

Community Governance Review Sub Committee **Briefing note**

Current Position

The Review is now at the end of the first stage of consultation with stakeholders. 137 emails and 61 letter were sent out to the list of stakeholders identified by the Sub-Committee. Cllr Hogben kindly assisted, by using his local knowledge, in checking that contact details were correct before the letters were dispatched.

Prior to the start of the Review two public meetings were held in Crewe in September, which were poorly attended. Action was therefore promptly taken to launch a Communications Plan to maximise press coverage. Also, rather than repeating the unsuccessful recipe of holding further meetings, the Sub Committee agreed that publicity should be supplemented, with support from the LAP Manager and Team. This has been achieved by way of an exhibition stand and leaflets being made available at LAP planned events in November / December; limited attendance at Crewe Market on various dates; and at those times when no LAP events were planned, the exhibition stand was located in Delamere House.

The two leaflets prepared to support the review, were designed with involvement of the Committee Chairman and the Communications Team. These were approved by the Sub Committee prior to dispatch with letters to consultees.

Information about the review is provided on the Council's website, together with an online consultation tool to assist people with choosing their preferred option for community governance for Crewe.

It was necessary to extend the initial timescale for the start of the review to enable work on the leaflet to be completed. The period of consultation with Stakeholders was therefore from 14 November – 16 December.

The Sub Committee will meet on 20 December and in early January to assess the feedback received and to agree the wording to be included on the ballot paper to be sent to all electors in February.

In addition to the main A4 double sided leaflet, members may wish to reword the summary A5 leaflet for dispatch with the ballot packs. The Sub Committee will need to agree an approval process for the sign off of this leaflet.

To meet the printer's timetable for the dispatch of ballot papers to electors on 1 February 2012, the following deadlines will need to be met:-

Action	Date
Approval of Envelopes by Council	w/c 3/01/2012
Copy supplied by Council for Leaflet and	w/c 09/01/2012

Summary Leaflet	
Copy supplied for Ballot Paper	w/c 16/01/2012
Printer to supply Proof of Ballot Paper	w/c 16/01/2012
Approval of Ballot Paper by Council	w/c 16/01/2012
Printer to Receive Data from the Council	23/01/2012
Printer to Supply Live Data PDF proofs for approval by Council	25/01/2012
Mailing Date	01/02/2012
Deadline for receipt of replies	29/02/2012

Summary of Feedback from Stage 1 Consultation
– as at 20 December 2011

	Responses received by Registration Service and Business Manager (as at Monday 19 December 2011)	Hardcopy responses received by LAP Manager at consultation events (as at Tuesday 20 December 2011)	Totals
Town / Parish Council	37	15	52
Town /Parish Council and Community Association	1	-	1
Parish Council and Community Forum	1	-	1
Town / Parish Council and Neighbourhood Management	-	1	1
Supports concept of subsidiarity	1	-	1
No change	1	-	1
No preference expressed	4	1	5
Total	45	17	62

87% of respondents support a Town / Parish Council as their highest preference.

Lindsey Parton
 Registration Service and Business Manager
 Borough Solicitor's Department

20 December 2011