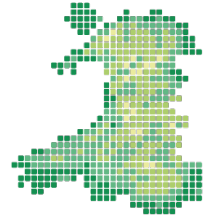


Easy Read



Comisiwn Ffinau a  
Democratiaeth Leol  
Cymru

Local Democracy and  
Boundary Commission  
For Wales

# Community Reviews

## Guidance for councils



This document was written by the **Local Democracy and Boundary Commission for Wales**. It is an easy read version of 'Guidance for principal councils on the Review of Communities'.

July 2022

# How to use this document



This is an easy read document.  
But you may still need support to read it.  
Ask someone you know to help you.



Words in **bold blue writing** may be hard to understand. You can check what all the words in blue mean on **page 18**.



Where the document says **we**, this means **Local Democracy and Boundary Commission for Wales**. For more information contact:

**Website:** <https://ldbc.gov.wales/>

**E-mail:** [enquiries@boundaries.wales](mailto:enquiries@boundaries.wales)



This document was made into easy read by **Easy Read Wales** using **Photosymbols**. To tell us what you think about this easy read version, [click here](#).

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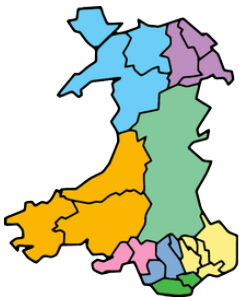
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# Introduction



We are the **Local Democracy and Boundary Commission for Wales**.



Our job is to check and make changes to how Wales is split into its different areas.

This includes communities.



A community can mean your street, your village or a larger area.

It can mean different things for different people.



But it also has a special meaning in law.

In law, a community is an area inside a **principal council** area.



A **principal council** is a county council, a city council or a county borough council.

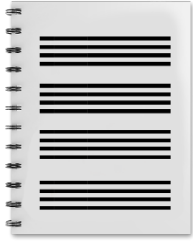


In this document, when we say **local authority** or **local council** we mean **Principal Council**.



When we talk about communities in this document, we are talking about this legal meaning.

# What this document is about



In this document we tell you about **Community Reviews**.



A **Community Review** is when a **principal council** changes the **boundary** or the electoral arrangements of a community.



A **boundary** is the edge around an area.

If a **boundary** changes, the size and shape of an area changes.



A **local authority** or **local council** is made up of lots of communities.



The law says that **local council** must check the communities in its area.



It must think if the community areas need changing.

**Local council** might decide to change community areas because:



- the number of people living in the area is changing



- there are new roads, houses or other buildings.



The only way a **local council** can change a community area is with a **Community Review**.

A **Community Review** is a good way for a **local council** to:



- make sure places keep their local identities



- help make it easier for councils to run.



Sometimes groups of communities might want to join together.



This might save money.



Or people might get better council services.

# Types of Community Reviews

There are two types of **Community Review**.



1. When the **local council** reviews its community boundaries.



2. When the **local council** reviews the electoral arrangements for the community. This is called a **constituency**.



A **constituency** is an area where people who vote in an election live.

# Who decides when to have a Community Review

There are 3 ways a **Community Review** can happen.



1. If the community asks for a **Community Review**.



2. If the **local council** wants a **Community Review**.



3. If Welsh Ministers want a **Community Review**.



The law says that every 10 years **local council** must send us a report to tell us how they organise their communities.



The report should say what the **local council** has done.

The report should tell us if there should be a **Community Review** or not.



The report must tell us the reasons for the decision.



The next sections explain what happens if the **local council** decides that there should be a **Community Review**.

# What happens in a Community Review



There are 3 things the **local council** needs to do as part of the **Community Review**.



1. Write down how and when it will do it. This is called the **Terms of Reference**. Or **ToR** for short.



2. Tell people what community **boundaries** there already are.



3. Tell people what needs to be done.



This information is written in a report and is shared with the public.



When a **local council** does a **Community Review** it must also make sure it follows laws that look after:



- people in the future



- Welsh speakers



- disabled people.

# Finding out what people think about the planned changes



The **local council** must find out what people think about the planned changes. This is called a **consultation**.



The **local council** must share the **Community Review** report with people in the area.



This **consultation** takes between 6 and 12 weeks.

This gives people enough time to read the information and say what they think.



During this **initial consultation**, the local council should think if each community area **boundary** is still useful.



For example, people might think a community **boundary** should change because of new housing.

## Difficult areas



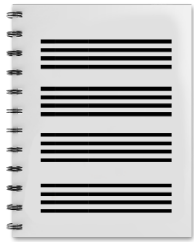
Sometimes people might not agree about the new **boundaries** of a community.

We can advise people at the **local council** about this.

# Draft Proposals



After the **Initial Consultation**, the **local council** writes down people's views and ideas in a report.



When the report has been approved, the **local council** must publish a **Draft Proposals report**.



It is important that the **local council** shares the **Draft Proposals** report with as many people as possible. To find out what they think.



Usually, the **Draft Proposals consultation** takes between 6 and 12 weeks.

This gives people enough time to say what they think in this second consultation.



At the end of the **consultation**, the **local council** collects people's comments.

# Final Proposals Report



The final report of the **Community Review** is called the **Final Proposals report**.



This report must include any changes from the **Draft Proposals consultation** that the **local council** thinks are good.



Or it must say if it thinks there should not be any changes to the community **boundaries** or electoral arrangements.



The **local council** must

- send us the report
- publish the report
- share it with people in its communities.



If the review is for community **boundaries**, the Commission will make the legal Order.

If the review is for electoral arrangements, the **local council** will make the legal Order.

# Hard words

## Boundary

A boundary is the edge around an area. If a boundary changes, the size and shape of an area changes.

## Community Review

A Community Review is when a principal council changes the boundary of a community.

## Constituency

A constituency is an area where people who vote in an election live.

## Principal council

A principal council is a county council, a city council or a county borough council.