



FULL COUNCIL

Wednesday, 26 January 2022

Subject	Community Governance Review – East Suffolk
Report by	Councillor Steve Gallant Leader of the Council
Supporting Officer	Karen Last Electoral Services Manager Karen.last@eastsoffolk.gov.uk 01394 444324 Stephen Baker Chief Executive Electoral Registration Officer Stephen.Baker@eastsoffolk.gov.uk 01394 444378

Is the report Open or Exempt?	OPEN
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Category of Exempt Information and reason why it is NOT in the public interest to disclose the exempt information.	Not Applicable
Wards Affected:	All Wards

Purpose and high-level overview

Purpose of Report:

The purpose of this report is to request Council to commence a Community Governance Review (CGR) of all parish and town councils in the East Suffolk area.

East Suffolk Council has a duty to keep parish arrangements under review and it is considered good practice for a full CGR of parish arrangements to be conducted every 10 to 15 years.

CGRs have been conducted for specific areas in that time by the predecessor councils (Suffolk Coastal and Waveney) but there has not been a district wide review that meets the requirements of the Act.

The Terms of Reference (Appendix A to the report) sets out the scope of the CGR.

Options:

1. To conduct a district wide Community Governance Review in accordance with the published Terms of Reference. This will enable the changes to be included in the revised register on 1 December 2022 and any amended governance arrangements to be in place for elections in May 2023.
2. To conduct a district wide Community Governance Review with amended Terms of Reference. Changes to the timeline could have an impact on the publication of the revised register and the elections in May 2023.
3. To defer a district wide Community Governance Review.

Recommendation/s:

1. That the commencement of a district-wide Community Governance Review be agreed.
2. That the Terms of Reference for the Community Governance Review (Appendix A to the report) be approved.

Corporate Impact Assessment

Governance:

In undertaking the review, the Council will be guided by Part 4 of the Local Government and Public Involvement in Health Act 2007, the relevant parts of the Local Government Act 1972 and Guidance on CGRs issued by the Department of Communities and Local Government and the Local Government Boundary Commission for England in March 2010.

The Draft recommendations will be considered by Council prior to a further consultation stage and the final recommendations will need to be approved by Council prior to the Re-Organisation order being made.

A member working group would be initiated if deemed necessary. This will be dependant on the responses to the initial consultation stage.

ESC policies and strategies that directly apply to the proposal:

None

Environmental:

None

Equalities and Diversity:

No impacts

Financial:

Under the Local Government and Public Involvement in Health Act 2007, local authorities have responsibility for undertaking CGRs. The process is prescribed and involves officer time and other associated costs. These costs will be met from within existing budgets.

Human Resources:

None

ICT:

None

Legal:

Under the Local Government and Public Involvement in Health Act 2007, local authorities have responsibility for undertaking CGRs.

Electoral arrangements put in place by the Local Government Boundary Commission for England as part of the District review and County review are protected for five years and will require the consent of the LGBCE before any Re-Organisation order can be made.

Risk:

East Suffolk Council will write to the LGBCE detailing proposed changes to protected arrangements, if any, to request consent. The LGBCE will consider the request and will seek to ensure that the proposals do not conflict with the original recommendations of their electoral reviews, and that they are fair and reasonable. If consent is not granted, those changes to electoral arrangements cannot be made.

External Consultees:

As part of each stage of the CGR the Council will undertake proportionate consultation with stakeholders and those with an interest, including but not limited to:

- Local Government electors/residents of the district
- Town and parish councils
- Parish meetings
- District councillors
- County councillors
- Members of Parliament
- Suffolk Association of Local Councils

Strategic Plan Priorities

Select the priorities of the Strategic Plan which are supported by this proposal: <i>(Select only one primary and as many secondary as appropriate)</i>		Primary priority	Secondary priorities
T01	Growing our Economy		
P01	Build the right environment for East Suffolk	<input type="checkbox"/>	<input type="checkbox"/>
P02	Attract and stimulate inward investment	<input type="checkbox"/>	<input type="checkbox"/>
P03	Maximise and grow the unique selling points of East Suffolk	<input type="checkbox"/>	<input type="checkbox"/>
P04	Business partnerships	<input type="checkbox"/>	<input type="checkbox"/>
P05	Support and deliver infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
T02	Enabling our Communities		
P06	Community Partnerships	<input type="checkbox"/>	<input type="checkbox"/>
P07	Taking positive action on what matters most	<input type="checkbox"/>	<input type="checkbox"/>
P08	Maximising health, well-being and safety in our District	<input type="checkbox"/>	<input type="checkbox"/>
P09	Community Pride	<input type="checkbox"/>	<input type="checkbox"/>
T03	Maintaining Financial Sustainability		
P10	Organisational design and streamlining services	<input type="checkbox"/>	<input type="checkbox"/>
P11	Making best use of and investing in our assets	<input type="checkbox"/>	<input type="checkbox"/>
P12	Being commercially astute	<input type="checkbox"/>	<input type="checkbox"/>
P13	Optimising our financial investments and grant opportunities	<input type="checkbox"/>	<input type="checkbox"/>
P14	Review service delivery with partners	<input type="checkbox"/>	<input type="checkbox"/>
T04	Delivering Digital Transformation		
P15	Digital by default	<input type="checkbox"/>	<input type="checkbox"/>
P16	Lean and efficient streamlined services	<input type="checkbox"/>	<input type="checkbox"/>
P17	Effective use of data	<input type="checkbox"/>	<input type="checkbox"/>
P18	Skills and training	<input type="checkbox"/>	<input type="checkbox"/>
P19	District-wide digital infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
T05	Caring for our Environment		
P20	Lead by example	<input type="checkbox"/>	<input type="checkbox"/>
P21	Minimise waste, reuse materials, increase recycling	<input type="checkbox"/>	<input type="checkbox"/>
P22	Renewable energy	<input type="checkbox"/>	<input type="checkbox"/>
P23	Protection, education and influence	<input type="checkbox"/>	<input type="checkbox"/>
XXX	Governance		
XXX	How ESC governs itself as an authority	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>How does this proposal support the priorities selected?</p> <p>CGRs provide councils with an opportunity to review and make changes to community governance arrangements to ensure that town and parish councils provide for cohesive communities, improved community engagement, better local democracy and result in improved effective and convenient delivery of local services.</p>			

