

Appendix two

South Oxfordshire District Council

LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN HEALTH ACT 2007

COMMUNITY GOVERNANCE REVIEW OF CHOLSEY PARISH COUNCIL

TERMS OF REFERENCE

Introduction

The council’s Community Governance and Electoral Issues Committee (“the committee”) has agreed to undertake a community governance review (CGR) pursuant to Part 4, Chapter 3 of the Local Government and Public Involvement in Health Act 2007 of part of the district of South Oxfordshire, namely Cholsey Parish Council. The 2007 Act vested powers in the council to undertake such a review and the council has delegated those powers to the committee.

The committee will undertake the review in accordance with the guidance on community governance reviews issued by the Department of Communities and Local Government and the Local Government Boundary Commission for England (LGBCE) in March 2010 (“the guidance”).

Proposal for consideration

The committee proposes to consider the following parish matters:

CGR reference	Parish/Area	Matters to be considered
CGR_B	Cholsey	A review of the number of parish councillors

Assessment criteria

The factors that the council will take into account in making decisions are as follows:

- natural or man-made boundaries that help to define clearly one community from another
- housing developments that straddle parish boundaries, thereby resulting in people being in different parishes from their neighbours
- effective and convenient representation of local residents at parish level
- the newly created wards of South Oxfordshire District Council for the purposes of district council elections
- the divisions of Oxfordshire County Council for the purposes of county council elections
- views expressed in relation to any changes, particularly from those people directly affected
- the extent to which proposals reflect the identities and interests of the affected community

Why is the Council undertaking the review?

The guidance states that it is good practice for principal councils (in this context that means this council) to undertake CGRs every 10-15 years. The council completed a review of the whole district in 2014. However, since that time, Cholsey Parish Council has asked the council to conduct a further review of its electoral arrangements **and the committee has agreed to carry out this review.**

Consultation

The committee will consult formally on the review.

Timetable

The 2007 Act requires that a principal council must complete a CGR within 12 months of the date of publication of terms of reference. The proposed timetable complies with the legal requirement.

Action	Completion Date
Publication of terms of reference	October 2016
Consultation commences	November 2016
Consultation closes	31 January 2017
Committee agrees draft proposals for consultation	March 2017
Further consultation commences	April 2017
Further consultation closes	30 June 2017
Committee agrees changes	July 2017

How to make comments

Please submit any comments via email to cgr@southandvale.gov.uk. The council does not require a hard copy of any submission. For those without access to email please send any submission to:

CGR
 South Oxfordshire District Council
 Legal and Democratic Services
 135 Eastern Avenue
 Milton Park
 Milton
 OX14 4SB

Should you require any further information or need clarification on the review

process, please contact:

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