, 20 February 2014, Against (1)
- 6 John Margerrison, by email, 20 February 2014, Against (1)
- 8 Mrs EP Millward, by letter, 24 February 2014, Against (1)
- 9 Mr JG Millward, by letter, 24 February 2014, Against (1)
- 10 AD Cooke, by letter, 27 February 2014, Against (1)
- 11 HC Cooke, by letter, 27 February 2014, Against (1)
- 12 Avril & Peter Thorneycroft by letter, 27 February 2014, Against (2)
- 13 Linda Parker, by letter 13 February 2014, Against (1)
- 14 D & J Johnson , by letter, 3 March 2014, Against (2)

- 15 Mrs M Burroughes, by letter, 21 March 2014, Against (1)
- 16 Michael & Shirley Harris, , by email, 31 March 2014, Against (2)
- 17 Linda Parker , by letter, 03 April 2014, Against (1)
- 18 Kathleen Turner, by email, 08 April 2014, Against (1)
- 19 Graham Platt, by letter, 09 April 2014 , Against (1)
- 20 & 40 Philip Hawkins, by letter, 11 April 2014,and by e mail 06 May 2014 For (2)
- 21 RA Hill, by letter, 23 April 2014, Against (1)
- 22 MJ & DS Fry, by letter, 23 April 2014 Against (2)
- 23 Robert Watson Jones, by letter, 24 April 2014, Against (1)
- 24 P Ward , by letter, undated, Against (1)
- 25 Rachel Johnson by letter, 24 April 2014, Against (1)
- 26 Barry & Jennifer Jones, by e mail 25 April 2014, Against (2)
- 27 Tony Holdford, by email, 25 April 2014, Against (1)
- 28 Ida Taylor, by letter, 26 April 2014, Against (1)
- 29 Ernest Taylor, by letter, 26 April 2014, Against (1)
- 30 DA Johnson, by letter, 29 April2014, Against (1)
- 31 JR Johnson, by letter, 29 April 2014 Against (1)
- 32 Freda & Robert Beech , by letter, 1 May 2014 Against (2)
- 33 & 34 Michael & Shirley Harris, by e mail, 2 May 2014 Against (2)
- 35 John Hockin, by letter, 5 May 2014,For (1)
- 36 Chris Poole by letter, 05 May 2014, Against (1)
- 37 Jane Poole, by letter 05 May 2014, Against (1)
- 38 Ann Whittingham, by letter, 05 May 2014, Against (1)
- 39 Neil & Rosemary Sampson, by e mail, 06 May 2014, Against (2)
- 41 Andrew & Carol Baker, by e mail 06 May 2014, Against (2)
- 42 E Anne Platt , by letter, 09 May 2014, Against (1)



Legend

- Parish Boundary
- Parish Wards

TELFORD & WREKIN COUNCIL

BOUNDARY REVIEW COMMITTEE – 23 JUNE 2014

**COMMUNITY GOVERNANCE REVIEW – HADLEY & LEEGOMERY PARISH
COUNCIL – FINAL PROPOSALS**

**REPORT OF ASSISTANT DIRECTOR: LAW, DEMOCRACY & PEOPLE
SERVICES**

1. **PURPOSE**

- 1.1 To seek Members approval for a final proposals document. The document incorporates the final recommendations that the Council is making in this Review and invites comments on these proposals.

2. **RECOMMENDATIONS**

2.1 That the Committee adopts and publishes the Final Recommendations as shown in the attached document and at Map 2.

2.2 That a Reorganisation of Community Governance Order be published by the Council, effective for 7 May 2015 Parish elections and that then a formal request be made to Local Government Boundary Commission for England (LGBCE) to make a Related Alterations Order.

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
TARGET COMPLETION/ DELIVERY DATE	August 2014	
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

4. **SUMMARY**

- 3.1 At the Committee’s meeting of 29 April 2014 a letter from Hadley & Leegomery Parish Council seeking adjustment of its boundaries was considered. This letter is attached at Annex1. The Committee agreed that a Community Governance Review be commenced and published a Terms of Reference document and a Draft Proposals document.

In 2009/10 a Community Governance Review of the Hadley & Leegomery 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 boundary between Leegomery and Hadley Castle Parish wards be as outlined in Map 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 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. **The ward boundaries proposed by LGBCE are as detailed on Map 1.**

Hadley & Leegomery Parish Council, therefore, sought to restore the boundaries agreed following the 2009 Community Governance Review in order to correct the error in time to be in place for May 2015 Parish elections.

