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APPENDIX 1

Draft recommendations of the Community Governance Review:

- (1) Agree that a new Parish Council be established for the unparished area of Barrow.
- (2) The new Parish be named Barrow.
- (3) The new Parish of Barrow should have a Parish Council and be called Barrow Town Council (noting the name and style of the new council is a matter for the new Parish Council to decide)
- (4) The ordinary year of election will be 2023 and then every 4 years after.
- (5) The new Parish of Barrow be comprised of the existing eleven wards of Barrow Borough Council covering the unparished area of the borough, namely: Walney North, Walney South, Barrow Island, Hindpool, Central, Ormsgill, Parkside, Risedale, Hawcoat, Newbarns and Roosecote
- (6) The electoral arrangements that should apply for the new Parish of Barrow will be that:
 - i. The Parish be divided into wards;
 - ii. The Wards for the Parish shall be those which apply for the Borough Council namely: Walney North, Walney South, Barrow Island, Hindpool, Central, Ormsgill, Parkside, Risedale, Hawcoat, Newbarns and Roosecote
 - iii. The number of Parish Councillors to be elected for each Ward shall be:

Walney North	2
Walney South	2
Barrow Island	1
Hindpool	2
Central	2
Ormsgill	2
Parkside	2
Risedale	2
Hawcoat	2
Newbarns	2
Roosecote	2

APPENDIX 2

BARROW BOROUGH COUNCIL COMMUNITY GOVERNANCE REVIEW TERMS OF REFERENCE

Introduction

Barrow Borough Council currently has 2 Parish and 1 Town Council and would like to consider whether to create any more, particularly for the town of Barrow. This is in the context of the decision of the Secretary of State to create two new unitary authorities within Cumbria. To create a new Town or Parish Council the Borough Council must undertake a Community Governance Review (CGR).

Barrow Borough Council has resolved to undertake a CGR for the unparished area of the Borough.

In undertaking the Review, the Council will be guided by Part 4 of the Local Government and Public Involvement in Health Act 2007 (“the 2007 Act”), the relevant parts of the Local Government Act 1972, Guidance on CGRs, issued in accordance with section 100(4) of the 2007 Act, by the Department for Communities and Local Government and the Local Government Boundary Commission for England in March 2010 and any other relevant statutory provisions.

Section 81 of the Local Government and Public Involvement in Health Act 2007 (“the 2007 Act”) requires the Council to publish its Terms of Reference in a review, clearly setting out the focus of the review. This document will fulfil this requirement.

What is a Community Governance Review?

A CGR can be a review of the whole, or part of the Borough 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, i.e. 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 CGR must:

- Reflect the identities and interests of the communities of that area; and
- Be effective and convenient.

Consequently, a CGR must take into account:

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

It is intended that the review will look at the unparished area of the Borough of Barrow-in-Furness as identified on the attached plan with a view to the whole of the Borough being parished.

In conducting a CGR, principal councils must consider other forms of community governance as alternatives or stages towards establishing parish councils.

Who will undertake the Community Governance Review

As a principal council, the Borough Council is responsible for undertaking any CGR in its electoral area. The Shadow/new Westmorland and Furness Council will approve final recommendations before a Community Governance Order is made.

Who to contact in respect of the Review?

Main contacts in respect of the CGR are Jon Huck, Democratic Services Manager who can be contacted on 01229 876312 or by email, jwhuck@barrowbc.gov.uk.

CONSULTATION

How the Council proposes to conduct consultations during the Review

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:

- Consulting local government electors for the area;
- 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 Cumbria County Council and the new Westmorland and Furness Shadow Authority;
- 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.barrowbc.gov.uk and at Barrow Town Hall, Duke Street, Barrow LA14 2LD.

We will also publicise the review on our website, through our internal communication channels and on our social media platforms to engage residents, community groups and stakeholders.

Review Timetable

A CGR must generally be completed within a 12 month period from the day on which it commences. The CGR begins when the Council publishes its Terms of Reference and concludes when it publishes the recommendations made in the review.

The provisional timetable is attached as Appendix 1.

ELECTORAL FORECASTS

The electorate and electorate forecasts for Barrow Borough CouncilThe Council has used the Register of Electors as at 1 October 2021 to provide existing parish and parish ward electorate figures (Appendix 2)

In considering the electoral arrangements of the parishes in the area, the Council must consider any likely future change in the number or distribution of electors within five years from the date the review commences.

Electorate forecasts have been prepared using all available information including current planning permissions and the Local Plan (Appendix 3).

PRESENT STRUCTURE OF PARISHES AND THEIR ELECTORAL ARRANGEMENTS

Present structure of parish governance in Barrow-in-Furness

There are currently two parishes and one town council within the Borough. The majority of the Borough is currently unparished. Appendix 2 to this document shows the existing parish structure including parishes, parish wards, current electorate, number of councillors, ratios of electors to councils and borough wards.

We will consult on plans to create a new Town Council for Barrow and any other new parish council which emerges from the consultation process. The consultation will not be looking to change any existing parish/town council boundaries.

PARISH AREAS

This part of a review covers the creation of new parishes, the alteration of parish boundaries and the abolition of existing parishes.

Legislation requires that the Council must ensure that community governance with the area:

- Reflects the identities and interests of the communities in the area;
- Is effective and convenient; and
- Takes into account any other arrangements for the purposes of community representation or community engagement in the area.

