

## **Community Governance Review – Terms of Reference for Review of Finham Area**

### **Background**

In December 2013, the Council received a petition bearing 711 signatures, requesting that the Council that the Council undertakes a Community Governance Review with a view to establishing a Parish Council in the Finham area of the City. The area is shown on the attached plan.

In accordance with the Local Government and Public Involvement in Health Act 2007 the Council is now required to conduct a Community Governance review for this area. The scope of the review and timetable are detailed below:

The Council will undertake the review in line with Part 4 of the Local Government and Public Involvement in Health Act 2007. The review will comply with the legislative requirements of the Act, have regard for the associated statutory guidance and will be conducted in accordance with these terms of reference.

### **Scope of the Review**

In response to the Petition, the review will consider whether the existing Governance arrangements in place for the Finham area of the City:

- Reflect the identities and interests of the communities in that area; and
- Are effective and convenient to local people.

When carrying out the community governance review the Council must also take into account other existing or potential community governance arrangements (such as local residents' associations, neighbourhood forums or other forums) in determining what parish arrangements to recommend.

The review will be conducted in two stages, to ensure as many residents and other bodies as possible have an opportunity to contribute to the process.

#### **Stage One**

As this review is in response to the specific request for the establishment of a Parish Council, the first stage of the review will consist of consultation with local government electors in the affected area. Residents would receive information from the Council, setting out the implications for residents of establishing a new parish area. The results of the consultation exercise and draft proposals would then be considered by full Council.

#### **Stage Two**

At this stage of the review, the draft proposals will be consulted on, and residents and other bodies would have opportunity to comment before any decision is made. During this stage, residents from outside of the area will also have the opportunity to comment generally through a general consultation exercise.

Following the consultation exercise, the results of the consultation and recommendations will be considered by full Council before making a decision about the establishment of a new parish council.

Appendix 1

Timetable for the Review

Stage 1	Description	Date(s)
	Council Meeting	24 June 2014
	Consultation meeting with Petitioners	
	Consultation with Local Government Electors	
	Deadline for consultation	
	Result of consultation compiled	
Stage 2	Council Meeting	14 October 2014
	Publication of draft proposals, in light of consultation with local government electors	
	Consultation meeting with Petitioners	
	Consultation exercise	
	End of consultation	
Stage 3	Council Meeting to agree final proposals	13 January 2015
	If the proposal is to create a Parish the following stages will need to take place	
	Prepare Order for Creation of Parish Council	January 2015
	Creation of Parish Council	April 2015
	Election to Parish Council	May 2015

