

# Agenda



Contact Officer: Michael Flowers, Democratic Services Officer  
Tel: 07895 213755  
Email: [Michael.Flowers@southandvale.gov.uk](mailto:Michael.Flowers@southandvale.gov.uk)  
Date: 23<sup>rd</sup> February 2022  
Website: [www.whitehorsedc.gov.uk](http://www.whitehorsedc.gov.uk)

## A meeting of the **Community Governance and Electoral Issues Committee**

**WILL BE HELD ON MONDAY, 7 MARCH 2022 at 7.00PM**

**FIRST FLOOR MEETING SPACE, 135 EASTERN AVENUE, MILTON PARK,  
MILTON, ABINGDON, OXFORDSHIRE, OX14 4SB**

### **Members of the Committee:**

Ron Batstone (Chair)  
Sarah Medley (Vice-Chair)

Paul Barrow	Mike Pighills
Alison Jenner	Janet Shelley

### **Substitutes**

<i>Eric Batts</i>	<i>Max Thompson</i>
<i>Simon Howell</i>	<i>Elaine Ware</i>
<i>Patrick O'Leary</i>	

**Alternative formats of this publication are available on request. These include large print, Braille, audio, email and easy read. For this or any other special requirements (such as access facilities) please contact the officer named on this agenda. Please give as much notice as possible before the meeting.**

Patrick Arran  
Head of Legal and Democratic

# **Agenda**

## **Open to the Public including the Press**

### **1. Apologies for absence**

To record apologies for absence and the attendance of substitute members.

### **2. Minutes**

(Pages 3 - 5)

To adopt and sign as a correct record the Community Governance and Electoral Issues Committee minutes of the meeting held on Monday 15<sup>th</sup> February 2021.

### **3. Declarations of interest**

To receive any declarations of disclosable pecuniary interests and any conflicts of interest in respect of items on the agenda for this meeting.

### **4. Urgent business and chair's announcements**

To receive notification of any matters which the chair determines should be considered as urgent business and the special circumstances which have made the matters urgent, and to receive any announcements from the chair.

### **5. Public participation**

To receive any questions or statements from members of the public that have registered to speak.

### **6. Community Governance Review - terms of reference**

(Pages 6 - 23)

To consider the report of the head of legal and democratic.



# Minutes

of a meeting of the

## Community Governance and

## Electoral Issues Committee

held on Monday 15 February 2021 at 7.00 pm

as a virtual meeting

**Open to the public, including the press**

**Present:**

Members: Councillors Ron Batstone (Chair), Sarah Medley (Vice-Chair), Paul Barrow, Alison Jenner and Mike Pighills

Officers: Susan Baker, Steven Corrigan and Margaret Reed

### **9. Apologies for absence**

None.

### **10. Minutes**

**RESOLVED:** to approve the minutes of the meeting held on 22 October 2019 as a correct record and agree that the chair signs them as such.

### **11. Declarations of interest**

None.

### **12. Public participation**

No members of the public had registered to address the committee.

### **13. Urgent business and chair's announcements**

The chair provided general guidance on the procedure for virtual meetings and advised there were no items of urgent business.

### **14. Temporary changes to polling stations due to Covid 19**

The committee considered the report of the head of legal and democratic on proposed changes to polling places for the May 2021 elections to provide a more Covid secure environment.

The committee was advised that officers have been working on measures to provide for safe elections in May 2021. An element of this work involved reviewing the suitability of the designated polling places, in light of the current circumstances, to establish whether venues are large and spacious enough to enable social distancing to be maintained, whether there are multiple entrances to provide for a way in and out and whether there are opportunities to maintain air flow within buildings. Paragraph 5 of the report set out proposed temporary changes to address issues identified with a number of polling places. The committee was advised that since the publication of the report Peachcroft Christian Centre was no longer available as an additional venue. Officers would seek an alternative additional venue and work to put measures in place to ensure the North East Abingdon Community Association venue could safely accommodate two polling stations if one was unavailable.

In response to questions, officers confirmed that officers are risk assessing all polling places and measures would be implemented to ensure that polling stations would be safe venues for voting including appropriate signage to ensure social distancing, one way routes where possible, face coverings and shields for election staff, the provision of hand sanitiser and additional pencils and additional staff to manage the flow of electors into the larger and busier polling places. Electors would, via national and local campaigns, be requested to wear face coverings when in a polling station and encouraged to bring their own writing implement. National guidance would be provided to political parties and candidates on safety measures for tellers and this would be highlighted in the forthcoming briefings for candidates and agents. Whilst the council would not be undertaking a campaign to encourage postal vote applications it would provide clear instructions on how to make such an application.

