



## **DERBYSHIRE DALES DISTRICT COUNCIL**

### **COMMUNITY GOVERNANCE REVIEW**

#### **TERMS OF REFERENCE**

##### **What is a Community Governance Review?**

Under the Local Government and Public Involvement in Health Act 2007, Derbyshire Dales District Council has the legal powers to conduct community governance reviews to make changes to parish electoral arrangements.

A Community Governance Review can be a review of the whole, or part of the District to consider one or more of the following:

- Creating, merging, altering or abolishing parishes;
- The naming of parishes and the style of any new parishes
- The electoral arrangements for parishes such as the ordinary year of election, council size, the number of councillors to be elected and parish warding; and
- Grouping of parishes under a common parish council or de-grouping parishes.

A Community Governance Review must reflect the identities and interests of the communities of that area and be effective and convenient. Therefore a CGR must take into account;

- The impact of community governance arrangements on community cohesion;
- The size, population and boundaries of a local community or parish

##### **Introduction**

In January 2022 the Local Government Boundary Commission for England (LGBCE) published the results of its electoral review of the Derbyshire Dales.

The electoral review examined and proposed new electoral arrangements for the District by determining:

- How many councillors are needed.
- How many wards or electoral divisions there should be, where their boundaries are and what they should be called.
- How many councillors should represent each ward or division.

When carrying out an electoral review the Commission has three main considerations:

- Improving electoral equality by equalising the number of electors that each councillor represents.
- Ensuring that the recommendations reflect community identity.
- Providing arrangements that support effective and convenient local government.

In their final report the LGBCE recommended that the Derbyshire Dales should be represented by 34 councillors, five fewer than there are now with 21 wards, four fewer than there are now. They also recommended that the boundaries of 17 wards should change, with just 3 remaining the same.

In most cases the proposed ward boundaries are conterminous with existing Parish/Town Council boundaries with the exception of Darley Dale, Matlock and South Darley. To address this the LGBCE has made the following changes to the electoral arrangements in these parishes:

- Matlock Town Council – 11 Councillors representing 8 wards, reducing the number of Councillors for the Hurst Farm Ward to 1 and creating a new Cuckoostone Ward with 1 Councillor.
- Darley Dale Town Council – 12 Councillors representing 3 wards, reducing the number of Councillors for the Darley Dale South Ward to 4 and creating a Morledge Ward with 1 Councillor.
- Including the new Cuckoostone Town Council Ward in the District Council Ward of Matlock East & Tansley.
- Including the new Morledge Ward in the District Council Ward of Matlock West (The other two Town Council Wards are in the District Council Ward of Darley Dale)
- Moving the parish ward of Oaker and Snitterton Ward into the new District Council Ward of Matlock West with the other two wards remaining together in the new District Council Ward of Bonsall and Winster.
- Incorporating the Parish of Northwood and Tinkersley in the new Darley Dale Ward.

### **Reasons for this Community Governance Review.**

As part of an electoral review, the Commission are required to have regard to the statutory criteria set out in Schedule 2 to the Local Democracy, Economic Development and Construction Act 2009 (the 2009 Act). The Schedule provides that if a parish is to be divided between different district council wards it must also be divided into parish wards, so that each parish ward lies wholly within a single ward. This has resulted in the changes to the warding arrangements for the Town Councils of Matlock and Darley Dale outlined previously. The Parish of South Darley was already warded.

Under the 2009 Act the Commission only has the power to make changes to parish electoral arrangements where these are as a direct consequence of their recommendations for principal authority warding arrangements. They therefore cannot make changes to the external boundaries of parishes as part of an electoral review.

However, Derbyshire Dales District Council does have the powers to conduct community governance reviews to make changes to parish boundaries and electoral arrangements.

The Council is therefore carrying out this Community Governance review to seek the views of local residents and stakeholders on whether there is support for a proposal to change the boundaries and/or warding arrangements of the Parish/Town Councils affected by the revised District Council warding arrangements for Matlock and Darley Dale.

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### **Terms of Reference for Community Governance Review of Matlock Town Council, Darley Dale Town Council and South Darley Parish Council.**

To review the electoral arrangements for the Parishes of Matlock and Darley Dale and South Darley to establish:

- i) Should the Parish Boundaries remain the same or should they be changed to become coterminous with the new District Council Wards by, for example, moving wards from Darley Dale and South Darley into Matlock?
- ii) Do the existing ward arrangements for the Parishes of Matlock, Darley Dale and South Darley reflect the relevant communities? Do the relevant local councils need more/less Wards or none?
- iii) In terms of the size of the relevant Councils should there be more or fewer Councillors? Does the allocation of councillors to each ward need to be revisited to maintain equal levels of representation across the Parish?

