

Cabinet

Minutes of a meeting held at County Hall,
Colliton Park, Dorchester on 2 July 2014.

Present:

Spencer Flower (Chairman)
Robert Gould (Vice-Chairman)
Toni Coombs, Peter Finney, Jill Haynes, Colin Jamieson and Rebecca Knox.

John Wilson, Chairman of the County Council, attended under Standing Order 54(1).

Members attending


Barrie Cooper, County Council Member for Blandford (Minutes 240-242)
Beryl Ezzard, County Council Member for Wareham (Minutes 243-245)
Mike Lovell, County Council Member for Purbeck Hills (Minutes 243-245)
William Trite, County Council Member for Swanage (Minutes 243-245)
Janet Dover, County Council Member for Colehill and Stapehill (Minutes 240-242)
Hilary Cox, County Council Member for Winterborne (Minutes 293-295)
Ros Kayes, County Council Member for Bridport (Minutes 293-295)

Officers Attending: Debbie Ward (Chief Executive), Catherine Driscoll (Director for Adult and Community Services), Mike Harries (Director for Environment and the Economy), Jane Horne (Consultant in Public Health), Paul Kent (Director for Corporate Resources), Jonathan Mair (Monitoring Officer), Sara Tough (Director for Children's Services), Fiona King (Public Relations Officer) and Lee Gallagher (Democratic Services Manager).

For certain items, as appropriate:

John Alexander (Policy and Performance Manager), Richard Bates (Head of Financial Services), Glen Gocoul (Head of Specialist Adult Services), Paul Leivers (Head of Community Services), Anne McConkey (Senior HR Officer), Matthew Piles (Senior Policy and Performance Manager), David Roe (Buildings and Design Manager), Gill Smith (Senior Planning Officer), Terry Spracklen (Public Transport Team Leader), Jan Stevenson (Dorset Passenger Transport Group Manager) and Dave Walsh (Economic Development Group Manager).

(Notes:(1) In accordance with Rule 16(b) of the Overview and Scrutiny Procedure Rules the decisions set out in these minutes will come into force and may then be implemented on the expiry of five working days after the publication date. Publication Date: **8 July 2014**.

(2) The symbol () denotes that the item considered was a Key Decision and was included in the Forward Plan.

(3) These minutes have been prepared by officers as a record of the meeting and of any decisions reached. They are to be considered and confirmed at the next meeting of the Cabinet to be held on **3 September 2014**.

(4) **RECOMMENDED** in this type denotes that approval of County Council is required.)

Apologies for Absence

235. Apologies for absence were received from Nicky Cleave (Assistant Director of Public Health).

Code of Conduct

236. There were no declarations by members of any disclosable pecuniary interests under the Code of Conduct.

Minutes

237. The minutes of the meeting held on 4 June 2014 were confirmed and signed.

Public ParticipationPublic Speaking

238.1 There were no public questions received at the meeting in accordance with Standing Order 21(1).

238.2 There were two public statements received at the meeting in accordance with Standing Order 21(2). Both statements related to minutes 243-245 in respect of the recommendation from the Roads and Rights of Way Committee in relation to the Proposed Puffin Crossing on High Street, Swanage.

Petitions

238.3 There were no petitions received in accordance with the County Council's petition scheme at this meeting.

Cabinet Forward Plan

239.1 The Cabinet considered the Cabinet Forward Plan, which identified key decisions to be taken by the Cabinet and items planned to be considered in a private part of the meeting. The current plan was published on 3 June 2014 and included items on the agenda for this meeting. It was noted that the next Forward Plan included items to be considered on or following the Cabinet meeting on 3 September 2014 and was published on 5 August 2014.

239.2 It was noted that the item on the Corporate Branding Policy and Guidance for 3 September 2014 was the responsibility of the Cabinet Member for Education and Communications and not the Cabinet Member for Corporate Resources. It was also acknowledged that this item would be considered by the Audit and Scrutiny Committee before the Cabinet.

239.3 The Leader confirmed that key dates in relation to the Periodic Electoral Review would be added to the Forward Plan.

Noted **The Reconfiguration of Phoenix House, Blandford**

240.1 The Cabinet considered a report by the Cabinet Member for Adult Social Care on the progress being made with the reconfiguration of Phoenix House and the proposals for the way in which its residents, service users and their families might be best provided for in the future.

240.2 The Cabinet Member for Adult Social Care provided a detailed summary of the current situation facing Phoenix House in Blandford, including an overview of the consideration to date by the Cabinet, and consideration by the Adult and Community Services Overview Committee held on 23 June 2014. The recommendation of the Committee was circulated at the meeting. The Cabinet Member also acknowledged receipt of a petition from Unison in support of the retention of Phoenix House.

Cabinet – 2 July 2014

240.3 An overview was provided regarding the layout and use of building by the current eight users of the short break service, one long term resident with complex needs, and one other waiting to move to alternative accommodation. Members were informed that steps could be taken to relocate service users, but that the one with complex needs would be provided with NHS accommodation if the closure of Phoenix House was agreed. People First Dorset, as a support group that represented service users supported the proposal to close Phoenix House and meet service users' need through alternative means.

240.4 It was then highlighted that the consideration of the closure was due to the appropriateness of the building which was not in line with the government's aim to remove 'institutional' type of facilities, and the modernisation of supported living for service users. The Cabinet Member clarified that in the current financial climate it was not possible to run a building with such challenging costs, and that if the decision was taken there would be a statutory consultation period of 45 days to be undertaken before any closure.

240.5 The Cabinet recognised that the Adult and Community Services Overview Committee had reluctantly supported the proposals in the report, but that the word 'critically' had been inserted at the beginning of the second proposal to provide alternative provision for the current service users appropriate to their needs.

240.6 The County Council Member for Blandford, as the local member for Phoenix House, addressed the Cabinet to express his concerns in relation to lack of evidence to substantiate references throughout previous reports to the Cabinet about proposals to investigate alternative use of the building to introduce cluster flats for supported living, and retention of the first floor for the short breaks service. He felt that where other facilities across Dorset had been closed due to the building quality, this was not appropriate for Phoenix House as it was a relatively new build.

240.7 He then explained that the capital receipt proposed in relation to the sale of the building would only achieve approximately £2m when the build and fitting out some four years ago costed £4m which would be a waste of public money. He felt that the decision should be taken by the County Council rather than be considered by the Overview Committee and then by the Cabinet. The Leader of the Council clarified that this was the correct and established procedure for this type of decision.

240.8 A further concern was expressed that there was no guarantee that the building would not be needed in the future as it was built to current specifications and provided an excellent service, and that the statement of purpose for the service was to provide an environment that was as close to home as possible. He suggested that the decision be deferred pending consultation with other providers regarding alternative provision at Phoenix House, or for reconfiguration of the building for future services.

240.9 The Chairman of the Adult and Community Services Overview Committee addressed the Cabinet to summarise the consideration by the Committee, and clarified that members took no pleasure in recommending closure of the building, but recognised that the future provision of the services would be better served through supported living and there were no other useful alternatives for the use of the building, which had been built with the best of intentions at the time. He highlighted that assurance had been given that great care would be taken to find alternatives for the current users of the building.

240.10 The Leader of the Liberal Democrat Group explained that carers using the respite service felt that the Council did not understand their needs as they provided care on a full time basis and needed appropriate provision to give them a break or holiday. She then explained that there was not an institutional feeling when using Phoenix House, and due to the steps taken staff were now leaving as the consultation had created a self-fulfilling

Cabinet – 2 July 2014

prophecy. She supported the suggestion made by the County Council Member for Blandford for consultation to be undertaken regarding alternative provision, and not to dispose of the building and potentially lose a substantial sum.

240.11 Clarification was provided by the Cabinet Member and officers in respect of service provision, in that the current services would continue to be provided at the current level in line with the needs of services users, and that the issue for consideration was the closure of a building that was not fit for purpose and had no alternative use following extensive investigation and evidence to support the proposals. It was also explained that the total cost of provision at £4m in 2010 included specialist equipment throughout the building which would be retained for use in other facilities across Dorset.

240.12 Cabinet Members took the opportunity to express support for the continuation of provision for services users through alternative means, and acknowledged that the decision related to the building rather than the services provided. It was appreciated that a difficult decision had to be made but that it was necessary.

240.13 The Chairman of the Council, as a member of the Adult and Community Services Overview Committee, explained his support for the recommendations in the report, subject to the amendment by the Committee explained above. He supported the view of the Chairman of the Committee earlier in the discussion, whilst drawing attention to the fact that a resident from his electoral division used Phoenix House. He was assured of the continuation of, at the very least, the current level of care.

Resolved

241.1 That Phoenix House be closed as an adult residential care provision and the property be released for sale.

241.2 That critically, alternative provision be provided for the current service users appropriate to their assessed needs.

241.3 That statutory consultation be undertaken with staff on the closure proposal.

Reason for Decisions

242. The proposal to close Phoenix House contributed to the County Council's corporate focus on 'health, wellbeing and safeguarding'.

Recommendation from the Roads and Rights of Way Committee

243.1 The Cabinet considered the following recommendation from the meeting of the Roads and Rights of Way Committee held on 20 July 2014.

Recommendation 48 – Proposed Puffin Crossing on High Street, Swanage

243.2 The Cabinet Member for Environment and the Economy introduced the recommendation following in depth consideration by the Roads and Rights of Way Committee as a result of a planning condition in relation to the establishment of a crossing to serve the Swanage Free School, which would be fully funded by the developer of the School.

243.3 Gary Suttle, Leader of Purbeck District Council, requested the deferral of the decision to look again at the options available for a crossing or alternative traffic safety measures. He felt that safety concerns regarding the local area as one of the busiest areas of Swanage, the local schools, and bus stops had not been taken into account. It was explained that it was unfortunate that the Swanage Free School had not secured a joint entrance with St. Marks First School. He felt that if the road safety issue was not addressed now there would be a problem in the longer term in relation to traffic management and safety for pedestrians.

Cabinet – 2 July 2014

243.4 Michelle Hobbs, as a local resident, addressed the meeting and indicated that the School development was right for the community but safety would be compromised if the crossing was agreed. She felt that there was a clear need for a site visit by members as not all issues could be interpreted sufficiently by referring to the information in the report considered by the Roads and Rights of Way Committee. It was explained that the use and location of a puffin crossing close to a pelican crossing would aggregate traffic and not calm traffic in the area, and she suggested that a 20mph speed limit would be appropriate. The result of a traffic survey at peak times was shared with members to illustrate the equivalent of one vehicle per minute between 3.10pm and 3.45pm on two separate occasions. As a final point she indicated that funding by the developer could be more appropriately used to provide a walkway or alternative entrance for the Swanage Free School.

243.5 The County Councillor for Purbeck Hills clarified that he had received several representations from residents in his electoral division who were partly concerned in relation to the crossing and the impact on traffic as a main route to bypass the town centre.

243.6 The County Council Member for Swanage, as the local member, supported the proposal in the report on the basis of the road safety implications and the professional advice of road safety experts. He informed the Cabinet that there was no other suitable location for the crossing and that he did not want any further delay to the introduction of the crossing. It was acknowledged that consultation had taken place with the diocese regarding a shared entrance for the Swanage Free School and St. Marks First School, but the diocese had not engaged with the consultation.