The committee agreed to make the proposed changes, to authorise the returning officer to make any later changes required to address safety concerns and to note the changes agreed under delegated powers.

**RESOLVED:** to

1. approve the temporary proposed changes to polling places set out in paragraph 5 of the report of the head of legal and democratic for the forthcoming elections to be held on 6 May 2021 subject to the deletion of the proposed change to Abingdon (Peachcroft);
2. note the temporary polling place changes agreed by the returning officer under delegated powers set out in paragraphs 6 and 7 of the report for the forthcoming elections to be held on 6 May 2021;
3. authorise the returning officer, in consultation with committee members and the ward councillors, to allocate appropriate polling places where the need arises for the elections on 6 May 2021;
4. authorise the returning officer, in consultation with committee members and the ward councillors, to allocate appropriate polling places where the need arises for any other elections, by-elections, referendums and polls during 2021.

## **15. District wide community governance review**

The committee considered a proposal, set out on the agenda, to defer the consideration of a timetable for a district wide community governance review until there is greater clarity on the government's proposals for local government reform, including unitary authorities. The committee noted that if the Devolution and Local Recovery White paper was not published in the Autumn of 2021 it would be necessary to proceed with a review to ensure any changes agreed could be implemented for the elections in May 2023.

In response to questions officers confirmed that the review could not consider district council boundaries. In respect of the proposal to create a new parish of Harwell East, comprising that part of Harwell that lies east of the A34, the committee was advised that Council, at its meeting in July 2014, had agreed to create the new parish. Council further agreed that the timing of the creation should be a matter for this committee to decide. At its meeting in June 2018 this committee agreed to delay the creation of the new parish until the district wide review of parish arrangements following the 2019 elections. The necessary steps for creation of the new parish would therefore be taken forward alongside the proposed community governance review.

The meeting closed at 7:32pm

# Community Governance and Electoral Issues Committee



Report of head of legal and democratic

Author: Steven Corrigan, Democratic Services Manager

Telephone: 07717 274704

E-mail: steven.corrigan@southandvale.gov.uk

To: Community Governance and Electoral Issues Committee

DATE: 7 March 2022

## Community Governance Review – terms of reference

### Recommendation

To agree the terms of reference for the review set out in Appendix 8 to this report.

### Purpose of report

1. To invite the committee to agree terms of reference for a community governance review of Vale of White Horse.

### Corporate Objectives

2. Community governance reviews contribute to the council's corporate objectives of working in partnership and working in an open and inclusive way.

### Background

3. Local authorities (in the case of two-tier areas, district councils) have had powers to review parish arrangements for many years. Until 2007, any proposals for change resulting from such reviews had to go to the relevant secretary of state for approval. The Local Government and Public Involvement in Health Act 2007 (the 2007 Act) changed that and gave full powers to local authorities to implement proposals without reference to central government. The Act created the title of community governance reviews (CGR) to cover such activity.
4. There is no duty on the council to carry out a CGR unless it is petitioned to do so. Rather, it is a permissive power. The guidance offers the following pieces of advice on what might trigger a CGR:

*it can be helpful to undertake community governance reviews in circumstances such as where there have been changes in population, or in reaction to specific or local new issues*

*over time communities may expand with new housing developments. This can often lead to existing parish boundaries becoming anomalous as new houses are built across the boundaries resulting in people being in different parishes from their neighbours. In such circumstances, the council should consider undertaking a community governance review*

*councils should exercise their discretion, but it would be good practice to consider conducting a review every 10-15 years*

5. A community governance review is a legal process whereby the council will consider and undertake consultation on matters identified for review and agree any changes. A review can consider:
  - Altering the existing boundary of a parish.
  - Creating, merging or abolishing parishes.
  - Changing the name of existing parishes.
  - The electoral arrangements for parishes (e.g. how many parish councillors are required and parish warding).
  - Grouping parishes under a common parish council, or de-grouping parishes.
  - The “style” of a parish (enabling an area to be known as a town, community, neighbourhood or village rather than a parish).
6. In the conduct of a review, the council has to be mindful of Part 4 of the Local Government and Public Involvement in Health Act 2007 and Guidance on Community Governance Reviews that has been issued by the Department for Communities and Local Government and The Local Government Boundary Commission for England (LGBCE). The council has a duty to ensure that community governance within the area under review meets the ‘Community of Identity’ test. Community governance should:
  - reflect the identities and interests of the community in that area;
  - be effective and convenient, and
  - take into account any other, non-parish, arrangements for the purposes of community representation or community engagement in the area.
7. Vale of White Horse District Council undertook a comprehensive review of the whole district in 2013/14 with final decisions agreed at the Council meeting in July 2014.
8. At its meeting on 23 October 2017, this committee agreed to undertake a community governance review every 4 years, after the scheduled parish council elections, with any agreed changes implemented for the next scheduled elections, for this review May 2023, to ensure community governance arrangements within the district are reflective of the identities and interests of the community in that area. Changes agreed as part of the previous review were implemented at the 2019 elections together with consequential changes agreed by the Local Government Boundary Commission for England to district ward boundaries with consequential changes to County Division boundaries implemented for the county council elections in May 2021.
9. Following the elections in May 2019 this committee agreed to defer the commencement of any further review whilst awaiting clarity on any local government reforms including the possibility of unitary authority proposals. The Covid pandemic also impacted progress.

