

## **TENDRING DISTRICT COUNCIL COMMUNITY GOVERNANCE REVIEW – TERMS OF REFERENCE**

Tendring District Council will be carrying out a Community Governance Review in accordance with the Local Government and Public Involvement in Health Act 2007. Part 4, chapter 3 sets out the requirements for Community Governance Reviews.

### **What does the Community Governance Review cover?**

This Community Governance review is in relation to the number of seats on Harwich Town Council. Harwich Town Council has requested that the number of Town Councillors increases from 16 to 17 to even out the representation across parish wards. Views are sought on the number of seats on Harwich Town Council and the number of seats per parish ward.

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

A Community Governance Review is a legal process whereby Principal Councils (District, County or London Borough) can undertake reviews of community governance in their area. This is usually done by way of review of Town and Parish Councils and the 2007 Act allows for a Principal Council to make recommendations on one or more of the following:-

- The creating, aggregating, amalgamating, separation, grouping or abolition of town and parish councils;
- the name and style of a new town or parish council;
- the electoral arrangements of town and parish councils (e.g. number of councillors, wards, election frequency etc.)

### **Why is Tendring District Council undertaking this Review?**

The order which implements new electoral arrangements for Tendring District Council was made on 20<sup>th</sup> November 2017. The review of arrangements was undertaken by the Local Government Boundary Commission for England (LGBCE) and, as part of that, they do have powers to make recommendations about parish or town councils in respect of:-

- the numbers of councillors to be elected to the council;
- the need for parish wards;
- the number and boundaries of any parish wards;
- the number of councillors to be elected from any parish ward; and
- the name of any parish ward.

The guidance from the LGBCE says: *“Whilst making recommendations on these aspects of parish electoral arrangements, we will not normally make recommendations to change the total number of parish councillors for any particular parish. We believe that this is a matter best resolved locally. A local authority may make such changes following a Community Governance Review.”*

In relation to Harwich Town Council the LGBCE did make recommendations to change the parish wards boundaries and names to make them coterminous with the district wards. The parish wards, as finally recommended by the LGBCE will therefore be:-

<b>Town Council Ward</b>	<b>Number of Town Councillors</b>
<b>Dovercourt All Saints</b>	6
<b>Dovercourt Bay</b>	2
<b>Dovercourt Tollgate</b>	3
<b>Dovercourt Vines</b>	2
<b>Harwich and Kingsway</b>	3
	16

As part of the review Harwich Town Council made representation that the total number of Town Councillors should be 17 with Dovercourt Bay increasing from 2 to 3. In line with their guidance above the LGBCCE have not considered this as part of their review and Tendring District Council are now conducting a Community Governance Review on this matter.

### **Consultation**

Tendring Council is required to consult with electors for the area under review and any other person or body which appears to have an interest in the review.

The Council will be writing to all households in the Harwich Town Council area. We will also be consulting with Harwich Town Council. The terms of reference of the Community Governance Review will also be made available on our website and advertised in the press so that other parties have the opportunity to express a view.

Consideration of the Terms of Reference, draft and final recommendations will be conducted at a public Council meeting.

In drawing up recommendations following consultation the Council must have regard to the need to secure that local community governance:-

- reflects the identities and interests of the community in that area; and
- is effective and convenient.

### **Timetable**

The Community Governance Review must by law be completed within 12 months of the Terms of Reference being published. The provisional timetable is:-

<b>Action</b>	<b>Date</b>
Terms of Reference considered by Full Council	23 January 2018
Terms of Reference published and start of consultation	24 January 2018
End of consultation	31 March 2018
Consideration by Electoral Review Working Group	April 2018
Draft recommendations considered by Full Council	15 May 2018
Consult on draft recommendations	16 May 2018 to 15 June 2018
Consideration by Electoral Review Working Group	June 2018
Final recommendations considered by Full Council	3 July 2018
Final proposal and order publicised	September 2018
Final arrangements incorporated in Local Elections	May 2019