243.7 Lesley Kennedy, as a local resident, addressed the Cabinet to express concerns in relation to the risk to the safety of children if the crossing were to be agreed, the lack of consultation with the public on the three options considered by the Roads and Rights of Way Committee, that the crossing was not on the public 'desire line', and that accident information had not been included within the report to the Committee. She felt that a crossing would be more appropriately sited at Herston Cross.

243.8 Officers clarified a number of issues raised, and an update in respect of places occupied at the Swanage Free School was provided which identified that 178 of the total 400 places had been allocated to date for September 2014. The School would be fully populated in due course, and further enhancement to the School entrance was being considered in terms of some railings at the roadside.

243.9 The Cabinet discussed the representations made and noted that the professionalism of road safety officers had to be taken into account as the experts on the implications of the crossing. It was also acknowledged that the introduction of a crossing was an explicit condition of the planning consent in relation to the Swanage Free School. Members therefore supported the view of the Roads and Rights of Way Committee.

Resolved

244. That the introduction of the Puffin Crossing at High Street, Swanage, as advertised under Section 23 of the Road Traffic Regulation Act 1984, as detailed in paragraph 3.1 of the report, and shown on drawing number BED 615 D at Appendix 1 of the report to the Committee, be approved.

Reason for Decision

245. In the interest of highway safety.

Panels and Boards

246.1 The minutes of the Dorset Waste Partnership Joint Committee held on 3 June 2014 were considered.

246.2 It was reported that a new, non Dorset County Council member, had been elected as the Chairman of the Dorset Waste Partnership Joint Committee. This was regarded as a further positive step forward for the partnership of all seven councils in Dorset. It was also noted that a new financial management post had been created to support the partnership.

Resolved

247. That the minutes be received.

Forward Together – Progress Report

248.1 The Cabinet considered a report by the Cabinet Member for Corporate Resources which updated members on the Forward Together programme and on the engagement exercise 'Ask Dorset'.

248.2 The Leader of the Council reported on the progress of the Forward Together Programme, which included the success to date of the Forward Together Roadshows which totalled 20 so far, that over 3000 people had participated, and a further 500 comments had been received online. It was recognised that there had been a generally positive response to the engagement and that any concerns raised were being listened to. The feedback of the engagement would be used to shape the future corporate plan and priorities of the Council as a vehicle for change and transformation.

248.3 The Cabinet acknowledged the ongoing engagement with staff and the public and the promotion of the progress through Cabinet updates.

Resolved

249. That the continual development and progress for the Forward Together transformation programme be agreed.

Reason for Decision

250. To ensure the Forward Together programme was fully implemented to secure both the organisational benefits and financial savings necessary to deliver a balanced budget up to and beyond 2016/17.

Corporate Performance Monitoring

251. The Cabinet considered a report by the Cabinet Member for Corporate Resources in relation to corporate performance monitoring for the fourth quarter of 2013-14. The report contained analyses of the Council's progress against its corporate aims and presented the Corporate Balanced Scorecard. Overall, performance indicators in the Budget and Corporate Plan had an average "amber" (on target) rating. The percentage of indicators meeting or exceeding their targets was 60% with 68% of actions either on course or complete.

Noted

Medium Term Financial Plan (MTFP) update

252.1 The Cabinet considered a report by the Cabinet Member for Corporate Resources which provided a summary of the national and local issues that impacted on the County Council's finances that would need to be taken into account when developing the next three-year financial plan.

Cabinet – 2 July 2014

252.2 The Cabinet Member for Corporate Resources explained that the report was the first in a series of reports in the budget setting process for the Council. He reported that there had been significant progress in achieving savings but there was still a lot to do with plenty of challenges for directorates. It was recognised that the operating range for the Council of between £10m-£20m for general balances was on target. He then outlined the issues considered by the recent Environment, Adult and Community Services and Children's Services Overview Committee meetings and the Audit and Scrutiny Committee meeting in relation to the financial position for each directorate and recommendations for carry forwards or other options to deal with overspends.

252.3 It was noted that there were additional proposals from the Environment Overview Committee to use the carry forward of £300k of the Dorset Property underspend to contribute towards further adaptations of the Council's accommodation in support of the Assets and Workstyle Programme, and to retain the balance of the Directorate's underspend of £51k to contribute towards additional highway vegetation management.

252.4 The Cabinet was informed of a number of areas which required assurance in formulating the budget in respect of the Business Rates Retention Scheme, Council Tax support, social fund reforms, funding for academies, pension costs, and members' divisional budgets. It was also reported that every 1% of Council Tax Freeze Grant was the equivalent to £2m.

252.5 Further uncertainties were explained regarding the impact of the Care Act which would see a large volume of activity in respect of care assessments, which would expand the service significantly, and would be an enormous challenge.

252.6 Cabinet Members discussed the impact of post 16 transport as a financial concern for the future. It was clarified that the revised regulations would apply to 16-18 year olds who were required to continue in education or training.

252.7 The Leader of the Council highlighted the importance of resilience and strong financial management over many years which had led to the Council being able to deal with challenges and still be within its financial operating range. However, it was noted that significant challenges were still facing the Council.

Resolved

253.1 That the overall deficit on Adult and Community Services at the end of 2013/14 (£470k) not be carried forward by the Directorate into 2014/15.

253.2 That the overall deficit on Children's Services at the end of 2013/14 (£917k) not be carried forward by the Directorate into 2014/15.

253.3 That the overspend on SEN/COOS Transport at the end of 2013/14 (£809k) not be carried forward by the Directorate into 2014/15.

253.4 That the carry forward of £300,000 of the Dorset Property underspend to contribute towards further adaptations of the Council's accommodation in support of the Assets and Workstyle Programme be agreed.

253.5 That the balance of the Environment and the Economy Directorate's underspend of £51,000 be retained by the Directorate to contribute towards additional highway vegetation management.

253.6 That the £796k requests for use of balances carried forward, and the transfers to the appropriate Directorate Budgets, be approved.

253.7 That the level and adequacy of General Balances at 31 March 2014 be noted.

Reason for Decisions

254. To enable work to continue on refining and managing the County Council's budget plan for 2014/15 and the three years of the MTFP period, and beyond.

Quarterly Asset Management Report

255.1 The Cabinet considered a joint report by the Cabinet Members for Corporate Resources and Environment and the Economy in relation to the County Council's 'Asset Management Plan', which currently identified the reduction in the size of the property estate by 25% and the rationalisation of the remaining estate as two key strands of the Council's strategy to reduce the property maintenance backlog and to better manage the 'core' longer-term portfolio.

255.2 The Cabinet Member for Corporate Resources introduced the report and provided an update on progress against the objectives of the Asset Management Plan, which also included information in relation to each of the main asset classes covering Property, Highways, ICT, Fleet and Waste.

255.3 In relation to Christchurch Primary School, members were informed that an urgent recommendation had been tabled to ensure the appropriate number of places were available for forthcoming years. It was noted that there was currently temporary accommodation in Christchurch Infant School and that from the 2015/16 school year the classes would be extended to take on a further 30 children and move to the Twynham School site to operate a 'school within a school' in advance of the development of the Christchurch Primary School. The accommodation would then be taken on by Twynham School and be used to accommodate increased numbers at the academy, which would therefore be built at today's prices and be cheaper for the school in the longer term. It was noted that ground works would commence in the school's summer break in 2014.

255.4 It was reported that the Council had received additional funding of £3m in relation to highways maintenance as a direct result of the quality of the Highways Asset Management Plan. The Department for Transport had complimented the Plan and had made specific reference that it would like to see all authorities using a Plan in the same way.

255.5 The Cabinet recognised that in relation to fleet asset management, there had been a conscious decision to keep vehicles for longer and it was suggested that monitoring of the impact should be undertaken to ensure the optimum use of the vehicles in terms of maintenance requirements.

Resolved

256.1 That the disposal of the Bovington Park upon terms to be agreed by the Director for Environment and the Economy, once a decommissioning strategy for the services has been finalised and the necessary consents obtained from the Secretary of State for Education (para 2.2.1 of the Cabinet Members' report) be approved.

256.2 That the County Council enters into a Memorandum of Understanding with East Dorset District Council to commit to take space in the Wimborne Hub Building upon terms to be agreed by the Director for Environment and the Economy (para 2.2.2 of the report).

256.3 That a £1.96m overspend against the 2013/14 Repairs and Maintenance budget, on the condition that the budget for 2014/15 is underspent by a similar amount and that steps will be put in place to further improve the management of the budget (para 2.2.3 of the report) be approved.

256.4 That a budget increase of £160k towards the purchase of the existing Blandford Household Recycling Centre (para 6.2.2 of the report) be approved.

256.5 That expenditure of up to £1.2m from the Modernising Schools Programme Basic Need provision to undertake essential enabling works during the school holidays to accommodate additional Christchurch Primary School places on the Twynham School site and to waive the requirements of the project delivery protocol to give approval to construct (Gateway 6) to allow this scheme to proceed within the necessary timescale, be approved.

Cabinet – 2 July 2014

256.6 That the overall revised estimates and cash flows for projects as summarised and detailed in appendices 1 and 2 of the report (para 7.2 of the report) be approved.

256.7 That no voluntary agreement be entered into for the routing of cabling associated with the proposed Navitus Bay development.

256.8 That the following progress be noted:

- Progress on asset management performance (para 2.1 of the report)
- The delivery of Highways Asset Management (Section 3 of the report)
- The delivery of ICT Asset Management (Section 4 of the report)
- The delivery of Fleet Asset Management (Section 5 of the report)
- The delivery of Waste Asset Management (Section 6 of the report)

Reason for Decisions

257. A well-managed Council ensured that the best use was made of its assets in terms of optimising service benefit, minimising financial impact and maximising financial return.

 **Christchurch and East Dorset Community Infrastructure Levy – Draft Charging Schedule May 2014**

258.1 The Cabinet considered a report by the Cabinet Member for Environment and the Economy on the Christchurch and East Dorset Councils consultation on their Community Infrastructure Levy (CIL) Draft Charging Schedule. The closing date for making representations was 18th June 2014. An officer holding response had been sent to Christchurch and East Dorset Councils following Cabinet Member and local member consultation, and the Cabinet was asked to approve the response.

258.2 The Cabinet Member for Environment and the Economy updated members on the Councils' proposal to introduce a single charge for residential development to help secure important transport and education infrastructure that could not be provided through S106 obligations or S278 agreements.

258.3 Members felt that the Councils' could consider the possibility of introducing a higher levy on residential development in those parts of the two authorities where residual land values were higher. However, the Cabinet was reminded that the intention of the new levy was to remove complexity from the infrastructure funding arrangements.

Resolved

259. That the holding response made to Christchurch and East Dorset Councils on the Community Infrastructure Levy – Draft Charging Schedule May 2014 be agreed.

Reason for Decision

260. To ensure that the interests of the County Council as set out in the Corporate Plan (in particular the aim to enable economic growth) were reflected in the Christchurch and East Dorset Draft Charging Schedule.