Parishes

The Council considers that parishes should reflect distinctive and recognisable communities of interest, with their own sense of identity, ensuring that electors are able to clearly identify with the parish in which they are resident, creating a common interest in parish affairs which will, in turn, encourage participation in parish elections.

The Government expects the creation rather than the abolition of parishes and this Council is intent on retaining the parishes within Barrow-in-Furness, and will look at the potential for creating new parishes.

Boundaries

It is considered by this Council that the current parish boundaries best reflect the areas between communities within the Borough.

The pattern of community representation and community engagement.

During the review, the Council will have regard to any local residents' associations, community forums or area committees, or such other community representation or engagement, that exist who make a distinct contribution to the community of that area.

Viability

The Council wishes to ensure that parishes are viable and that their precept enables them to actively and effectively promote the well-being of their residents and to contribute to the real provision of services in their areas in an economic and efficient manner. Parishes outside of the main urban areas may have limited capacity to facilitate service provision and effective local government but may have a strong sense of community even in large, sparsely populated areas and arrangements in those areas which are supported by the residents of the parish can provide convenient local government.

This review aims to ensure that the parishes within Barrow reflect community identity and interest and are viable as administrative units.

Names and Styles

The naming of parishes

With regards to the names of parishes, the Council will endeavour to reflect existing local and historic place-names and will consider any ward names proposed by local interested parties.

The Council will be mindful of section 76 of the Local Government Act 1972 with regard to the naming of parishes and subsequent notification along with sections 87 and 88 of the 2007 Act and relevant guidance.

Alternative styles

Alternative styles for parishes were introduced by the 2007 Act which could replace the “parish” style. However, only one of three styles can be adopted, i.e. community, neighbourhood or village. In addition, the style of “town” is still available to a parish but for as long as a parish has an alternative style it will not be able to also have the status of a town and vice versa.

If a new parish is to be created, the Council would make recommendations as to the geographical name of the new parish and whether or not it should have one of the alternative styles.

ELECTORAL ARRANGEMENTS

What are electoral arrangements?

Electoral arrangements are the way in which a council is constituted for the parish and they are an important part of the review. 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 and boundaries of any such wards;
- The number of councillors to be elected for any such ward; and
- The name of any such ward

Ordinary year of election

The ordinary year of election is every four years as stated in the Local Government Act 1972, i.e. 2015, 2019 etc. Parish elections have coincided with the Borough Council elections so the costs of the elections can be shared.

As a result of the establishment of the new Westmorland and Furness Council the elections to a Shadow Authority will take place in May 2022, with the next ordinary elections being 2027. Elections for Parish Councils are currently expected to take place in May 2023.

Regard will be had to the structural changes order and potential changes to dates for elections.

Parish Council or Parish Meeting?

The Council has a duty to create, or not, a parish council and must follow the guidance laid down in legislation as follows:

- Where the number of electors is 1,000 or more a parish council must be created;
- Where the number of electors is 151-999 a parish council may be created, with a parish meeting being the alternative form of governance; and

- Where the number of electors is 150 or fewer a parish council is not created.

What considerations cover the number of parish councillors?

The Government's advice is that, as an important demographic principle, each person's vote should be of equal weight so far as possible, having regard to other legitimate competing factors, when electing parish councillors. This Council agrees with the principle and will take this into account during the review also having regard to the current and historical factors, along with the fact that there should be not less than five councillors for each parish council. There is no maximum number and no rules relating to the allocation of councillors.

Legislation dictates that the Council must have regard to the following factors when considering the number of councillors to be elected for a parish:-

- The number of local government electors for the parish; and
- Any change in that number which is likely to occur in the period of five years beginning with the day when the review starts.

Parish Warding

The Council is required to consider the following points when deliberating whether a parish should be divided into wards for the purposes of elections:-

- Whether the number, or distribution, of the local government electors for the parish would make a single election of councillors impracticable or inconvenient; and
- Whether it is desirable that any area or areas, of the parish should be separately represented on the council.

The Government's guidance is that warding of parishes may not be justified for largely rural areas based predominantly on a single centrally-located village. Conversely, warding may be appropriate where a parish encompasses a number of villages and separate identities of where there has been urban overspill at the edge of a town into a parish.

The Council will be mindful of community identities in both rural and urban parishes, with the latter possibly more likely to benefit from warding where community identity focuses on an area such as a housing estate and will endeavour to ensure that any warding arrangements reflect local circumstances and are clearly and readily understood by the electorate.

It should be noted that ward elections should have merit, not only should they meet the two tests given above, but should also be in the interests of effective and convenient local government. They should not be wasteful of a parish's resources.

The number and boundaries of parish wards

In respect of the number and boundaries of any parish wards, the Council will take into account the criteria stated above, in particular the community identity and interests in an area, but also whether any particular ties or links might be broken by the drawing

of particular ward boundaries. Parish wards must be easily identifiable and remain so in the future.

Any recommendations which are intended to reflect community identities and links will be supported by relevant evidence.

The number of councillors to be elected for parish wards

The Council will take into account the following when considering the size and boundaries of any parish wards and the number of councillors to be elected for each ward:

- The number of local government electors for the parish; and
- Any change in the number, or distribution, of the local government electors which is likely to occur in the period of five years beginning with the day the review commences.

