

# Community Governance Review Sub-Committee

## Agenda

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<b>Date:</b>	<b>Friday, 19th August, 2011</b>
<b>Time:</b>	<b>1.30 pm</b>
<b>Venue:</b>	<b>East Committee Room - Municipal Buildings, Earle Street, Crewe, CW1 2BJ</b>

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The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and at the foot of each report.

### **PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT**

1. **Apologies for Absence**

2. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any personal and/or prejudicial interests in any item on the agenda.

3. **Public Speaking Time/Open Session**

In accordance with Procedure Rules Nos.11 and 35 a period of 10 minutes is allocated for members of the public to address the meeting on any matter relevant to the work of the meeting. Individual members of the public may speak for up to 5 minutes but the Chairman or person presiding will decide how the period of time allocated for public speaking will be apportioned where there are a number of speakers. Members of the public are not required to give notice to use this facility. However, as a matter of courtesy, a period of 24 hours' notice is encouraged.

Members of the public wishing to ask a question at the meeting should provide at least three clear working days' notice in writing and should include the question with that notice. This will enable an informed answer to be given.

4. **Minutes of Previous meeting** (Pages 1 - 4)

To approve the minutes of the meeting held on 26<sup>th</sup> July 2011.

5. **Crewe Community Governance Review** (Pages 5 - 8)

1. To receive the revised project plan and timetable for the Crewe Community Governance Review (attached as an Appendix).
2. To consider the proposed publicity and consultation arrangements for the review, and in particular the following:
  - (a) the requirements for a draft leaflet to consultees and electors;
  - (b) the draft press release (to be circulated at the meeting);
  - (c) the draft public notice (to be circulated at the meeting);
  - (d) the arrangements for the public meetings on 15<sup>th</sup> and 16<sup>th</sup> September (to be reported at the meeting); and
  - (e) the format of the ballot paper.

6. **Next Meeting**

To consider the arrangements for the next meeting on 22<sup>nd</sup> September 2011.

**(There are no Part 2 items)**