

Stakeholder Mapping and Consultation approach for Parish Community Governance Reviews 2023

1. Introduction

1.1 Requests to carry out a Community Governance Reviews (CGR) were received from Buckingham Town Council; several electors in Lake End Road, Lake End; Hazlemere Parish Council, Longwick Cum Ilmer Parish Council and Newton Longville Parish Council. A summary of the requests are set out in the table below.

1.2 The Standards and General Purposes Committee considered two reports at the meeting held on 24 August 2023 regarding Community Governance Reviews. One report focused on the Wycombe Community Governance Review, and another on Community Governance Reviews for other parishes. The Committee agreed the following:

1) To set up a Community Governance Review Working Group with a view to:

a) recommending draft Terms of Reference, as appropriate, for the review of any areas where expressions of interest may have been made; and

b) recommend a Consultation Plan that will fully engage the relevant communities once any Terms of Reference are adopted and published by the Committee; and

2) To receive the recommendations of the Working Group on 18 January 2024 with a view to commencing consultation on approved Terms of Reference in February 2024.

1.3 The Committee also agreed, as part of a separate report on Community Governance Reviews for Wycombe, that the same Working Group would consider the approach to the Wycombe Community Governance Review.

1.4 The next steps will be for the Community Governance Review Working Group to meet to draw up terms of reference, and a timeline which the Working Group recommends should be taken forward. Those meetings are not open to the public but their recommendations will be considered by the Standards and General Purposes Committee which is a public meeting. The Community Governance Review proposals received will be considered by the Working Group when they meet. A webpage giving further information about the Wycombe Review and other parish reviews has been made available to provide updates on progress:

<https://www.buckinghamshire.gov.uk/community-and-safety/parish-town-and-boundary-information/potential-changes-to-parishes-and-boundaries-in-buckinghamshire/>

2. Summary of CGR requests

Requestor	Summary of request
1) Buckingham Town Council	<p>a) merge Highlands & Watchcroft ward into Buckingham North, thereby increasing the number of councillors for this ward from 7 to 8.</p> <p>b) merge Fisher's Field ward into Buckingham South, thereby increasing the number of councillors for this ward from 8 to 9. The wards retain the current names of Buckingham South and Buckingham North.</p> <p>No proposed change to council size. The proposals are requested to better reflect community identity, electoral equality and promote efficient and effective local government.</p> <p>A map showing the current and proposed wards is attached as Appendix 1.</p> <p>From May 2025 all of Buckingham Town Council's wards are in the Buckinghamshire Council ward of Buckingham. Buckingham Town Council will be in the new parliamentary constituency Buckingham & Bletchley.</p>
2) Electors from Lake End Road, Lake End	<p>To change the parish boundary between Burnham and Dorney to align with the M4 to better reflect community identity. The proposal will affect 7 houses.</p> <p>A map showing the current and proposed boundary is attached as Appendix 2.</p> <p>From May 2025 Burnham, Dorney and Taplow Parish Councils will be in the Buckinghamshire Council ward of Burnham. All three parish councils will be in the new parliamentary constituency Beaconsfield.</p> <p>The proposal would increase the tax base for Dorney Parish Council by 7 households and reduce the tax base for Burnham Parish Council by 7 households.</p>

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3) Hazlemere Parish Council	To increase the number of councillors from 12 to 16 due to the increased workload and increase in housing and electorate in Hazlemere in the coming years. No changes to the parish boundary are being requested. The parish currently has two wards (North and South) with 6 councillors for each ward.
4) Longwick cum Ilmer Parish Council	To increase the number of councillors from 7 to 9 to reflect the increase in housing and population. No changes to the parish boundary are being requested. <i>This request was considered by the Standards and General Purposes Committee in July 2020. It was agreed that consideration of this request be deferred until the completion of the Electoral Review.</i>
5) Newton Longville Parish Council	To increase the number of councillors from 8 to 10 due to a forecast electorate increase and additional workload. No other changes are requested.

3. Draft Terms of Reference, consultation, and timescales

- 3.1 The next immediate steps are for the CGR Working Group to consider any expressions of interests or requests received and to draw up the potential terms of reference and undertake any consultation in doing so from April 2024.
- 3.2 Subject to the recommendations of the CGR Working Group the Standards and General Purposes Committee would then be asked to formally adopt and publish Terms of Reference on 4 April 2024.
- 3.3 The formal consultation would then begin on 15 April and end 27 May 2024.
- 3.4 The statutory stages thereafter will involve consideration of the consultation responses and the framing of recommendations to the Standards and General Purposes Committee. The Committee's final recommendations would then be considered for approval by Full Council, which would include the Final Order. Alternatively, there could be further consultation on draft recommendations, if required, before the Committee's final recommendations are considered by Full Council.
- 3.5 The proposal is that any agreed changes would take effect in May 2025, to coincide with the next scheduled local elections.

4. Consultation

- 4.1 The aim of the consultation of the review is to seek feedback from interested parties on the proposals and recommendations set out in the review's draft Terms of Reference.

4.2 The following core stakeholders have been identified for the review:

Core audience groups:

- Electors
- Political groups
- Neighbouring Town and parish councils
- Partners
- Community groups
- Staff
- Residents of unparished area
- Lobby groups
- MPs
- Members

4.3 In addition to the above core audience groups there will also be specific stakeholders relevant for each area of the review. These are set out below.

Buckingham Town Council area

Buckingham Town Council

Buckinghamshire Council ward members

Community groups?

Hazlemere Parish Council area

Hazlemere Parish Council

Buckinghamshire Council ward members

Community groups?

Burnham and Dorney Parish Council areas

Burnham Parish Council

Dorney Parish Council

Buckinghamshire Council ward members

Seven households directly affected by the proposals

Community groups?

Longwick Cum Ilmer Parish Council area

Longwick Dum Ilmer Paris Council

Buckinghamshire Council ward members

Community groups?

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Newton Longville Parish Council area

Newton Longville Parish Council

Buckinghamshire Council ward members

Community groups?

Parish newsletter (suggested by parish council)

4.4 The consultation approach and timescales for each review will be a matter for the CGR Working Group to consider and recommend to the Standards and General Purposes Committee for agreement along with the Terms of Reference and timescales.