The guidance advises that, as an important democratic principle, each person's vote should be of equal weight so far as possible, having regard to other legitimated competing factors, when it comes to the election of councillors. Although there is no provision in legislation that each parish councillor should represent, as near as possible, the same number of electors, the Council considers that it is not in the interests of effective and convenient local government either for voters or councillors, to have significant differences in levels of representation between different parish wards.

Likewise, the Council wishes to avoid the risk that, where one or more wards of a parish are over-represented by councillors, the residents of those wards (and their councillors) could be perceived as having more influence than others on the council. Consequently, during the review, the Council will show the ratios of electors to councillors that would result from any proposals.

Naming of parish wards

With regards to the names of parish wards, the Council will endeavour to reflect existing local or historic place-names and will consider any ward names proposed by local interested parties.

REORGANISATION OF COMMUNITY GOVERNANCE ORDERS AND

COMMENCEMENT

Whilst the Borough Council is initiating the review the new shadow authority would be responsible for its implementation through adoption of a Reorganisation of Community Governance Order. Copies of the Order, maps detailing the effects of the Order and the documents setting out the reasons for all decisions made whether for change or not change, will be deposited and published in the same manner as at each stage of

the review, i.e. at, Barrow Town Hall, Duke Street, Barrow LA14 2LD and on its website at www.barrowbc.gov.uk.

In accordance with the Government's guidance, the Council will issue maps to illustrate each recommendation at a scale not less than 1:10,000 wherever possible.

The Order will take effect on a date determined by the new shadow or new unitary authority as appropriate and any changes to electoral arrangements for existing parishes will come into force at the next ordinary elections for the parish council.

A review is required to be concluded within twelve months of its commencement. The review commences when the Council publishes its Terms of Reference and concludes when the recommendations which are made in the review are published. There will have to be reasonable periods for the consultation with electors and stakeholders, for the consideration of any evidence which is presented in the representations and for the decision making.

Any order to establish a Town Council should take effect on 1 April, following the date upon which the order is made. The electoral arrangements for any new Town Council will come into force at the first elections following the making of the order. An order should be made sufficiently far in advance to allow preparations for the conduct of the elections. There may need to be interim arrangements for any Town Council which is created and this may involve the Councillors who sit on the Borough Council for the Barrow wards.

Parish Council elections for Askam and Lindal and Town Council Elections for Dalton with Newton normally take place every four years at the same time as the elections for the Borough Council. The next elections for the Council would have been in 2023. The earliest time upon which a Town Council in Barrow could be established would be 1 April 2023

CONSEQUENTIAL MATTERS

General principles

The Council notes that a Reorganisation 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 new parishes;
- Provision with respect to 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.

In these matters, the Council will be guided by regulations that have been issued following the 2007 Act including those regarding the transfer of property, rights and liabilities which require that any apportionments shall use the population of the area

as estimated by the proper officer of the Council as an appropriate proportion. The Council also notes Regulation 3 of the Local Government Finance (New Parishes) Regulations 2008 regarding the establishment of a precept for a new parish and their requirements.

The Council may recommend that the Local Government Boundary Commission for England makes alterations to ward boundaries to reflect any changes made at a parish level. The Council notes that it will be for the Local Government Boundary Commission for England to decide if related alterations should be made as there will be a review of boundaries in connection with the creation of the new Unitary Council.

DATE OF PUBLICATION OF THESE TERMS OF REFERENCE

These Terms of Reference will be published on * January 2022

Terms of Reference Appendices

Appendix 2A

Timetable for completion of the Community Governance Review

Date 2022/23	Actions	Issues and Options
19 July 2022	CGR Working Group submit a report with draft recommendations to Council	
25 July to 26 August	Stage 2 Public Consultation July to end August 2022	Submissions to Barrow BC received
Early September	Consideration of submissions	Submissions from Stage 2 Consultation considered.
20 September (date tbc)	Extraordinary Council meeting	Barrow Borough Council approves final recommendations of the Community Governance Review including draft of the Re-organisation Order
17 October 2022	Meeting of the Shadow Westmorland and Furness Council.	If the recommendations are from Barrow BC, accepted, the Shadow W&FC will publish the Re-organisation Order which brings the CGR to a close. The CGWG consider the practical arrangements in preparation for the creation of a new parish council on 1 April 2023.

Appendix 2B

Parish and Parish ward electorate figures

<u>Parish</u>	<u>Seats</u>	<u>Electors</u>	<u>Per Seat</u>
DALTON WITH NEWTON TOWN COUNCIL - DOWDALES WARD	3	1515	505
DALTON WITH NEWTON TOWN COUNCIL - BECKSIDE WARD	3	2014	671
DALTON WITH NEWTON TOWN COUNCIL - ANTY CROSS AND NEWTON WARD	4	2647	661
ASKAM AND IRELETH PARISH COUNCIL	8	2784	348
LINDAL AND MARTON PARISH COUNCIL	5	568	113

Unparished Area of Barrow

Ward	Seats	Electors	Per Seat
WALNEY NORTH	3	4260	1420
WALNEY SOUTH	3	4041	1347
BARROW ISLAND	1	1664	1664
HINDPOOL	3	4228	1409
CENTRAL	2	2755	1377
ORMSGILL	3	4233	1411
PARKSIDE	3	4155	1385
RISEDALE	3	4467	1489
HAWCOAT	3	4144	1381
NEWBARNS	3	4629	1543
ROOSECOTE	3	3902	1300

Subnational population projections for Barrow-in-Furness

Area	Age Group	2021	2022	2023	2024	2025	2026
Barrow-in-Furness	All Ages	66,504	66,290	66,076	65,848	65,617	65,392

Appendix 3

Map of Unparished Area of Barrow

It is proposed that the new town council will cover the whole of the parish area but does not divide any ward boundaries of the new unitary authority, Westmorland and Furness Council



APPENDIX 4

Report on the Public Consultation Process

1. Introduction

- 1.1 A Community Governance Review requires that the principal authority holds a public consultation with residents and all stakeholders in the borough. Stakeholders are defined as neighbouring authorities, community groups, any existing democratic groups such as residents/tenants associations or other forums, businesses, neighbouring local authorities and third sector organisations.

