

# Proposed Community Governance Review of Horsforth Town Council

Date: 11 December 2024

Report of: Director of Communities, Housing and Environment

Report to: General Purposes Committee

Will the decision be open for call in?  Yes  No

Does the report contain confidential or exempt information?  Yes  No

## Brief summary

The Council received correspondence from the Clerk to Horsforth Town Council on 8 October 2024 requesting that a Community Governance Review be undertaken.

The review has been requested following changes to polling districts in the Horsforth ward of Leeds City Council during the polling district review which concluded in early 2024.

General Purposes Committee are now required to take a decision as to whether a Community Governance Review of Horsforth Town Council should be undertaken.

## Recommendations

General Purposes committee is recommended to:

- a) Approve that a Community Governance Review of Horsforth Town Council is undertaken.
- b) Approve the terms of reference and timetable at Appendix A.

## What is this report about?

- On 8 October 2024, Electoral Services received a request from Horsforth Town Council for a Community Governance Review to be undertaken to review electoral arrangements of the Town Council. 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; or
  - 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);
  - grouping parishes under a common parish council or de-grouping parishes.

In the case of this review, it is to consider the electoral arrangements, namely the number of wards and redistribution of the existing number of councillors. The request can be found at Appendix B.

- Horsforth Town Council sits within the Horsforth ward of Leeds City Council and comprises of polling districts HOB, HOC, HOD, HOE, HOG, HOH, HOI, HOJ, HOK, HOM. A map can be found at Appendix C.
- The electorate of the Town Council is 15,955. The electorate is distributed across the existing Town Council wards as follows:

Ward name	Polling districts	Electorate	No. of Cllrs
Broadfields	HOG	1,639	5
	HOM	1,359	
Brownberrie	HOB	2,797	5
Hall Park	HOE	870	5
	HOH	785	
	HOJ	2,243	
Victoria	HOD	1,604	5
	HOI	2,307	
	HOK	855	
Woodside	HOC	1,496	2
Totals		15,955	22

- The Town Council propose that a Community Governance Review be undertaken to consult on their desire for a new ward be created, and a redistribution of the existing number of councillors across the 6 wards as follows:

Ward name	Polling districts	Electorate	No. of Cllrs
<i>New proposed ward -</i> Broadgate and Drury Fields	HOH HOM	785 1,359	2
Broadfields	HOG	1,639	4
Brownberrie	HOB	2,797	5

Hall Park	HOE HOJ	870 2,243	4
Victoria	HOD HOI HOK	1,604 2,307 855	5
Woodside	HOC	1,496	2
Totals		15,955	22

5. Under the requirements of the Local Government and Public Involvement in Health Act 2007, the Council must now decide whether to proceed with a Community Governance Review.
6. If Members decide the Council should undertake a review, this will commence on 6 January 2025 to avoid consultation taking place over the Christmas period.
7. Representations made during the consultations periods outlined in the timetable at Appendix A will be considered at Electoral Working Group (EWG) who are experienced in this role. EWG will make final recommendations to General Purposes Committee for consideration in April 2025.
8. If Members do not approve the undertaking of a review, the Town Council could opt to reapply, and do so by petition signed by a prescribed percentage of the electorate, which would then automatically trigger a review to take place.

#### **What impact will this proposal have?**

9. If approved, a Community Governance Review will be undertaken in the first half of 2025.

#### **How does this proposal impact the three pillars of the Best City Ambition?**

Health and Wellbeing       Inclusive Growth       Zero Carbon

10. Not applicable.

#### **What consultation and engagement has taken place?**

Wards affected:

Have ward members been consulted?       Yes       No

11. Consultation will be undertaken if approval for the review is granted. Please see the draft Terms of Reference and timetable at Appendix A.

#### **What are the resource implications?**

12. The costs associated with this review can be met from existing budgets as it mainly relates to staff time.

#### **What are the key risks and how are they being managed?**

13. Should the review not take place and the electoral arrangement remain as they are at present, the polling station located at Broadfields Sheltered Housing complex will need to be a dual layout, as electors for two of the five Horsforth Town Council wards will vote there.

14. This would be manageable, and this scenario has occurred and been successfully managed previously, but it does add an element of risk to the process.

### **What are the legal implications?**

15. The Council must consider whether to undertake a review in accordance with s.79 of the Local Government and Public Involvement in Health Act 2007.

16. Should a review take place, this will be conducted in accordance with the relevant regulations contained within the same Act.

### **Options, timescales and measuring success**

#### **What other options were considered?**

17. Not applicable.

#### **How will success be measured?**

18. Success will be measured by completing the review in accordance with the timetable set out in Appendix A.

#### **What is the timetable and who will be responsible for implementation?**

19. A timetable can be found at Appendix A to this report. Any new arrangements would be effective for the 6 May 2027 all out Parish and Town Council elections.

### **Appendices**

- Appendix A – Draft Terms of Reference including timetable
- Appendix B – Request from Horsforth Town Council
- Appendix C – Map of the Horsforth Town Council area

### **Background papers**

- N/A