

## **Draft Terms of Reference for forthcoming Community Governance Reviews of Hurstpierpoint & Sayers Common and Worth Parish Councils**

REPORT OF: Head of Regulatory Services  
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Wards Affected: Copthorne & Worth and Hurstpierpoint & Downs  
Key Decision: No  
Report to: Scrutiny Committee for Customer Services & Service Delivery  
17 November 2021

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### **Purpose of Report**

1. To notify the Committee that the Council has been petitioned to conduct Community Governance Reviews relating to the Governance and Electoral arrangements for the following: Hurstpierpoint & Sayers Common and Worth Parish Councils.
2. To consult the Committee regarding the content of the Draft Terms of Reference for these two Community Governance Reviews.

### **Recommendations**

3. **The Committee is recommended to:**
    - (i) **Agree each of the draft terms of reference which have been the subject of consultation with both parish councils and the petitioners**
    - (ii) **To note that a further report may be provided to the next committee meeting if further consultation with statutory consultees require that additional amendments be made ahead the Review start dates.**
    - (iii) **And to note that further reports will be provided as this Council's draft and final recommendations are available at later stages of the Reviews.**
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### **Background**

4. Both petitions were properly submitted by the requisite number of local registered electors, and each petition has been validated by our Electoral Services team.

### **Policy Context**

5. The Petitions lodged in accordance with the provisions of the Local Government and Public Involvement in Health Act 2007, Section 80, prevail upon Mid Sussex District Council as the Principal Authority, to conduct Community Governance Reviews in each of these areas.

### **Other Options Considered**

6. Having been petitioned by the requisite number of registered local government electors, the Council must exercise this statutory duty. No other options are available.

### **Financial Implications**

7. The costs involved with conducting Community Governance Reviews fall to the Principal Authority and are within existing Democratic Services budgetary provision.

8. Any costs and liabilities arising from separation of an existing parish Council to form a new one could have financial and legal implications for the existing and potentially any new parish council.

### **Risk Management Implications**

9. As the conduct of Community Governance Reviews is a statutory duty for this Authority, the Reviews will be conducted according to government guidance, so the risk level is assessed to be low.

### **Equality and Customer Service Implications**

10. Some local people will have already expressed views about what form of community governance they would like for their areas, and principal councils should tailor their terms of reference to reflect those views on a range of local issues. Ultimately, the recommendations made in a community governance review ought to bring about improved community engagement, better local democracy and result in more effective and convenient delivery of local services. The Reviews incorporate two substantial public consultation periods, so that electors have opportunities to contribute.
11. The Terms of Reference describe how we will publicise and conduct the Reviews. The Review timetable is also included.
12. Within the draft Terms of Reference, we show as tracked changes the suggestions that your officers have already accepted. There is broad consensus that the start of the Reviews should occur after the publication of the Local Government Boundary Commission's Final Recommendations for Mid Sussex District Council, due for publication at the Commission's website on 1 February 2022.

### **Other Material Implications**

13. Whether or not separate or new parishes are resolved because of these Reviews, the Council's Legal Services Division will ultimately be required to make Community Governance Orders, at the conclusion of the review and following adoption in Council.

### **Sustainability Implications**

14. A key aim of any Community Governance Review is to alight upon suitable Governance and Electoral arrangements that are capable of enduring. There is little or no environmental impact.

### **Background Papers**

- [Government & Local Government Boundary Commission Guidance on Community Governance Reviews.](#)
- [LGBCE Draft Recommendations for Mid Sussex District Council.](#)

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- Draft Terms of Reference for Community Governance Review of Worth Parish Council
- Draft Terms of Reference for Community Governance Review of Hurstpierpoint & Sayers Common Parish Council