



Telford & Wrekin
C O U N C I L

Addenbrooke House Ironmasters Way Telford TF3 4NT

BOUNDARY REVIEW COMMITTEE

Date **Thursday, 8 March 2018** Time **6.00pm**
Venue **Meeting Room G3/G4, Addenbrooke House, Ironmasters Way, Telford, TF3 4NT**

Enquiries Regarding this Agenda:

Democratic Services	Stacey Worthington	01952 382067
Media Enquiries	Corporate Communications	01952 382403
Lead Officer	Jonathan Eatough, Assistant Director: Governance, Procurement & Commissioning	01952 383200

Committee Membership: Councillors C F Smith (**Chairman**), R A Overton (**Vice Chairman**), K T Blundell, N A Dugmore, I T W Fletcher, A D McClements and G C W Reynolds

AGENDA

- 1. Apologies for Absence**
- 2. Declarations of Interest**
- 3. Minutes** Appendix A
To confirm the minutes of the meeting of the Boundary Review Committee held on 2nd November 2017.
- 4. 2018 Boundary Review – Boundary Review Commission For England: Revised Proposals For New Parliamentary Constituency Boundaries** Appendix B
To Receive the report of the Assistant Director: Governance, Procurement & Commissioning
- 5. Community Governance Review Request: Newport Town Council** Appendix C
To Receive the report of the Assistant Director: Governance, Procurement & Commissioning
- 6. Community Governance Review Request: Donnington & Muxton Parish Council** Appendix D
To Receive the report of the Assistant Director: Governance, Procurement & Commissioning

Continued.

7. **Community Governance Reviews – Outline Timetable for 2018/19**
To note the timeframes after which new CGR requests would not be implemented until after the May 2019 Borough elections

Appendix E

BOUNDARY REVIEW COMMITTEE

Minutes of a meeting of the Boundary Review Committee held on Thursday 2nd November 2017 at 6.00pm in Meeting Rooms G3/4, Addenbrooke House, Telford

Present: Councillors C F Smith (Chairman), R A Overton (Vice Chairman), K T Blundell, N A Dugmore, I T W Fletcher, A D McClements and G C W Reynolds

In Attendance: J Eatough (Assistant Director: Governance, Procurement & Commissioning), D Bowen (Elections Team Leader) and S Worthington (Democratic & Scrutiny Services Officer)

BRC-01 Apologies for Absence

None

BRC-02 Declarations of Interest

None.

BRC-03 Minutes

Resolved – that the minutes of the meeting of the Boundary Review Committee held on 29 September 2016 be confirmed and signed by the Chairman

BRC-04 Review Of Parliamentary Constituencies: Council Response

The Committee received the report of the Assistant Director: Governance, Procurement and Commissioning. The Boundary Commission for England had published their revised proposals following public consultation for the future parliamentary constituencies in England.

In summary, the revisions to the proposals included removing Wellington from the name of the proposed new constituency, which would now be known as 'Bridgnorth and The Wrekin', removal of Much Wenlock from 'Bridgnorth and The Wrekin' and the unchanged proposals to transfer Donnington and Hadley and Leegomery from the Wrekin to the Telford constituency.

Some members welcomed the proposals, however, raised their concern regarding the name of the Wrekin constituency. Bridgnorth had not previously been in the name of a constituency, so it was considered that the proposals should be that the name 'The Wrekin and Bridgnorth' which would reflect the previous name.

Councillor I T W Fletcher requested that his formal disagreement with the proposals to move Donnington into Telford be noted.

It was **RESOLVED** –

- a) That Boundary Review Committee notes the contents of the BCE’s revised proposals for the West Midlands region, in particular paragraphs 3.34 to 3.38 on pages 21 -22 (see appendix B1 of the attached report)
- b) To **RECOMMEND TO COUNCIL** that an alternative name of ‘The Wrekin and Bridgnorth’ be proposed to the Boundary Commission for England

BRC-05 Community Governance Review – Newport Town Council

The Committee received the report of the Assistant Director: Governance, Procurement and Commissioning. Newport Town Council had requested to extend the parish boundary to match with the ward boundary. The request had first been made in 2014, but had been deferred. The Committee was asked to consider if a review could take place without the need for a formal petition from residents, given it was a long standing request.

