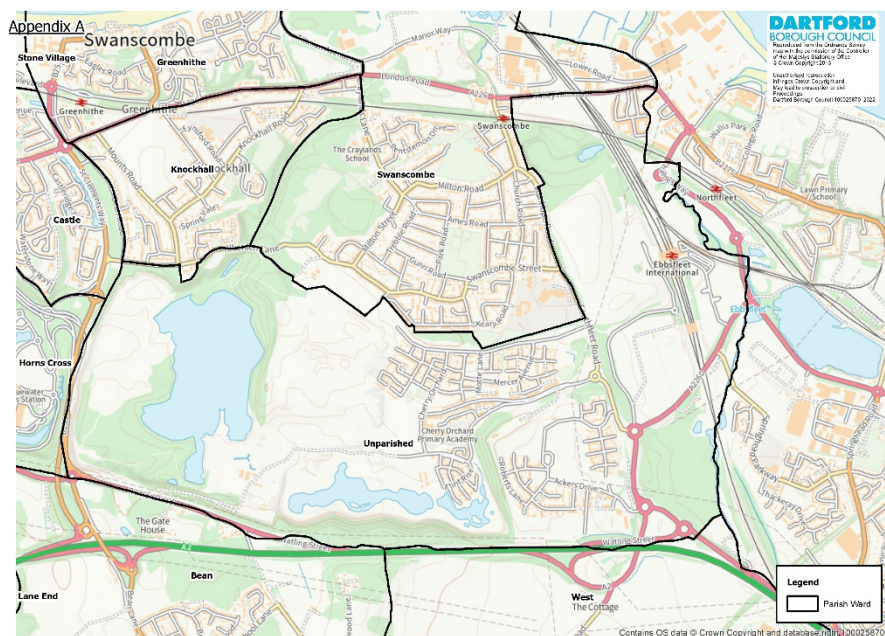


Community Governance Review - Terms of Reference

Dartford Borough Council has resolved to undertake a Community Governance Review on the Swanscombe Ward area of Swanscombe and Greenhithe Town Council as shown below: -



The Review will be carried out under the provisions of the Local Government and Public Involvement in Health Act 2007 and the relevant parts of the Local Government Act 1972. The review shall comply with the legislative requirements, have regard for the associated statutory guidance (Guidance on Community Governance Reviews issued by the Secretary of State for Communities and Local Government) and will be conducted in accordance with these terms of reference.

Why is the Council Undertaking the Review?

The Council is required to keep its area under review – and it has been noticed that a proposed new development will lead to existing parish boundaries becoming anomalous as new houses are built across the boundaries resulting in people being in different areas from their neighbours.

What is a Community Governance Review?

A Community Governance Review can consider one or more of the following:

- Creating, merging, altering or abolishing parishes;
- Altering the boundaries of existing parishes;
- Making changes to the electoral arrangements of parish councils;
- The dissolution of a parish council

The Council wants to ensure that Parish and Town Council governance in the Borough of Dartford continues to be robust, representative and able to meet the challenges that lie before it. Furthermore, it wants to ensure that there is clarity and transparency to the areas that parish and town councils represent and that the electoral arrangements are appropriate, equitable and readily understood by their electorate.

Who carries out the Community Governance Review?

Dartford Borough Council is responsible for carrying out the review. A Steering Group of Councillors and Officers will work with the Chief Officer and Director of Corporate Services and the Electoral Services Manager, to oversee the implementation of the Community Governance Review and to report back to the

General Assembly of Council with recommendations based on the responses to the consultation. The steering group will need to carry out the review impartially and objectively.

If the review concludes that changes should be made, and these are then approved by the General Assembly of the Council, then Dartford Borough Council would make and publish a Reorganisation Order to put the changes into effect. The Order may cover any matters that appear to the Council to be necessary to give effect to the Order. These may include the transfer and management or custody of property, functions, rights and liabilities and the setting of a precept if a new parish were to be created.

How does the Council propose to conduct consultations during the Review?

Before making or publicising the recommendations, the Council will take account of the views of local people. The Local Government and Public Involvement in Health Act 2007 requires the Council to consult the local government electors for the area under review and any other person or body who appears to have an interest in the review.

The Council will:

- publish a notice and these terms of reference on the Council's website;
- send a copy of the notice and these terms of reference to Members of Parliament, Kent County Council, Swanscombe & Greenhithe Town Council and Kent Association of Local Councils;
- Advertise that a Community Governance Review is being undertaken;
- Publish information on the Council's website www.dartford.gov.uk;
- Consult local government electors for the areas under review inviting responses;
- Consult other interested stakeholders and local members;
- Welcome comments from any other person or body that wishes to make representation;
- Take into account any representations received in connection with the review;
- Any petitions received during this review will be treated as a consultation response and the lead petitioner be recorded as the point of contact.

Timetable for the Review

Stage	Action	Timescale
Commencement	Terms of Reference be approved by the Electoral Provisions Sub-committee and published.	30 June 2022
Stage 1	Initial submissions are invited	1 July 2022
Stage 2	General Assembly of Council to grant delegated authority to the Chief Officer and Director of Corporate Services to seek permission from the LGBCE for any changes necessary.	25 July 2022
Stage 3	Consideration of submissions received – Draft recommendations are prepared & published	8 August 2022
Stage 4	Final Recommendations are published on Dartford Borough Council's website – concluding the review	22 August 2022
Stage 5	The General Assembly of the Council resolves to make a Reorganisation Order (subject to permission from the LGBCE)	By 1 October 2022

NB: the timetable is subject to alteration although the Review must be completed with twelve months of this publication of the terms of reference.

Reorganisation of Community Governance Orders

The Review will be completed when the Council adopts the Reorganisation of Community Governance Order. Copies of this Order, the maps that show the effects of the Order in detail, and the documents which set out

the reasons for the decision that the Council has taken will be deposited at the Council's Civic Offices and published on the Council's website.

How to Submit Your Views

You can submit your views via email or in writing to:

Electoral Services Manager (C1)
Civic Centre
Home Gardens
Dartford
DA1 1DR

Or via email community.review@dartford.gov.uk

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