



COTSWOLD
DISTRICT COUNCIL

Community Governance Review

Terms of Reference

Introduction

Cotswold District Council has resolved to undertake a Community Governance Review of Parishes within the District.

In undertaking the review, the Council will be guided by Part 4, Chapter 3, of the Local Government and Public Involvement in Health Act 2007, and the Local Government (Parish and Parish Councils) (England) Regulations 2008.

The review will take place during 2022 to allow any changes to be implemented at the May 2023 ordinary elections.

What is a Community Governance Review ?

A Community Governance Review (“CGR”) provides an opportunity to put in place strong, clearly defined boundaries, which reflect local identities and facilitate effective and convenient local government.

It can take place for the whole or part of the District and can consider the following:

- creating, merging, altering or abolishing Parishes;
- the naming of Parishes and the style of new Parishes;
- the electoral arrangements for Parishes including:
 - the ordinary year of election;
 - the number of Councillors to be elected; and
 - the warding (if any) of the Parish
- grouping Parishes under a common Parish Council or de-grouping Parishes

The Council is required to ensure that community governance within the area under review will be:

- reflective of the identities and interests of the community in that area; and
- is effective and convenient

In doing so, the review will take into account:

- the impact of community governance arrangements on community cohesion; and
- the size, population and boundaries of a local community or Parish

If changes are made which affect the District Ward boundaries, the District Council will ask the Local Boundary Commission to consider amending the ward boundaries to match.

Why undertake a Community Governance Review?

During 2021, the Council received a request to review one Parish area. Following this, an invitation was sent to all Parish and Town Councils asking them to submit any proposals

for change in their areas. Six Councils have come forward with suggestions for governance changes and this review will consider those proposals.

With the ordinary elections of Parish and Town Councils taking place in 2023, it is considered to be an appropriate time to undertake a CGR with approved changes taking effect at those elections.

There is no requirement for changes to be made, and Parishes are not obliged to submit proposals. However, any suggestions for changes which meet the criteria will be included in the review for wider consultation and consideration.

Who will undertake the Review?

As the relevant Principal Authority, Cotswold District Council will oversee the review and approve the final recommendations.

Scale for number of Parish Councillors

Where a Parish wishes to change the number of Councillors representing the area, the District Council will use the following scale:

Electorate	Number of Councillors
not exceeding 200	5
201 - 500	7
501 - 1000	9
1001 - 2000	11
2001 - 4000	13
over 4000	15

Draft Review Timetable

Event	Date
Request for proposals from Parish and Town Councils and Parish meetings	October - December 2021
Commencement of Review/Publication of Terms of Reference including	February 2022
Initial consultation period. Submission of proposals for consideration under the Review	February 2022 - 14 April 2022
Draft Recommendations prepared and approved by Cotswold District Council	Considered by Full Council on 25 May 2022
Draft Recommendations published	26 May 2022
Consultations on draft recommendations	26 May - 21 July 2022
Final recommendations prepared and considered by Cotswold District Council	Considered by Full Council at its September meeting (date to be confirmed)
Register of Electors amended to take account of any amendments arising from the Review	During electoral canvass 2022 in readiness for publication on 1 December 2022
Implementation of any necessary changes in electoral arrangements	At full Parish elections on 4 May 2023

Draft proposals for consideration

Draft proposals have been received from six Parishes and these will form the basis of the review and consultation with interested parties.