Councillor A Eade, the Ward Councillor, spoke against the proposals and stated that there was no local appetite for the changes. The communities involved considered themselves separate to Newport and the proposed changes would increase their council tax.

Members considered that the request for a review should come from the people, rather than the Town Council, and stated that a formal petition should be required.

It was **RESOLVED** – that

- a) **The Boundary Review Committee does not approve Newport Town Council’s request that a Community Governance Review under ‘exceptional circumstances’, and will require a formal petition,**
- b) **That the Boundary Review Committee reaffirms the policy that, other than in exceptional circumstances, all future Community Governance Reviews will only be considered when a formal petition from local electors is received.**

The meeting ended at 6.24 pm

Chairman:

Date:

1. SUMMARY

- 1.1 The Boundary Commission for England (BCE) previously undertook a public consultation throughout 2016, for the future parliamentary constituencies for the Borough.
- 1.2 Consultation period closed on 15th December 2017. Telford & Wrekin Council’s final comment was put to the commission, requesting further consideration be given to the name for the new Wrekin constituency, currently recommended as being ‘Bridgnorth and The Wrekin. The Council recommended the name be The Wrekin and Bridgnorth.
- 1.3 The Boundary Commission for England are due to submit their final recommendations to Parliament, via the Secretary of State, in September 2018.

2. RECOMMENDATIONS

- (i) That Boundary Review Committee note the progress and key date of the Boundary Commission for England’s review of the Parliamentary boundaries.

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?	
	No	<i>Borough Wide</i>
DELIVERY DATE	Deadline for submissions in this Review –	
FINANCIAL/VALUE FOR MONEY IMPACT	No	There are no financial implications that will arise as a result of accepting the recommendations of this report. RP-14.02.2018
LEGAL ISSUES	Yes	The Parliamentary Constituencies Act 1986 (as amended by the Boundary Commissions Act 1992 and the Parliamentary Voting Systems and Constituencies Act 2011) sets out the law in relation to Parliamentary Boundary Reviews including the electorate figures that are to be used for a review, the distribution of constituencies, the statutory electorate range and other statutory factors.

		The Council's Constitution states that it is the responsibility of the Boundary Review Committee to prepare information on and to recommend consultation responses to Council on Parliamentary Boundary Reviews.
OTHER IMPACTS, RISKS & OPPORTUNITIES	No	
IMPACT ON SPECIFIC WARDS	Yes	<i>Borough-wide impact.</i>

BACKGROUND

Parliamentary Boundary review

1.1 On 13 September 2016 the Boundary Review Commission for England issued proposals to amend the parliamentary boundaries for Telford and The Wrekin constituencies respectively. The Boundary review Committee considered these proposals at its meeting on 29 September 2016.

1.2 The original proposal for the Telford constituency remains: that the ward boundary will be extended to take in the district wards of Donnington and Hadley & Leegomery which are currently in the Wrekin constituency.

The revised parliamentary electorate for the Telford constituency is 76,556

1.3 The proposal for The Wrekin constituency is to extend the constituency by including six Shropshire county wards, from the existing Ludlow constituency, including the towns of Bridgnorth and Broseley. Much Wenlock is no longer included in the revised proposal. This constituency will be called Bridgnorth and The Wrekin.

The revised parliamentary electorate for the Bridgnorth and The Wrekin constituency is 73,850

1.5 Telford & Wrekin Council submitted formal feedback in December 2017, recommending the name of the 'new' Wrekin constituency should be "The Wrekin and Bridgnorth".

1.4 The outcome of the review and final recommendations are expected to go to Parliament in September 2018. Implementation of the new Boundaries is expected to be in place for the Parliamentary election due in 2022.

