



Meeting: County Council  
 Time: 10.00 am  
 Date: 10 November 2016  
 Venue: Council Chamber, County Hall, Colliton Park, Dorchester, DT1 1XJ

Andrew Cattaway (Chairman)	Hilary Cox (Vice-Chairman)	Pauline Batstone
Richard Biggs	Steve Butler	Mike Byatt
Andy Canning	Ronald Coatsworth	Robin Cook
Toni Coombs	Barrie Cooper	Deborah Croney
Lesley Dedman	Janet Dover	Fred Drane
Beryl Ezzard	Peter Finney	Spencer Flower
Ian Gardner	Robert Gould	Matt Hall
Peter Hall	David Harris	Jill Haynes
Colin Jamieson	Susan Jefferies	Mervyn Jeffery
David Jones	Trevor Jones	Ros Kayes
Paul Kimber	Rebecca Knox	Mike Lovell
Steven Lugg	David Mannings	Margaret Phipps
Peter Richardson	Clare Sutton	Mark Tewkesbury
William Trite	Daryl Turner	David Walsh
Peter Wharf	Kate Wheller	

#### Notes:

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- **Public Participation**

Guidance on public participation at County Council meetings is available on request or at <http://www.dorsetforyou.com/374629>.

#### Public Speaking

Members of the public can ask questions and make statements at the meeting. The closing date for us to receive questions is 10.00am on 7 November 2016, and statements by midday the day before the meeting.

**Debbie Ward**  
 Chief Executive

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Date of Publication:  
 Wednesday, 2 November  
 2016

## 1. **Apologies for Absence**

To receive any apologies for absence.

## 2. **Code of Conduct**

Councillors are required to comply with the requirements of the Localism Act 2011 regarding disclosable pecuniary interests.

- Check if there is an item of business on this agenda in which the member or other relevant person has a disclosable pecuniary interest.
- Check that the interest has been notified to the Monitoring Officer (in writing) and entered in the Register (if not this must be done on the form available from the clerk within 28 days).
- Disclose the interest at the meeting (in accordance with the County Council's Code of Conduct) and in the absence of a dispensation to speak and/or vote, withdraw from any consideration of the item.

The Register of Interests is available on Dorsetforyou.com and the list of disclosable pecuniary interests is set out on the reverse of the form.

## 3. **Minutes**

5 - 14

To confirm and sign the minutes of the meeting held on 21 July 2016.

## 4. **Public Participation**

- (a) Public Speaking
- (b) Petitions

## 5. **Chairman's Announcements**

To deal with correspondence, communications or other business brought forward by the Chairman.

## 6. **Leader's Announcements**

To deal with business raised by the Leader of the Council which is not otherwise be raised under any other item on the agenda. Questions from members will be invited on the issues raised by the Leader.

## 7. **Motions**

To consider the following motions submitted by members of the Council. In accordance with Standing Order 17, motions which if adopted would constitute the exercise of an executive function, shall be presented to the Council by the proposer and be referred automatically to the appropriate Committee without debate by the Council. The motion will be placed on the next appropriate agenda. The appropriate Committee will then consider how the motion will be dealt with.

Unless determined otherwise by the Chairman the maximum time to be allowed to present each motion shall be 10 minutes.

Ros Kayes (County Councillor for Bridport): Clause 21 of the Bus Bill  
The motion is seconded by: Janet Dover (County Councillor for Colehill and Stapehill)

'This council notes:

1. That the Bus Services Bill currently passing through Parliament includes Clause 21 that will effectively "prohibit a local authority from forming a company for the purposes of providing a local bus service".
2. That this might have profound implications both for the proposed Combined Authority in seeking Local Transport Authority powers and in DCC's ability to support small community transport schemes with its own fleet as is currently happening in Southill and Portland.
3. That the Localism Act (2011) provides general powers of competence to local authorities.
4. That municipal bus companies like Reading and Nottingham provide some of the best bus services in the country and have a successful track record of increasing bus passenger numbers and providing high quality bus services.
5. That polling by We Own It found that a majority of the public (57%) oppose clause 21, whilst just 22% support it. The opposition to Clause 21 is consistent across voters from all political parties.