 **Accountable Body for LEADER Programme 2015 – 2020**

261. The Cabinet considered a report by the Cabinet Member for Environment and the Economy on the arrangements for LEADER Local Action Groups, which successfully bring in over £6 million into Dorset to support rural communities and businesses through the LEADER approach.

Resolved

262.1 That support for LEADER be continued by acting as Accountable Body for two Local Action Groups in Dorset.

Cabinet – 2 July 2014

262.2 That the Leader of the Council be granted delegated authority to nominate representatives to represent the Council on each of the new Local Action Groups from January 2015.

Reason for Decisions

263. The recommendation supported the council's aim to Enable Economic Growth.

 **Pan-Dorset Community Equipment Services from April 2015**

264.1 The Cabinet considered a report by the Cabinet Member for Adult Social Care regarding progress being made on how the Community Equipment Service should be delivered in the future with a view to enabling the County Council to explore the potential for a single Bournemouth, Dorset and Poole Community Equipment Service from April 2015.

264.2 The Cabinet Member for Adult Social Care highlighted the need for a pan-Dorset approach to the provision of community equipment, but work was required to investigate whether provision for Adult Services and Children's Services could be combined.

Resolved

265. That a new Pan-Dorset Community Equipment Service be commissioned, subject to the combination of provision for Adult Services and Children's Services if possible.

Reasons for Decision

266.1 To allow the recommendations of the Cabinet from 18 September 2013 to be realised.

266.2 The future provision of a joint service with Bournemouth, Poole and the CCG would achieve greater efficiencies for the County Council and its health partners.

266.3 To support the County Council's corporate focus on 'health, wellbeing and safeguarding'.

 **The future of the arts service & DepARTure arts education development agency – interim and update report**

267.1 The Cabinet considered a report by the Cabinet Member for Communities and Public Health on the future of the Arts Service and DepARTure Arts Education Development Agency. The report provided an update on work in relation to the restructuring the Arts Service and its incarnation to a Community Interest Company (CIC), which would have the status of a mutual organisation and how work was progressing on its proposal to base a hub for arts organisations at the Little Keep.

267.2 The Cabinet Member for Communities and Public Health explained that the Adult and Community Services Overview Committee was supportive of the proposal, and that a report back to the Cabinet in September 2014 would present the business plan and address pension liabilities.

Resolved

268.1 That the resolution of the Pension Fund Committee at the meeting on 4 March 2014 that the Arts Service/DepARTure Arts be granted admission body status subject to Dorset County Council agreeing to guarantee any future pension liabilities of the organisation, be noted.

268.2 That any future pension liabilities of the organisation be guaranteed.

268.3 That the approach to approving a transitional grant to support any redundancy costs arising from necessary restructuring of the CIC, subject to an application for the grant setting out the case for consideration by the Directors for

Cabinet – 2 July 2014

Corporate Resources and Adult and Community Services after consultation with the relevant Cabinet members, be agreed.

268.4 That payment of transitional grant being made on submission of accounts of expenditure be agreed.

268.5 That delegated authority be granted for negotiating detailed arrangements between the County Council and the CIC to the Directors for Corporate Resources and Adult and Community Services after consultation with the relevant Cabinet members.

268.6 That a report, including the business plan, be received in September 2014 with a view to formal approval of the new arrangements.

Reason for Decisions

269. To contribute to the corporate vision of Working Together for a strong and successful Dorset and help secure a sustainable approach to the County Council's corporate areas of focus on health, wellbeing and safeguarding and growing our local economy.

Request for approval to match fund an Innovation Bid to deliver Local NHS and Social Care systems integration to support the transformation programme

270.1 The Cabinet considered a joint report by the Cabinet Members for Adult Social Care and Corporate Resources in relation to an Innovation Bid to deliver Local NHS and Social Care systems integration to support the transformation programme.

270.2 It was reported that the Health and Wellbeing Board had considered the report and had suggested that consideration should be given to the inclusion of children's services where possible. It was also suggested by the Chairman of the Council that access should be available to blue light services. The Cabinet Member for Children's Safeguarding and Families confirmed that both suggestions were being progressed to provide a single electronic record for families.

Resolved

271.1 That the Cabinet act as lead agency for a Dorset wide health and social care partnership outline bid for the Integrated Digital Care Fund.

271.2 That delegated authority for authorisation of the bid application be granted to the Chief Executive after consultation with the Leader of the Council and the Chief Financial Officer, subject to the satisfactory demonstration of the outline business case, supporting information and robust partnership agreement.

271.3 Subject to 271.2 above:-

- a) Provide match funding of up to £400K towards delivering integrated system across the local Dorset NHS and Social Care community; if the bid is successful.
- b) Provide a revenue commitment of £150k per annum in the Medium Term Financial Plan and adjust the Forward together savings target accordingly.

Reason for Decision

272. To support the Better Together programme objective for improving integrated health and social care delivery through improved information sharing between agencies.

 **Review of Dorset County Council's criminal records checking policy**

273.1 The Cabinet considered a report by the Cabinet Member for Corporate Resources on the review of the Council's criminal records checking policy in accordance with the Disclosure and Barring Service (DBS).

273.2 The Chairman of the Council, as the Chairman of the Executive Advisory Panel on the Disclosure and Barring Service, explained that he had been consulted on the

Cabinet – 2 July 2014

proposed changes and had secured support from members of the Panel. He further explained that the process of review and change had been slow due to the time delay in receiving guidance, and that the review had not been as comprehensive as he had hoped.

Resolved

274. That the proposed approach be approved:

- To enable use of the Disclosure and Barring Service Update Service where individuals are registered, or to undertake new checks where this is not the case.
- To continue with re-checks unless the Head of Service determines not to do so.
- To continue to fund the cost of DBS checks but not reimburse individuals for DBS Update Service membership.

Reason for Decision

275. To identify and approve Dorset County Council's approach in respect of the future operation of criminal records checking and associated policy framework.

Local Government Boundary Commission for England – Dorset County Council Report on Council Size

276.1 The Cabinet considered a report by the Leader of the Council on the consideration by the Executive Advisory Panel on Periodic Electoral Review in relation to the future size of Dorset County Council as part of the Local Government Boundary Commission's review of Dorset. It was noted that the recommendation of the Cabinet would be considered by the County Council at its meeting held on 24 July 2014.

276.2 The Leader of the Council introduced the report and explained that the aim of the review was to ensure electoral equality across the whole of the County, and that the Panel was supportive of an increase of the size of the Council from 45 to 46 to take account of electoral forecasting of the population and electorate in the Christchurch area.

276.3 It was reported that the Safewise partnership and the Streetwise partnership had been merged into a single partnership with one member representative.

RECOMMENDED

277. That the County Council be recommended to accept the recommendation at paragraph 11 of the Panel's report in relation to the future size of the Council, as attached as an Annexure to these minutes, for a future Council Size of 46 from 2017.

Reason for Recommendation

278. To align with the vision of the Corporate Plan to 'Working together for a strong and successful Dorset'.

Proposals for the formation of a regulatory Committee

279.1 The Cabinet considered a joint report by the Cabinet Members for Environment and the Economy and Corporate Resources regarding the formation of a single Regulatory Committee to replace the existing Planning Committee, the Roads and Rights of Way Committee and the Licensing and Registration Committee.

279.2 It was noted that members of all three Committees had been invited to comment on the proposed changes and comments had been received from the County Council Member for Commons which expressed concern regarding the workload of the new Committee and that decisions would be difficult to reach with 13 members.

279.3 Members recognised that as the proposals involved changes to the Council's Constitution the County Council meeting would consider the formation of the new Committee

Cabinet – 2 July 2014

on 24 July 2014, following consideration by the Standards and Governance Committee on 7 July 2014.

279.4 The County Council Member for Purbeck Hills, as the Chairman of the Planning Committee, expressed reservations regarding the timing of meetings and consideration in relation to the commitment in respect of site visits. He was concerned about any changes in the level of delegation to officers as a result of the Committee being over worked. He also felt that the size of the Committee would be bordering on unmanageable.

279.5 The County Council Member for Wareham supported a Committee size of 15, but was concerned about the length of meetings and the size of agendas, which could on occasion require a significant time commitment.

279.6 In response to the concerns raised, it was clarified that the new Committee would undergo a review after implementation to ensure that it had an appropriate workload and the size was manageable. The frequency of meetings would need to be fixed to take account of how many regular meetings would need to be held, and reserve meetings would be scheduled. It was also reported that the change was applied by many other local authorities and that Dorset was looking to use this common practice.

RECOMMENDED

280. That subject to consideration of the Standards and Governance Committee, the County Council be asked to agree that the Planning, Roads and Rights of Way, and Licensing and Registration Committees be replaced by a single Regulatory Committee with the terms of reference and membership set out in the Cabinet Members' report and that the County Council appoint a Chairman for the new Regulatory Committee for the remainder of 2014/15.

Reason for Decision

281. To create a single regulatory Committee with a broader membership than that of the existing three Committees and to ensure consistency of approach in relation to public speaking on all regulatory matters.

Recommendation from the Audit and Scrutiny Committee

282. The Cabinet considered the following recommendation from the meeting of the Audit and Scrutiny Committee held on 10 June 2014.

Recommendation 99 – Revenue Budget Monitoring 2013/14 Final Outturn

Resolved

283. That budget recommendations in respect of the directorate be approved as outlined in minute 253 above.

Recommendations from the Environment Overview Committee

284. The Cabinet considered the following recommendations from the meeting of the Environment Overview Committee held on 19 June 2014.

Recommendation 113 – Highways Asset Management Plan (HAMP)

Resolved

285. That Volume 1 of the Highway Asset Management Plan be approved, subject to further minor revisions approved by the Director for Environment and the Economy after consultation with the Portfolio Holder for Environment and the Economy and the Chairman of the Overview Committee.

Cabinet – 2 July 2014

Reasons for Decision

286.1 A well maintained highway network was a key enabler to deliver economic activity and growth in line with the Corporate Plan.

286.2 To obtain approval of the revisions to Volume 1 of the HAMP to meet the requirements of new national guidance.

286.3 To highlight the likely future deterioration of the condition of the highway network at currently anticipated funding levels.

286.4 To seek support for the submission of a bid for additional corporate capital funding for highway maintenance.

Recommendation 125 – Revenue Budget Monitoring 2013/14 – Final OutturnResolved

287. That budget recommendations in respect of the directorate be approved as outlined in minute 253 above.

Questions from Members of the Council

288. No questions were asked by members under Standing Order 20.

Exempt Business**Exclusion of the Public**Resolved

289. That in accordance with Section 100 A (4) of the Local Government Act 1972 to exclude the public from the meeting in relation to the business specified in minutes 290-298 because it was likely that if members of the public were present, there would be disclosure to them of exempt information as defined in paragraphs 3 and 5 of Part 1 of Schedule 12A to the Act and the public interest in withholding the information outweighed the public interest in disclosing the information to the public.

