

Test Valley Borough Council Community Governance Review – Draft Recommendations

Glossary of Terms Used

This Annex sets out terms which are used throughout the Report.

Term	Definition
2017 Review	The 2017 Electoral Review carried out by the LGBCE which reorganised wards within Test Valley Borough, to come into force at the 2019 Borough Elections.
The Act	The Local Government and Public Involvement in Health Act 2007
Community Governance Review (CGR)	A review of governance arrangements at Parish level, across the whole (or a specified part of) the Borough. The Review can make recommendations on a number of issues including creating, merging or abolishing parishes, boundary alterations between parishes, grouping parishes, changes to parish council arrangements (including size, warding, name, retention/abolition).
Consent	Where a CGR recommends changes to Electoral Arrangements which have been specified by the LGBCE in an Electoral Review (i.e. the 2017 Review of Test Valley Borough, or the 2016 Review of Hampshire County) within the preceding five years, a Reorganisation Order to implement those changes can only be made with the Consent of the LGBCE.
Coterminosity	Boundaries that follow the same line are said to be “coterminous”, e.g. where the Borough Ward boundary follows the same line as a Parish Council boundary. Coterminosity aids electoral administration, and means that residents in one electoral area will be represented by the same Parish, Borough and County Councillors as their neighbours.
Division	The electoral area of a County Council. Hampshire County Council’s area is divided into a number of Divisions, and each Division is represented by one or more County Councillors. The boundaries of these Divisions were last set following the 2016 Electoral Review of the County Council by the LGBCE.

Term	Definition
Draft Recommendations	Recommendations for governance arrangements at parish level made by the Borough Council following an initial consultation exercise. Draft Recommendations will be considered by the Council at its meeting on 26 April, and these will then be published for consultation purposes (leading to adoption of Final Recommendations).
Electoral Arrangements	The following matters in relation to a Parish Council:- <ul style="list-style-type: none"> • the total number of councillors to be elected to a council; • the number and boundaries of wards or divisions; • the number of councillors to be elected for each ward or division; and • the name of any ward or division.
Electoral Review	A review of Electoral Arrangements for a Borough or Country area, carried out by the LGBCE. The LGBCE carried out a review of Test Valley Borough in 2017, and the changes arising from this will be implemented at the May 2019 elections. It also carried out a review of Hampshire County in 2016, which was implemented at the May 2017 County Elections.
First Consultation Period	The first consultation carried out as part of the CGR (which ran from 13 November 2017 to 29 January 2018). During this period, representations were invited to inform the preparation of Draft Recommendations.
Final Recommendations	Following consideration of the responses received after publication of the Draft Recommendations, the Council will then consider Final Recommendations for the governance arrangements at parish level at its meeting on 5 September 2018 (prior to making the Reorganisation Order).
Grouping	Grouping occurs where two or more parishes are grouped under a Common Parish Council. Each parish remains a separate entity, although they are all governed by a single Parish Council. Grouping is an alternative to abolishing parishes and making a single (larger) parish under a new Parish Council.
Local Government Boundary Commission for England (LGBCE)	The body charged with dealing with governance arrangements of a Borough or District council (size of council, and the number/size/boundary of wards/divisions within that council, and the number of Councillors within each ward/division).

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Polling District	The Borough is divided into polling districts, which are then used to administer electoral registration and elections. Each parish must be in a separate polling district, unless special circumstances apply (e.g. if a parish only has a small number of electors and it would not be practicable for the parish to have its own polling district. Proper division into polling districts is required to ensure that electors are able to vote in the correct parish/ward/division at elections.
Protected Electoral Arrangements	Electoral Arrangements (which include the parish council size, the name, number and boundaries of wards, and the number of councillors for each ward) which were put in place following an Electoral Review carried out by the LGBCE and implemented by an Order made within the five years before the start of a CGR:- <ul style="list-style-type: none"> • the total number of councillors to be elected to a council; • the number and boundaries of wards or divisions; • the number of councillors to be elected for each ward or division; and • the name of any ward or division
Related Alterations and Related Alterations Order	A CGR may make recommendations to the LGBCE for changes to Borough Ward or County Division boundaries, usually to make these boundaries coterminous with parish boundaries that are altered under the Final Recommendations. The LGBCE will consider such recommendations, and if it agrees, it will make an order (Related Alterations Order) to give effect to those recommendations.
Reorganisation Order	An order made by the Council, giving effect to those Final Recommendations which it decides to bring into force. The Order will take effect on 1 April 2019, and will implement any changes to parish governance arrangements which are agreed by the Council.
Second Consultation Period	A period from 4 May to 6 July 2018, seeking comments on the Draft Recommendations.
Style	Parishes are normally designated as e.g. “Westacre Parish”, and the name of the Parish Council follows this style. Alternative styles are available, including “Town”, “Village”, “Community” and “Neighbourhood”. A CGR leading to the creation of a new parish can include recommendations as to the style to be adopted, but cannot change the style of an existing parish/town.
Terms of Reference	A document issued by the Council at the start of the Review setting out what the Review will cover, timetable, etc.