Background and Justification for Recommendation

1 Background facts	
1.1	The Local Government and Public Involvement in Health Act 2007 transferred full responsibility for parish reviews, now called Community Government Reviews, to principal councils in England.
1.2	East Suffolk Council has a duty to keep parish arrangements under review and it is considered good practice for a full CGR of parish arrangements to be undertaken every 10 to 15 years.

2 Current position	
2.1	A review in East Suffolk is due and following the implementation of the District arrangements and publication of the County arrangements it is an appropriate time to conduct that review.
2.2	There are no elections scheduled for the review period in 2022.
2.3	Some town and parish councils in the area have expressed an interest in reviewing the size of their council as they are carrying vacancies from one election to the next and are unable to attract candidates.

3 How to address current situation																						
3.1	Carrying out a CGR would afford the Council an opportunity to review parish arrangements to ensure that parish and town councils provide for cohesive communities, improved community engagement, better local democracy and result in improved effective and convenient delivery of local services.																					
3.2	The Terms of Reference are set out in Appendix A to this report.																					
3.3	The indicative timeline and key stages of the CGR are: <table border="1" data-bbox="311 1355 1372 2074"> <thead> <tr> <th>Stage</th> <th>Action</th> <th>Dates</th> </tr> </thead> <tbody> <tr> <td>Commencement</td> <td>Terms of Reference approved by Council.</td> <td>26 January 2022</td> </tr> <tr> <td>Stage One</td> <td>Consultation with Stakeholders – initial submissions invited on future arrangements.</td> <td>Feb-April 2022</td> </tr> <tr> <td>Stage Two</td> <td>1. Consideration of submissions received. 2. Draft recommendations prepared.</td> <td>April – May 2022</td> </tr> <tr> <td>Stage Three</td> <td>Draft recommendations to be considered by Council and approved for further consultation.</td> <td>May 2022 (TBC)</td> </tr> <tr> <td>Stage Four</td> <td>1. Consultation with Stakeholders on draft recommendations. 2. Final recommendations prepared.</td> <td>May – September</td> </tr> <tr> <td>Stage Five</td> <td>Final recommendations to be considered by Council with resolution to make a Re-organisation Order.</td> <td>September 2022 (TBC)</td> </tr> </tbody> </table>	Stage	Action	Dates	Commencement	Terms of Reference approved by Council.	26 January 2022	Stage One	Consultation with Stakeholders – initial submissions invited on future arrangements.	Feb-April 2022	Stage Two	1. Consideration of submissions received. 2. Draft recommendations prepared.	April – May 2022	Stage Three	Draft recommendations to be considered by Council and approved for further consultation.	May 2022 (TBC)	Stage Four	1. Consultation with Stakeholders on draft recommendations. 2. Final recommendations prepared.	May – September	Stage Five	Final recommendations to be considered by Council with resolution to make a Re-organisation Order.	September 2022 (TBC)
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	Completion	Re-organisation Order made.	October 2022
3.4	It should be noted that any Order made following a CGR should, for administrative and financial reasons, take effect on 1 April following the date on which the Order is made. Electoral arrangements will come into force at the first scheduled elections following the date on which the Order is made.		

4 Reason/s for recommendation

4.1	A district-wide CGR should be carried out every 10 to 15 years. A full CGR has not been carried out within that time for East Suffolk Council or the predecessor councils prior to 2019 and is now due.
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Appendices

Appendices:

Appendix A	Community Governance Review 2021-2022 Terms of Reference
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Background reference papers:

Date	Type	Available From
31.03.2010	Guidance on Community Governance Reviews	Guidance on community governance reviews (publishing.service.gov.uk)