 **Setting up a Joint Venture Company (Paragraph 3)**

290.1 The Cabinet considered an exempt report by the Cabinet Member for Environment and the Economy in relation to the formation of a joint venture company in respect of a transport trip rate database (TRICS) used by the transport/planning profession in the UK and Ireland. The report contained exempt information in accordance with paragraph 3, relating to the financial or business affairs of any particular person (including the authority holding that information).

290.2 The Cabinet Member for Environment and the Economy set out the vision for the preferred option to create a Local Authority Trading Company, to be owned equally by a consortium of members, in order to retain control and exploit the commercial potential of the database.

Resolved

291.1 That the business case for the creation of a Local Authority Trading Company to be owned by Dorset County Council and five other local authorities, to operate, manage and fully exploit the commercial potential of a transport trip site database (TRICS) be approved.

291.2 That the governance arrangements for the Company, as set out in the Cabinet Members' report, and as described in memorandum of terms form in a Shareholders Agreement between the local authorities and the Articles of Association for the company, be approved.

291.3 That the provision of equity finance to the Company as described in the Cabinet Members' report be approved.

291.4 That the Director for Environment and the Economy be authorised, after consultation with the Portfolio Holders for the Environment and the Economy and

Cabinet – 2 July 2014

Corporate Resources and the Director for Corporate Resources, to agree appropriate contractual arrangements on behalf of the County Council following completion of appropriate due diligence.

Reason for Decisions

292. The creation of a Local Authority Trading Company, to be owned by six local authorities, would ensure that the commercial activities of the consortium were delivered in an appropriate manner and would enable the growth potential of the database to be fully exploited. Subject to the company being able to declare a dividend, the recommended delivery model would produce an ongoing income for the council to support future service provision.

Impact of changes to commercial bus services X8 and 47 (Paragraph 3)

293.1 The Cabinet considered an exempt report by the Cabinet Member for Environment and the Economy regarding the withdrawal of two commercial bus routes in West and East Dorset. The report contained exempt information in accordance with paragraph 3, relating to the financial or business affairs of any particular person (including the authority holding that information).

293.2 The Cabinet Member for Environment and the Economy summarised the content of the report and explained that the withdrawal of the two routes would impact on local communities in the areas served by the routes in terms of travel to work and education. He highlighted that there was a duty upon the Council to ensure that there was provision for post 16 students to have access to education or training, as considered by the Cabinet at its meeting held on 4 June 2014.

293.3 It was noted that the Service 47 from Bridport to Yeovil was a key route that had been completely withdrawn, and was currently subsidised by Dorset County Council and Somerset County Council until 28 June 2014 to enable students travelling to Yeovil College to complete the academic year. Members appreciated that there were not many options for students, and particularly on this route there was no other option for Bridport and Beaminster students to access Yeovil College, and the statutory guidance placed a duty on the council to provide access for post 16 access to education or training.

293.4 The County Councillor for Bridport expressed support and understanding of the concerns of the protesters in relation to the service 47 and asked the Cabinet to reconsider the subsidy for the route until 2016. She then summarised local ambition in Bridport to create a local community transport scheme which could in the long term provide and fill gaps in public transport. It was hoped that the opportunity would be given to develop a solution alongside the community to keep the economically strategic route.

293.5 The Cabinet supported an approach to support students in term time to discharge the Council's duty for the next academic year rather than 2016 and for a review to be undertaken in respect of the usage of the route as there were limited alternative opportunities. However, it was felt that investigation into alternative grant schemes for parents could be undertaken to provide a reasonable alternative to public transport. It was also suggested that the review should not preclude workers using the route just in case there resulted in an economic justification for the continuation of the service.

293.6 Members recognised that the continuation of the service for the next year provided a window of opportunity for the service to be supported through the local community, with the possibility of the route once more becoming commercially viable if there was enough support.

Cabinet – 2 July 2014

293.7 In considering the early service X8 from Sturminster Newton to Blandford, and the temporary subsidy until 4 July 2014 (to enable students travelling to Bournemouth and Poole Colleges to complete the academic year), members recognised that there were a relatively small number of users affected by the service, and there were options for travel to Yeovil College in place of other colleges, with work undertaken with the students to facilitate relocation to Yeovil College.

293.8 The County Council Member for Winterborne addressed the Cabinet and drew attention to the emotional and personal impact of the change to the service, but there was still access to college. A statement from the County Council Member from Blackmore Vale regarding the detriment to the local area by removing access to the east, and her preference for retention of the service was received.

Resolved

294. That taking into account the impact on workers' and students' access to employment, education and training that the following be adopted:

- (i) In respect of the Service 47, enhance the commercial service 40 with a peak time Bridport – Yeovil and return service during term time only to provide a timely service for students to get to Yeovil College for the 2014/15 academic year, at a cost outlined in the Cabinet Member's report, subject to a review of the service usage in due course (to be funded from contingency).
- (ii) In respect of the Service X8, take no action to subsidise the element of this service which has been de-registered.

Reason for Decision

295. There were a number of options available and Cabinet were asked to consider which option best met the overall commitment for public transport funding and post 16 student statutory guidance.

Queen Elizabeth's School, Wimborne – Position Statement (Paragraphs 3 and 5)

296. The Cabinet considered a joint exempt report by the Cabinet Members for Corporate Resources, Education and Communications, and Environment and the Economy in relation to the Queen Elizabeth's School, Wimborne. The report contained exempt information in accordance with paragraphs 3 and 5, relating to the financial or business affairs of any particular person (including the authority holding that information), and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

Resolved

297.1 That the steps set out in the Cabinet Members' report be approved.

297.2 That a further update be submitted to the Cabinet in November 2014.

Reason for Decisions

298. Approval of the recommendations would enable the Cabinet to make an informed decision at a later meeting about how best to proceed.

Meeting Duration: 10.00am – 1:05pm

Agenda Item:

Cabinet

Annexure

Dorset County Council



| | |
|---|---|
| Date of Meeting | 2 July 2014 |
| <p><u>Cabinet Member</u> Spencer Flower – Leader of the Council Robert Gould – Cabinet Member for Corporate Resources</p> <p><u>Local Members</u> All Members</p> <p><u>Lead Director</u> Debbie Ward - Chief Executive</p> | |
| Subject of Report | Local Government Boundary Commission for England – Dorset County Council Report on Council Size |
| Executive Summary | <p>At the Cabinet meeting held on 7 May 2014 an Executive Advisory Panel on Periodic Electoral Review was established to oversee and co-ordinate the review with membership to provide a geographical spread across the whole County.</p> <p>The attached report by the Panel outlines its consideration of the council size for the future and provides a draft submission to be considered by the Boundary Commission in August 2014. The report will make a recommendation on behalf of the Council following consideration on 24 July 2014.</p> |
| Impact Assessment: <i>Please refer to the protocol for writing reports.</i> | <p>Equalities Impact Assessment:</p> <p>No equalities impact assessment has been completed for this report as it does not contain a new strategy, policy or function.</p> <p>However, the outcome of the periodic electoral review has the aim of ensuring equalities across electoral divisions in Dorset and there will therefore be a requirement upon the final submission to undertake an Equalities Impact Assessment, or make appropriate reference to its impact on equalities.</p> |

| | |
|---------------------------|---|
| | <p>Use of Evidence:</p> <p>The evidence within the body of the report supports the recommendations and, will influence the continued public engagement and consultation with the public by the Local Government Boundary Commission for England.</p> <p>At this point all evidence relied upon in this report supports the need to ensure that appropriate resources and capacity are in place to undertake the Periodic Electoral Review, and to ensure that a member-led approach is taken to achieve a successful outcome for Dorset.</p> <hr/> <p>Budget:</p> <p>There are no specific budget implications with this report but it is likely that significant officer time will need to be committed to the review. Depending on the outcome of the Boundary Commission's consideration as a result of this report, there may be an increase in the level of members' allowances from 2017.</p> <hr/> <p>Risk Assessment:</p> <p>Having considered the risks associated with this decision using the County Council's approved risk management methodology, the level of risk has been identified as: Current Risk: LOW Residual Risk LOW</p> <hr/> <p>Other Implications:</p> <p>Other issues to be aware of through the wider consideration of the review are that the outcome should positively impact on communities and the economy in Dorset to provide equality of opportunities and electoral representation.</p> |
| Recommendation | That the Cabinet recommend the County Council to accept the recommendation in relation to the future size of the Council as detailed in paragraph 11 of the attached report. |
| Reason for Recommendation | To align with the vision of the Corporate Plan to ' <i>Working together for a strong and successful Dorset</i> '. |
| Appendices | <p>Appendix 1 – Dorset County Council: Council Size Report</p> <p>Appendix 2 – Minutes of the EAP on Periodic Electoral Review on 16 June 2014</p> |
| Background Papers | <p>Local Government Boundary Commission for England – Report to County Council on 24 April 2014</p> <p>Local Government Boundary Commission for England – Report to Cabinet on 7 May 2014</p> |

| | |
|-----------------|--|
| Officer Contact | Name: Jonathan Mair, Head of Legal and Democratic Services Tel: 01305 224181 Email: j.e.mair@dorsetcc.gov.uk Name: Lee Gallagher, Democratic Services Manager Tel: 01305 224191 Email: l.d.gallagher@dorsetcc.gov.uk |
|-----------------|--|

Debbie Ward
Chief Executive
June 2014



Dorset County Council Council Size Report

Submission to the Local Government Boundary
Commission for England – July 2014

Contents

| | Page |
|---|------|
| 1. Introduction | 3 |
| 2. Dorset: Context | 3 |
| 3. Dorset County Council: Model of Governance | 4 |
| 4. Roles and Responsibilities of Members | 4 |
| 5. Member Survey | 5 |
| 6. Decision Making at the County Council | 6 |
| County Council | 6 |
| Cabinet | 7 |
| Overview and Scrutiny | 7 |
| Quasi Judicial, Regulatory and Other Committees | 9 |
| Joint Arrangements | 10 |
| 7. Consultative Panels, Fora, Outside Bodies and Partnerships | 10 |
| 8. Parish and Town Councils | 10 |
| 9. Member Support | 11 |
| 10. Conclusions | 11 |
| 11. Recommendation | 12 |
| <u>Appendices</u> | |
| Appendix 1: Committee Structure | 13 |
| Appendix 2: Members' Job Description | 14 |
| Appendix 3: Member Champions | 16 |
| Appendix 4: Appointments to Outside Bodies and Partnerships | 17 |
| Appendix 5: Electorate Forecast Information | 20 |

Introduction

- 1.1 The Local Government Boundary Commission for England reported to the County Council on 24 April 2014 in relation to the forthcoming periodic review of electoral arrangements across Dorset.
- 1.2 Electoral reviews look at whether the boundaries of wards or divisions within a local authority need to be altered. Reviews can be conducted to either ensure fairer representation at local government elections after any significant changes in the distribution of electors, or at the request of a local authority for other reasons.
- 1.3 The review is likely to have implications for the whole local authority not just areas with high levels of electoral inequality.
- 1.4 Dorset County Council meets the Commission's criteria for electoral inequality with 33% of divisions having a variance of greater than +/-10%.
- 1.5 The Commission will also seek to deliver electoral equality for voters in local elections.
- 1.6 There are two distinct parts to the Commission's review; council size and divisional boundaries. This report relates to the council size. Before any boundaries are redrawn, the Commission will come to a view on the total number of councillors to be elected to the council in future. A conclusion on council size will be reached after hearing the council's (and/or councillors') views during the preliminary phase.
- 1.7 At the Cabinet meeting held on 7 May 2014 an Executive Advisory Panel on Periodic Electoral Review was established to oversee and co-ordinate the review with the following membership to provide a geographical spread across the whole County:

| | |
|---|----------------------------|
| Spencer Flower - East Dorset (Chairman) | David Jones - Christchurch |
| Mike Byatt - Weymouth | Daryl Turner - West Dorset |
| Janet Dover - East Dorset | David Walsh - North Dorset |
| Fred Drane - Purbeck | |
- 1.8 This report includes information to support a determination of council size for the future in order to provide electoral equality across Dorset based on an analysis of the time and commitments of members in fulfilling their community roles and on formal County Council business.