Following the consultation period, the only submission received during this review was the letter from Hadley & Leegomery Parish Council, a copy of which is attached at Annex 1. **The Final Recommendations agree with this submission in as much as that the boundary between the Hadley Castle and Leegomery parish wards be corrected to reflect the boundary agreed by the previous Community Governance Review which was completed in 2010 and is shown at Map 2.** The Council will then publish a Reorganisation of Community Governance Order, effective for 7 May 2015 Parish elections, and formally request LGBCE to make a Related Alterations Order.

4. **PREVIOUS MINUTES**

4.1 Boundary Review Committee 29 April 2014

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 Final Recommendations document is attached.

5.2 **What happens next?**

A Timetable for the Review

Action	Timetable	Relevant Date
Terms of Reference are published		29 April 2014
Consultations		23 June 2014
Final Recommendations are prepared		June 2014
Final Recommendations are adopted by Boundary Review		June/July 2014

Committee and published		
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

Terms of Reference Document

Draft Proposals Document

Submissions Received

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



Telford & Wrekin

C O U N C I L

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

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

FINAL RECOMMENDATIONS

**THESE FINAL RECOMMENDATIONS HAVE BEEN PUBLISHED BY THE
COUNCIL ON:**

23 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 **(shown in Map 1)** . 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 the boundary consisting of Haybridge Road and roads to its north-west being included in Leegomery ward when they should be in Hadley Castle ward.

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

1.3 The Council now publishes these Recommendations in this Review.

1.4 It will be seen that the Recommendations – for the purposes of elections to the parish council; that the ward boundary between Hadley Castle and Leegomery wards be as outlined in Map 2 of these Final Recommendations and in accordance with boundaries agreed at the 2009/10 Community Governance Review of the Parish. These Recommendations would commence at the next ordinary elections of parish councillors in the Borough.

2. The warding of parishes –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 2009/10 Community Governance Review. The only response has been the request from the Parish council for this 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 2 to these Recommendations. In particular, this boundary would retain electors resident in Hadley in the Hadley Castle Parish ward**

4. Summary of Recommendations

That for the purposes of elections to the parish council; that the ward boundary between Hadley Castle and Leegomery be as outlined in map 2 to

these Recommendations. 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

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	

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
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



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 blue ink, appearing to read 'Colin Potts'.

Colin Potts
Clerk of the Council

Clerk: Colin Potts

Chairman: Councillor John Smart

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
<i>Hadley Castle</i>	<i>2098</i>	3	699
Hadley Manor	1960	3	653
<i>Leegomery</i>	<i>3162</i>	4	790
Trench Lock	852	2	426
Total	10381	16	Average 649

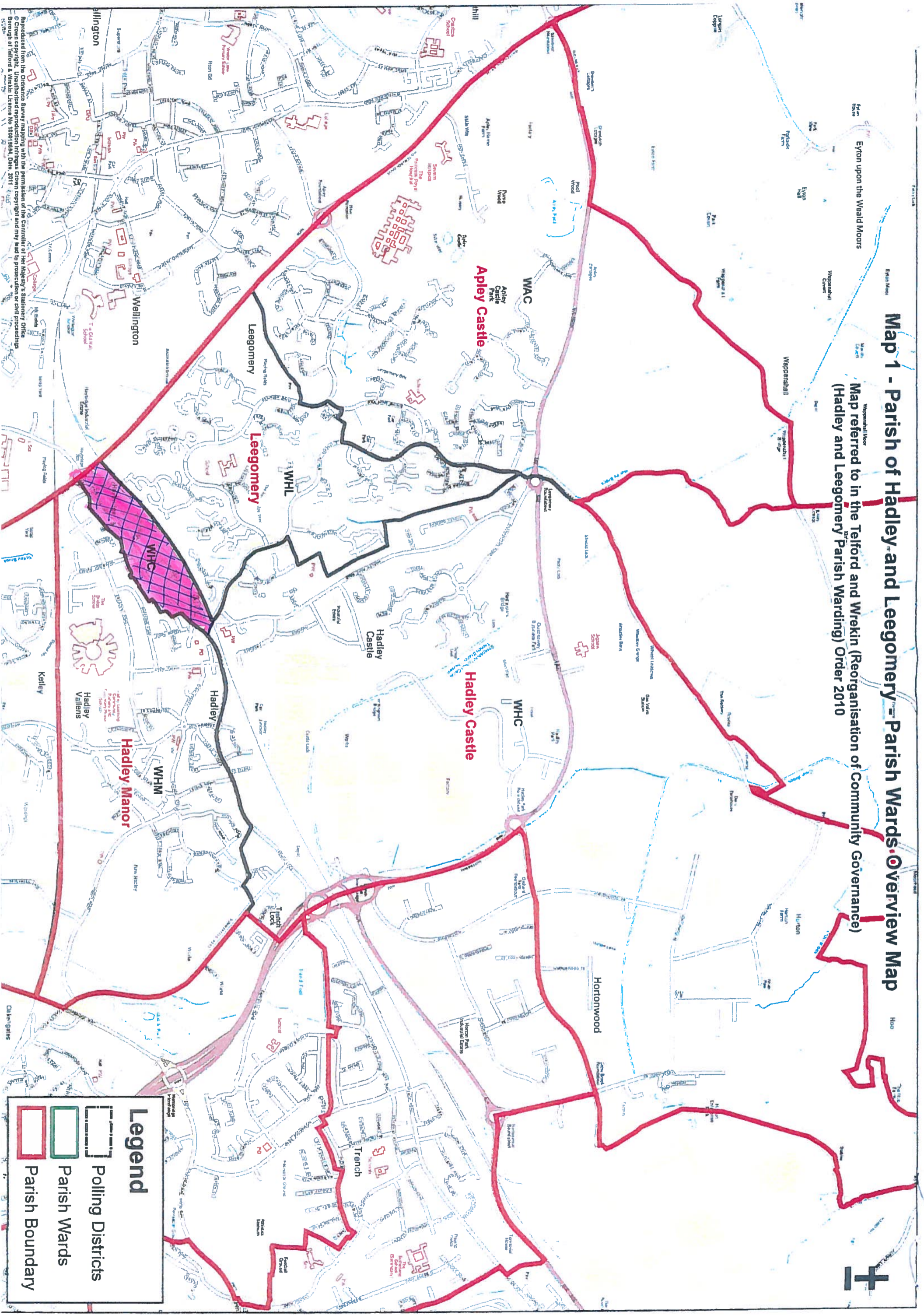
The error results in 430 electors in the salient consisting of Haybridge Road and roads to its north-west being included in Leegomery ward when they should be in Hadley Castle.