10. Officers wrote to all parish/town councils and parish meetings in November 2021 inviting them to submit any requests for matters to be considered for review. Details of the requests received are set out in the attached appendices.

### **Issues for review**

11. Seven parish councils submitted issues for review. Details of the proposed items for review are set out below and in the appendices as indicated.

- Grove – request to deward the parish council and amend the parish boundary - see appendix 1
- Kingston Bagpuize with Southmoor – request to review the parish boundary – see appendix 2
- North Hinksey – request to review the parish name– see appendix 3
- South Hinksey – request to review the parish boundary - see appendix 4
- Sunningwell – request to review the parish boundary see appendix 5
- Uffington – request to increase the size of the parish council from six to seven councillors – see appendix 6
- Wootton – request to review the parish name – see appendix 7

### **Terms of reference**

12. The 2007 Act requires the council to publish terms of reference for the review, which must specify the issues under review. The committee is invited to agree the scope of the review and also a timetable for carrying out the review including dates for consultation. The review must be completed within 12 months of the publication of the terms of reference.

### **Financial Implications**

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

### **Legal Implications**

14. The Community Governance and Electoral Issues Committee has delegated authority to deal with all matters relating to parish community governance reviews.

15. In carrying out a community governance review the council must follow the requirements laid down in the Local Government and Public Involvement in Health Act 2007. It must also pay heed to the joint guidance on community governance reviews published by the Communities and Local Government Department and LGBC.

16. The council will implement any changes by making a reorganisation of community governance order.

## **Climate and Ecological Emergencies Implications**

17. There are no implications arising from this report.

## **Risks and Options**

18. There is no statutory requirement to undertake a CGR so council has the option at any time to cease the review.

19. There is a risk that someone could challenge the outcome of a particular review item through judicial review. Council officers will mitigate against this by ensuring that at all times the council follows the requirements laid down in the 2007 Act and guidance.

20. The main risk is that the council fails to meet the statutory requirement to complete the review within 12 months. The terms of reference for the review set out the timetable for the review – well within 12 months.

## **Conclusion**

21. The committee has previously agreed to undertake a community governance review every four years. Officers have invited parish/town councils and parish meetings to submit items for review. The committee is invited to agree the terms of reference which will formally commence the review.

## **Background papers**

None

Grove Parish Council discussed this matter at its Full Council meeting on 14 December 2021 and resolved the following:

- That Grove parish is un-warded but retain its 16 Parish Councillors – All parish Councillors serve all of the parish, currently there is no distinction between the two wards of Grove Brook and Grove North Ward.
- That the Grove Business Park is transferred to the Parish of Grove from East Challow Parish – The only route into the Business Park is through Grove Parish, at no point does the road leading to the Business Park go into East Challow Parish. Some of the Business Owners already associate themselves with being located in Grove Parish.



## **PROPOSED BOUNDARY CHANGE TO THE PARISH OF KINGSTON BAGPUIZE WITH SOUTHMOOR**

### **Historic Boundaries**

The Parish of Kingston Bagpuize with Southmoor was substantially different from its present shape. In 1900 the Parish straddled the A415 from the parish's southern end on the River Ock up to New Bridge on the Thames to the North. Since then the northern segment has been moved to Longworth Parish. Much of the western end of the settlement fell within the Parish of Longworth. The advent of the A420 village bypass in the early 1990's resulted in the land south of the new road falling totally within Kingston Bagpuize with Southmoor including land to the west of Southmoor thus reducing the size of the Parish of Longworth.

### **Present Boundaries**

The boundaries now form a rough rectangle:-

- a) The western boundary runs from the Round House in the north at the point that the bypass reverts to two-way traffic to just south of the junction of the Charney Road and Digging Lane.
- b) The southern boundary follows roughly the line of the River Ock to a point on the river directly south of Sunnybrook farm.
- c) The eastern boundary runs northward to the A420 east of the Kingston Bagpuize roundabout. A small revision to this boundary is referred to below
- d) The northern boundary follows the bypass westwards back to the Round House.