Consultation Timings

- 1.2 The public consultation ran for an 8-week period from **21st February to 14th April 2022**.

Objectives

- 1.3 To gather robust evidence from residents, stakeholders, other local authorities regarding their views on the proposal to create a new tier of local government in the unparished area of Barrow.

Engagement Process

- 1.4 The engagement process was designed to:
- Establish the profile of respondents in terms of age, gender and location
 - Introduce the concept and implications of a town council
 - Establish views on paying more through council tax for a town council
 - See whether Barrow residents/stakeholders believe a town council would bring any benefits to the town and elaborate on what they may be.
 - Assess general attitudes to creating a town council including whether it will bring about more effective and convenient local government for the town and whether it reflects the identities and interests of the communities in the area, as required by the 2007 Local Government and Public Involvement in Health Act.

2. Public Consultation Methodology

- 2.1 The Community Governance Working Group met in January and February 2022 to discuss how to take forward the Community Governance Review,

starting with considering the timetable for the review and developing ideas for an effective public consultation process.

- 2.2 Members were introduced to the Guidance on Community Governance Review, published by the then Department for Communities and Local Government, which sets out the recommended approach to holding Community Governance Reviews.
- 2.3 Barrow Borough Council engagement/policy officers worked with an external consultant in developing an outline consultation process for members to consider.
- 2.4 Members agreed that the proposed consultation would include the following actions:
 - a) To write to any local authorities who may have an interest in the review to inform them of the council's decision.
 - b) To write to every resident in the unparished area of Barrow to explain what a town council is, what its powers are and what it may cost. Also, to show a map of the currently unparished area to show residents where the proposed new council will cover.
 - c) Design a short survey to find out the views of the community – both in hard copy and online via Survey Monkey.
 - d) Design a methodology to ensure that the consultation is as inclusive as possible in line with Barrow Borough Council's equalities policy.
 - e) Develop a media, and social media, strategy to help publicise the review
 - f) Develop an engagement events programme to contact as many community groups and stakeholders in the town as possible, including events for councillors to engage directly with the community.
 - g) Create a dedicated email address and mailbox for people to write to the Borough Council online to share their views.
 - h) Create limited publicity materials such as a pop-up banner to publicise the consultation.
 - i) Create a webpage for the Community Governance Review on the Barrow Borough Council website. Members of the public, and any stakeholders, could find a range of information on about the Community Governance Review including:
 - Information on the powers of a town council
 - Information local council finances
 - Link to an electronic survey
 - List of consultation events

- Terms of Reference of the Community Governance Review
- Copy of the letter to all residents
- Map of the unparished area
- Frequently Asked Questions

3 Equalities Impact Assessment

3.1 In keeping with Barrow Borough Council's policies, the public consultation was designed to be inclusive.

The following measures were put in place:

- Everyone would have an equal opportunity to take part irrespective if they are online or not. Every household received a hard copy of the letter explaining the background to the review. And every ward had at least one location, widely publicised, where hard copies of the survey were available and a ballot box left for the completed reviews.
- All materials were available in a range of languages and in different sizes for those who may be partially sighted.
- A range of engagement activities were organised to suit those online and those who prefer face to face engagement.
- Newspapers and social media were used to reach as many people as possible.
- Face to face events were organised to reach different groups such as working parents with young families, people with disabilities, excluded teenagers, school pupils, elderly, third sector groups. The value of face to face engagement was recognised as being helpful in assisting people understand the issues being considered in the Community Governance Review – and occasionally help people fill in the surveys if they were blind or partially sighted.

3 Consultation Activities

3.1 Stakeholders Contacted by letter/email

All local authorities with an interest in the Community Governance Review were informed in writing of Barrow Borough Council's intention to consult with residents regarding their support for creating a town council in the unparished area of the borough – or some other form of lower tier authority.

Councils written to were:

Cumbria County Council, South Lakeland District Council, Eden District Council, the Shadow Westmorland and Furness Council, Dalton with Newton Town Council, Askam and Ireleth Parish Council, Lindal and Marton Parish Council and Simon Fell, MP

3.2 **Other Consultees/Stakeholder in Barrow**

The following organisations also received a formal written notification of the intention of Barrow Borough Council to consult on attitudes towards creating a town council. Consultees were encouraged to respond to the online consultation and to encourage their staff/colleagues/communities to also respond to the consultation.

- Barrow Chamber of Commerce
- Business Improvement District
- Barrow Civic Society
- Housing Association/Tenants' Fora
- NHS Partnership Trust
- Future Board Team U25
- BAE Systems
- Cumbria Police, Barrow
- Furness Multicultural Forum
- Women's Community Matters
- Drop Zone
- Age UK
- Cumbria CVS

3.3 **Engagement Sessions with Councillors and other Stakeholders**

As part of the review, officers met (both in person and via Zoom) with a range of stakeholders. The objectives were to explain about the implications of creating a town council, to answer questions about the review and to encourage them and their organisations to respond to the consultation.