Dorset: Context

- 2.1 Dorset is a predominantly rural two tier authority which has four district and two borough councils within its boundary. The County is also closely aligned with the unitary authorities of Bournemouth Borough Council and the Borough of Poole which together make up the Dorset conurbation.

People

- 2.2 Dorset's population grew by 5.7% over the decade to 2013 and is now almost 415,000. The total population grew faster than had previously been expected, rising by approximately 22,000 to 412,900 in 2011 and rising to 414,900 in 2012. Dorset has an above average proportion of residents aged 65 years or more. In-migration continues to drive population growth, with the greatest gains among 45-64 year old migrants. However, there is a net migration loss of those aged 16-24 years.
- 2.3 The total 18+ population for 2012 was 337,800 with a total electorate of 335,574. The projected electorate for 2020, based on experimental DCC projections using the

interim census based Sub National Population Projections from the Office for National Statistics is 337,980.

Environment

2.4 Dorset includes part of England's only natural World Heritage Site and two Areas of Outstanding Natural Beauty, covering 53% of the County. The 'environmental economy' of the South West (agriculture, forestry, fishing, energy and tourism) has been estimated to contribute 15% to regional GDP and over 12% of the regional economy is estimated to rely directly on the land and landscape.

Housing

2.5 59% of Dorset's population live in urban areas and 41% in rural areas. In 2011, Dorset had about 180,200 households and this is expected to grow to around 195,000 by 2021. However over the last ten years, build rates have declined. Between 2001 and 2011 in Dorset, 70% of new and converted dwellings were built on previously developed land.

Access

2.6 Almost half of those living in rural areas live in rural towns or fringe areas. Only 15.5% of households in Dorset do not have access to a car, and over 41% have access to more than one car.

Dorset County Council: Model of Governance

3.1 This submission sets out the Council's views on the number of members that are needed in order to support effective, efficient and accountable local democracy in Dorset, which takes account of:

- the political structure of the authority; and,
- the nature of the different roles of county councillors in order to deliver effective local government in Dorset.

3.2 Dorset County Council has operated executive arrangements in the form of a Leader and Cabinet system since 2001.

3.3 The Council is currently composed of 45 members each representing a single member division, except for three divisions in the County which are represented by two members (Dorchester, Ferndown, and Verwood and Three Legged Cross). Elections are held every four years and the next election will take place in 2017. Each councillor currently represents an average of 7457 electors.

3.4 A diagram of the current governance model of the Council is attached to this report as Appendix 1.

Roles and Responsibilities of Members

4.1 The Council's Constitution sets out the following roles and functions of all members (page 8 – DCC Constitution):

'All County Councillors will:-

- collectively be the ultimate policy makers and carry out a number of strategic and corporate management functions;
- represent their communities and bring their views into the Council's decision making process, i.e. become the advocate of and for their communities;
- deal with individual casework and act as an advocate for constituents in resolving particular concerns or grievances;
- balance different interests identified within the electoral division and represent the ward or electoral division as a whole;
- be involved in decision making;

- be available to represent the Council on other bodies;
 - promote and maintain the highest standards of conduct and ethics, and
 - act at all times in accordance with the job description for County Councillors approved by the County Council on 24 July 2003 (as from time to time revised).’
- 4.2 In addition to the constitutional requirements of a member, there is also a member job description which has been used to better define and understand the role of members in Dorset.
- 4.3 The job description details the main duties of members as:
- (a) to represent the needs, priorities and aspirations of your electors and the people of Dorset by making yourselves known within your electoral division, being accessible and liaising/consulting extensively with local communities, organisations and businesses; and,
 - (b) to promote the County Council's mission of ‘Working together for a strong and successful Dorset’ and to act in accordance with the highest standards of probity in public life, seeking to serve the community without personal gain.
- 4.4 The document also outlines the key duties in respect of a member’s community role and a separate list of key duties to the County Council. The job description is attached as Appendix 2 to this report.
- 4.5 Included within the job description is a general outline of the responsibilities of member champions. Member Champions are appointed as required with the purpose of:
- (a) finding ways to sustain a high profile for the initiative, both in the public domain and internally within the County Council;
 - (b) keeping informed about relevant key developments;
 - (c) seeking ways to motivate staff to reach targets; and,
 - (d) using influence as a County Councillor for the allocation of appropriate priority status for the initiative, in the context of the Council’s overall objectives.
- 4.6 A list of the 17 current member championships is detailed at Appendix 3. However, at the County Council meeting held on 24 April 2014 it was agreed that a review would be undertaken in relation to these appointments. The outcome of the review will subsequently be reported back to the Council on 24 July 2014.

Member Survey

- 5.1 As part of the Council’s approach to the Preliminary Council Size consultation, in May 2014 our members were asked to take part in a survey which sought to identify how much time they spend on their roles. 46.66% of members responded.
- 5.2 Members were asked how much time they spend in an average week on their community roles (i.e. constituency case work) and how much time they spent on formal County Council business (such as committee work). Time spent on political activities was specifically excluded.
- 5.3 61.91% of members indicated they spent up to 15 hours per week in their community support role, with a quarter of those indicating they spent less than 10 hours per week on this activity. 28.57% indicated they spent between 15-20 hours per week on this activity. The remaining 9.52% of councillors indicated they spent more than 20 hours per week on this activity.

- 5.4 In terms of formal County Council business such as attending meetings, 66.66% of members indicated they spent up to 15 hours per week on this activity, with 42.85% spending up to 10 hours. 9.52% indicated they spent 15-20 hours on this activity, and 23.81% spent over 20 hours.
- 5.5 The results indicate that on average, members spend up to 15 hours on their community role (61.91%) and up to 10 hours on their formal council role (42.85%). This indicates a combined maximum of 15-25 hours per week. For the purposes of the report it is assumed that the average combined hours for each member is 20 hours per week.
- 5.6 In addition to the member survey, an LGA Councillor Census 2010 identified that members spent, on average, 23 hours per week on council/political business, which was similar to 2006 and 2008. A further census survey was undertaken in 2013 and indicates that, councillors reported spending an average of 25.1 hours per week on council and group/party business. When broken down, it can be seen that councillors spent the majority of this time on council business (20.8 hours on average) and a much smaller proportion of time on group/party business (4.3 hours on average).
- 5.7 It is therefore anticipated that members would be likely to be able to represent more electors than is currently the case without there being a significant impact on the governance of the Council or be over burdensome on their workloads.

Decision Making at the County Council

County Council

- 6.1 The County Council meets a minimum of four times per year. It is responsible for approving the Council's Corporate Plan and policy framework, and discussing significant matters which may affect people living and working in Dorset.
- 6.2 The Corporate Plan sets out our mission as an organisation, what we aim to achieve, what we plan to spend and how we will measure our success to protect vulnerable people, support communities and rise to the financial challenges facing the Council and deliver a balanced budget.
- 6.3 The Constitution provides for the Council to set the Council's Policy Framework which comprises the plans, strategies and budget. The budget includes the allocation of financial resources to different services and projects, proposed contingency funds, the council tax base, setting the council tax and decisions relating to the control of the Council's borrowing requirement, the control of its capital expenditure and the setting of virement limits.
- 6.4 The Policy Framework is set out below:
1. Plans and Strategies required by the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 to be adopted by the Council and any amending/repealing provisions under the Localism Act 2011.
 - Children and Young People's Plan
 - Community Strategy
 - Crime and Disorder Reduction Strategy
 - Local Transport Plan
 - Plans and strategies which together comprise the Development Plan
 - Structure Plan
 - Waste Local Plan
 - Minerals Local Plan
 - Youth Justice Plan

2. Other plans and strategies which government guidance recommends should be adopted by the County Council as part of the policy framework and others which the County Council has decided to include:-
 - Economic Development Plan
 - Lifelong Learning Development Plan (Adult Learning Plan) - now the Skills and Learning Business Plan
 - The Dorset Waste Strategy
 - Food Law Enforcement Service Plan
 - Local Cultural Strategy
 - Capital Programme
 - Treasury Management Policy Statement

Cabinet

- 6.5 The Cabinet will carry out all the County Council's functions which are not the responsibility of any other part of the Council whether by law or under the Constitution. It will consist of the Leader of the County Council (appointed for a four year term) together with at least two but no more than nine other councillors, including the Deputy Leader appointed to the Cabinet by the Leader.
- 6.6 The current membership consists of 7 members, with the following portfolios (as at 24 April 2014):
 - Leader of the Council
 - Deputy Leader and Cabinet Member for Corporate Resources
 - Cabinet Member for Adult Social Care
 - Cabinet Member for Children's Safeguarding and Families
 - Cabinet Member for Community and Public Health
 - Cabinet Member for Education and Communications
 - Cabinet Member for Environment and the Economy
- 6.7 Each of the individual service responsibilities included within each portfolio include a wide range of responsibilities, which are kept under review by the Leader to ensure they are fit for purpose in terms of the challenges facing the Council.
- 6.8 The Cabinet meets every 3-4 weeks and takes all decisions collectively as there are no delegated executive decision making powers in operation at the County Council. However, there is provision for additional meetings to be held when required, and a number of reserve dates are held throughout the year to enable this to take place.
- 6.9 Executive Advisory Panels may be appointed by the Cabinet to consider specific topics and report back with advice and/or recommendations. A list of current panels is detailed below:
 - Executive Advisory Panel on Periodic Electoral Review (7 members)
 - Executive Advisory Panel on Member Development (5 members)
 - Executive Advisory Panel on Pathways to Independence (7 members)
 - Executive Advisory Panel on Sustainable Purchasing of Adult Social Care (5 members)
 - Executive Advisory Panel on Children's Universal Services (7 members)
 - Executive Advisory Panel on Disclosure and Barring Service (6 members)
 - Executive Advisory Panel on Governance (5 members)

Overview and Scrutiny Arrangements

- 6.10 The County Council has chosen to discharge its overview and scrutiny function by separating overview from scrutiny and forming three directorate based overview committees and a separate Audit and Scrutiny Committee, together with a Health Scrutiny Committee. This provides a separation of the proactive pre-decision scrutiny, and the reactive post-decision scrutiny of decisions made by the Cabinet. An outline is provided below:

Audit and Scrutiny Committee (Membership - 8) This Committee meets 10 times per year to challenge, review or scrutinise the decisions or actions taken by the Cabinet. It also uses a 'Call to Account' process, to scrutinise and review decisions made or actions taken in connection with the discharge of any of the executive functions of the Council. The Committee also has a process for 'Call In' to consider executive decisions, but this is very rarely used. Since October 2012 it has also assumed the overview role in respect of the Chief Executive's Office and the Corporate Resources Directorate.