Background Papers

Further information and the full set of revised proposals from the Boundary Commission for England can be accessed at the following online web page: www.bce2018.org.uk



1. SUMMARY

- 1.1 Telford & Wrekin Council has a responsibility to undertake Community Governance Reviews (CGR's) when a petition is received for such or when it is felt necessary.
- 1.2 At the Boundary Review Committee meeting of 2nd November 2017, the Committee did not approve Newport Town Council's request that a Community Governance Review being undertaken under 'exceptional circumstances', and will require a formal petition from the Town Council in order to commence such a review.
- 1.3 It is expected that Newport Town Council will submit such a petition in the very near future.

RECOMMENDATIONS

- (i) **That the Boundary Review Committee note the request for petition to initiate a Community Governance Review remains outstanding, but is due to be received very soon.**
- (ii) **That the Boundary Review Committee note the impact of any such review, in conjunction with the outline timetable for 2018/19 reviews, see Appendix E of Agenda Pack.**

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	<i>Residents within the area of Newport Town Council and Chetwynd Aston & Woodcote Parish Council</i>
DELIVERY DATE	Prior to the May 2019 local elections	
FINANCIAL/VALUE FOR MONEY IMPACT	No	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.
		RP-14.02.2018

LEGAL ISSUES	Yes	<p>Under the Local Government and Public Involvement in Health Act 2007 as amended by the Legislative reform (Community Governance Reviews) Order 2015, the Council has a responsibility to undertake community governance reviews in defined circumstances. One of those circumstances is where local electors petition their principal council for a community governance review. For the petition to be valid it must meet certain legal conditions. A thorough review will be undertaken on receipt on the petition.</p> <p>Authority is delegated to the Boundary Review Committee to deal with matters relating to Community Governance Reviews.</p> <p>Regulations under the 2007 Act make provision for the purposes of, or in consequence of, the making of reorganisation orders. These make provision in relation to matters such as the distribution of property, rights and liabilities for which the Council must appoint a 'Proper Officer', and the setting of precepts for new parishes.</p>
OTHER IMPACTS, RISKS & OPPORTUNITIES	Yes	<p>Risks would include legal challenge – Judicial Review (local residents or statutory bodies, e.g. Boundary Commission etc) in respect of process and final decision.</p>
IMPACT ON SPECIFIC WARDS	Yes	<p>Depending on the outcome of the review, there may be an impact on the parish-element of council tax charge for some residents, as the precept differs between Newport Town Council and Chetwynd Aston and Woodcote Parish Council.</p>

BACKGROUND

- 1.1 The Boundary Review Committee reviewed details of the request for a Community Governance Review from Newport Town Council at the meeting of 2nd November 2017.
- 1.2 At that meeting, it was resolved that a petition would be required from Newport Town Council to enable a Community Governance Review to take place.
- 1.3 The Town Council are currently obtaining up to 678 names for the petition. A report in the Shropshire Star (6th February 2018) suggests around two-thirds of the required names have been obtained.
- 1.4 Subject to receiving a valid petition by 1st March 2018, the outline timetable (see Appendix E of Agenda Pack) is likely to apply. Any request received after 1st March would have an adverse impact on the outline timetable, delaying the final

implementation date.

1.5 Further progress cannot be made until a valid petition is submitted to the Council.

Report prepared by Dave Bowen, Elections Team Leader, telephone 01952 383210.

1. SUMMARY

- 1.1 Telford & Wrekin Council has a responsibility to undertake Community Governance Reviews (CGR's) when a petition is received for such or when it is felt necessary.
- 1.2 Donnington and Muxton Parish Council have been sent information about the Community Governance Review process in late 2017.
- 1.3 It is expected that Donnington and Muxton Parish Council will submit such a petition in the very near future.

RECOMMENDATIONS

- (i) That the Boundary Review Committee note the request for petition to initiate a Community Governance Review remains outstanding, but is due to be received very soon**
- (ii) That the Boundary Review Committee note the impact of any such review, in conjunction with the outline timetable for 2018/19 reviews, see Appendix E of Agenda Pack.**

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	<i>Residents within the area of Donnington and Muxton Parish Council</i>
DELIVERY DATE	Prior to the May 2019 local elections	
FINANCIAL/VALUE FOR MONEY IMPACT	No	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.