### **Development history**

Kingston Bagpuize with Southmoor has undergone extensive development over the past 10 years. Beginning in 2012 with Wellington Way and progressing through a series of substantial housing developments up to the present where the village now has an additional 675 dwellings over the 950 recorded in the 2011 census, an increase of 71%. This came about as a result of the Local Plan identifying some of the larger villages in the Vale as suitable for expansion thus correcting the shortfall in housing provision and has subsequently seen the greatest increase of all the larger villages.

Part of this development included an application for housing at Edward Strauss Park to the east of the Village on a site hitherto in the Parish of Fyfield and Tubney. The Parish Council here applied to have this site included within the Parish boundary because of its close association with this community. This was accomplished in 2014.

### **Future development**

The Vale of the White Horse District Council 's Local Plan has identified a large site to the east of Kingston Bagpuize, within the Parish of Fyfield and Tubney owned by St John's College, Oxford and has ear-marked it for housing development. Lioncourt Strategic Land submitted an outline application for nearly 700 new dwellings and supporting infra-structure in 2018. This went to committee in February 2021 and was refused. A series of reasons for refusal were

cited revolving around highways objections and incomplete environmental analysis. It remains to be seen what happens when the developer comes back with this work complete.

The view of the Parish Council in Kingston Bagpuize and Southmoor is that any such development would by its nature impact heavily on this community since it would be a contiguous extension to the already developed east side of the village while hardly at all affecting Fyfield and Tubney other than causing highway problems on the A420. The neighbouring villages at Frilford and Marcham have also expressed concern about traffic generation and environmental impact. There is no doubt that this large increase in population will have a huge impact on Kingston Bagpuize with Southmoor in excess of anywhere else locally. As a result of past developments here, there are now two Co-op shops, a One-Stop shop, a post office, a school and one business park and a Millennium Green, all of which represent significant 'magnets' for future nearby residents. For that reason, the Parish Council here would want to have direct influence on how that increase is to be managed into the future. Whether or not Lioncourt are eventually successful, the fact that the site is included in the Local Plan means that at some stage this site will be developed unless there is a government change of strategy on meeting the housing shortage.

### **Proposed change**

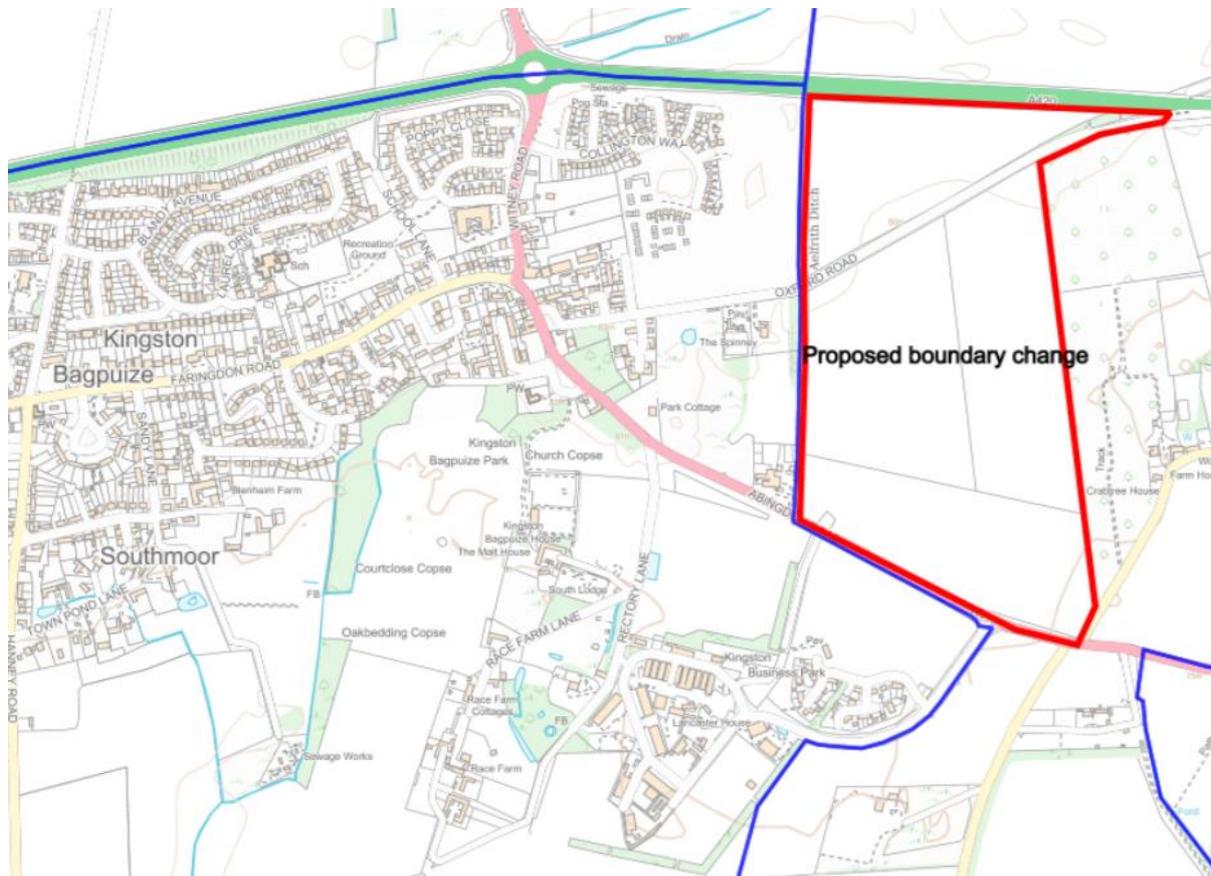
The Parish Council are concerned about their inability to have direct influence over the extension of their village without the site in question being included within our Parish boundary. Quite apart from any other consideration it seems logical that the association of this land with Fyfield and Tubney is an anomaly brought about by the A420 dual carriageway. Ambulant access to this land is all but impossible from the north but is from the west. *For all the above reasons we seek to have the land in question included within the Parish of Kingston Bagpuize and Southmoor.*