### **Criteria**

The review will take account of the following criteria:

- The identities and interests of the community
- The effective and convenient governance of the area
- What, if any the proposed community governance arrangements might have on community cohesion
- Whether the size (area), the population and boundaries proposed for local governance make sense on the ground and contribute to the above criteria.

### **Aim**

The aim of the Review is to achieve

- Improved local democracy
- Greater community engagement
- Better local service delivery

### **Consultees**

- Relevant Ward Councillors

- Derbyshire County Council
- Darley Dale Town Council
- Matlock Town Council
- South Darley Parish Council
- Northwood and Tinkersley Parish Council
- Electors affected by the proposed changes
- Other interested bodies
- Political Groups
- Derbyshire Association of Local Councils

### **Proposals to be consulted on**

The District Council is not putting forward any specific proposals at this stage but is seeking consultee's views on the following:

1. Maintaining the Morledge Ward in the Parish of Darley Dale and the Oaker and Snitterton Ward of South Darley Parish Council as they are or moving them to the Parish of Matlock.

The new Matlock West District Ward will include parts of the area currently within Darley Dale and South Darley. There has been some discussion locally about whether the Parish Boundaries should be changed to reflect this change some of the arguments in support of this include:

- Greater community cohesion - many residents of the Morledge Estate in Darley Dale consider themselves to live in Matlock as will the residents in new housing developments in the Oaker and Snitterton Ward of the parish of South Darley. In the case of Morledge the nearest primary school is in Matlock which has strong connections to the Matlock Parish Church of All Saints. The school also has a gate directly into the estate.
- Improved local democracy – the councillors appointed to the new Matlock West ward would only need to engage with one local council rather than three.

If there is local support for this move further consideration would need to be given to the warding arrangements for all the affected Councils to make sure that the size of the council is right and representation levels are equal.

2. Revisiting the existing warding arrangements for all three Councils.

Even if the outcome of this review is to keep the Parish Boundaries as they we welcome feedback on the warding arrangements for Matlock, Darley Dale and South Darley.

Appendix 2 – shows that there is some variance between the ratio of electors to Councillors. For example in Darley Dale under the current boundaries with 12 Councillors and a total projected electorate of 5,004 in 2026 the average number of Electors per Councillor should be 417. This means that all three wards come

within a variance + or – 10% which the LGBCE has deemed to be acceptable. The same applies to South Darley, however for Matlock Town Council only 2 of the 8 current wards fall + or – 10% of the 777 elector average. Changing the warding arrangements or increasing the size of the Council may bring the ratios within tolerance.

In respect of Darley Dale and South Darley respondents may wish to consider whether the current arrangements meet the requirements of the review. For example in Darley Dale, with the addition of a new single member ward, is the multi member North Ward and South Ward split still appropriate? Should there be more wards to reflect more distinct communities such as Hooleys, Two Dales or Church Town? Does the Parish of South Darley still need three wards?

## **Implementation**

Any changes arising from the review would be implemented at the next full election for Parish and Town Councils within the Derbyshire Dales which will take place in May 2023.

## **Who will undertake the Community Governance Review|?**

As a principal council, Derbyshire Dales District Council is responsible for undertaking any Community Governance Review in its electoral area. Any proposals arising from this review will need to be approved at a meeting of the District Council before a Community Governance Order is made.

## **Who to contact in respect of the review?**

Any representations on the proposals set out in the Community Governance Review should be addressed to

Director of Corporate & Customer Services  
Derbyshire Dales District Council  
Town Hall  
Bank Road  
Matlock  
DE4 3NN

or by email to [electoral@derbyshiredales.gov.uk](mailto:electoral@derbyshiredales.gov.uk)

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## **Consultation**

The Council has drawn up and published this Terms of Reference document, which provides the aims of the review, the legislation that guides the process, and the points that the Council views as important in this process.

Before making any recommendations or publishing final proposals, the Council will take full account of the views of the local people and will comply with the statutory consultative requirements by:

- Promoting the review on the Council's website and on social media so local government electors for the affected areas can express their views.
- Consulting any other person or body (including a local authority) which appears to the Council to have an interest in the review;
- Notifying and consulting with the County Council and the Town and Parish Councils affected by the review
- Taking into account any representations received in connection with the review
- Notifying consultees of the outcome of the review; and
- Publishing all decisions taken and the reasons for such decisions.

Information about each stage of the review will be published on the Council's website with key documents available to view at [www.derbyshiredales.gov.uk/community-governance-review](http://www.derbyshiredales.gov.uk/community-governance-review) and for inspection at the Town Hall, Bank Road, Matlock DE4 3NN.