The following 7 briefing/engagement sessions were held:

- Online briefing for Barrow Borough Council members before the start of the consultation

- Online briefing for community partners including BAE Systems, South Cumbria Superintendent of Barrow Police, Love Barrow Families, Women's Community Matters and The Well
- Online briefing for members of Cumbria County Council's Barrow Local Committee
- In person presentation to students from Barrow 6th Form campus of Furness College
- In person engagement with a group at Women's Community Matters
- In person presentation to students at the Drop Zone
- In person presentation to members of Grange and Cartmel Crescent Tenants Forum

3.4 Engagement with the Public

To highlight the start of the Community Governance Review and to announce the start of the 8 week public consultation period, two events were held:

- a. Public launch online with councillors with guest, Jackie Weaver. Jackie Weaver, Chief Officer of the Cheshire Association of Local Councils joined the on-line launch event to help promote the public consultation. Jackie drew on her many years of experience of working with town and parish councils, as well as her first-hand knowledge of local government reorganisation, to set out why she believes that first tier authorities have a role to play in building thriving communities.
- b. Face to face public launch of the consultation at the Forum. The face-to-face launch of the consultation, was poorly attended and it informed the commitment to go to where the people are and not expect them to come to the officers.

3.5 Activities

A series of public drop-in events were arranged where the team had a stand with a highly visible pop-up banner. They were planned to cover every ward in the unparished area of the borough – and local councillors were invited/encouraged to come along if they were available. We were pleased to see that many councillors did and spoke to many local residents about what the possible creation of a town council could mean for the unparished area of Barrow.

The officers also answered questions about what a town council can do (its powers) and encouraged people to respond to the public consultation by

handing out hard copies of the survey or by highlighting the online survey. They also answered questions about the timing of the review, the wider reorganisation of Cumbria and the creation of the Westmorland and Furness Council. Maps of both the unparished area of Barrow and of the two new unitary authorities were very helpful in explaining the issue. Officers also engaged members with the complete list of parish and town councils across Eden and South Lakeland District Council areas.

At every event, hard copies of the surveys were handed out and information on where to respond online too.

3.51 Drop-in events were held at the range of locations below:

- Ormsgill Community Centre
- Rampside Village Hall
- Hawcoat Community Centre
- The Round House, Walney
- Bram Longstaffe, Farm Street
- Barrow Park Leisure Centre
- St Mary's Centre, Walney
- Roose Library
- Barrow Market Hall
- The Forum
- Greengate Children's Centre
- Beacon Hill Methodist Church
- North Scale Community Centre
- the Dock Museum
- The Forum Idealities Expo – the #Brilliant Barrow Town Centre Hub taster event
- The Forum Barrow Funding Fair (organised by Barrow CVS) at the Forum

3.52 In total, 29 on-line and face to face engagement events took place in locations all around the unparished area of the borough.

3.6 Media Strategy

3.61 Members agreed that using a range of methods of engaging with residents was essential. This was achieved by the following:

- Creating Community Governance Review webpages on the Barrow Borough Council website, with a direct link from a banner headline on the home page.
- Using social media, the local press and media. Weekly social media posts promoted the time and location of each engagement activity on Barrow Borough Council's social media channels. Press releases were written to announce the publication of the Terms of Reference of the review, to promote the online launch with Jackie Weave and to encourage people to complete the survey before the consultation closed.
- Setting up an interview with Jackie Weaver with Mike Zeller at BBC Radio Cumbria to publicise the start of the public consultation

3.62 Distribution of the Surveys

In line with the agreed approach, both a digital survey and hard copies of the survey were created. The digital version was using Survey Monkey on the Barrow Borough Council Community Governance Review webpages, whereas hard copies were distributed across the unparished area of the borough at the locations listed below. Regular trips were made to every location to top up hard copies of the surveys and to collect in completed ones. In total 350 paper copies of the survey were completed.

3.63 Location of 16 printed survey collection and drop off points in Barrow and Walney. Paper copies of the survey were left in the following locations plus a secure box in which to put them once completed. The copies were topped up and the completed surveys regularly collected throughout the consultation.

- The Round House, Walney
- North Scale Community Centre, Walney
- Bram Longstaffe, Barrow Island
- The Forum, Barrow
- Barrow Market, Barrow
- Greengate Children's Centre, Barrow
- Barrow Library, Barrow
- Ormsgill Community Centre, Barrow
- Barrow Park Leisure Centre, Barrow
- Salthouse Post Office, Barrow
- Lesh Lane Post Office, Barrow
- Hawcoat Community Centre, Barrow
- Hawcoat Park Sports Club, Barrow
- Roose Library, Barrow
- Yarlside Stores, Barrow
- Rampside Village Hall, Barrow

3.64 **Submissions and Representations**

A community governance review email address was set up to ensure that the public could email Barrow Borough Council at a specific address for the Community Governance Review. Over the course of the 8 week public consultation, a number of submissions were received via email or post.

3.65 Everyone who has written to the Borough Council has received a response to their emails and letters if an address was given. A transcript of the comments from these submissions is included at **Appendix 4**

3.66 **Surveys Received**

Total number of hard copies of the survey received:	350
Total number of electronic copies of the survey received:	512
Total	862

3.67 **Survey Results**

Question 1

Do you think that having a town council for Barrow would do any of the following?