There are a number of precedents for adjusting parish boundaries to suit development of open land. A recent example in the Vale was land off Dunmore Road Abingdon, which was in Sunningwell Parish and is transferred to Abingdon Town. This land was earmarked for housing and is now being developed. This is sensible planning for the future and ensures that proper consideration is given to development opportunities in a timely fashion.

**Kingston Bagpuize With  
Southmoor Parish Council**

**19 January 2022**

Plan showing area requested to be moved within the Kingston Bagpuize with Southmoor parish boundary (outlined in red)



**Extract from North Hinksey Parish Council email request.**

This was discussed at the Parish Council Meeting last night.

The Council has asked that I submit a Declaration of Interest in a change of name from North Hinksey Parish Council to Botley and North Hinksey Community Council.

On maps most of the area is designated Botley with North Hinksey the name of the village. Also Botley is the Postal address for most of the area now called North Hinksey Parish.

Councillors also feel that the term Parish has religious connotations for some electors and the term Community Council is a better and more descriptive term for the role of the Council.

## **South Hinksey Parish Council email request.**

The Council is submitting a further request to adjust its southern boundary with the parish of Kennington.

The Council has no wish to change the name or style of this parish, nor the number of its councillors and the warding arrangements, both of which were changed at the last review and for which this Council was most grateful.

This Council does not propose any merger or grouping of parishes.

The change it seeks is relatively minor, a small and sensible boundary adjustment of just the kind for which these reviews are intended.

The Council is aware that two previous requests have been rejected and the same reason has been given on both occasions.

The Council has been advised by a district councillor that, no matter the merits of the argument, these requests would inevitably have been rejected when the new boundary that this Council proposed was simply an arbitrary line drawn on a map that did not correspond to anything visible on the ground.

Accordingly, the Council is proposing that the new southern boundary run along a watercourse, a track and the A34 all visible both on maps and on the ground.

I have attached a map showing the new boundary that this Council puts forward but, if the basic case is accepted for a change, this Council is more than willing to accept a slightly different boundary if your authority sees a compelling argument for a different boundary that better addresses the need for change.

This proposed boundary change would mean a slightly larger area would be transferred from one parish to the other than has been suggested in the past but the real purpose is unchanged: to transfer the site of the former Westwood Hotel from the parish of Kennington into this Council's Hinksey Hill ward to which it really belongs, in the opinion of this Council. Once the new houses proposed for the site are constructed, the bus stop the residents will use to travel into Oxford will be in this parish but to reach it and the southbound bus stop, they will have to walk along a section of path in the parish of Kennington which this Council has maintained, with Kennington's agreement, for many years.

