

 Licensing & Regulatory Committee 6 August 2018		Agenda Item No. 6
Title	Terms of Reference for Community Governance Review	
For further information about this report please contact	Graham Leach Democratic Services Manager & Deputy Monitoring Officer graham.leach@warwickdc.gov.uk 01926 456114	
Wards of the District directly affected	Budbrooke, Kenilworth St John's, Kenilworth Park Hill, Sydenham and Whitnash	
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?	No	
Date and meeting when issue was last considered and relevant minute number	Licensing & Regulatory Committee 29 May 2018 Minute 9	
Background Papers		

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	No
Included within the Forward Plan? (If yes include reference number)	No
Equality Impact Assessment Undertaken	No

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive	27/6/2018	Andrew Jones
Head of Service		
CMT		
Section 151 Officer	27/6/2018	Mike Snow
Monitoring Officer	27/6/2018	Andrew Jones
Finance	27/6/2018	Jenny Clayton
Portfolio Holder(s)	31/7/2018	Andrew Mobbs
Consultation & Community Engagement		
WCC Legal Services – 31/7/2018 Electoral Services Manager – 31/7/2018		
Final Decision?	No	
Suggested next steps (if not final decision please set out below)		
There will be further reports to come back to the Committee following the consultation.		

1. **Summary**

- 1.1 The report brings forward the terms of reference for the Community Governance Reviews as requested by the Licensing & Regulatory Committee at its meeting on 29 May 2018.

2. **Recommendations**

- 2.1 The Licensing & Regulatory Committee agree terms of reference for the Community Governance Reviews for Norton Lindsey, Kenilworth Town St. John's Ward and Kenilworth Town Park Hill wards, and the boundary between Whitnash and Leamington Sydenham in the Champion School area, as set out at Appendices 1 to 3 to the report.
- 2.2 That Licensing & Regulatory Committee ask officers to notify Warwickshire County Council (WCC) of the reviews and promote the reviews to the relevant parties including the affected Town/ Parish Council's and District ward Councillors.
- 2.3 That the Licensing & Regulatory Committee delegates authority to the Democratic Manager & Deputy Monitoring Officer to seek all the necessary permissions to be sought from the Local Government Boundary Commission for England (LGBCE).

3. **Reasons for the Recommendations**

- 3.1 The terms of reference are brought forward at the request of Committee in line with their resolution of 29 May 2018 which was as follows:

"(3) the principle of the following Community Governance Reviews, be approved, and that terms of reference are brought to the 6 August 2018 for approval:

(i) the boundary of Whitnash and Royal Leamington Spa that runs through Champion School (as set out in Plan 5);

(ii) the proposed Kenilworth Town Council Wards of St John's and Park Hill be subdivided; and

(iii) the request from Norton Lindsey Parish Council to increase the size of their Council from five to seven Councillors."

- 3.2 In respect of decision (3)(ii) Kenilworth Town Council has submitted a formal request along with proposed arrangements for sub-dividing the wards and appropriate names for these. At this stage it is considered that these should be the proposals consulted on to enable the residents of Kenilworth to have their view.
- 3.3 The terms of reference, including timetable for the review have been drafted and are set out at Appendices 1 to 3 of the report.
- 3.4 If approved the terms of reference will need to be consulted on, as required by the Local Government and Public Involvement of Health Act 2007. There are few statutory requirements for this consultation, except the need to inform the County Council and the relevant communities. There is no set time limit for the

consultation but five weeks has been selected to enable representations to be made.

- 3.5 In respect of recommendation 2.3 there will be a need to consult with the Local Government Boundary Commission for England (LGBCE) and receive their consent because the Council is seeking to change boundaries which they have amended within the last five years.

4. Policy Framework

4.1 Fit for the Future (FFF)

The Council’s FFF Strategy is designed to deliver the Vision for the District of making it a Great Place to Live, Work and Visit. To that end amongst other things the FFF Strategy contains several Key projects.

The FFF Strategy has 3 strands – People, Services and Money and each has an external and internal element to it. The table below illustrates the impact of this proposal if any in relation to the Council’s FFF Strategy.

FFF Strands		
People	Services	Money
External		
Health, Homes, Communities	Green, Clean, Safe	Infrastructure, Enterprise, Employment
<u>Intended outcomes:</u> Improved health for all Housing needs for all met Impressive cultural and sports activities Cohesive and active communities	<u>Intended outcomes:</u> Area has well looked after public spaces All communities have access to decent open space Improved air quality Low levels of crime and ASB	<u>Intended outcomes:</u> Dynamic and diverse local economy Vibrant town centres Improved performance/productivity of local economy Increased employment and income levels
Impacts of Proposal		
The proposals within the Community Governance Reviews are intended to reflect the identities and interests of the community in that area; and are effective and convenient.	None	None
Internal		
Effective Staff	Maintain or Improve Services	Firm Financial Footing over the Longer Term
<u>Intended outcomes:</u> All staff are properly trained All staff have the appropriate tools All staff are engaged, empowered and	<u>Intended outcomes:</u> Focusing on our customers’ needs Continuously improve our processes Increase the digital provision of services	<u>Intended outcomes:</u> Better return/use of our assets Full Cost accounting Continued cost management Maximise income

supported The right people are in the right job with the right skills and right behaviours		earning opportunities Seek best value for money
Impacts of Proposal		
<i>None</i>	<i>None</i>	<i>None</i>

4.2 Supporting Strategies - there are no specific supporting strategies in relationship to this piece of work.

4.3 Changes to Existing Policies

There are no proposed changes to existing policies.

4.3 Impact Assessments – No impact assessments have been undertaken because the proposals must fit within the established national the statutory criteria.

5. Budgetary Framework

5.1 The report does not have a direct budgetary impact and the costs of the consultations will be met from within existing budgets.

6. Risks

6.1 There are no direct risks associated with this report as the purpose is to seek approval to undertake consultation. This said if the decision to undertake consultation is delayed this would significantly reduce the potential for the outcome of these reviews to be concluded and implemented before the May 2019 elections.

7. Alternative Option(s) considered

7.1 No alternative options were considered for the recommendations in this report because the primary purpose is for informing Members and seeking support for further discussions.