- 69% agreed that a town council would benefit the community by providing a local voice, for example on planning applications
- 55% agreed a town council would get more people involved in running Barrow.
- 59% agreed that a town council would support more effective delivery of services
- 52% agreed that a town council would support more convenient delivery of services
- 51% agreed that a town council would increase civic pride.

Question 2

Would you be in favour of creating a town council for the whole of the unparished area of Barrow?

79% were in favour of creating a town council for the whole of the unparished area of Barrow.

19% were not in favour of creating a town council for the whole of the unparished area of Barrow.

Question 3

If you answered no to the question above, would you be in favour of creating alternative arrangements for your neighbourhood or community in Barrow (for example a smaller parish council, separate to the town council)?

13% were in favour of creating alternative arrangements ie a smaller parish council for their neighbourhood

24% were not in favour of creating smaller parish councils

Question 4

Do you think a smaller parish council, covering your neighbourhood or community, would bring benefits?

42% thought a smaller parish council would bring benefits

47% thought a smaller parish council would not bring benefits

Question 5

Would you be willing to pay more through your council tax for a town or parish council?

53% were in favour of paying more through their council tax for a town or parish council

43% were not in favour of paying more through their council tax for a town or parish council

3.68 Draft Recommendation

Having considered the findings of the public consultation, the working group draft recommendation to Council is to create a single parish council covering the whole of the unparished area

APPENDIX 5

Summary of Transcripts of Survey Comments

A selection of comments, grouped thematically, collected through the survey questions

Questions 1 and 4 on the survey asked respondents to give reasons for their answers. Below is a transcript of the comments received from both the hard copies and the digital copies of the survey.

A synopsis of comments from both questions are grouped thematically below followed by the full transcript of consultation responses.

Benefits of one larger Local Council - synopsis

More effective at creating local pride in the community and at addressing local need

- Ownership and responsibility for Barrow - shops, community. I was brought up in Barrow in the 1950s - when we lost Lancashire to Cumbria - we can't lose again. Barrow is superb, I came back here from Devon in 2021. No regrets - I would just like to do my bit to help Barrow in the future. Furness is unique we need to preserve this identity.
- Deal with local issues for our town/area/parish. INSTIL SOME PRIDE IN THE AREA AGAIN!
- Askam, Ulverston, Dalton have town or parish councils and they're much brighter and cleaner than Barrow in Furness. Litter pickers and beautiful hanging baskets etc better and cleaner shopping areas - which these councils deal with.
- It is vital that a local council over sees the problems in our area. Eg grass verges, pot holes, shopping facilities to stop people shopping elsewhere.
- Bring back pride. Hopefully tidying up the streets, taking care of residents and doing a better job of improving the disgusting town centre.
- Things that are delivered by delivered by a local council are not perfect but done well for example the park and the gardens always look cheerful and well kept. I don't think there'd be as much civic pride if organised from a distance. Eg town centre managed by Cumbria County Council and always weeds.
- It would help local communities work together, share resources in a democratic society and the people's voice should be heard
- The new reorganisation will create a huge mixture of needs. The different areas are very different. A Specific town council for Barrow will help focus on the needs for Barrow which are vastly different to those elsewhere

The Importance of Very Local Governance Arrangements

- They would also bring a voice for Barrow and a local representation
- A Town council must listen to all areas of the town and make strong, fair decisions. Barrow MUST NOT be sidelined in the new set-up. And we must not be seen as a poor relation and the last one to receive any benefit.
- As long as the town council fairly and equally represents all the areas of Barrow, then a town council should and must succeed in ensuring that Barrow is not a forgotten area at the end of the longest cul-de-sac in Britain. This area has a lot to give and is home to the vital BAE Systems. We must still have a voice, stronger than before.
- It would be useful for the neighbourhood to have a contact to whom you can report local problems who could then represent the community at meetings
- A more direct level of governance by people with a knowledge of and passion for the local area. A more personal service.
- I would like to think that a town council would be a good spokesperson for Barrow and its community, making sure that Barrow isn't too forgotten in any major decisions taken.
- Barrow needs a voice!
- Without a town council Barrow would have no voice at all in what happens in our area. Local charities would be disadvantaged and I feel we would be at the end of the list for the budgets on such things as roads, care for the elderly etc
- Keep things local
- If there has to be a split - which has obviously been decided, then Barrow must have a very strong voice. But there must be strong representation from all areas in Barrow. Therefore - a strong town council is a definite necessity
- It is absolutely vital that Barrow's voice is heard - strong and loud - in this new local government reorganisation, and we need a strong town council to do this - as long as it represents the voices of all the areas of Barrow . Hopefully it is a good opportunity for Barrow to really shine!
- A Town Council could concentrate on Barrow alone. The Westmorland and Furness Council represents a huge mostly rural area. Barrow is a 'proper' town and mostly not rural. It has different needs and problems to most of the rest of the area covered by the new council.
- People living and experiencing the issues in the town should be the people who make the decisions to correct and improve the issues
- Provide a voice for Barrow outside the area - both regionally and nationally
- We have a unique heritage with a history of innovation and autonomy. It's apparent that our voice will be removed with the Unitary Authority and this is why we need a town council