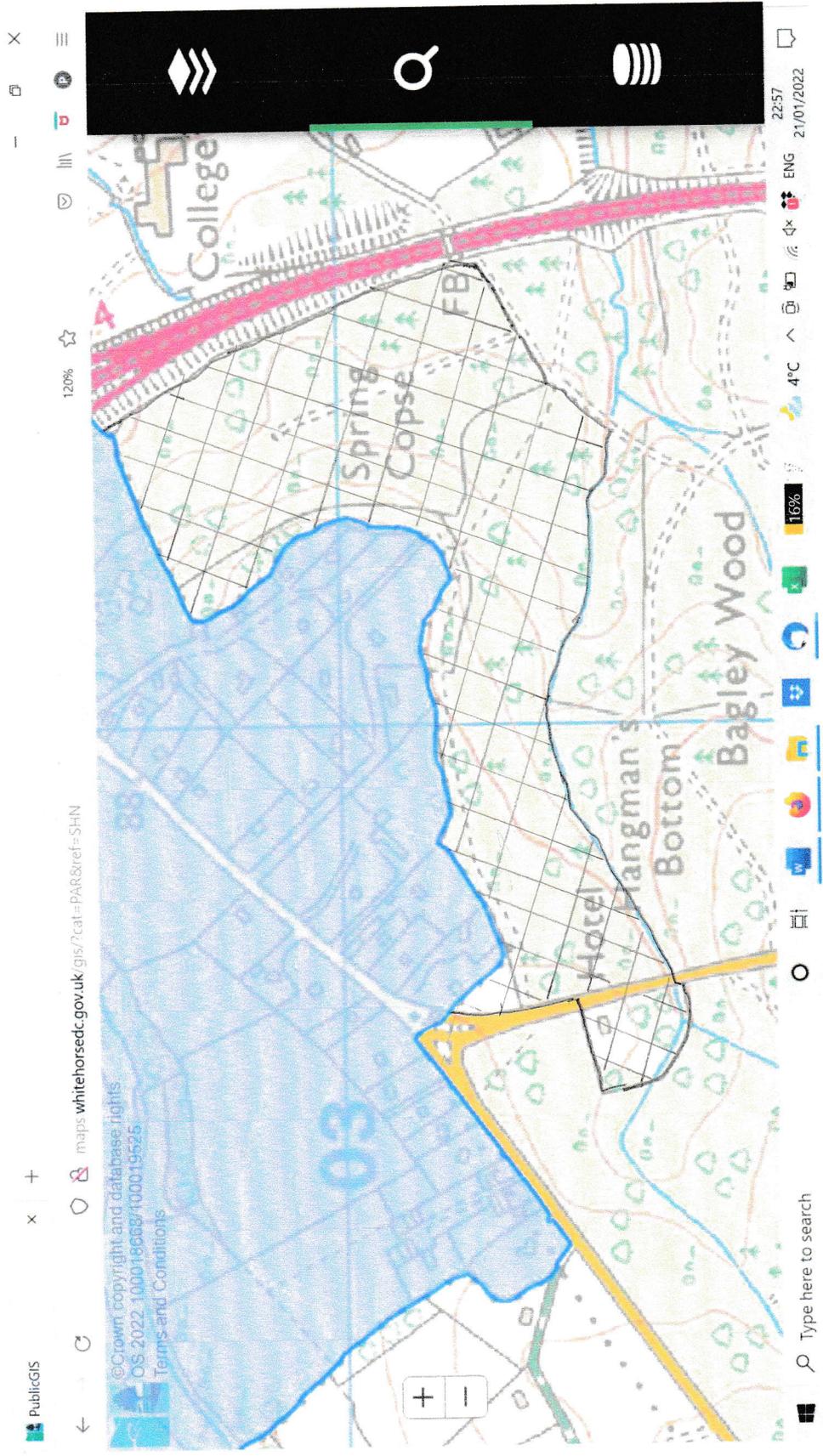
At the northbound bus stop they will wait next to a South Hinksey Parish Council noticeboard that carries the notices of all this Council's meetings.

All the nearest neighbours of the new houses will be residents of this parish.

The concerns about traffic along the road past their homes are ones this Council has pursued resolutely over many years.

In all practical senses, the new residents will feel themselves part of the Hinksey Hill community but, unless the boundary is amended as this Council proposes, they will be left outside this parish.

It is entirely understandable that Kennington has never spent money maintaining the path to and from this site when it is so far removed from the village that forms the heart of that parish. But the site is at the heart of the Hinksey Hill ward, and this Council asks that the boundary be moved so that the site becomes part of this ward and the interests of the residents can be properly represented by this Council alongside their neighbours already in this parish.



**Sunningwell Parish Council email request.**

Thank you for your email about the CGR taking place during 2022.

