

Cotswold District Council Community Governance Review 2025

Terms of Reference

Introduction

Cotswold District Council is carrying out a Community Governance Review (CGR) in accordance with Part 4, Chapter 3 of the Local Government and Public Involvement in Health Act 2007 (LGPIHA 2007) to consider parish boundaries, parish ward boundaries and councillor representation throughout the local authority area.

Cotswold District Council is required to have regard for the Guidance on CGRs issued by the Secretary of State for Communities and Local Government. This guidance has been considered in drawing up these terms of reference.

Why is the Cotswold District Council undertaking the review?

A CGR provides an opportunity for district councils to review and make changes to community governance for the parishes within their area. Such reviews can be undertaken when there have been changes in population or in reaction to specific, or local, new issues to ensure that the community governance for the area continues to be effective, convenient and reflective of the identities and interests of the community.

The government has emphasised that ultimately recommendations made in a CGR ought to bring about improved community engagement, more cohesive communities, better local democracy and result in more effective and convenient delivery of local services.

Guidance further states that it is good practice to conduct a full review at least every 10 – 15 years and keep the area under review in the interim.

Scope of the review

Cotswold District Council sought requests from Town & Parish Councils in the District for changes to electoral arrangements.

Cotswold District Council will have regard to Section 93 LGPIHA 2007 and will ensure that community governance within the areas under review reflect the identities and interests of the community in that area and is effective and convenient.

Note: Cotswold District Council wards are not within the scope of this review.

Timetable

Publication of these Terms of Reference formally begins the review, which must be completed within twelve months. The indicative timetable for the review is as follows.

Date	Action
November 2025	Terms of Reference for Review prepared and approved by Cotswold District Council
November 2025 – February 2026	Consultation on draft proposals
February 2026	Officers review responses and develop recommendations
March 2026	Recommendations considered by Cotswold District Council
March 2026	Where recommendations are approved, these will be implemented by Orders which include the effective date.
March 2026 – April 2026	Where deemed necessary, further consultation takes place on proposals
April 2026	Officers review responses and develop recommendations
May 2026	Final recommendations are considered by Cotswold District Council
May – June 2026	Recommendations are implemented by Order which includes effective date.

Consultation

Cotswold District Council are required to consult the local government electors and any other person or body who appears to have an interest in the review and to take the representations that are received into account by judging them against the criteria in the LGPIHA 2007.

Cotswold District Council intends to consult with all households and interested parties in the area through inviting initial submissions and seeking views on the draft proposals. They will also identify any other person or body who it feels may have an interest in the review and write to them inviting them to submit their views at both stages of consultation.

Comments from any other person or body that wishes to make representations will be welcomed.

In accordance with the Act, representations received in connection with the review will be taken into account, and steps will be taken to notify consultees of the outcome of the review by publishing them on Cotswold District Council's website.

Following the review

A Reorganisation Order may be drafted to cover any consequential matters that are necessary following the final agreed recommendations.