



Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Council 22 February 2022

Wards affected: All wards

Community Governance Review

Report of the Chief Executive

1. Purpose of report

- 1.1 To seek Council approval of the terms of reference for the Community Governance Review.

2. Recommendation

- 2.1 Council approves the Community Governance Review and the associated terms of reference for publication and consultation.

3. Background to the report

- 3.1 In accordance with the Local Government and Public Involvement in Health Act 2007, each local authority is required to periodically undertake a Community Governance Review of its local authority area. This is an exercise where the parish electoral arrangements across the whole area are reviewed to ensure that they are appropriate and relevant.
- 3.2 The Council is undertaking a review at this time because a period of ten years has elapsed since the last one which was carried out in 2012. This is in line with government guidance that it is good practice to conduct a review every 10-15 years.
- 3.3 Furthermore, the LGBCE has requested an electoral review of the ward boundaries which is scheduled to commence in 2024. They advise that a Community Governance Review is recommended prior to an electoral review.

- 3.4 The authority has recently been approached by residents from a community who have indicated that they may shortly petition for a Community Governance Review of that area which would require us to undertake that review on receipt of the requisite number of signatures, unless a Community Governance Review is already underway.
- 3.5 The attached terms of reference will form the basis upon which the review is undertaken. They outline the scope of the review and include guidelines and considerations upon which any decisions will be made.
- 3.6 A working group will be set up to consider responses to the initial consultation, prepare draft recommendations and a final report. The working group will consist of the three political group leaders or their nominees and relevant officers.
- 4. Exemptions in accordance with the Access to Information procedure rules**
 - 4.1 To be taken in open session.
- 5. Financial implications (IB)**
 - 5.1 None at this stage.
- 6. Legal implications (MR)**
 - 6.1 Set out in the report.
- 7. Corporate Plan implications**
 - 7.1 The Community Governance Review supports all objectives within the corporate plan by ensuring community governance is appropriate.
- 8. Consultation**
 - 8.1 Public consultation will take place and the views of parish councils, borough councillors and the voluntary sector via the Rural Community Council will be invited.
- 9. Risk implications**
 - 9.1 It is the council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.
 - 9.2 It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.

- 9.3 The following significant risks associated with this report / decisions were identified from this assessment:

Management of significant (Net Red) risks		
Risk description	Mitigating actions	Owner
Electorate dissatisfaction with revised arrangements	Maximise public awareness to ensure the electorate are aware of the consultation and how to submit a response. Council to give due consideration to all responses received	Chief Executive
Non-compliance with government policy	Council to be mindful of government guidelines and policy	Monitoring Officer
Potential for judicial review	Council to ensure that decision making processes are followed and decisions are supported by clear reasons	Democratic Services Manager

10. Knowing your community – equality and rural implications

- 10.1 The review will invite communities to input into the governance arrangements that affect them.
- 10.2 The review may impact parish councils but this will be minimised where changes to current arrangements are imposed and parish councils will be supported through any changes.
- 10.3 The consultation process will be accessible to all residents.
- 10.4 An equality impact assessment will be undertaken when the final proposals are drafted.

11. Climate implications

- 11.1 Consultation methods will be carefully considered to avoid paper consultation where possible, although this will still be available to those who require it.

12. Corporate implications

- 12.1 By submitting this report, the report author has taken the following into account:
- Community safety implications
 - Environmental implications
 - ICT implications

- Asset management implications
 - Procurement implications
 - Human resources implications
 - Planning implications
 - Data protection implications
 - Voluntary sector
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Background papers: None

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