

POLICY AND RESOURCES COMMITTEE
8 September 2025

PART I

**Community Governance Review
(ADCCC)**

1. Summary

- 1.1 Following a request from Chorleywood Parish Council, this report seeks the views of Members on whether to undertake a review of some of the unparished areas of Three Rivers District Council, and if so, to agree the suggested terms of reference.

2. Recommendation

- 2.1 That Policy and Resources Committee determines whether to undertake a Community Governance Review relating to the specified unparished areas of the district.
- 2.2 Should the Committee agree to undertake a Community Governance Review, to agree to the terms of reference attached at appendix A.

3. Details

- 3.1 Through the Local Government and Public Involvement in Health Act 2007, district councils were given the power to amend parish council boundaries within their area. This is known as a "Community Governance Review" (CGR). There are two situations where this may occur: because the Council decides to do so, or it receives a petition with sufficient public support.
- 3.2 Members will be aware that on 21 July 2025 Policy and Resources Committee considered undertaking a CGR for all of the unparished areas of the district. At that time the Committee agreed not to progress a CGR. However, since which time Chorleywood Parish Council have made a formal request that the Council consider undertaking a CGR to specific areas of the unparished areas of the district.
- 3.3 As a CGR was only considered by Policy and Resources Committee, the request from the Parish Council was declined. However, in accordance with Rule 22 of the Council Procedure Rules, ten Members of the Council have confirmed that they wish the Committee to again consider a Community Governance Review. The ten Members are as follows:
- 3.3.1 Councillor Elinor Gazzard
Councillor Stephen Giles-Medhurst
Councillor Raj Khiroya
Councillor Chris Lloyd
Councillor Sarah Nelmes
Councillor Louise Price
Councillor Kevin Raeburn
Councillor Paul Rainbow
Councillor Jon Tankard
Councillor Chris Whately-Smith
- 3.4 If the Council does elect to undertake a CGR, the first step is to agree terms of reference, which sets out how the review may be undertaken. A phase of consultation

follows, after which the Council decides what to do. It could decide to make no changes; make changes to a parish boundary; create a new parish or change warding arrangements in a parish.

- 3.5 If changes are proposed, consideration then needs to be given to any consequential matters; this depends on the nature of the changes but can include matters such as division of assets, the number of councillors in each Parish and when the changes shall come into effect.
- 3.6 If it elects to undertake the review, the Council is required to have regard to the guidance issued by Secretary of State and Local Government Boundary Commission for England. This requires the Council to undertake consultation with local government electors in the area, and any other parties we consider interested in it.
- 3.7 The guidance, although primarily focused on the creation of new parishes, sets out the type of factors that should be taken into account in determining these factors. References in legislation to a 'parish' also include a parish which has an alternative style (such as 'town', 'village' or 'community' council) and parish meetings.
- 3.8 The timeframes involved in reviews can vary significantly. If the review is very straightforward, it can be concluded within a year; more complex reviews, usually those involving the division of existing parishes or creation of new parishes, can take upwards of two years. The process works as follows:
 - 3.8.1 The District Council publishes terms of reference setting out how the review will occur and commences a period of consultation.
 - 3.8.2 Once the consultation concludes, the District Council makes recommendations – this is often followed by a secondary consultation if the Council believes changes are required.
 - 3.8.3 The District Council meets to make final recommendations and agree the reorganisation order (as the reorganisation order includes consequential amendments, in some cases this will come at a later date than the final recommendations).
- 3.9 Only the Full Council can agree the final recommendations.
- 3.10 The proposed terms of reference for the CGR are deliberately broad, allowing for a review of all aspects of community governance within the unparished council area. This includes, for example, the creation or naming of a parish, the establishment of a separate parish from an existing parish, alteration of parish boundaries, abolition or dissolution of a parish, change to parish electoral arrangements or parish grouping.
- 3.11 In the event that the Policy and Resources Committee agrees to commence a review, potential terms of reference are included at appendix A for approval. These have been developed in line with terms used by other councils, helping the public to understand what the review is and why it's being undertaken.
- 3.12 The timetable in the terms of reference envisage that if it was decided to make changes to the boundary the proposals would come into effect on 1 April 2026. This would allow elections for Chorleywood Parish to be undertaken at the same time as all other parish elections in 2027.
- 3.11 The overall recommended timescales for the CGR are as follows:

Policy & Resources Committee agree CGR and terms of reference	8 September 2025
Consultation begins	9 September 2025
Consultation ends	8 December 2025
Policy & Resources Committee agree draft proposals	15 December 2025 (Proposed Extraordinary)
Consultation on draft proposals begin (if required)	16 December 2025
Consultation on draft proposals ends	30 January 2026
Final proposals considered by Policy & Resources Committee	Extraordinary meeting required in February
Final proposals agreed by Council	24 February 2026
Reorganisation order made (inc any consequential matters)	TBC
New boundaries come into effect	1 April 2026
First elections based on new boundaries	6 May 2027

4. Options and Reasons for Recommendations

- 4.1. There are two options available to the Policy and Resources Committee at this stage: to undertake the review, or not to undertake the review.

