

**Dear Chair/Clerk,**

**Pilot of Community and Town Councils Self-Evaluation Toolkit – Expression of Interest**

We want to make you aware of an opportunity to help test and develop the upcoming self-evaluation toolkit for community and town councils in Wales.

One Voice Wales, SLCC and Welsh Government – with support from Audit Wales – have been developing a new bespoke toolkit to help your council to stay on top of governance requirements and regularly reflect on how it is serving its community.

There are currently two elements to this tool:

- a) A governance and financial management health check designed to assess whether your council has fundamental governance and financial arrangements and policies in place (A checklist approach to enable your council to tick off those requirements it has in place and those which it needs to action)
- b) A governance and financial management self-assessment to enable your council to reflect on how it manages finances and governs itself and how it operates within the local community and what actions it could consider to make its work more effective.

Before sharing with the sector for use, we are seeking around 50 councils to take part in a pilot to ‘road test’ a developmental version of the tool in a real council environment. Your feedback will help shape the finished product. We want to give councils plenty of time to look at it, so the testing period is likely to be autumn, leading up to the end of the year. We would then invite representatives to attend a focus group session early in the New Year to give us feedback.

Briefing and support will, of course, be provided to pilot councils.

If you’re interested in taking part, please let Paul Egan [pegan@onevoicewales.wales](mailto:pegan@onevoicewales.wales) know of your interest in becoming involved in the pilot (All he needs to know is the Council name and contact person **by 31 October 2021**). As you will appreciate it will not be possible for Paul to discuss the details with you at this stage in view of restrictions on his time. More information will of course be provided to those councils chosen to take part in the pilot.

Yours faithfully,



Lyn Cadwallader  
Chief Executive One Voice Wales

Yours faithfully,



Rob Smith  
Chief Executive SLCC