### **Review Timetable**

A Community Governance Review must normally be completed within a 12 month period from the day on which it commences. It starts when the Council publishes the Terms of Reference and ends when it publishes the recommendations made in the review.

The timetable is attached as appendix 1.

### **Additional considerations**

If you decide to respond this consultation you may also wish to consider making representations on:

#### ***(i) Parish Areas***

You might have alternative suggestions regarding creation of a new or joint Parish Councils, alteration of existing Parish Boundaries or the abolition of existing parishes.

#### ***(ii) Names & Styles***

You may have suggestions on the name of Parishes or their wards that reflect the area they cover.

In the 2007 Act there is provision for alternative parish styles to include Community Councils, Neighbourhood Councils and Village Councils as well as the more usual Parish or Town Council.

#### ***(iii) Electoral Arrangements***

Electoral arrangements are the way in which a council is constituted for the parish they comprise:

- The ordinary year in which elections are held
- The number of councillors to be elected to the council
- The division (or not) of the parish into wards for the purposes of electing councillors
- The number, name and boundaries of any wards

- The number of councillors to be elected for each ward

#### **(iv) Consequential Matters**

A Reorganisation of Community Governance Order may cover any consequential matters that appear to the Council to be necessary or proper to give effect to the order including:

- The transfer and management or custody of property
- The setting of precepts for any new parishes
- Provision for the transfer of any functions, property, rights and liabilities; and
- Provision for the transfer of staff, compensation for loss of office, pensions and other staffing matters

These terms of reference and supporting information are available on the Councils website at

<https://www.derbyshiredales.gov.uk/community-governance-review>

If you wish to make any representations please send them to the Director of Corporate & Customer Services, Derbyshire Dales District Council, Town Hall, Matlock DE4 3NN or email [electoral@derbyshiredales.gov.uk](mailto:electoral@derbyshiredales.gov.uk) by **24 July 2022**.

Any representations received will be summarised on the website and reported to the Council on 28 July 2022. If following the consultation responses the Council decides to make a Community Governance Order further consultation will take place..

## APPENDIX 1 –TIMETABLE

Stage	Action	Timescale	Planned date
Commencement	Council approved delegation to Director of Corporate and Customer Services.		Thursday 26 May 2022
Stage 1	Terms of reference published and stakeholders notified with definition of remit of review and initial proposals.	Five weeks	Friday 17 June 2022
	Closing date for initial representations.		Sunday 24 July 2022
Stage 2	Consideration of initial responses and draft proposals considered by Council		Thursday 28 July 2022
Stage 3	Draft recommendations published and stakeholders notified.  Further consultation with stakeholders.	Six weeks	Wednesday 3 August 2022
	Closing date for stage 3 representations		Sunday 18 September 2022
Stage 4	Final proposals considered by Council.		Thursday 29 September 2022
	Publication of Re-organisation Order according to statutory guidelines.		Monday 3 October 2022



## APPENDIX 2 – CURRENT AND FORCAST ELECTORATE

The Council has used the Register of electors as at 1 June 2022 to provide existing parish and parish ward electorate as set out below. This also includes the 2026 electorate projections used by the LGBCE. The figures are broken down into polling districts and provides the electorate and number of properties in the new wards for Darley Dale and Matlock Town Councils.

		Polling District	Electors per Cllr in LGBCE report	2022 Electors	2022 Properties	2026
Darley Dale	North Ward (7 Councillors)	SNG	412	1270	778	1333
		SNW	-1.2%	1355	936	1553
	South Ward (4 Councillors)	SDH	432 +3.5%	696	464	690
		SHE*		617	390	662
		SUH		375	225	376
	Morledge Ward (1 Councillor)	SML (New)	390 -7%	387	220	390

\*SHE – In the LGBCE report part of this polling district has moved to a new SML Polling District. The electorate has been amended to reflect this.

		Polling District	Electors per Cllr in LGBCE report	2022 Electors	2022 Properties	2026
South Darley	South Darley (4 Councillors)	WSD	78 +6%	311	172	310
	Oker & Snitterton (2 Councillors)	WSO	71 -2.7%	141	77	142
	Wensley (2 Councillors)	WSW	66 -9.6%	114	90	132

		Polling District	Electors per Cllr in LGBCE report	2022 Electors	2022 Properties	2026
Matlock	Chesterfield Road East (2 Councillors)	PMC	610 -21%	1020	558	1221
	Cuckoostone (1 Councillor)	PCK (New)	221 -28%	215	128	221
	Hurst Farm (1 Councillor)	PMH	1102 +42%	1100	669	1102
	Matlock Green (1 Councillor)	PMG	863 +11%	796	630	863
	Matlock Bank & Sheriff Fields (2 Councillors)	QMB	877 +13%	1559	1037	1754
	North of Jackson Road (1 Councillor)	QMC*	1119 +44%	1115	660	1119
	Riber & Starkholmes (1 Councillor)	PMR	755	76	44	158
		PMS	-2.8%	582	340	597
Smedley Street (2 Councillors)	QMA	757 -2.6%	1461	1008	1513	

\*QMC – In the LGBCE report part of this polling district has moved to the new PCK Polling District. The electorate has been amended to reflect this.