5. Policy/Budget Reference and Implications

- 5.1 The recommendations in this report are within the Council's agreed policy and budgets.
- 5.2 The recommendations in this report do not impact on the achievement of specific performance indicators

6. Legal Implications

- 6.1 Section 82 of the Local Government and Public Involvement in Health Act 2007 gives district councils the power to undertake Community Governance Reviews of its area. At this stage, the Council is not obliged to undertake a review, but may elect to do so; if it does, it must comply with both the law and the statutory guidance.
- 6.2 The proposed terms of reference have been developed in line with the guidance. Section 81 of the Act states it is for the Council to decide the terms of reference of any CGR which the Council is to undertake and it must then publish them.
- 6.3 A District Council that is undertaking a review, must notify the County Council that the review for its area is to be undertaken and the terms of reference (including any modifications to those terms), as per section 79(3) of the above Act.

7. Financial, Staffing, Equal Opportunities, Environmental, Community Safety, Public Health, Customer Services Centre, Communications & Website, Risk Management and Health & Safety Implications

- 7.1 None specific.

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Data Quality

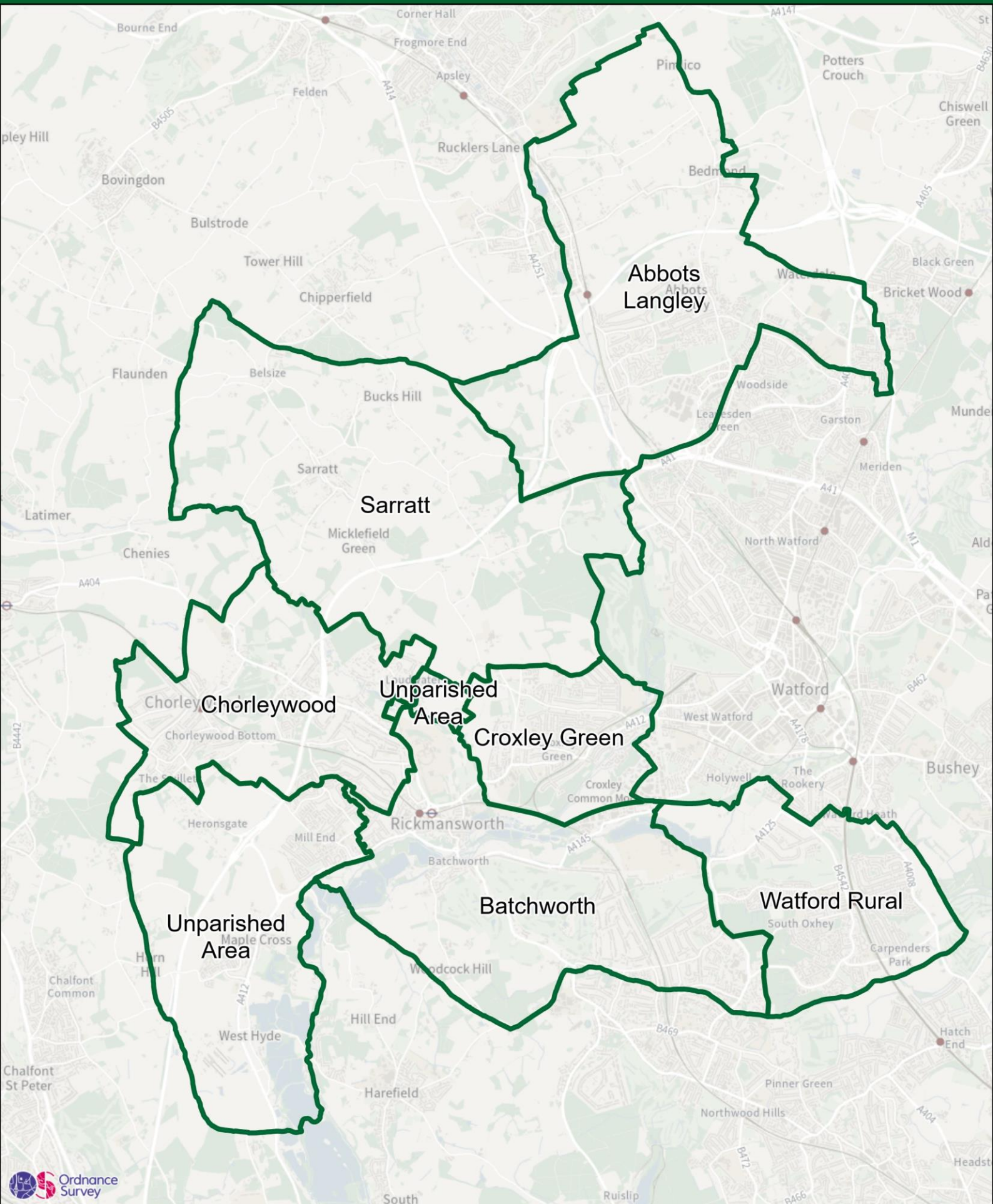
Data sources: Maps within Appendix A have been produced by the Council's GIS officer from its mapping system

Data checked by: GIS officer

Data rating: Sufficient

Appendix A – Proposed terms of reference for Community Governance Review, including maps of relevant areas.

Three Rivers District Parish Areas



use

Three Rivers District Unparished Areas

