To: The Headteachers of St. Cyres Comprehensive School, Stanwell School, St. Richard Gwyn RC Comprehensive School, Bishop of Llandaff High School, Westbourne School and Ysgol Gyfun Bro Morgannwg/Chief Executive of Cardiff and Vale College.

11th September 2023

Dear Headteacher/Chief Executive,

**APPOINTMENT OF 2 YOUTH REPRESENTATIVES TO WORK WITH THE COMMUNITY COUNCIL**

The Local Government (Wales) Measure 2011 gives the power to Community Councils to appoint up to 2 community youth representatives who must be over the age of 15 but under the age of 26 and who are considered by the Council to be suitable to represent the interests of individuals under the age of 26 who live, work or receive education or training in the community area. Youth representatives do not necessarily have to live, work or receive training in the community area themselves provided that the Council considers them suitable for this important role.

Under Section 119 of the Measure, a Community Council may not appoint any individual as a youth representative unless they have complied with the required notice requirements. The notice requirements are contained in the guidance to the Measure and are as follows:

a) by posting the notice in some conspicuous place or places within the community area;

b) by giving notice to the Headteacher and proprietor of any school which has any part of its premises in the area of the community council;

c) by giving notice to the principal and governing body of any institution of further and higher education which has any part of its premises situated in the area of the community council;

d) by giving notice in any other manner that appears desirable to the community council for ensuring that as many eligible young people as possible are aware of the intention to appoint youth representatives.

Although your premises are not located in the community area of Llandough it is considered important that you are advised of the Council’s intention to appoint youth representatives as there are likely to be some of your pupils/students who are resident in Llandough or who would be interested in representing the interests of those persons under the age of 26 who live in Llandough.

I would be most grateful therefore if you could display the attached notice within your school/college so that appropriate pupils/students are able to consider whether they wish to apply for a role of youth representative.

Your assistance would be greatly appreciated.

Yours faithfully,



Paul R. Egan

Clerk to the Council.

**LLANDOUGH COMMUNITY COUNCIL**

APPOINTMENT OF UP TO 2 YOUTH REPRESENTATIVES

LOCAL GOVERNMENT (WALES) MEASURE 2011

The Community Council has decided to INVITE applications from young persons over the age of 15 but under the age of 26 to the important position of youth representatives who will work with the Council to represent the interests of individuals under the age of 26 who live, work of receive education and/or training within the community area. The Council wishes to appoint 2 representatives to these positions.

Youth representatives do not necessarily have to live, work or receive education and/or training in the community area provided the Council considers them suitable for the role.

The role of a youth representative is to attend Council and Committee meetings as appropriate in order to make suggestions for consideration and provide advice on the needs of young people in the community. Over time the role will be developed by the Council in discussion with the appointed representatives.

At this stage, interested individuals are invited to submit an expression of interest in the role to Paul R. Egan, Clerk to the Council, 63 Woodham Park, Barry, Vale of Glamorgan CF62 8FJ or e-mail him on [clerk@llandough-cc.co.uk](mailto:clerk@llandough-cc.co.uk). Applicants should provide details of their full name, contact details (home address, telephone, e-mail), date of birth and a brief statement of no more than 200 words of why they are interested in becoming a youth representative and how they consider themselves to be well placed to represent the interests of young people in Llandough. Responses are required by 13 October 2023.

Depending on the response to the public notice, the Council will be arranging a selection process that will be notified to all those who have submitted an expression of interest.

**Paul R. Egan**

**Clerk to the Council**