Overview Committees (Membership – 12) The County Council appoints three overview committees to meet 4 times per year in relation to Adult and Community Services, Children's Services, and Environment and the Economy. The committees will provide an overview of the budget and performance of each directorate and a proactive scrutiny approach to policy and strategy development.

The committees will also oversee major service change, consultations, and provide a clear focus on finding efficiency savings in accordance with requirements in the Council's financial strategy.

Dorset Health Scrutiny Committee (Membership – 6 plus 1 representative from each district/borough) The Committee meets 4 times per year (with two reserve dates) to review and scrutinise matters relating to the planning, provision and operation of health services in the area of the County Council, and it can make reports and recommendations to local NHS bodies and to the Cabinet and other relevant Committees on any matter reviewed or scrutinised.

Members will receive reports from local NHS bodies where they have under consideration any proposal for a substantial development of the health service in the area of the County Council or for a substantial variation in the provision of such service.

Joint Scrutiny Review Sub-Committee (Membership 3 plus 1 representative from each district/borough) The Joint Scrutiny Review Sub-Committee meets 6 times per year to scrutinise the effectiveness of partnership working across Dorset, in order to make partnerships more efficient and effective. The remit of the Sub-Committee includes specific collaborative projects between local authorities, and extends to partnership arrangements in Dorset more generally. Subject to agreement, the Sub-Committee can scrutinise any area of common interest.

The Joint Scrutiny Review Sub-Committee aims to be a valued contributor to improved partnership working in Dorset, and in doing so will focus on key strategic issues using an evidenced-based approach.

Dorset's local authorities have their own overview and scrutiny processes. The aim of this Sub-Committee is to add value above and beyond that which happens within individual councils.

- 6.11 Each Committee may appoint from time to time, as appropriate, a panel of members to consider specific issues. For the Audit and Scrutiny Committee and the Dorset Health Scrutiny Committee these will be task and finish groups, and for the overview committees these will be policy development panels.
- 6.12 All panels will operate on an informal and time limited basis engaging where appropriate with advisers/experts from outside the County Council and visiting local sites/locations as appropriate to inform their formulation of proposals. A list of the current panels is shown below:

- Policy Development Panel on Verge Cutting (Highway Vegetation Management) (7 members)
- Policy Development Panel on On Street Parking (5 members)
- Policy Development Panel on Children in Care (5 members)
- Policy Development Panel on Charging for Social Care Services (5 members)
- Policy Development Panel on Roundabout and Other Asset Sponsorship (5 members)
- Policy Development Panel on Local Member Involvement (4 members)
- Task and Finish Group on Quality Accounts – Dorset County Hospital NHS Foundation Trust (3 Members)
- Task and Finish Group on Quality Accounts – Dorset Healthcare NHS Foundation Trust (3 Members)
- Task and Finish Group on Changes to NHS Services in Purbeck (6 Members)
- Task and Finish Group on Health Scrutiny Protocols (6 Members)

Quasi Judicial, Regulatory and Other Committees

6.13 The Council currently appoints the following Quasi Judicial, Regulatory and Other Committees:

Ad Hoc Accounts Committee (Membership - 9) The Committee meets once annually to scrutinise and authorise the County Council's Statement of Accounts, including the Annual Governance Statement.

Children's and Adult Services Appeals Committee (Membership – 5 plus 5 reserves) The Committee meets every month to consider appeals regarding services provided by both the Children's Services and Adult and Community Services directorates.

Licensing and Registration Committee (Membership - 5) The Committee meets on an ad hoc basis to specific matters in relation to safety certificates for sports grounds, licence the employment of children, hear appeals regarding approved premises for licenses in accordance with the Marriage Act 1949 and the Civil Partnership Act 2004, applications in relation to use of explosives, and election arrangements for the County.

Personnel Appeals Committee (Membership – 5 plus 5 reserves) The Committee meets every month to consider early retirement or redundancies, and as a pay board to hear matters relating to labour market adjustments.

Planning Committee (Membership - 10) The Committee meets 8 times per year (plus 9 reserve dates) to consider planning and development matters of a strategic nature which are not the responsibility of district and borough councils.

Roads and Rights of Way Committee (Membership - 10) This Committee meets 6 times per year to make recommendations to the Cabinet on traffic regulation, and consider other matters relating to roads and rights of way.

Staffing Committee (Membership - 5) The Committee meets 6 times per year to consider all staffing related matters regarding terms and conditions, and staffing procedures. The Committee also deals with appointment, retirement, redundancy and discipline of Directors and the Deputy Chief Executive. Appointment of the Chief Executive is a decision made by the County Council by recommendation of the Committee.

Pension Fund Committee (Membership – 5 plus 4 other representatives) This Committee meets 4 times per year to exercise all functions of the Council as administering authority under the Local Government Superannuation Act and Regulations and deal with all matters relating to the Dorset Pension Fund.

Joint Arrangements

6.14 The Council makes appointments to a number of joint committees on an annual basis which consist of bodies where the County Council is the host authority. The committees are listed below:

- Dorset Fire Authority (8 members)
- Dorset Police and Crime Panel (2 members)
- Dorset and South Wiltshire Planning and Transportation Joint Committee (1 member plus 1 reserve)
- Dorset Waste Partnership Joint Committee (2 executive members)
- Joint Public Health Board (2 executive members plus 2 reserves and 1 observer)
- Dorset Health and Well-being Board (4 members)

6.15 The Dorset Health Scrutiny Committee and Pension Fund Committee are also appointed through this mechanism, but appear in the section above due to their prominence in the decision making structure of the Council detailed at Appendix 1.

Consultative Panels, Fora, Outside Bodies and Partnerships

7. The Council appoints members to serve on various consultative bodies, partner and other organisations for the duration of the Council (four years). A review of outside body appointments was undertaken in October 2013 and reported to the Cabinet on 6 November 2013. There are also a number of partnerships that the Council appoint which are statutory bodies and many where the Council provides a lead role. A list of outside body appointments and partnerships is attached to this report as Appendix 4.

Parish and Town Councils

8.1 There are 245 parish councils and parish meetings, and 18 town councils as the first tier of local government in Dorset. They often cover things like allotments, bus shelters, village halls, children's playgrounds, parks, seats, signs, notice boards and have a significant input to planning.

8.2 Some larger parish councils may also get involved in providing street lighting, burial grounds and playing fields amongst other things. These councils are obliged to organise at least one town or parish meeting each year which all electors may attend and raise issues of concern.

8.3 Some of the parish councils are grouped together for administrative convenience and are "grouped councils" and have a single clerk for each group. Some smaller parishes have parish meetings which do not have elected members.

8.4 Electoral divisions in Dorset contain an average of 6.44 parish and town councils, with the highest being 39 and the lowest at 1 (x11 electoral divisions). Weymouth members have no parish or town councils. It is difficult to determine the effect of parish and town council business on the workload of members. Members may be expected to attend a number of parish and town council meetings (although this is at the discretion of the member) and they may also be lobbied in relation to particular issues.

8.5 Members consider that the existing parish and town council boundaries will be used as the initial building blocks for the County Council review, and as such feel that any slight change in the number of members will not significantly impact on members' workloads. The Dorset Association of Parish and Town Councils will also be consulted throughout the review process.

Member Support

- 9.1 Member support is currently managed and delivered through the Democratic Services Team and the Members' Secretaries Office. Dedicated ICT support is provided separately through the Council's ICT team, although Democratic Services have provided a lead role in developing new mobile working solutions for members, to be introduced in 2014.
- 9.2 Democratic Services undertake a support role for all members in respect of their commitments regarding committee/panel meetings, constitutional advice, induction following elections, training and development, the members' allowances scheme, website development, organising events and seminars, and a wide range of requests for support from individual members themselves.
- 9.3 A full review of member development was undertaken in 2013 through the Executive Advisory Panel on Member Development which has reinvigorated support for member training and development.
- 9.4 The Members' Secretaries Office manages the diaries of the Leader, Chairman and Vice Chairman and the Cabinet. A number of other members have their diaries maintained who require assistance. The office provides secretarial and administrative support to the Leader, Cabinet and those members who request support. This includes organising accommodation/travel and delegate registration to events and national conferences. The general upkeep of the Members' Lounge, ensuring newspapers are current, journals, notices and other relevant literature is also the responsibility of the office.
- 9.5 Members' secretaries have also historically provided ICT consumables and paper, but this arrangement is in the process of being phased out following the introduction of mobile working solutions to reduce paper for members in their Council roles.

Conclusions

- 10.1 The Executive Advisory Panel on Periodic Electoral Review met on 16 May 2014 to consider the scope of the Council Size report and then discussed the impact on the Council at its meeting on 16 June 2014. In discussing the impact on the Council, the Panel had oversight of the roles and commitment of members across the authority based on the detail contained within the report and on the member survey detailed at paragraph 5.
- 10.2 There is currently a population in the region of 415,000 people in Dorset with an electorate of 335,574. With the current level of 45 members this provides an average electorate per division of 7457. During consideration of the average electorate, members noted that based on the existing electoral boundaries the electorate would increase to 337,980 by 2020 therefore increasing the average divisional electorate to 7510. Electorate forecast information is shown at Appendix 5.
- 10.3 Electorate forecasting for 2020 broadly indicated that in relation to electoral equality across Dorset, it would be necessary to add an additional member to the Christchurch Borough area due to the growth in the electorate and to bring the average electorate for these divisions in line with the rest of the County (within +/- 10% of the average electorate). However, there would be the need to adjust electoral boundaries across the whole of the County to achieve electoral equality.
- 10.4 To have accommodated the disparity in Christchurch at a 2020 forecast average of 8,290 electors based on the existing five divisions, against the average across the remainder of the County at 7510, the number of members would have had to reduce to 41. A reduction to 41 would cause significant challenges in populating

