

**16 December 2021****Agenda Item: 10****REPORT OF THE SERVICE DIRECTOR – CUSTOMERS, GOVERNANCE AND  
EMPLOYEES****BASSETLAW COMMUNITY GOVERNANCE REVIEW****Purpose of the Report**

1. This report informs Councillors about the process that is being followed by Bassetlaw District Council in undertaking a Community Governance Review of its area. It also summarises the proposals that are subject to consultation as part of the first phase of the review. The Committee is also asked to confirm that the Council reserves its position on submitting a formal response until the next phase of the consultation by sending the courtesy letter attached to the report (**Appendix A**).

**Information**

2. The Local Government and Public Involvement in Health Act 2007 sets out the framework for principal councils to undertake community governance reviews of their local area. For Community Governance Reviews the principal authority in two tier areas is the district or borough council.
3. A Community Governance Review is a legal process through which the principal council will consult those living in the area, and other interested parties, on the most suitable ways of representing the people in the area identified in the review.
4. A review can consider one or more of the following options:
  - a. Creating, merging or abolishing parishes
  - b. The naming of parishes and the style of new parishes and the creation of town councils
  - c. The electoral arrangements for parishes (for instance, the ordinary year of election, council size, the number of councillors to be elected to the council and parish warding)
  - d. Grouping parishes under a common parish council or de-grouping parishes
  - e. Other types of local arrangements, including parish meetings
5. The principal authority sets the terms of reference for its review and must undertake consultation when considering what changes to make.

6. Bassetlaw District Council is conducting a Community Governance Review to consider arrangements relating to a number of parishes within its area to ensure that they are sustainable, provide connectivity and reflect local community identities. It also takes account of forecast electorate figures and new developments.
7. The terms of reference and full details of the review can be found on Bassetlaw District Council's website: [Community Governance Review | Bassetlaw District Council](#).
8. The timeline for the review, together with the actions that will take place at each of its phases are set out below:
  - 1 October 2021 – Bassetlaw District Council published the Terms of Reference for the review, which highlighted what it will cover and notified stakeholders
  - 1 October 2021 to 1 January 2022 – Stakeholders can make submissions to Bassetlaw District Council on future arrangements (as defined by the Terms of Reference)
  - January and February 2022 – Submissions will be reviewed by the Council and draft proposals will be prepared
  - 3 March 2022 – Bassetlaw District Council will agree the draft proposals for consultation; once agreed these will be published and stakeholders notified
  - March to May 2022 – Stakeholders can make submissions to Bassetlaw District Council on the draft proposals
  - 23 June 2022 – Bassetlaw District Council will confirm its final recommendations, which will be published
  - 1 September 2022 – The Reorganisation Order will be published and a request made to the Local Government Boundary Commission for England to approve any consequential changes
9. The review is currently at phase one and the Council has been invited to make any initial submissions on the proposals, which are set out in the table below:

Ranskill / Torworth <i>Misterton Division</i>	Torworth Parish Council has asked for the Parish boundary with Ranskill, in the vicinity of the A638, to be reviewed as a result of a recent development.
Carlton-in-Lindrick and Worksop <i>Worksop North Division</i>	Residents from the Blyth Road development, Worksop which is within the Parish of Carlton-in-Lindrick have contacted the District Council for the area to be classed as part of the Worksop town area. The District Council does not have the power to amend Ward boundaries but can make recommendations to the Local Government Boundary Commission for England.
Holbeck and Welbeck <i>Worksop South Division</i>	All the Parish Councils in the area are very small. This brings challenges of capacity and sustainability. The Parishes wish to explore options for mergers.

Beckingham-cum-Saundby <i>Misterton Division</i>	Proposed reduction in the number of Parish Councillors from 11 to 8, one for Saundby and seven for Beckingham.
Misson <i>Misterton Division</i>	Proposed increase to the number of Parish Councillors. The Council currently has 7 seats.
Rampton and Woodbeck <i>Tuxford Division</i>	Proposed increase to the number of Parish Councillors from 7 to 8.

