

Community Governance Review of Ledston Parish Council

TERMS OF REFERENCE

Context

Leeds City Council has resolved to undertake a Community Governance Review of Ledston Parish Council.

Legal Framework

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
- Guidance on Community Governance Reviews issued in accordance with section 100(4) of the Local Government and Public Involvement in Health Act 2007 by the Department of Communities and Local Government and the Local Government Boundary Commission for England in March 2010

and the following regulations which guide consequential matters arising from the Review:

- Local Government (Parishes and Parish Councils) (England) Regulations 2008
- Local Government Finance (New Parishes) Regulations 2008

[The 2007 Act has transferred powers to the principal councils which previously, under the Local Government Act 1997, had been shared with the Electoral Commission's Boundary Committee for England.]

Section 81 of the Local Government and Public Involvement in Health Act 2007 requires the Council to publish its Terms of Reference in a Review.

Publication of terms of reference

This document is being published:

- At www.leeds.gov.uk/elections
- At the Electoral Services Office, Civic Hall, Leeds LS1 1UR
- A copy is being sent to Ledston Parish Council for display on the parish noticeboard

What is a Community Governance Review?

A Community Governance Review is the process used to consider parish arrangements. It is a review of the whole or part of the district area to consider one or more of the following:

- creating, merging, altering or abolishing parishes;
- the naming of parishes and the style of new parishes;
- the electoral arrangements for parishes (the ordinary year of election; council size; the number of councillors to be elected to the council, and parish warding), and
- grouping parishes under a common parish council or de-grouping parishes.

In the case of this review, it is to consider the future of the Parish Council which may result in a change to electoral arrangements, or the abolition of the Parish.

Reason for the review

Why is the Council undertaking a Community Governance Review at this time?

The reason for the review is:

A request has been received to consider the future of Ledston Parish Council

Present structure of Ledston Parish Council

Ledston Parish Council is an unwarded parish. The current number of parish councillors is 5.

All parishes have elections every four years, the next being in May 2023.

Electorate

The Council has used the Register of Electors of November 2022, providing the existing electorate figures for Ledston Parish Council. The number of registered electors for the parish on that register is 289.

What considerations cover the request to consider the future of the Parish Council?

Ledston Parish Council has experienced poor governance over several years and a high turnover of Councillors.

This has resulted in the neighbouring Parish Council of Ledsham assisting in governance arrangements for a short period of time, and the Leeds City Council Kippax and Methley ward Councillors ensuring the Parish Council remains quorate.

The Parish Council does not currently have a clerk and its Chair is undertaking that role.

The financial position of the council is considered to be unsustainable going forward.

Discussions have been held with neighbouring parish councils; Kippax and Ledsham

to seek a merger. These discussions were not successful.

More information can be found in the [General Purposes Committee report and appendices](#) from the meeting on 14 December 2022.

Parish governance in our area

Leeds City Council believes parish councils play an important role in terms of community empowerment at local level.

The Council wants to ensure parish governance in our district continues to be robust, representative and enabled to meet the challenges that lie before it.

Furthermore, it wants to ensure there is clarity and transparency to the areas Parish Councils represent.

It wants to ensure that the electoral arrangements of parishes – the warding arrangements and the allocations of councillors – are appropriate, equitable and readily understood by their electorate.

Who undertakes the review?

Leeds City Council is statutorily responsible for carrying out the review.

The conduct of the review will be overseen by the Council's Electoral Working Group.

Formal decisions on the recommendations arising from the review will be made by General Purposes Committee and Full Council in accordance with the Council's constitution.

Officer contact details for the review are:

Susanna Benton
Head of Electoral Services
0113 3784771
susanna.benton@leeds.gov.uk

Consultation

The Council has drawn up and now publishes this Terms of Reference document. This document lays out the aims of the review, the legislation that guides it and some of the policies the Council considers important in the review.

A timetable for the review can be found at Appendix A to this document.

The Council will consult by:

- Writing to Ledston Parish Council

- Writing to all Parish Councils within and adjoining the Community Governance Review area
- Publicising the review at www.leeds.gov.uk/elections
- General press releases

In accordance with the Act, representations received in connection with the Review will be considered, and steps will be taken to notify consultees of the outcome of the Review. This will be done by:

- Online at www.leeds.gov.uk/elections
- General press releases
- Personal communication

Completion of the review

The Review will be completed when the Council adopts the Reorganisation of Community Governance Order.

Any financial and administrative provisions of the reorganisation order will come into force on 1 April 2023.

How to contact us

If you have any questions about the Community Governance Review, please contact:

Susanna Benton
Head of Electoral Services
0113 3784771
susanna.benton@leeds.gov.uk

Date of publication: 15 December 2022

Community Governance Review of Ledston Parish Council

Timetable

Date	Task
1 November 2022	Request Received by Chief Executive
14 December 2022	Report to General Purposes Committee Terms of Reference and Timetable for Review to be approved
15 December 2022	Council to publish Terms of Reference
15 December 2022	Consultation begins with representations invited
19 January 2023	Closing date for representations (five week consultation period)
January 2023	Elections Working Group consider representations on proposals and recommend final proposals to General Purposes Committee
8 February 2023	General Purposes Committee consider recommendations from Elections Working Group and agree final recommendations for Full Council
22 February 2023	Full Council to approve final proposals and Reorganisation of Community Governance Order. Council publishes decision, reasons for decision, and informs persons interested.