		RP-14.02.2018
LEGAL ISSUES	Yes	<p>Under the Local Government and Public Involvement in Health Act 2007 as amended by the Legislative reform (Community Governance Reviews) Order 2015, the Council has a responsibility to undertake community governance reviews in defined circumstances. One of those circumstances is where local electors petition their principal council for a community governance review. For the petition to be valid it must meet certain legal conditions. A thorough review will be undertaken on receipt on the petition.</p> <p>Authority is delegated to the Boundary Review Committee to deal with matters relating to Community Governance Reviews.</p> <p>Regulations under the 2007 Act make provision for the purposes of, or in consequence of, the making of reorganisation orders. These make provision in relation to matters such as the distribution of property, rights and liabilities for which the Council must appoint a 'Proper Officer', and the setting of precepts for new parishes.</p>
OTHER IMPACTS, RISKS & OPPORTUNITIES	Yes	Risks would include legal challenge – Judicial Review (local residents or statutory bodies, e.g. Boundary Commission etc) in respect of process and final decision.
IMPACT ON SPECIFIC WARDS	Yes	Depending on the outcome of the review, there may be an impact on the parish-element of council tax charge for some residents.

BACKGROUND

- 1.1 Donnington and Muxton Parish Council have been sent information about the Community Governance Review process in late 2017.
- 1.2 Communication to date indicate the desire is to create separate Parish Councils for the areas of Donnington and Muxton. No further details of the request have, to date, been received.
- 1.3 To trigger the request for a community governance review, areas where the total electorate exceeds 2,500 must obtain total signatures from local government electors equalling at least 7.5% of that the overall electorate. Therefore, the current minimum number of valid signatories required for Donnington and Muxton would be 744.
- 1.4 It is expected that Donnington and Muxton Parish Council will submit such a petition in the near future.
- 1.5 Subject to receiving a valid petition by 1st March 2018, the outline timetable (see Appendix E of Agenda Pack) is likely to apply. Any request received after 1st March would have an adverse impact on the outline timetable, delaying the final

implementation date.

1.6 Further progress cannot be made until a valid petition is submitted to the Council.

Report prepared by Dave Bowen, Elections Team Leader, telephone 01952 383210.

TELFORD & WREKIN COUNCIL

BOUNDARY REVIEW COMMITTEE – 08 MARCH 2018



COMMUNITY GOVERNANCE REVIEWS – OUTLINE TIMETABLE FOR 2018/19

REPORT OF ASSISTANT DIRECTOR: GOVERNANCE, PROCUREMENT AND COMMISSIONING

1. SUMMARY

- 1.1 Telford & Wrekin Council has a responsibility to undertake Community Governance Reviews (CGR's) when a petition is received for such or when it is felt necessary.
- 1.2 An outline timetable for 2018/19 is attached.
- 1.3 Requests for a Community Governance Review received before 1st March 2018 would be subject to this timetable. However requests received after 1st March 2018 would commence later, which would impact on any final implementation date.
- 1.4 There are Borough and Parish Council elections due to be held in May 2019. This may impact upon any implementation of changes resulting from CGR's.

RECOMMENDATIONS

- (i) That the Boundary Review Committee note the proposed 2018/19 timetable.
- (ii) That the Boundary Review Committee agree that any further requests received after 1st March 2018 will not be implemented until after May 2019.

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	<i>Residents within any areas subject to a Community Governance Review</i>
DELIVERY DATE	Prior to the May 2019 local elections	
FINANCIAL/VALUE FOR MONEY IMPACT	No	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. RP-14.02.2018
LEGAL ISSUES	Yes	Under the Local Government and Public Involvement in Health Act 2007(as amended by the Legislative Reform (Community Governance Reviews) Order 2015) the

