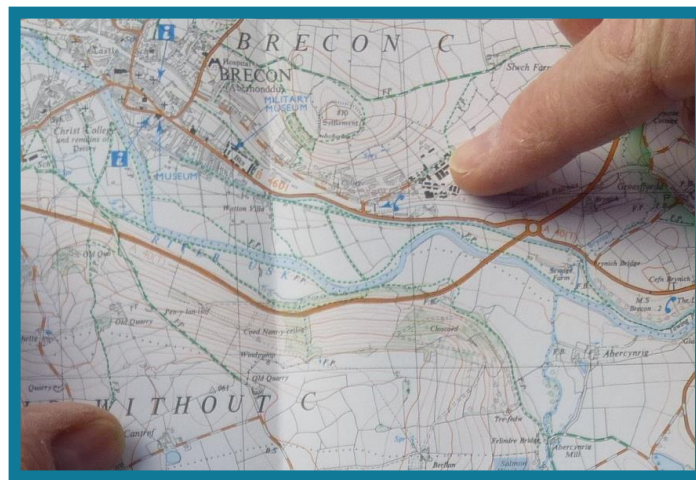




Community Governance Reviews



Aim	To explain the legislative requirements and procedures involved in conducting a community governance review (CGR) in England.
Objectives	<ol style="list-style-type: none">1. To explain the options available when reviewing parish areas and electoral arrangements.2. To consider the review process, timetable and terms of reference and the corporate and electoral services challenges they present.3. To discuss the timing and methods of appropriate consultation.
Audience	Electoral administrators and other local authority managerial staff who may have the task of organising and managing a CGR to completion.

Course Overview	<p>This one-day course will set out the legislative background and official guidance regarding the requirement and powers to undertake reviews.</p> <p>All the necessary stages of the process will be considered, including: preparation, commencement, consultations, representations, publishing recommendations, electoral arrangements, consequential matters and making Reorganisation of Community Governance Orders.</p> <p>The Course will be delivered using a mixture of presentational material and practical exercises, and with reference to example documentation and official guidance.</p> <p>Group discussion will also take place during the day to facilitate the exchange of knowledge, experience and ideas.</p> <p>Attendees will be provided with a pack on arrival at the course, containing course notes, guidance documents and example materials.</p> <p>Each course runs from 10.00 until 16.00 with breaks for lunch as well as tea and coffee.</p>	
Dates and Venues	5 July 2019	Camden – Crowndale Centre
Cost of Attendance	First delegate	AEA member – £330 (plus vat)
		Non-member – £429 (plus vat)
	Second and subsequent delegates from the same Authority*	AEA member – £165 (plus vat)
		Non-member – £215 (plus vat)
<p>Non-members wishing to join the Association may download a membership application at www.aea-elections.co.uk/join</p>		
<p>*If delegates from the same Authority wish to attend this course on different dates/at different venues please indicate clearly on the booking form.</p>		
<p>If you cannot attend a substitute may attend in your place, otherwise the following cancellation charges apply:</p> <ul style="list-style-type: none"> • Less than two weeks before the event 100%. • Less than four weeks before the event 60% • More than four weeks before the event £20. <p>If for any reason within the control of the AEA, a course is cancelled a full refund or credit will be made.</p>		