### TAVISTOCK TOWN COUNCIL TUESDAY 13 DECEMBER, 2022

### BRIEFING NOTE PRE-CANDIDATURE ACTIVITIES

### 1. BACKGROUND

- 1.1 Elections to Town/Parish and District Councils will be held in Devon on 4<sup>th</sup> May, 2023. Tavistock Town Council currently comprises 17 Councillors distributed across three wards Tavistock North (7), South West (5) and South East (5). All seats will fall vacant.
- 1.2 Historically the Council has taken the view that it is appropriate to promote participation in the democratic process, and encourage interested members of the community to consider standing for election to public office. Contested elections provide an opportunity for the community to express its 'democratic will' and exercise choice through the election of an accountable, representative and diverse Council Chamber.

### 2. CURRENT SITUATION

- 2.1 To that end it is proposed that, as in 2019, a pre-candidature event be run early in the New Year to provide an opportunity for prospective new candidates to be Councillor to find out more about the role, and assist them in determining whether they wish to seek election. An indicative information leaflet (Appendix 1) is appended to provide key information and publicity both for the pre-candidature event specifically and serving as a Councillor more generally. Some outstanding details will be populated as they become available.
- 2.2 Both the event, and subsequent measures to promote interest amongst prospective candidates would be supported by: -
  - a) Active publicity with the local media, including advertisements, web and social media postings (alongside the normal national and local publicity given to the election process);
  - b) Post-election the normal induction, training and familiarisation arrangements.

### 3. RECOMMENDATIONS

3.1 That the Committee and Council review and, as appropriate, endorse the enclosed indicative pre-candidature information leaflet and accompanying approach as set out in para 2.2 above.

CARL HEARN
TOWN CLERK
DECEMBER 2022
TAVISTOCK TOWN COUNCIL

## Will I receive any form of training?

- Initial training will be available to all Councillors and a range of activities will be made available throughout each year
- Training includes basic functions of the Council, Councillor skills, Local Government and current major issues to help you fulfil your duties as a Councillor

## Will I receive any other support?

 Tavistock Town Council staff are committed to help you to fulfil your duties.
 The Clerk and his team will be pleased to help you and answer your questions

### WHAT DO I DO NEXT?

All Tavistock Town Council seats are up for election on 4th May 2023. This offers you an opportunity to stand as a representative of your community.

The election process begins on (to be advised) when the official Notice of Election is published. You will need to submit nomination papers to the Borough Council by 4.00pm on XXX April 2023.

For more information on the election process or to order a nomination pack, please contact the West Devon Borough Council Electoral Services Team on or after (to be advised):

ELECTORAL SERVICES
West Devon Borough Council
Kilworthy Park
Tavistock
Devon PL19 0DZ
Tel: 01822 813665

Email: elections@swdevon.gov.uk

### COME AND MEET US...

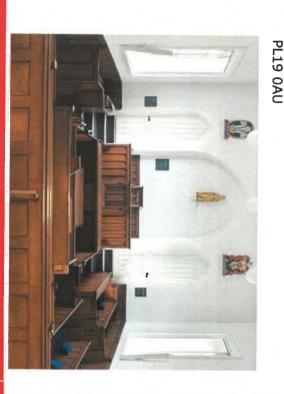
Tavistock Town Council will be holding an information evening in the Council Chamber, Drake Road, Tavistock. This will give an outline of the role of a Councillor, including how the Council operates, together with an opportunity to ask questions.

We look forward to meeting you then. To find out more about Tavistock Town Council and existing Councillors you can also visit our website; www.tavistock.gov.uk

# WANT TO KNOW MORE ABOUT THE COUNCIL OR BEING A COUNCILLOR?

To come to our information evening on (date to be arranged), call the Assistant to the Town Clerk, Jan Smallacombe, on 01822 613529.

Tavistock Town Council Drake Road Tavistock Devon





### Tavistock Town Council Working for the local community

# MAKE A DIFFERENCE!



### COUNCILLORS CAN MAKE A DIFFERENCE!

be elected in May to take a lead in providing local Could you be one of 17 Town Councillors who will services for Tavistock?

To find out more come along to our information **Evening at** 

### **Town Council Chamber**

Drake Road, Tavistock

6.30pm on (to be confirmed)

To arrange to attend call the Assistant to the Town Clerk, Jan Smallacombe, on 01822 613529.

## A COUNCILLOR...WHO ME?

To be a local Councillor, you must be at least 18 tenant any land or premises in the Parish or had Union Citizen. In addition you will be qualified if day of the election, resided within the Parish or you have during the whole of the 12 months or on the day in which you are nominated, or the within 3 miles of it or occupied as an owner or and a British, Commonwealth or European your principal or only place of work there.

### A COUNCILLOR? People stand for election for many reasons WHY WOULD I WANT TO BE



- To speak on behalf of the local community and help local people
- To contribute business or professional skills to public life
- To play a role in shaping the future of their local community

Councillors play a vital role in shaping and directing ocal services for the benefit of local people. They podies, representatives of organisations and the work with the Police, Health and other public private sector.

voice of local people and ensure that local services communities. Councillors act as the democratic The position of Councillor is central to our local meet local needs.

### WHAT'S INVOLVED IN BEING A COUNCILLOR?

The role of a Councillor can be varied and rewarding. Four main areas of 'esponsibility are:

- Representing the people in your area
   Community leadership
- Influencing the way local services are delivered
  - Formulating local policies

# YOUR QUESTIONS ANSWERED

It will depend on the extent of your involvement What would my time commitments be? and what role you take on the Council.

- The length of most meetings is under two hours
- You are likely to be required to deal with constituents' queries at home.

### Can I afford it?

- review periodically. All Councillors receive a all elected Members which will be subject to The Council has an allowance scheme for basic allowance currently £722 per year (under review)
- special responsibilities, receives an additional In addition the Mayor, by virtue of their allowance

# Will it affect any benefits I receive?

complicated, so you are advised to seek the guidance of your local Benefits Office if in The situation regarding benefits can be

### Do I have to be a member of a political group?

 No, Councillors need not be identified with a political group, although some choose to be

# Where and when do meetings take

are held at various times but generally begin Committees take place in the Council Chamber, Drake Road, Tavistock. Meetings Most formal meetings of the Council and its at 6.30pm on a Tuesday evening

## What initial help will be given?

face. Detailed advice will be provided to newly There will be an induction programme to help nformation and how they can be accessed priorities, and the aims and challenges we you understand the Council's services and elected Councillors about sources of