		<p>Council has a responsibility to undertake community governance reviews in defined circumstances.</p> <p>Article 10 of the 2015 Order amends the time period the Council has to conclude the community governance review from 12 months starting on the day of receipt of the petition or application (previously it was starting on “the day on which the council review begins”).</p> <p>Section 97 of the 2007 Act provides for regulations to make incidental, consequential, transitional or supplementary provision for the purposes of, or in consequence of, reorganisation orders. Two sets of regulations have been made under the 2007 Act, which apply to reorganisation orders - both came into force on 8 April 2008. The first of these, the Local Government (Parishes and Parish Councils) (England) Regulations 2008 No.625 make provisions in relation to matters such as the distribution of property and the rights and liabilities of parish councils affected by a reorganisation order.</p> <p>The second set, the Local Government Finance (New Parishes) Regulations 2008 No.626 deal with the setting of precepts for new parishes.</p> <p>The 2010 Statutory Guidance states that, for administrative and financial purposes (such as setting up the parish council and arranging its first precept), the order should take effect on the 1 April following the date on which it is made. Electoral arrangements for a new or existing parish council will come into force at the first elections to the parish council following the Reorganisation order.</p> <p>However, orders should be made sufficiently far in advance to allow preparations for the conduct of those elections to be made. In relation to a new parish council, the principal council may wish to consider whether, during the period between 1 April and the first elections to the parish council, it should make interim arrangements for the parish to be represented by councillors who sit on the principal council.</p>
OTHER IMPACTS, RISKS & OPPORTUNITIES	Yes	Risks would include legal challenge – Judicial Review (local residents or statutory bodies, e.g. Boundary Commission etc) in respect of process and final decision.
IMPACT ON SPECIFIC WARDS	Yes	Depending on the outcome of any review, there may be an impact on the parish-element of council tax charge for some residents.

BACKGROUND

- 1.1 Details of an outline timetable and processes for Community Governance Reviews have been provided at earlier meetings of the Boundary Review Committee.
- 1.2 An updated timetable for reviews due to be received in early 2018 is provided in this report.
- 1.3 It is anticipated that any requests for a Community Governance Review received by 1st March 2018 will be completed by March 2019. Implementation should therefore be in time for the May 2019 Borough and Parish local elections (subject to any judicial review or appeal occurring)
- 1.4 Requests for a Community Governance Review, which may be made to Telford & Wrekin Council after 1st March 2018, are unlikely to be concluded in time for implementation prior to the May 2019 Borough and Parish elections.
- 1.5 The outline 2018/19 proposed timetable is provided below.

Report prepared by Dave Bowen, Elections Team Leader, telephone 01952 383210.

2018/19 Indicative Timetable for undertaking Community Governance Reviews (CGR)

<u>2018/19 Timetable</u>	<u>Stage</u>	<u>What happens?</u>	<u>Time-scale</u>
Commencement 1 March 2018	Commencement	A CGR petition is received	Start of process
Next BRC meeting is 08-March-18 1 st March 2018 to 30 th April 2018	Preparation	Inform Parish/Town Councils of intended timetable & process Validate the petition Undertake desk research Promotion of public consultation(s) Draft Terms of Reference	Two months
Monday 30 th April 2018	Preliminary stage	Terms of Reference are prepared and published	
1 st May – 30 th June 2018	Stage One	Initial submissions are invited	Two months
1 st July – 31 st August 2018	Stage Two	Consideration of submissions – Draft Recommendations are prepared	Two months
1 st September – 30 th November 2018	Stage Three	Draft Recommendations are published – consultations on them	Three months
1 st December 2018 – 30 th January 2019	Stage Four	Consideration of submissions – Final Recommendations are prepared	Two months
Friday 1 st February 2019	Stage Five	Final Recommendations are published – concluding the review	End of 11 th month
28 th February 2019	Stage Six	Boundary Review Committee resolves to make a Reorganisation Order	One month later
March 2019 Full Council meeting	Stage Seven	Report outcome to Full Council	next Full Council meeting

Additional timescales

will need to be added in and adhered to, to ensure the following processes can also be suitably carried out:

- Creation of a shadow Parish
- Agreeing the split of assets and liabilities
- Drafting of the Order
- Changes to election software to encompass new / altered voting districts etc

Implementation dates:

TBA depending on progress of the review, getting Boundary Commission for England approval and if any consequential matters (appeals) arise.