

Proposed terms of reference for the Review

Background:

In February 2014, the Council received a petition bearing 383 signatures, requesting that the Council undertake a Community Governance Review with a view to establishing a Parish Council for the Frost Estate, with this to be called the "Frost Estate Neighbourhood Council".

The wording on each page of the petition was:

"We the undersigned, each being a local government elector for the area defined below, call upon Thurrock Council to conduct a Community Governance Review with the purpose of forming the Frost Estate Neighbourhood Council. We recommend that the council designates the neighbourhood of the Frost Estate, part of the ward(s) of Corringham & Fobbing and Stanford East & Corringham Town, and comprising Arundel Drive, Balmoral Avenue, Central Avenue, Carisbrooke Drive, Chamberlain Avenue, Giffords Cross Avenue, Lampits Hill Avenue, Montfort Avenue, Pembroke Avenue, Windsor Avenue and York Avenue, a parished area and that a parish council is established for this defined area (see map enclosed).

Statement of Expectations

It is expected that the formation of this parish council will bring benefits in that the residents of The Frost Estate will have greater influence and control over making the area a desirable place to live and making improvements whilst maintaining its original characteristics and ensuring that all households contribute equally to the cost. In particular it is intended to:

- Organise and oversee appropriate road refurbishment and on-going maintenance.*
- Promote a traffic & pedestrian safety awareness scheme and introduce speed limits and hazard signs.*
- Monitor HGV traffic with culpability for road damage incurred.*
- Ensure all households contribute an agreed small monthly amount towards the cost.*
- Represent the views of estate residents to Thurrock Council and other bodies."*

The area is shown on the attached plan.

In accordance with the Local Government and Public Involvement in Health Act 2007 the Council is now required to conduct a Community Governance review for this area. The scope of the review and timetable are detailed below.

The Council will undertake the review in line with Part 4 of the Local Government and Public Involvement in Health Act 2007. The review will comply with the

legislative requirements of the Act, have regard for the associated statutory guidance and will be conducted in accordance with these terms of reference.

Scope of the Review:

In response to the Petition, the review will consider whether the existing Governance arrangements in place for the Frost Estate:

- Reflect the identities and interests of the communities in that area; and
- Are effective and convenient to local people.

When carrying out the community governance review the Council must also take into account other existing or potential community governance arrangements (such as local residents' associations, neighbourhood forums or other forums) in determining what parish arrangements to recommend.

The review will also take account of the statement of expectations included in the petition, together with the legal advice that has been received in respect of this.

The review will be conducted in two stages, to ensure as many residents and other bodies as possible have an opportunity to contribute to the process.

Stage One:

As this review is in response to the specific request for the establishment of a parish council, the first stage of the review will consist of consultation with local government electors in the area identified by the petition. Residents will receive information from the Council setting out the implications for establishing a new parish area. The results of the consultation exercise and draft proposals will then be considered by the General Services Committee.

Stage Two:

At this stage of the review, the draft proposals will be consulted on, and residents and other bodies will have an opportunity to comment before any decision is made. During this stage, residents from outside of the area will also have the opportunity to comment generally through a general consultation exercise that will be available online via the Council's website.

Following the consultation exercise, the results of the consultation and recommendations will be considered by the Full Council before making a decision about the creation of a new parish council.

Proposed timetable for the Review

The proposed timetable for the Review is set out below:

Stage	Description	Date(s)
1.	Council Meeting	10 September 2014
	Consultation meeting with Petitioners	
	Consultation with Local Government Electors	
	Deadline for consultation	
	Result of consultation compiled	
2.	General Services Committee	December 2014
	Publication of draft proposals, in light of consultation with local government electors	
	Consultation meeting with Petitioners	
	Consultation exercise	
	End of consultation	
3.	Council Meeting to agree final proposals	25 March 2015
	If the proposal is to create a Parish the following stages will need to take place	
	Prepare Order for Creation of Parish Council	26-31 March 2015
	Creation of Parish Council	1 April 2015
	Election to Parish Council	7 May 2015