- A local council wouldn't leave locals feeling far away from a bigger council. More likely to be aware of local issues. ACCESSIBILITY
- A more responsive voice for local concerns. Bringing democracy nearer to the people

Smaller councils – some responses were in favour of smaller parish councils

- Whilst answering yes to a town council, which I believe would benefit Barrow as a whole, I think a smaller parish council would benefit Rampside more as it has different problems ie bus service to the rest of the borough
- (in favour of smll parish council) although part of Barrow, where I live we are 3 - 4 miles outside of the town and is an area that seems to be forgotten. We have no unified voice at all, not even a village committee. A small parish council could give us that voice.
- The unparished area is larger than all the existing parishes
- Roose community has different needs to a town centre
- To retain councillors in the various areas of Barrow ie Risedale, Roosecote, Newbarns etc. So that they can raise issues in their local area to the town council and be available to people in the community that they serve in person, via a telephone contact, (not online as people with sight loss are not able to use a computer unless another person does it for them)
- I'm concerned about Barrow Island as I live there and it is so small it seems to be forgotten
- I live on Barrow Island, a very local community where everyone looks after each other. I think we would do a fantastic job of making Barrow Island thrive but we often get forgotten about or we are underestimated. (age 25 - 34)

Some were not in favour of a new town council and saw few benefits

- I have not ticked any of the boxes because I do not agree with a parish tax. We already pay our council tax and we pay extra tax to have our garden waste taken away (a stealth tax). This is just another stealth tax, the cost of living is a 20 year high. Why do we have to pay yet more tax for services that are entitled to through our normal council tax? In my view this parish tax is not welcome, whichever way you try to dress it up.
- Would the Town Council have sufficient control and influence to get things done and provide an efficient interface between residents and Westmorland and Furness Council?

Further Details

The complete transcripts of comments received from the respondents to the survey are available as background documents at xxxx

The complete transcripts of emails received as part of the consultation are available as background documents at xxxx

APPENDIX 6

Proposed Electoral Arrangements

1 Electoral Arrangements for the Proposed New Parish Council

- 1.1 Under the Terms of Reference of the Community Governance Review, the following matters must be taken into account:
- Name and style of the new council including alternative styles eg community council
 - Electoral arrangements, including the ordinary year in which elections are held, number of wards and boundaries, number of electors per ward
 - The number of parish councillors for the new council
- 1.2 When considering electoral arrangements, it is required by legislation that any new arrangements must:
- Reflect the identities and interests of the communities of that area; and
 - Be effective and convenient
- 1.3 Consequently, the following must be taken into account:
- The impact of community governance arrangements on community cohesion
 - The size, population and boundaries of of a local community or parish and ensure that any new parishes are viable as administrative units.

2 The Naming of Parishes

- 2.1 The 2007 Local Government and Public Involvement in Health Act allowed for 'alternative styles' for parish councils.
- 2.2 Consideration must be given to whether any of the 'alternative styles' ie community, neighbourhood or village would be preferable for any new parish to be created. However, if one of these new styles is recommended then the new local authority cannot take the style of 'town'.
- 2.3 If a new parish is to be created, the geographical name, and whether or not it should adopt one of the alternative styles, can be considered by the group but ultimately it is a decision for the new local council to decide.

3 Electoral Arrangements

- 3.1 Electoral arrangements are the way in which a council is constituted for the parish and they comprise:
- a) The ordinary year in which elections are held
 - b) The division (or not) of the parish into wards for the purposes of electing the councillors
 - c) The names of any such ward
 - d) The number and boundaries of any such wards
 - e) The number of councillors to be elected to the council
 - f) The number of councillors to be elected for any such ward
- 3.2 Ordinary Year of election is every four years as stated in the Local Government Act 1972. Parish elections have coincided with the Borough Council elections so the costs of the election can be shared.
- 3.3 As a result of the establishment of the new Westmorland and Furness Council, the elections to the Shadow Authority took place in 2022, with the next ordinary elections being held in 2027. Elections for parish councils will take place in 2023.

Draft Recommendation that:

The ordinary year of election is 2023 and then every four years.

4 The Electorate and Electorate Forecasts for Barrow Borough Council

- 4.1 The Council has used the Register of Electors as at 1 October 2021 to provide existing parish and parish ward electorate figures
- 4.2 In considering the electoral arrangements of the parishes in the area, the Council must consider any likely future change in the number or distribution of electors within five years from the date the review commences.
- 4.3 Electorate forecasts have been prepared using all available information including current planning permissions and the Local Plan

5 Parish Warding

- 5.1 The unparished area of Barrow is already warded for Borough Council elections. It is warded in a manner which takes into account the different identities of communities. The review must also take into account that any warding arrangements must be in the interests of effective and convenient local government and not be wasteful of the parish's resources.
- 5.2 However, as of 2022, the wards in the Borough have been reorganised to create fewer, larger wards for the new Westmorland and Furness Council.

5.3 The new Westmorland and Furness Council Wards covering the unparished area are:

- Walney Island Ward
- Ormsgill and Parkside Ward
- Old Barrow and Hindpool Ward
- Risedale and Roosecote
- Hawcoat and Newbarns

5.4 Current Barrow Borough Council Wards:

- Walney North
- Walney South
- Barrow Island
- Hindpool
- Central
- Ormsgill
- Parkside
- Risedale
- Hawcoat
- Newbarns
- Roosecote

5.5 The CGR also requires that future population projections are also taken into consideration when looking at possible warding arrangements for areas. The table below show a small but steady population decline across the coming 5 years.