**Sunningwell Parish Council** discussed this at the council meeting on 25 November 2021.

The parish council asks the Vale to consider bringing all of Boars Hill into Sunningwell Parish please.

The present boundaries mean a part of Boars Hill is in Wootton parish.

We realise that such moves have a domino effect regarding number of electors in parishes.

To help balance that effect perhaps the part of Sunningwell parish in White Cross (Longfurlong Road) could be moved into Wootton Parish.

This would mean White Cross would also not be split between two parishes.

Additionally, electors in Sunningwell parish can be analysed:

Boars Hill 38%

Sunningwell 25%

Bayworth 23%

Long Furlong 14%

and it would be more sensible and judicious if the parish name could reflect that in some way please.

**Extract from Uffington Parish Council email request.**

Uffington Parish Council applied for an additional Councillor in January 2017 and expected this to be in place for the 2019 election.

As this was not implemented at that time, we request an additional Councillor for the 2023 election on the basis that:

1. This is a re-application from 2017
2. That we currently have an even number of Councillors (6) and feel it necessary to have an odd number
3. There are additional houses in the village (this was the reason we applied for an additional Councillor in 2017)

17<sup>th</sup> January 2022

## VWHDC Community Governance Review (2022)

Wootton Parish Council does not want to suggest any changes to the present boundaries of the parish. Until the late nineteenth century the hamlets of Wootton and Old Boars Hill were outlying parts of Cumnor parish. Since then they have formed a separate parish with the same boundaries as today and over the years have developed into a single large village of some 3,000 inhabitants, centred around the Besselsleigh Rd shops, the Wootton and Dry Sandford Community Centre and the Bystander Public House. Although different parts of the village, such as Old Wootton, Boars Hill, and the B4017 corridor, have their distinctive social and architectural characters, the village is a well-integrated community as is evidenced in the replies to the questionnaire sent out in preparing our Joint Neighbourhood Plan with St Helen Without (made December 2019). There was a strong feeling of belonging to a neighbourhood and a strong satisfaction with the area as a place to live. This sense of community has been enhanced by the lack of significant housing development in the parish since 1970, apart from the relatively small Deerhurst Park. While there will be some development over the next ten years - notably a new housing estate on the old industrial park - there will not be a substantial increase in population and little change to the village's existing character. Wootton is a medium-sized rural parish with a diverse social, economic and, to a growing degree, ethnic profile, and the Wootton PC see no reason why its boundaries should be altered under the Community Governance Review. It also feels that the views of this diverse community are well represented on the current Parish Council which has a positive gender, age and work experience balance and has ambitions to enhance further the parish's pleasant and welcoming environment in the coming years.

Wootton Parish Council, however, would like to suggest a change of name to the Wootton and Boars Hill Parish Council. There are several reasons for this.

- 1) It would distinguish the Wootton/ Abingdon Council from the other Wootton Parish Council in Oxfordshire and the host of other Woottons in England (in Buckinghamshire, Hampshire, and so on).
- 2) It seems strange that when the original council was established in the late nineteenth century that the proposed name was not adopted, given that the parish was formed from two hamlets and Boars Hill was developing fast as place to live for affluent Oxford dons, such as Sir Arthur Evans.
- 3) It has been brought to our attention that some residents of Boars Hill feel that the Wootton Parish Council does not sufficiently reflect their interests.

It must be said immediately that the current Wootton Parish Council feels that this characterization is unfair. The Parish Council has gone out of its way to ensure that the feelings of Boars Hill residents are articulated in our representations to external bodies, especially the VWHDC, and that the measures we have taken and are taking to improve the parish's aspect and amenities benefit all

parts of our community. In the case of our most recent initiatives - the better provision of litter bins, the installation of easy-to-access defibrillators, our rewilding initiative, and the design and location of the village sculptures (our ongoing Wootton Art Project, financed by VWHDC), Boars Hill's needs have not been neglected. It need hardly be said, in addition, that residents of Boars Hill use the Wootton and Dry Sandford Community Centre and the new Wootton Community Park, attend St Peter's Church (the parish church whose boundaries are coterminous with the civil parish), and send children to Wootton Primary School, all institutions and/or facilities which are financially supported directly or indirectly from Council grants.

Nevertheless, the Parish Council recognizes that residents of Boars Hill have developed an understandable pride in maintaining the special visual aspect of their area and that some among them feel that the area's unique heritage is not fully appreciated by other sections of the village. Renaming the Parish Council would be one way of demonstrating that Boars Hill is a much-loved part of the village, whose artistic and intellectual history gives it an important place in the life of the county and the country, not just Wootton. Renamed or not, the Parish Council looks forward to working closely with the Boars Hill Association to maintain the beauty and character of this special area. It hopes, too, that a member of the Association will be willing to come on the Council and help us carry forward our vision of turning the entire village into a community that would have warmed the heart of Matthew Arnold and all the other poets and writers forever associated with this unique part of our parish.

