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Electoral Services
West Offices
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YO1 6GA

Parish Clerk

26 September 2014

Dear Parish Clerk

COMMUNITY GOVERNANCE REVIEW FOR YORK

Further to my email of 3 September 2014, I can now give you formal notice that the city council will exercise its powers under Section 82 of the Local Government and Public Involvement in Health Act 2007 to conduct a community governance review for the City. This review will include consideration of any proposals received for changes to the current electoral arrangements for parish councils, any requests to create new parish councils within the city council area, merge existing parish councils and any requests to change the name or area of parishes.

I apologise for the fact that this letter has been sent slightly later than indicated in my initial email you. As you will appreciate the sudden and sad death of Lynn Jeffries, the former councillor for Westfield Ward has meant that a by election has required urgent action and priority.

Enclosed for your information an information leaflet outlining the process for the review along with the Terms of Reference and proposed timetable. This is a draft timetable. It may be altered depending on the number and nature of requests received and the level of public consultation required.

The Department of Communities and Local Government has produced "*Guidance on community government reviews*", which is available on the DCLG website at: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/8312/1527635.pdf

The first stage of the review will deal with several known matters that require early resolution to allow any new arrangements to take effect for next year's elections; these electoral arrangements for the relevant parishes will be dealt with first and reported to committee in November for consideration.

If there are changes that your Parish Council wishes to propose for consideration then the Council should submit a "Statement of Interest". The Statement of Interest does not require to be a formal detailed representation; just an email or short letter briefly outlining the proposed changes, alterations or amendments will suffice. The need is only for information to create a table of proposal to present to committee with the level of consultation to be identified.

Any Statement of Interest should be made in writing to me at the West Offices, Station Rise by no later than the 5pm on 31 December 2014. If no requests are received by this date I will assume the parish council is satisfied with the electoral arrangements for the parish.

Once all requests have been categorised and the level of public consultation identified, each parish will be contacted to provide additional information on the request or to confirm the action to be taken.

Yours sincerely



Andrew Flecknor
Electoral Services Manager

Parish Clerks