10. At present the proposals do not impact on County Division boundaries however it is possible that the proposals may change in response to any comments received during the first phase of consultation. Any individual or group can comment on the proposals and put forward their own suggestions.
11. A Council undertaking a Community Governance Review may ask the Local Government Boundary Commission for England to make changes to boundaries at district or county level to reflect revised parish boundaries to maintain coterminosity. This may be a representation that the County Council wishes to make in the event that the updated proposals affect County Divisions.
12. The Commission may agree to implement these related alterations and make an Order to implement them. Changes would come into effect at the next ordinary elections for each Council so there may be a period where boundaries are not coterminous.
13. If the Commission decided not to implement any proposed related alterations, the existing boundaries would remain in force.
14. If a principal council was satisfied that the identities and interests of local communities were still reflected and that effective and convenient local government would be secured, then it may decide that it does not wish to propose related alterations to ward or division boundaries.
15. Where proposals for related alterations are submitted to the Local Government Boundary Commission for England, it would expect to receive evidence that the principal council has consulted on them as part of its review.

### **Other Options Considered**

16. The Council is under no duty to submit a response. Not submitting a response at this stage of the review would not prejudice the Council's ability to respond to any further phases of consultation.

### **Reason/s for Recommendation/s**

17. Bassetlaw District Council is undertaking comprehensive consultation on its initial proposals. Any individual, group or body could submit a response, which would be taken into account when the final recommendations are prepared.
18. At this stage it is recommended that the Council adopts a watching brief, as it is not required to respond at this stage and simply responds with a courtesy letter to the District Council explaining that it will reserve its position under the next stage of the consultation.

19. By reserving any comments until the consultation on the final draft proposals, the Council will be able to refer to any local submissions made by other consultees during the current consultation in forming its response. It will also be clear at this point whether the proposals will impact on County divisional boundaries.
20. If any individual Councillor or group wished to make comments on the proposals at this stage, they are able to send any comments directly to Bassetlaw District Council.

## **Statutory and Policy Implications**

21. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Implications for Service Users**

22. Based on the proposals as they currently stand, there would be no impact on service users from a County Council perspective.
23. There are wider impacts of the review, which will be for Bassetlaw District Council to consider when it develops its final proposals and subsequently votes on the final recommendations.

## **RECOMMENDATION/S**

- 1) That the Committee authorises the Chief Executive to submit the letter at **Appendix A** to the report as a courtesy response to the consultation on the draft proposals in respect of Bassetlaw District Council's Community Governance Review, reserving its position for any formal response until phase 2 of the consultation.

**Marjorie Toward**  
**Service Director – Customers, Governance and Employees**

**For any enquiries about this report please contact:**

Jo Toomey, Advanced Democratic Services Officer  
Telephone: 0115 977 4506  
Email: jo.toomey@nottcc.gov.uk

## **Constitutional Comments (EKH 29/11/2021)**

24. At this stage of the consultation, no formal response is proposed and it is therefore acceptable for this matter to be considered at the Council's Committee responsible for oversight of general governance matters affecting the Council.

## **Financial Comments (SES 24/11/2021)**

25. There are no specific financial implications arising directly from the report.

## Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- [Community Governance Review | Bassetlaw District Council](#)
- [Local Government and Public Involvement in Health Act 2007](#)
- [Local Government Boundary Commission for England – Guidance on community governance reviews](#)

## Electoral Division(s) and Member(s) Affected

All County Councillors whose divisions fall within the Bassetlaw area are listed below; those Divisions shown in bold include the parishes listed within the terms of reference of the review:

- Blyth and Harworth – Councillor Sheila Place
- **Misterton – Councillor Tracey Taylor**
- Retford East – Councillor Mike Introna
- Retford West – Councillor Mike Quigley
- **Tuxford – Councillor John Ogle**
- Worksop East – Councillor Glynn Gilfoyle
- **Worksop North – Councillor Callum Bailey**
- **Worksop South – Councillor Nigel Turner**
- Worksop West – Councillor Sybil Fielding