

How a scheme of establishment review happens



Changing a scheme



A **Scheme of Establishment** for Community Councils says how:

- Community Councils are set up and how they work
- their minimum **standards**



Standards explain what level of quality people should expect from a service.



If a local authority wants to change a Scheme they must:

- write a report about how they want to change the Scheme and have a Special meeting to talk about it



- if members agree with the report, they will publish a Public Notice in the local press.

The notice will say that there will be a consultation to ask people what they think about changing the Scheme.



The consultation must last at least 8 weeks and at the end of it they must:

- report on the consultation
- write a draft document suggesting what the changed Scheme should look like
- have a Special Meeting to talk about it



If members agree with the draft, they will publish a second Public Notice in the local Press to say there will be a consultation to ask people what they think about the draft changed Scheme.



The consultation must last at least 8 weeks and at the end of it they must write a report about the draft changed scheme and hold a Special Council meeting to discuss it.



If the report is approved, a third Public Notice is published in the local Press to say there will be a 4-week consultation about the draft changed Scheme and Community Council boundaries.



A Special Council meeting agrees the 'Amended Scheme for the Establishment of Community Councils'



- A fourth Public Notice is published to say:
 - the Scheme has been changed
 - the Scheme now applies to all Community Councils in the local area
 - if there is no Community Council in the area it invites people to write to the local council to ask for one to be set up



Council



Community Councils that already exist follow the new Scheme until their new election dates come around.