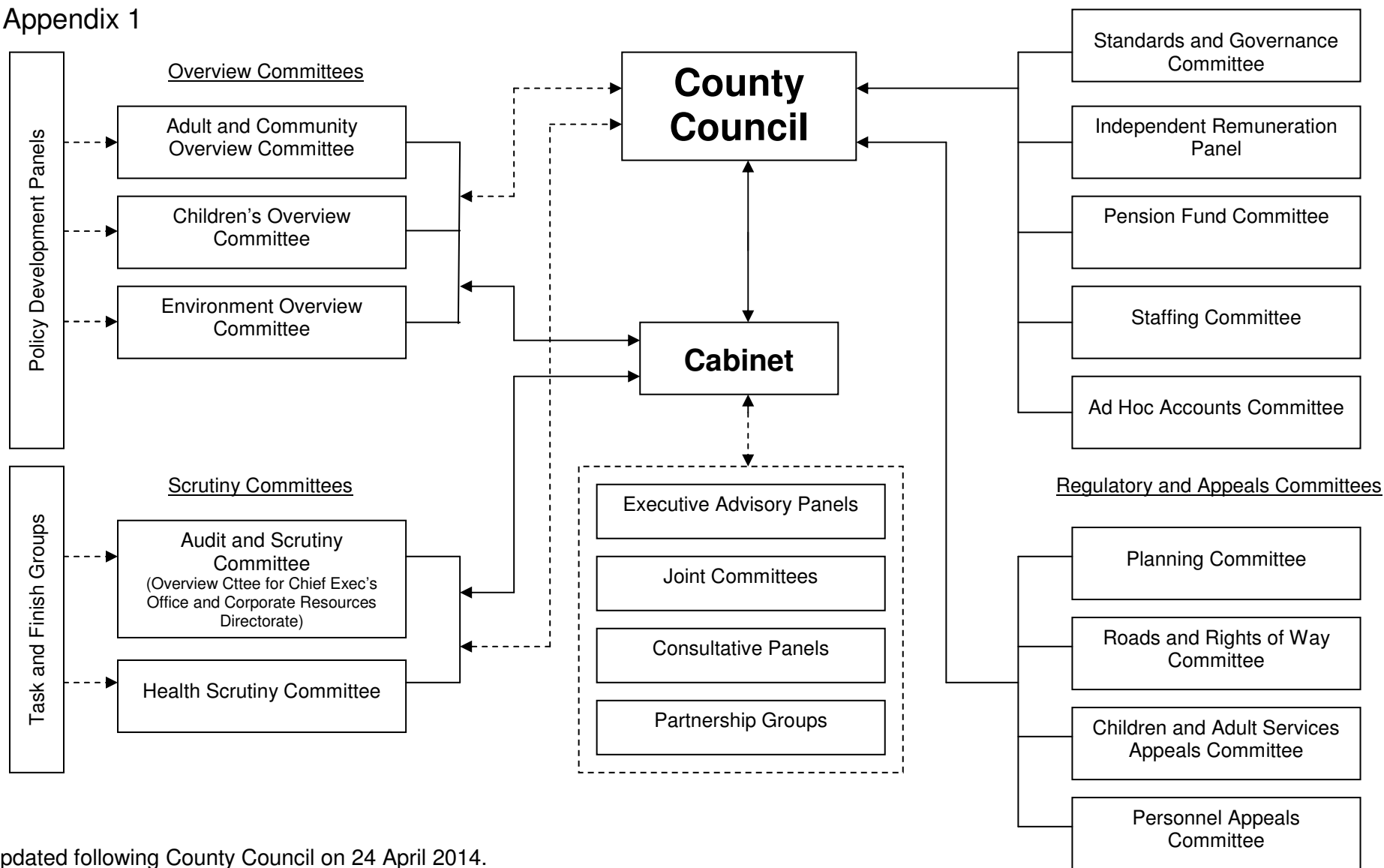
committees, outside bodies and to allow local members the capacity to deal with divisional case work. It would also cause unnecessary difficulties when dealing with divisional arrangements in each district or borough, which is likely to lose significant local identity in the interest of achieving equal value for each vote.

- 10.5 Although the national average electorate for County Councils was 8478.69, it was felt that the current Dorset average of 7457, was appropriate for the Council due to the workload and commitments of members, the rurality of the County, community representation, and the governance of the Council. It would therefore not be appropriate to reduce the size of the Council.
- 10.6 The member survey indicated that a majority of members (61.91%) spent up to 15 hours in their constituency/community role. It is the Panel's view that the amount of time spent on case work may increase as a result of electorate increases and any subsequent change to council size, but members have sufficient capacity to absorb this impact without compromising their effectiveness.
- 10.7 In relation to formal County Council business, the Panel took a view that all committees required an ongoing time commitment from members, and that a number of Committees (such as Cabinet and Audit and Scrutiny Committee) required a high level of time commitment.
- 10.8 It is noted that there are no imminent changes planned to the current governance structure of the Council. However, there could be the possibility of the review of regulatory committees.
- 10.9 The Panel felt that members of the Council undertook a balanced and appropriate level of workload in respect of their communities and formal council business, and therefore felt that any change should be based on the impact of electoral forecasting. A consensus was reached on a proposed increase in council size from the present figure of 45 members to 46 members, to take account of the change needed in Christchurch.

Recommendation

11. The view of the Council is that in light of the evidence outlined throughout this report, it is clear that the Council can continue to operate robust, effective and transparent governance arrangements based on a council size of 46 and recommend this size to the Boundary Commission for consideration.

Appendix 1



Updated following County Council on 24 April 2014.

Job Description for Members of Dorset County Council

1. Main Duties

- (c) to represent the needs, priorities and aspirations of your electors and the people of Dorset by making yourselves known within your electoral division, being accessible and liaising/consulting extensively with local communities, organisations and businesses; and,
- (d) to promote the County Council's mission of 'Working together for a strong and successful Dorset' and to act in accordance with the highest standards of probity in public life, seeking to serve the community without personal gain.

2. Key Duties within the Community

- (a) to seek ways of improving the quality of life for people in Dorset now and for the future by promoting the economic, social and environmental well-being of your local community, having regard to the effects on other communities and the County as a whole;
- (b) to find ways of effectively and regularly communicating with your constituents;
- (c) to find ways to make yourself accessible to constituents in order that they can raise issues of importance, or personal concern and to take the appropriate action;
- (d) to explore new ways, between elections, of being accountable to your constituents;
- (e) to work in partnership with your communities and other agencies;
- (f) to promote the County Council's corporate aims (as approved from year to year) and take account of these in your activities within your community and in your work with other agencies;
- (g) to act as the pivot by which various funding streams can be brought together for the benefit of the community;
- (h) to act as a Corporate Parent, especially for those children being looked after by the local authority; and,
- (i) to liaise with other levels of government, agencies or bodies which influence the well-being of your electoral division.

3. Key Duties to the County Council

- (a) to assist the Council in promoting a high level of understanding by people in Dorset of its role and functions and to promote its desire to improve access to information and services;
- (b) to attend full Council and participate in the business of the Council either as:-
 - (i) a member of the Cabinet in accordance with Article 7 of the Constitution, or
 - (ii) a member of one of the Council's committees undertaking the role of Overview and Policy Development, Audit and Scrutiny, Quasi Judicial and Regulatory, or other Committees in accordance with Article 8 of the Constitution, or
 - (iii) a member of the Standards Committee in accordance with Article 9 of the Constitution, or
 - (iv) a member of any sub committees, panels or fora from time to time established.
- (c) as required from time to time to chair panels, working groups and other meetings;

- (d) to be familiar with the County Council's policies, plans and priorities;
- (e) to liaise with other levels of government, agencies or bodies which influence the well-being of the County;
- (f) as required from time to time to undertake the role of designated Member Champion for a specific service area or initiative by:-
 - (i) finding ways to sustain a high profile for the initiative, both in the public domain and internally within the County Council
 - (ii) keeping yourself informed about relevant key developments
 - (iii) seeking ways to motivate staff to reach targets
 - (iv) using your influence as a County Councillor for the allocation of appropriate priority status for the initiative, in the context of the Council's overall objectives
- (g) to undertake other official duties or act as representatives of the County Council;
and,
- (h) to attend development opportunities relating to the mandatory core skills and knowledge set out in the Member Development Strategy.

Member Champions

| | |
|---|----------|
| Carer's Champion | 1 member |
| Corporate Sustainability programme | 1 member |
| Customer Services | 1 member |
| Diversity (including disability) | 1 member |
| Domestic Violence | 1 member |
| Freedom of Information | 1 member |
| Community Services (incorporating cultural services, community safety, health improvement, adult learning and the voluntary sector) | 1 member |
| Mental Health Services | 1 member |
| Military/Civilian Integration | 1 member |
| Older People | 1 member |
| Physical Activity | 1 member |
| Risk | 1 member |
| Trading Standards | 1 member |
| Supporting People | 1 member |
| Young People "Hear by Right" (Setting Standards for the Active Involvement of Young People in Democracy) | 1 member |
| Learning Disabilities | 1 member |
| Economic Growth and Development | 1 member |

**Appointment to Panels, Consultative Bodies,
Project Boards, Outside Bodies and Partnerships**

Corporate Resources and Chief Executive's Office

| Outside Bodies | |
|---|--|
| Colliton Club Committee | 1 member |
| Dorset County Community Fund Panel | 1 member |
| Dorset Forum for Equality and Diversity | 1 member |
| South West Audit Partnership Board | 1 member with 1 substitute |
| South West Provincial Council | 2 members |
| Consultative Bodies | |
| Staff Consultative Panel | 7 to include the 5 members of the Staffing Committee plus 7 substitute members |

Environment and the Economy

| Outside Bodies | |
|--|------------------------------|
| Board of Dorset Local Enterprise Partnership | 1 member |
| Bournemouth International Airport Consultative Committee | 1 member |
| Chalk and Cheese Local Action Group Executive | 1 member |
| Charmouth Heritage Coast Centre Trust | 1 member |
| Cranborne Chase and West Wiltshire Downs Forum – Steering Group | 1 member with 1 substitute |
| Dorset AONB Partnership Board | 1 member |
| Dorset Development Partnership – Members Board | 3 executive members |
| Dorset Heathlands – Joint Executive Group | 1 executive member |
| Dorset Natural History and Archaeological Society (County Museum) | 1 member |
| Dorset Local Nature Partnership Board | 1 executive member |
| Dorset Rail Partnership | 1 member with 1 substitute |
| Dorset Strategic Road Safety Partnership Steering Committee | 1 member |
| East Dorset Heritage Trust | 1 member |
| Jurassic Coast Trust | 1 member |
| Local Government Association Coastal Special Interest Group | 1 member |
| Portland Gas Trust | 1 member |
| Portland Harbour Consultative Committee | 1 member |
| Purbeck Rail Partnership | 1 member with 1 substitute |
| Safewise | 1 member |
| Southern Inshore Fisheries and Conservation Authority (Southern IFCA) | 2 members |
| South West European Partnership | 1 member |
| Sowing Seeds Local Action Group | 1 member |
| Standing Conference on Problems Associated with the Coastline (SCOPAC) | 1 member with 1 substitute |
| Wessex Regional Flood and Coastal Committee | 1 member with 1 substitute |
| Wessex Water Customer Liaison Panel | 1 member with 1 substitute |
| Consultative Bodies | |
| Bournemouth, Dorset and Poole Minerals and Waste Policy Joint Advisory Committee | 4 members plus 4 substitutes |
| County Farms Liaison Panel | 5 members |
| Dorset Coast Forum | 2 plus 2 reserve members |
| Dorset Local Access Forum | 1 member |
| Dorset and South Wiltshire Planning and Transportation Joint Committee | 2 members |
| Local Transport Body | 2 executive members |

| | |
|---|-----------|
| Poundbury Inter-Authority Joint Working Group | 2 members |
| Wytch Farm Oilfield Consultative Committee | 4 members |

