



Council name	COTSWOLD DISTRICT COUNCIL
Name and date of Committee	FULL COUNCIL - 20 SEPTEMBER 2023
Subject	ESTABLISHMENT OF A BOUNDARY REVIEW WORKING GROUP
Wards affected	All
Accountable member	Councillor Joe Harris, Leader of the Council Email: <a href="mailto:joe.harris@cotswold.gov.uk">joe.harris@cotswold.gov.uk</a>
Accountable officer	Robert Weaver, Chief Executive Officer Email: <a href="mailto:robert.weaver@cotswold.gov.uk">robert.weaver@cotswold.gov.uk</a>
Report author	Sarah Dalby, Electoral Services Manager Email: <a href="mailto:sarah.dalby@cotswold.gov.uk">sarah.dalby@cotswold.gov.uk</a>
Summary/Purpose	To seek the approval of Council to create a Working Group to oversee the Local Government Boundary Review and Polling District Review which are due to take place in the next 2 years and agree Terms of Reference for the Group.
Annexes	Annex A – Draft Terms of Reference for Working Group
Recommendation(s)	<i>That Council resolves to:</i> <ol style="list-style-type: none"><li><i>1. Agree to the creation of a Working Group for Boundary Reviews</i></li><li><i>2. Agree the Draft Terms of Reference for the group outlined in Annex A</i></li><li><i>3. Note that Group Leaders are asked to confirm the nominated members to the Electoral Services Manager or Chief Executive</i></li></ol>
Corporate priorities	<ul style="list-style-type: none"><li>● Deliver the highest standard of service</li></ul>
Key Decision	NO
Exempt	NO
Consultees/ Consultation	An initial meeting was held with the Deputy Leader of the Council, Leader of the Opposition, Chief Executive and Electoral Services Manager



COTSWOLD  
DISTRICT COUNCIL

	to provide detail on the boundary review processes and discuss options for cross-party working.
--	---



## **1. EXECUTIVE SUMMARY**

- 1.1 This report considers the creation of a Working Group to assist Council meet the requirements of both the Local Government Boundary Review and Polling District Review.
- 1.2 The Working Group will consider the detail of these reviews, working with senior officers to prepare reports and recommendations to Council as necessary for each of the review processes in line with agreed timeframes.

## **2. BACKGROUND**

- 2.1 Due to changes in population across the District since the last Boundary Review in 2015, the Local Government Boundary Commission have indicated that they will conduct a review of District Ward boundaries beginning in Spring 2024. The review will consider council size and warding arrangements with any changes implemented at the next ordinary elections in May 2027.
- 2.2 The Council is required to undertake a review of all polling districts, places and stations between 1 October 2023 and 31 January 2025. This review needs to be undertaken before any changes to District boundaries are agreed. However, a further review may be required once any new District boundaries are identified to ensure polling stations are still convenient for electors.

## **3. CREATION OF WORKING GROUP**

- 3.1 The Draft Terms of Reference are attached at Annex A setting out the scope of the Working Group.
- 3.2 The Working Group will be asked to consider proposals to be made to the Local Government Boundary Commission relating to the size of the Council and any subsequent warding arrangements. It will also be asked to consider any relevant changes to polling districts and polling stations within the District.
- 3.3 The Working Party will make recommendations to Council for consideration and decision. Reports will be submitted in line with agreed timetables and deadlines for submission of proposals.
- 3.4 The draft terms of reference sets out the allocation of seats to political groups (in accordance with political balance).
- 3.5 Group Leaders are requested to confirm their group's nominated members to the Electoral Services Manager or Chief Executive.



**4. ALTERNATIVE OPTIONS**

- 4.1 The Council could consider proposals brought to Council from officers without cross-party input beforehand. However, it is felt that cross-party input would be favourable when considering these proposals.

**5. FINANCIAL IMPLICATIONS**

- 5.1 There are no direct financial implications at this stage.

**6. LEGAL IMPLICATIONS**

- 6.1 There are no legal implications arising directly from this proposal.

**7. RISK ASSESSMENT**

- 7.1 The boundary reviews will consider both the number of councillors and warding arrangements. A cross-party Working Group will help members have a more detailed look at the options for council size and ward boundaries.
- 7.2 If a Working Group is not established there is a risk that decisions will not be as robust and considered as they could be with a group in place.

**8. EQUALITIES IMPACT**

- 8.1 The Returning Officer has a duty to ensure that polling stations are accessible to all electors and therefore Council must include consideration of this when making recommendations as part of the Polling District Review.

**9. CLIMATE AND ECOLOGICAL EMERGENCIES IMPLICATIONS**

- 9.1 None

**10. BACKGROUND PAPERS**

- 10.1 None

(END)