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
<i>Hadley Castle</i>	<i>2528</i>	3	842
Hadley Manor	1960	3	653
<i>Leegomery</i>	<i>2732</i>	4	683
Trench Lock	852	2	426
Total	10381	16	Average 649

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



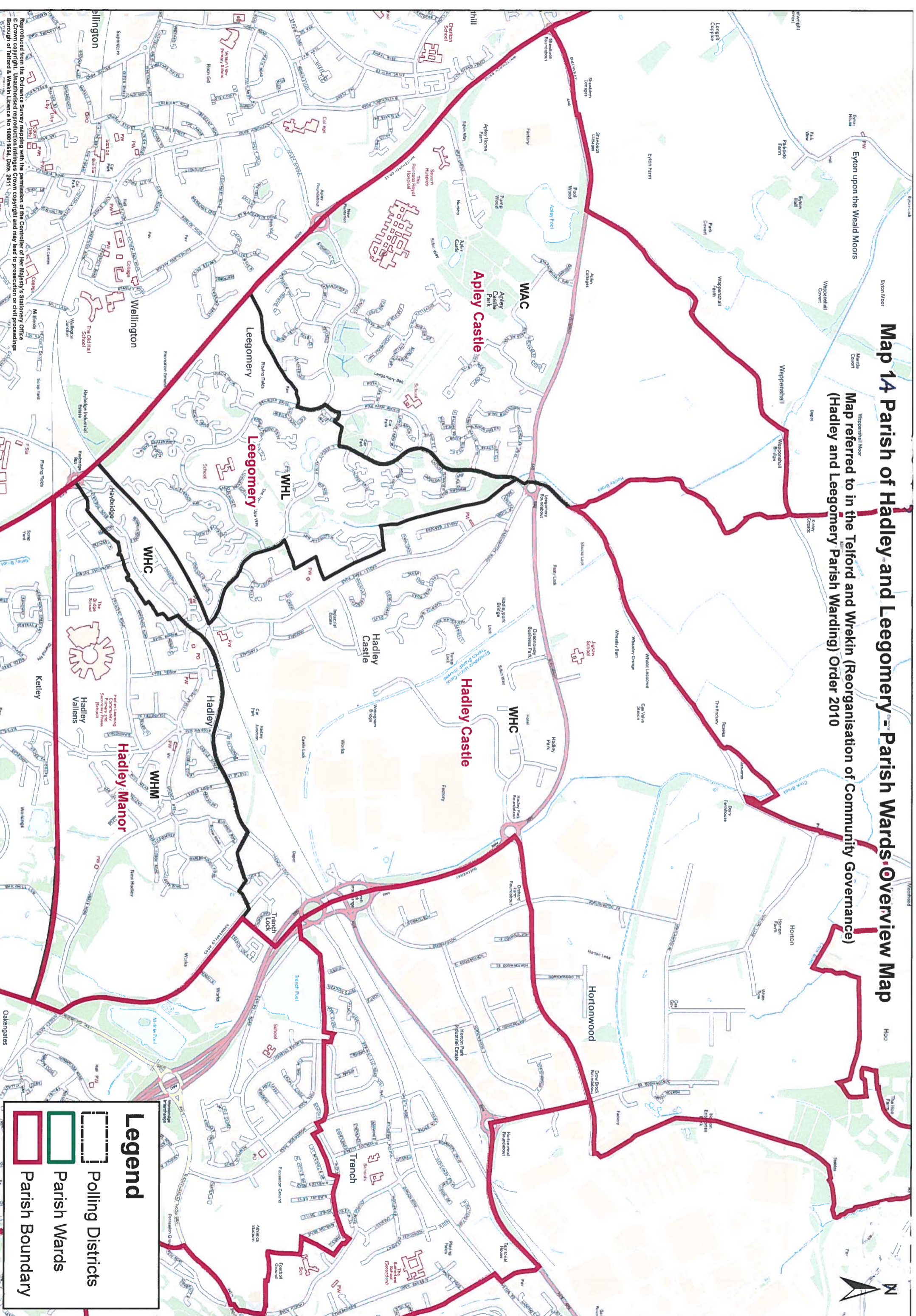
Legend

-  Polling Districts
-  Parish Wards
-  Parish Boundary

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Map 14 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



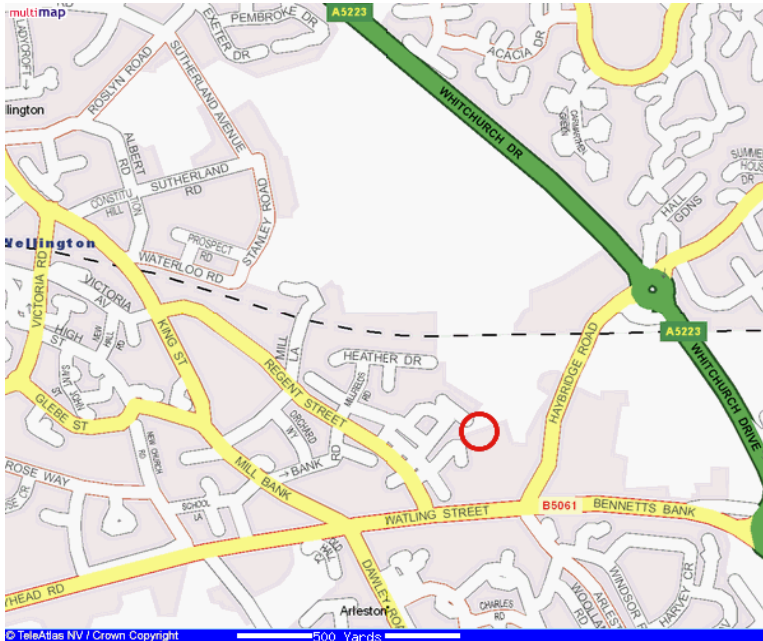
Legend

- Polling Districts
- Parish Wards
- Parish Boundary

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AFC Telford United Learning Centre

Bucks Way
Wellington
Telford
TF1 2TU
Tel: 01952 640064



Directions

From M54 Junction 6 (preferred)

- A5223 towards Wellington, straight over first roundabout (retail park)
- Straight over second roundabout (B5067)
- Left at third roundabout (Furrows garage)
- Continue over railway bridge and first right, then turn left into AFC Telford United Car Park

~*~

From M54 Junction 7

- Follow the B5067 towards Wellington, continue for about 1 mile
- Straight across traffic lights (with Cock hotel on Left).
- Turn left at traffic lights (with Bucks Head pub on left).
- Continue past fire station and straight through the traffic lights. (NO LEFT TURN)
- At the island turn right (back the way you came) follow the road round to the right and turn left into Club Car Park

~*~

The Learning Centre is on the far side of the car park at the side of the football ground.

~*~

By bus from Telford Town Centre / Wellington

Bus number 44, every 10mins during daytime check timetables or Arriva's website.

www.arriva.co.uk

Ask for AFC Telford United, Watling Street. On arriving, cross road if necessary, and walk through Telford Whitehouse Hotel Car Park; continue past Joshua's Bar, Club Shop and home turnstiles.

