

Community Governance Review Terms of Reference

Horsham District Council has resolved to undertake a community governance review of the parishes of Southwater and Shipley, with particular reference to the boundary between the parishes. The District Council will be guided by the relevant legislation and guidance, in particular the Local Government and Public Involvement in Health Act 2007 and Guidance on Community Governance Reviews (published jointly by the Department for Communities and Local Government and the Electoral Commission).

Why is the District Council undertaking the review?

Government guidance states that, whilst the principal council should consider the benefits of undertaking a review of the whole of its area in one go, occasionally it may be appropriate to carry out a smaller review, for example, to adjust minor parish boundary anomalies.

What is a community governance review?

It is an opportunity for interested persons to consider how local communities are represented by considering:

- creating, merging, grouping, altering or abolishing parishes
- amending the boundaries of existing parishes
- the naming of parishes and the style of new parishes
- the electoral arrangements for parishes (overall number of councillors, parish warding and number of councillors for those wards)

How will the District Council publicise the review?

The District Council will publicise the review by publishing a notice on the Council's website and by issuing local news releases. Specifically, the District Council will write to the affected parish councils, all residents in the area directly affected by the proposal, the relevant District and County Councillors and to West Sussex County Council.

What does the District Council expect from interested persons?

Anyone may make representations to the District Council and those views will be put before Members of the Council at meetings of the Governance Committee. The Council would like to ensure that:

- electors are able to identify clearly with the parish in which they are resident; as this sense of identity and community gives strength and legitimacy to the parish structure, creates a common interest in parish affairs, encourages participation in elections to the parish council, leads to representative and accountable government and generates a strong, inclusive community
- parishes reflect distinctive and recognisable communities of interest, with their own sense of identity
- boundaries between parishes, as far as possible, reflect the "no-man's land" between communities represented by areas of low population or pronounced physical barriers such as rivers, railway lines and major roads
- any proposals have been discussed and, preferably, agreed with affected parishes before a submission is made to the District Council

Timetable for the review

Action	Date
Commencement of review	Monday, 24th September 2018
Deadline for submitting views	Monday, 5 th November 2018
Submissions considered by the District Council's Governance Committee	Mid November 2018
Publication of the District Council's draft proposals	Monday, 26 th November 2018
Deadline for submitting views on the District Council's draft proposals	Monday, 7th January 2019
Further submissions considered by the Governance Committee	Mid-January 2019
Meeting of the full Council to confirm the District Council's final proposals	Late January 2019
Publication of the District Council's recommendations	31 st January 2019
Effective date of any changes to parish boundaries and electoral arrangements	Thursday, 2 nd May 2019 (next full parish council elections)

How to submit your views

By e-mail to: committeeservices@horsham.gov.uk

In writing to: Democratic Services Manager
Horsham District Council
Parkside
Chart Way
Horsham
West Sussex
RH12 1RL