Adult and Community Services

| Outside Bodies | |
|--|----------------------------|
| Board of Creative Dorset Company | 1 member |
| Council of Bournemouth Symphony Orchestra | 1 member |
| Dorchester Heritage Joint Committee | 1 member |
| Dorset Community Action - Board of Trustees | 1 member |
| Dorset Community Safety Partnership | 1 member |
| Dorset County Hospital NHS Foundation Trust | 1 member |
| Dorset HealthCare University NHS Foundation Trust – Council of Governors | 1 member |
| Dorset Race Equality Council | 1 member |
| Police and Crime Commissioner Engagement Forum – Christchurch | 1 member |
| Police and Crime Commissioner Engagement Forum – East Dorset | 1 member |
| Police and Crime Commissioner Engagement Forum – North Dorset | 1 member |
| Police and Crime Commissioner Engagement Forum – Purbeck | 1 member |
| Police and Crime Commissioner Engagement Forum – West Dorset | 1 member |
| Police and Crime Commissioner Engagement Forum – Weymouth and Portland | 1 member |
| Poole Hospital NHS FoundationTrust – Council of Governors | 1 member |
| Red House Museum (Christchurch) Joint Management Committee | 2 members |
| Royal Bournemouth and Christchurch Hospitals NHS Foundation Trust - Council of Governors | 1 member |
| Shaftesbury Abbey and Museum Trust Co Ltd | 1 member with 1 substitute |
| Consultative Bodies | |
| Commissioning Body of the Supporting People Programme | 3 members |
| Joint Archives Advisory Board | 4 members plus 4 reserves |
| Learning Disability Partnership Board | 2 members |
| Shared Lives Approval Panel | 2 members |

Children's Services

| Outside Bodies | |
|---|-----------|
| Dorset Safeguarding Children's Board | 1 member |
| Salisbury Diocesan Board of Education | 1 member |
| Corporate Parenting Board | 7 members |
| Dorset Adoption Agency's Panel | 1 member |
| Dorset Fostering Agency Panel | 2 members |
| Schools' Forum | 1 member |
| Standing Advisory Council for Religious Education | 3 members |
| Consultative Bodies | |
| Modernising Schools Project Board | 5 members |
| Queen Elizabeth's School, Wimborne Project Board | 5 members |

The following bodies are appointed directly by the County Council

| | |
|--|-----------|
| Local Government Association: General Assembly | 4 members |
| County Council's Network | 4 members |
| South West Councils | 1 member |
| South West Councils Employers Panel | 1 member |

Partnerships

List of significant partnerships

Criteria for significant partnerships:

1. Where a partnership has a significant budget – i.e. spends £250,000 or more (where the County Council is not the lead authority this would translate into £250,000 or more of DCC money).
2. Where the partnership is pivotal to the delivery of key strategies such as the aims of the Corporate Plan.
3. Where if the County Council is leading the partnership we have significant reputation risk as the accountable body.

| Significant Partnership | Statutory? | Lead Directorate |
|---|------------|---------------------|
| Forum for Equality and Diversity | | Chief Executive |
| Local Enterprise Partnership | Yes | Environment |
| Dorset Waste Partnership | | Environment |
| Local Nature Partnership | | Environment |
| Jurassic Coast World Heritage Site Steering Group | | Environment |
| Dorset Coast Forum | | Environment |
| Dorset Area of Outstanding Natural Beauty (AONB) Board | | Environment |
| Cranborne Chase and South Wiltshire Down AONB Board | | Environment |
| Local Transport Body | Yes | Environment |
| Bournemouth, Dorset and Poole Strategic Housing Group | | Environment |
| Children and Young People's Partnership Board | Yes | Children's Services |
| Children's Trust Board | Yes | Children's Services |
| Dorset Communities Forum | | Adult & Community |
| Culture Partnership | | Adult & Community |
| Dorset Age Partnership | | Adult & Community |
| Health and Wellbeing Board | Yes | Adult & Community |
| Health and social care service partnerships | | |
| <i>Many of these are bi-lateral service delivery arrangements between local government and the NHS. Governance details are contained within the Partnerships database</i> | | |
| Dorset Partnership for Older People (POPP) | | Adult & Community |
| Drug Action Team and DAT Joint Commissioning Group | Yes | Adult & Community |
| Financial Assessments and Benefits (FAB) Team (with the pensions service) | | Adult & Community |
| Integrated Brokerage Team | | Adult & Community |
| Integrated Community Equipment Service (ICES) Partnership Board | | Adult & Community |
| Joint Commissioning Board – Older People, Physical Disabilities and Long Term Conditions. | | Adult & Community |
| Joint Provision Mental Health Services under joint management between DCC and Dorset PCT | | Adult & Community |
| Learning Disability Partnership | Yes | Adult & Community |
| Pan Dorset CAMHS Commissioning Group | | Children's Services |
| Personal Community Development Learning (PCDL) | | Adult & Community |
| Section 75 agreement with the NHS | | Adult & Community |
| Supporting People Joint Commissioning Group | Yes | Adult & Community |
| The Mental Health Local Implementation Team (LIT) (No budget but the other 2 criteria apply) | | Adult & Community |
| Young Persons Substance Misuse Commissioning Group | | Children's services |
| Other partnerships | | |
| 14 – 19 Strategy Group | | Children's Services |
| Dorset AONB Partnership | | Environment |
| Dorsetforyou Partnership | | Corporate Resources |
| Dorset Local Access Forum | | Environment |
| Dorset Strategic Road Safety Partnership | | Environment |
| South West Audit Partnership | | Corporate Resources |
| Safeguarding Children Board | Yes | Children's Services |
| Sub Regional Economic Partnership | | Environment |

Appendix 5

| Division name | Electorate 2012 | Electorate 2013 | Electorate 2014 | Projected Electorate 2020 | Number of Councillors | 2020 difference from average | % |
|--------------------------------|--------------------|--------------------|--------------------|---------------------------------|--------------------------|------------------------------------|---|
| Dorset | 328,334 | 335,574 | 334,349 | 337,980 | | | |
| Christchurch | 38,528 | 39,736 | 40,242 | 41,460 | | | |
| Burton Grange | 6,972 | 7,097 | 7,135 | 7,350 | 1 | -2.18 | |
| Christchurch Central | 7,897 | 8,361 | 8,446 | 8,700 | 1 | 13.68 | |
| Commons | 8,345 | 8,623 | 8,903 | 9,170 | 1 | 18.10 | |
| Highcliffe & Walkford | 7,701 | 7,904 | 7,959 | 8,200 | 1 | 8.41 | |
| Mudford & Highcliffe | 7,613 | 7,751 | 7,799 | 8,030 | 1 | 6.47 | |
| East Dorset | 70,658 | 72,606 | 72,943 | 74,250 | | | |
| Colehill & Stapehill | 7,631 | 7,694 | 7,731 | 7,870 | 1 | 4.57 | |
| Corfe Mullen | 8,035 | 8,193 | 8,251 | 8,400 | 1 | 10.59 | |
| Cranborne Chase | 6,862 | 6,998 | 6,954 | 7,080 | 1 | -6.08 | |
| Ferndown | 15,696 | 16,145 | 16,218 | 16,510 | 2 | 9.02 | |
| Minster | 7,628 | 7,897 | 7,840 | 7,980 | 1 | 5.89 | |
| St. Leonards & St. Ives | 5,934 | 6,221 | 6,222 | 6,330 | 1 | -18.64 | |
| Verwood & Three Legged Cross | 11,360 | 11,861 | 12,011 | 12,230 | 2 | -22.82 | |
| West Moors & Holt | 7,512 | 7,597 | 7,716 | 7,850 | 1 | 4.33 | |
| North Dorset | 51,702 | 53,660 | 53,259 | 53,360 | | | |
| Blackmore Vale | 7,972 | 8,449 | 8,317 | 8,330 | 1 | 9.84 | |
| Blandford | 7,495 | 7,969 | 7,875 | 7,890 | 1 | 4.81 | |
| Gillingham | 7,715 | 7,730 | 7,644 | 7,660 | 1 | 1.96 | |
| Hambledon | 8,235 | 8,617 | 8,559 | 8,570 | 1 | 12.37 | |
| Shaftesbury | 5,421 | 5,994 | 6,092 | 6,100 | 1 | -23.12 | |
| Stour Vale | 7,070 | 7,043 | 6,976 | 6,990 | 1 | -7.44 | |
| Winterborne | 7,794 | 7,858 | 7,796 | 7,810 | 1 | 3.84 | |
| Purbeck | 36,173 | 36,682 | 36,284 | 36,090 | | | |
| Egdon Heath | 6,710 | 7,101 | 6,894 | 6,860 | 1 | -9.48 | |
| Lytchett | 8,882 | 9,039 | 9,134 | 9,080 | 1 | 17.29 | |
| Purbeck Hills | 5,623 | 5,573 | 5,474 | 5,440 | 1 | -38.06 | |
| Swanage | 8,190 | 8,155 | 7,981 | 7,940 | 1 | 5.41 | |
| Wareham | 6,768 | 6,814 | 6,801 | 6,760 | 1 | -11.10 | |
| West Dorset | 80,316 | 81,268 | 81,415 | 82,720 | | | |
| Beaminster | 6,800 | 6,782 | 6,731 | 6,840 | 1 | -9.80 | |
| Bride Valley | 6,786 | 6,641 | 6,631 | 6,740 | 1 | -11.43 | |
| Bridport | 7,577 | 7,686 | 7,714 | 7,840 | 1 | 4.21 | |
| Chickerell & Chesil Bank | 6,501 | 6,497 | 6,466 | 6,570 | 1 | -14.31 | |
| Dorchester | 14,293 | 15,174 | 15,334 | 15,580 | 2 | 3.59 | |
| Linden Lea | 7,789 | 7,977 | 8,055 | 8,180 | 1 | 8.19 | |
| Marshwood Vale | 7,489 | 7,141 | 7,130 | 7,240 | 1 | -3.73 | |
| Sherborne | 7,077 | 7,104 | 7,138 | 7,250 | 1 | -3.59 | |
| Sherborne Rural | 7,828 | 7,852 | 7,850 | 7,980 | 1 | 5.89 | |
| Three Valleys | 8,176 | 8,414 | 8,366 | 8,500 | 1 | 11.64 | |
| Weymouth & Portland | 50,957 | 51,622 | 50,206 | 50,110 | | | |
| Broadway | 8,391 | 8,621 | 8,439 | 8,420 | 1 | 10.80 | |
| Lodmoor | 7,332 | 7,380 | 7,172 | 7,160 | 1 | -4.89 | |
| Portland Harbour | 7,080 | 7,024 | 7,110 | 7,100 | 1 | -5.78 | |
| Portland Tophill | 6,581 | 6,605 | 6,358 | 6,350 | 1 | -18.27 | |
| Rodwell | 6,934 | 6,893 | 6,694 | 6,680 | 1 | -12.43 | |
| Westham | 7,174 | 7,237 | 7,105 | 7,090 | 1 | -5.93 | |
| Weymouth Town | 7,465 | 7,862 | 7,328 | 7,310 | 1 | -2.74 | |
| Average Ward Size | 7,296 | 7,457 | 7,430 | 7,510 | | | |