

# Community Governance Review Sub-Committee Agenda

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<b>Date:</b>	<b>Thursday, 15th August, 2013</b>
<b>Time:</b>	<b>10.30 am</b>
<b>Venue:</b>	<b>The Capesthorne Room - Town Hall, Macclesfield SK10 1EA</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 disclosable pecuniary and non-pecuniary 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 relating to the work of the body in question. 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 17 May 2013.

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For any apologies or requests for further information, or to give notice of a question to be asked by a member of the public

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5. **To consider the following feedback from the Stage 1 Consultation:** (Pages 5 - 98)

- a) Notes from eight public meetings held between 3 July and 22 July;
- b) Analysis of returned Questionnaires;
- c) Correspondence received by e-mail/letter.

6. **To review the process for the Stage 1 Consultation** (Pages 99 - 102)

Summary report attached.

7. **Project Plan** (Pages 103 - 106)

To review the progress to date against the Project Plan (attached) and to consider the timescale and arrangements for the Stage 2 consultation.

8. **To consider the Stage 2 Consultation, including :-**

- a) Arrangements for the ballot of electors, including wording for the ballot paper and material to be sent to electors (specification for printing requirements/suggested timescales attached);
- b) Publicity required in advance of the ballot;
- c) Arrangements for the continued engagement with stakeholders, the public and 6<sup>th</sup> Form colleges, throughout the period of the Stage 2 Consultation.

9. **Date of Next Meeting** (Pages 107 - 108)

To achieve the timescales specified for the printing requirements, to enable ballot packs to hit doorsteps from 23 September, artwork for the ballot paper and supporting literature would need to be signed off by the Sub-committee and submitted to the printers by 27 August. A further meeting of the Sub-committee has, therefore, been scheduled for Tuesday 20<sup>th</sup> August, at 10.30am, should Members feel this is required to meet the print deadlines.