5.6 Population Projections for Barrow-in-Furness

Area	Age Group	2022	2023	2024	2025	2026
Barrow-in-Furness	All	66,290	66,076	65,848	65,617	65,392

5.7 Given the challenging timescales of the CGR, consideration has to be given to recommending options based around existing warding arrangements. Either the larger number of wards of the current Barrow Borough Council or the smaller number of larger wards of the Westmorland and Furness Council.

5.8 With both of these options, as the new parish council ward boundaries would be coterminous with existing ward boundaries, there would be no requirement to seek permission from the Local Government Boundary Commission for

England (LGBCE) to review the arrangements. However, at a future point, the LGBCE can be invited to carry out a review of warding arrangements in the new parish council if that is considered necessary. The new local council can also undertake a review of warding arrangements themselves as long as no principal authority boundaries are affected.

- 5.9 Below are examples of warding arrangements in similar size town councils to the one proposed for the unparished area of Barrow.

Name	Councillors	Electorate 2022	Number of Wards	Electors per seat
Kendal TC	28	22,901	10	818
Aylesbury TC	25	45,382	13	1815
Northampton TC	25	92,917	21	3717
Folkstone TC	18	34,810	7	1934
Keighley TC	30	40,338	15	1344
Macclesfield TC	12	40,846	7	3404
Bracknell TC	27	42,361	7	1569
Kidderminster TC	18	42,853	6	2380
Averages	22		11	2201

- 5.10 When considering the number of seats per ward, it should be noted that there is a trend towards smaller numbers of councillors on town councils. Keighley Town Council is currently undergoing a CGR to reduce the number of seats on its town council. Penrith Town Council, with an electorate of approximately 12,000, and 19 seats found that, on creation of the town council they had several uncontested seats and a couple that they failed to fill. It is their wish to move to 15 seats. The most recently created council on the list above is Northampton Town and it has the largest per seat ratio of all the examples. Therefore, the ratio of electors per seat should be considered carefully alongside other factors such as how many committees the town council may wish to have (so there are enough members to share the workload out). Ensuring that democracy is served by having every seat contested is another issue to consider.

5.11 Draft Recommendation:

That, should a new parish council for Barrow be created, that its ward boundaries be based on the old borough council ward boundaries

6 Number of Parish Councillors to be elected to the new council

6.1 There is no maximum number of parish councillors that can be elected, but there should be no less than 5.

6.2 Legislation requires that the Council must have regard to the following factors when considering the number of councillors for a parish:

- The number of local government electors for the parish
- Any change in the number which is likely to occur in the next five years.

6.3 Government also advises that, wherever possible, each person's vote should be of equal weight when electing parish councillors. Equally, it is important that no ward is over-represented by councillors which could lead to allegations of undue influence. Careful consideration of ratios of electors to councillors is needed, reflecting parity across wards as far as is practicable.

6.4 Councillor and elector ratios

The table below shows two possible sets for the number of councillors per ward and the ratio of seats to electors (with three councillors being in brackets):

Ward	Seats	Electors	Per Seat
Walney North	2 (3)	4260	2130 (1420)
Walney South	2 (3)	4041	2020 (1347)
Barrow Island	1	1664	1664
Hindpool	2 (3)	4228	2114 (1409)
Central	2	2755	1377
Ormsgill	2 (3)	4233	2116 (1411)
Parkside	2 (3)	4155	2077 (1385)
Risedale	2 (3)	4467	2233 (1489)
Hawcoat	2 (3)	4144	2072 (1381)
Newbarns	2 (3)	4629	2314 (1543)
Roosecote	2	3902	1951
Total	21 (29)	42,478	

6.5 With 21 Councillors, the ratio of electors per councillor goes from 1377 – 2314.

However, excluding the outliers of Central and Barrow Island, the range would be 1951 – 2314.

6.6 If the following wards serving over 4,000 electors all had 3 seats (29 in total):

Walney N, Walney S, Hindpool, Ormsgill, Parkside, Risedale, Hawcoat, and Newbarns

The range would go from 1377 – 1951 elector per councillor.

6.7 **Options:**

With 29 Councillors, the average number of electors per councillor is 1465

With 21 Councillors, the average number of electors per councillor is 2022

6.8 **Draft Recommendation:**

That the number of Councillors for any new parish council for Barrow be 21, with an average number of electors per councillor of 2,022.

APPENDIX 7

Risk Matrix

Risk Ref	Date	Risk	Consequences	Mitigation	Action Plan
1	July 2022	That a parish council is not created for the unparished area of Barrow borough.	As the only remaining unparished area in the new unitary authority, the community in the unparished area of Barrow will not have a local voice through a town or parish council as is available to other communities in the wider new council area	That a realistic timetable is set to ensure the new authority can be created within the required timeframe.	Follow agreed mitigation
2	July 2022	That recommendations may not be adopted by the new Westmorland and Furness Council.	Recommendations not implemented, leading to no new parish council.	Ensure full engagement and consultation around the process.	Follow agreed mitigation
3	July 2022	That no parish council be created in time for elections in 2023.	That the unparished area is unable to maintain civic, ceremonial and other functions that are connected with Borough status.	In the event of no parish council being created, that Charter Trustees are established as an interim measure until such time that a parish council is created. Charter Trustees can ensure that civic, ceremonial and other functions are continued.	Follow agreed mitigation

End