In summary, Wootton Parish Council do not want the boundary to be changed and we feel that given the Neighbourhood Plan has been made and covers the whole of our parish and that of St Helen Without PC it would be incredibly complicated to amend any boundary. However, we would like the Parish to be renamed to be more inclusive of all the areas of our Parish and to differentiate ourselves from other similarly named parishes.

Yours sincerely,

Wendy Quigley  
Clerk to the Parish

## Vale of White Horse District Council

### LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN HEALTH ACT 2007

#### COMMUNITY GOVERNANCE REVIEW

#### TERMS OF REFERENCE

##### Introduction

The council's Community Governance and Electoral Issues Committee ("the committee") has agreed to undertake a community governance review (CGR) pursuant to Part 4, Chapter 3 of the Local Government and Public Involvement in Health Act 2007 of part of the district of Vale of White Horse. The 2007 Act vested powers in the council to undertake such a review and the council has delegated those powers to the committee.

The committee will undertake the review in accordance with the guidance on community governance reviews issued by the Department of Communities and Local Government and the Local Government Boundary Commission for England (LGBCE) in March 2010 ("the guidance").

##### Proposal for consideration

The committee proposes to consider the following parish matters:

<b>CGR reference</b>	<b>Parish/Area</b>	<b>Matters to be considered</b>
CGR_A	Grove	Removal of current warding arrangements
CGR_B	Grove (East Challow)	Amending the boundary of the parish to include Grove Technology Park, currently in East Challow parish
CGR_C	Kingston Bagpuize with Southmoor (Fyfield & Tubney)	Amending the parish boundary east of Kingston Bagpuize with Southmoor to include land currently in Fyfield & Tubney parish
CGR_D	North Hinksey	A review of the parish name to include Botley and alter the status of the parish – change to community council
CGR_E	South Hinksey (Kennington)	Amending the parish boundary south of South Hinksey to include the former Westwood Hotel site, currently in Kennington parish
CGR_F	Sunningwell (Wootton and Cumnor)	Amending the parish boundary to include the area of Boars Hill currently in Wootton and Cumnor parishes and amending the parish name to reflect the change
CGR_G	Uffington	Increasing the number of parish councillors from six to seven
CGR_H	Wootton	A review of the parish name to reflect the settlement of Boars Hill

## Assessment criteria

The factors that the council will take into account in making decisions are as follows:

- natural or man-made boundaries that help to define clearly one community from another
- effective and convenient representation of local residents at parish level
- views expressed in relation to any changes, particularly from those people directly affected
- the extent to which proposals reflect the identities and interests of the affected community
- the size and population of the local community

## Why is the Council undertaking the review?

The guidance states that it is good practice for principal councils (in this context that means this council) to undertake CGRs every 10-15 years. The council completed a review of the whole district in 2014 and agreed to undertake a further review every four years with any changes to be implemented for the next scheduled elections. Changes were implemented at the scheduled elections in May 2015 and May 2019. Any changes agreed as part of this review will be implemented for the elections in May 2023. The council invited parish councils to submit matters for review and these issues are set out under proposals for consideration. The committee has agreed to carry out this review.

## Consultation

The committee will consult formally on the review.

## Timetable

The 2007 Act requires the council to complete a CGR within 12 months of the date of publication of terms of reference. The proposed timetable complies with the legal requirement.

Action	Completion Date
Publication of terms of reference	March 2022
Consultation commences	March 2022
Consultation closes	29 April 2022
Committee agrees draft proposals for consultation	May 2022
Further consultation commences	May 2022
Further consultation closes	8 July 2022
Committee agrees whether to make changes	July 2022
Community Governance Order completed and consequential matters in place for implementation at the district and parish council elections in May 2023	Autumn 2022

## **How to make comments**

Please submit any comments via email to [cgr@southandvale.gov.uk](mailto:cgr@southandvale.gov.uk)

The council does not require a hard copy of any submission. For those without access to email please send any submission to:

CGR  
Vale of White Horse District Council  
Legal and Democratic  
135 Eastern Avenue  
Milton Park  
Milton  
OX14 4SB

Should you require any further information or need clarification on the review process, please contact:

Steven Corrigan  
Democratic Services Manager  
Telephone: 07717 274704  
Email: [steven.corrigan@southandvale.gov.uk](mailto:steven.corrigan@southandvale.gov.uk)