## APPENDIX 2 – POSSIBLE IMPACT ON CHANGING PARISH COUNCIL BOUNDARIES

This table is provided as a guide to the potential financial implications of transferring wards into the Parish of Matlock.

	Band D Precept (2022/23)	Number of properties (May 2022)	Number of Properties if CGR moves wards to Matlock	Loss/gain	Estimated budget impact*
Darley Dale Town Council	£78.63	3013	2793	-220	-£17,298.60
Matlock Town Council	£92.41	5074	5371	+297	+£27,445.77
South Darley Parish Council	£42.24	339	262	-77	-£3,252.48

\* These amounts are estimates based on an average based on the precept for Band D properties. The actual amounts may be less or more if the proposals involve moving properties on a lower/higher Council Tax Band. A more detailed analysis would be carried out if the first round of consultation suggests there is support for this option.

Submissions to this consultation can be submitted in any format but the following form may be used if it helps to compile your response.

## ABOUT YOU

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Name	
Address	
Email	

Which of the following describes you (Tick all that apply)

- Local Resident                       Town/Parish Councillor       Town/Parish Clerk
- Local Business Owner       District Councillor                       County Councillor
- Representing a group/organisation (Please specify) \_\_\_\_\_
- Other (Please provide more details) \_\_\_\_\_

## PARISH BOUNDARIES

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In light of changes to the District Council warding arrangements for Matlock and Darley Dale, do you think the parish boundaries for the Parishes of Matlock, Darley Dale and South Darley should remain as they are?

- Yes     No

If YES please use the box below to give reasons for your answer.

If NO please use the box below to provide details of how you think they should change and reasons for the change.

## WARDING ARRANGEMENTS

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Do you think the existing warding arrangements for the parishes of Darley Dale, Matlock and South Darley should remain as they are?

### DARLEY DALE (3 Wards)

Yes

No

I have no opinion for this  
Town Council

If YES please use the box below to give reasons for your answer.

If NO please use the box below to provide details of how you think they should change and reasons for the change.

### MATLOCK (8 Wards)

Yes

No

I have no opinion for this  
Town Council

If YES please use the box below to give reasons for your answer.

If NO please use the box below to provide details of how you think they should change and reasons for the change.

**SOUTH DARLEY (3 Wards)**

Yes

No

I have no opinion for this Parish Council

If YES please use the box below to give reasons for your answer.

If NO please use the box below to provide details of how you think they should change and reasons for the change.

**SIZE OF THE COUNCIL**

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Do you think the number of Councillors elected to Darley Dale Town Council, Matlock Town Council and South Darley Parish Council should remain as they are?

**DARLEY DALE (12 Councillors 3 Wards)**

Yes

No

I have no opinion for this Town Council

If YES please use the box below to give reasons for your answer.

If NO please use the box below to provide details on whether there should be an increase or decrease and reasons for the change.

**MATLOCK (11 Councillors 8 Wards)**

Yes

No

I have no opinion for this  
Town Council

If YES please use the box below to give reasons for your answer.

If NO please use the box below to provide details on whether there should be an increase or decrease and reasons for the change.

**SOUTH DARLEY (8 Councillors 3 Wards)**

Yes

No

I have no opinion for this  
Parish Council

If YES please use the box below to give reasons for your answer.

If NO please use the box below to provide details on whether there should be an increase or decrease and reasons for the change.

## OTHER ISSUES

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Are there any other issues relating to the governance of Darley Dale Town Council, Matlock Town Council and South Darley Parish Council that should be addressed as part of this review.

Yes

No

If YES please provide details in the box below.

Please send your representation to the Director of Corporate & Customer Services, Derbyshire Dales District Council, Town Hall, Matlock DE4 3NN or email [electoral@derbyshiredales.gov.uk](mailto:electoral@derbyshiredales.gov.uk) by **24 July 2022**.

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## USE OF PERSONAL DATA

Personal information such as addresses and contact details provided in your response to this consultation will only be used to make contact with you if; we need additional information about your response, informing you of further consultation or advising you of the outcome of the review.

Once the review has been completed we will no longer need to hold this data so it will be deleted securely.

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