

**LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN HEALTH ACT 2007
COMMUNITY GOVERNANCE REVIEW OF THE WARDING ARRANGEMENTS FOR
KENILWORTH TOWN COUNCIL**

TERMS OF REFERENCE

1. INTRODUCTION

- 1.1 Under the provisions of the above Act the District Council is empowered to undertake community governance reviews with a view to considering the electoral arrangements in the whole or part of its district.
- 1.2 A review can consider one or more of the following:
- Creating, merging, altering or abolishing parishes;
 - The naming of parishes and the style of new parishes
 - The electoral arrangements for parishes (the ordinary year of election; the number of councillors to be elected to the council and parish warding) and
 - Grouping parishes under a common parish council or de-grouping parishes.
- 1.3 The Council has delegated the power to carry out reviews and implement recommendations arising from them to its Licensing & Regulatory Committee.
- 1.4 A request has been received from Kenilworth Town Council to carry out a Community Governance Review for the Local Government Boundary Commission for England proposed Town Council wards of St John's & Park Hill are divided to create four new Town Council wards, all with equivalent councillor/elector ratios. That these four new Town Council wards be named, St John's (4 Councillors), Borrowell (3 Councillors), Park Hill (4 Councillors) and Dalehouse (4 Councillors). There would be no amendment to the proposed Town Council ward for Abbey (2 Councillors).
- 1.5 The Licensing & Regulatory Committee has authorised its officers under Section 82 of the Act to undertake a review on this basis.
- 1.6 In undertaking the review the Licensing & Regulatory Committee will be guided by and have regard to Part 4 of the Local Government and Public Involvement in Health Act 2007 and the Guidance on Community Governance Reviews issued by the Department of Communities and Local Government in March 2010.
- 1.7 In particular Section 93(4) of the Act requires the Council, when undertaking the review, to have regard to the need to secure that community governance within the area under review :-
- (a) Reflects the identities and interests of the community in that area; and
 - (b) Is effective and convenient.

2. CONSULTATION

- 2.1 Under the provisions of the Act the Council are required to consult the following as part of the review:
- the local government electors for the area under review;
 - any other person or body (including a local authority) which appears to the principal council to have an interest in the review.

It must also inform the County Council that a review is being carried out.

2.2 All representations received in connection with the review will be taken into account and all consultees will be informed of the outcome of the review.

3. TIMETABLE

3.1 The review will start on the publication of these terms of reference and must be completed within 12 months.

3.2 The following time table will be adopted for this review:

Action	Timetable Date	
Terms of reference are Published		6 August 2018
Initial consultation exercise commences – submissions are invited	One month	10 August 2018
End of consultation period		21 September 2018
Licensing & Regulatory Committee considers submissions and makes recommendations		8 October 2018
Recommendations published And circulated	One month	12 October 2018
End of consultation period		16 November 2018
Licensing & Regulatory Committee considers recommendations and any comments received and makes a final decision		26 November 2018
Decision and reasons for the decision published and circulated		30 November 2018
Order made		30 November 2018
Implementation of any changes		1 April 2019

4. MATTERS TO BE CONSIDERED

4.1 The review will consider the potential to consider the Local Government Boundary Commission for England proposed Town Council wards of St John's & Park Hill are divided to create four new Town Council wards, all with equivalent councillor/elector ratios. That these four new Town Council wards be named, St John's (4 Councillors), Borrowell (3 Councillors), Park Hill (4 Councillors) and Dalehouse (4 Councillors). There would be no amendment to the proposed Town Council ward for Abbey (2 Councillors).

4.2 The Town Council Ward Boundaries as defined by the LGBCE, along with the proposal for consultation are set out at Appendix A to this document.

5. SUBMISSION OF COMMENTS AND REPRESENTATIONS

5.1 Anyone wishing to make representations on any of the above matters should do so by writing to:

Graham Leach
Democratic Services Manager & Deputy Monitoring Officer
Riverside House
Milverton Hill
Leamington Spa

CV32 5HZ

Or by email to graham.leach@warwickdc.gov.uk

By 21 SEPTEMBER 2018

- 5.2 The Licensing & Regulatory Committee will have regard to all representations received by the due date when considering the matters before it.