

9th November 2009

Dear CEN Member

Stronger & Sustainable Doncaster Sub-Board Election

We are seeking third sector representatives to become members of three new sub-boards, which have been created to support the Stronger & Sustainable Doncaster Board within the Discover the Spirit Partnership. The new sub-boards are:

- **Stronger Communities**, focussing on community engagement, equalities and the third sector
- **Stronger Places**, focussing on the arts and culture
- **Sustainable Environment**, focussing on local environmental issues

The Community Empowerment Network is seeking two members for each board. CEN representatives fulfil a key role, making a real difference on behalf of the sector; I hope that you will consider nominating a candidate from your organisation.

Election Pack

Enclosed with this letter is an election pack which includes a nomination form for candidates. Also included are further details about the three sub-boards and becoming a third sector representative. Please note that these sub-boards will initially meet every two months and a minimum attendance rate of 75% is expected from representatives.

Election Timetable

All nominations must be received by 4pm on Friday 27th November 2009. Nomination forms received after this deadline will not be considered. The full election timetable and key deadline dates are detailed below:

Deadline for Nominations	4pm, Friday 27th November 2009
Ballot Papers Posted	Week commencing 30th November 2009
Ballot Closes	4pm Friday 18th December 2009

Note to Prospective Candidates

The issue of sub-board representation was discussed at a recent community empowerment network meeting. Those present at the meeting stressed the importance of sub-board representatives being able to clearly demonstrate how their knowledge and experience links to the work of the board(s) that they are seeking to join.

Candidates are therefore requested to refer to the Role Description and Board Summary, and make these links clear in their supporting statement. Failure to do so may mean that it is not be possible to progress your nomination.

We would also recommend that nomination forms and supporting statements are submitted as far in advance of the closing date as possible, so that any required amendments can be made in plenty of time.

If you have any questions about the election or becoming a representative, please do not hesitate to contact Chris Stephenson on telephone number 01302 343300, ext 225 or by email at cstephenson@doncastercvs.org.uk.

Yours sincerely,

A handwritten signature in black ink that reads "K. Wardman". The letters are cursive and slightly slanted to the right.

Karen Wardman
CEN Manager