This council believes:

1. Clause 21 contradicts the general powers of competence and the spirit of the Localism Act 2011.
2. If there is a need and a demand from their public, then Councils should be able to provide their own bus services
3. Should they wish, Councils should be legally able to follow the model developed by Reading and Nottingham.
4. Consequently Clause 21 should be omitted from the Bus Services Bill.

This council resolves:

1. To write to Lord Ahmad and to call on the Department for Transport to omit Clause 21 from the final legislation
2. To write to local MPs to ask them to oppose clause 21 when the Bus Services Bill reaches the House of Commons and ask them to write to Lord Ahmad and the Department of Transport to raise concerns about Clause 21.'

**8. Exploring Options for the Future of Local Government in Bournemouth, Dorset and Poole** 15 - 22

To consider a report by the Chief Executive.

**9. Questions from County Councillors**

The Chairman of the Council, Leader of the Council, Cabinet Members, or chairmen of appropriate committees to answer questions on any business not covered on this agenda, including any questions on the discharge of the functions of the Fire Authority. The closing date for the receipt of questions is 10.00am on 9 November 2015. This item is limited to 45 minutes.

**Reports of the Cabinet**

The Chairman of the Cabinet to present and move the adoption of the following reports and to answer questions, if any, under Standing Order 19:-

- |  |         |
|--|---------|
| <b>10. Meeting held on 7 September 2016</b>  | 23 - 28 |
| <b>11. Meeting held on 28 September 2016</b>   | 29 - 50 |
| Recommendation 138 – Food and Feed Service Plan for Trading Standards Service Delivery 2016-17 |         |
| <b>12. Meeting held on 10 October 2016</b>   | 51 - 52 |
| <b>13. Meeting held on 26 October 2016</b>   | 53 - 68 |

### **Overview and Scrutiny Committees**

The Chairmen of overview and scrutiny committees to present and move the adoption of the following reports and to answer questions, if any, under Standing Order 19:-

- |     |   |         |
|-----|---|---------|
| 14. | <b>Safeguarding Overview and Scrutiny Committee - Meeting held on 5 October 2016</b>            | 69 - 74 |
| 15. | <b>People and Communities Overview and Scrutiny Committee - Meeting held on 11 October 2016</b> | 75 - 80 |
| 16. | <b>Economic Growth Overview and Scrutiny Committee - Meeting held on 12 October 2016</b>        | 81 - 90 |
| 17. | <b>Dorset Health Scrutiny Committee - Meeting held on 6 September 2016</b>                      | 91 - 96 |

### **Other Meetings**

- |     |   |          |
|-----|---|----------|
| 18. | <b>Dorset and Wiltshire Fire and Rescue Authority</b> | 97 - 112 |
|-----|---|----------|

To receive the minutes of the Dorset and Wiltshire Fire and Rescue Authority meetings held on 23 June and 14 September 2016.

19. **Appointments to Committees**

To agree any changes to the chairmanship or membership of committees, including any changes notified by Group Leaders.

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### **Notes for Members**

- Coffee/tea will be available in the Members' Room before and after the meeting.
  - A lunch will be provided for councillors and officers in the Members' Room following the meeting.
  - A seminar will be held for all members in Committee Room 1 following the meeting in relation to Shaping Dorset.
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### County Council

Minutes of the meeting held at County Hall, Colliton Park, Dorchester,  
DT1 1XJ on Thursday, 21 July 2016.

#### **Present:**

Andrew Cattaway (Chairman)

Hilary Cox (Vice-Chairman)

Pauline Batstone, Steve Butler, Mike Byatt, Andy Canning, Ronald Coatsworth, Robin Cook, Toni Coombs, Barrie Cooper, Deborah Croney, Janet Dover, Fred Drane, Beryl Ezzard, Peter Finney, Spencer Flower, Ian Gardner, Robert Gould, Peter Hall, David Harris, Jill Haynes, Colin Jamieson, Susan Jefferies, David Jones, Trevor Jones, Paul Kimber, Rebecca Knox, Mike Lovell, David Mannings, Ian Smith, Clare Sutton, William Trite, Daryl Turner, David Walsh, Peter Wharf and Kate Wheller.

Officers Attending: Debbie Ward (Chief Executive), Helen Coombes (Interim Director for Adult and Community Services), Mike Harries (Director for Environment and the Economy), Jim McManus (Chief Accountant), Sara Tough (Director for Children's Services), Jonathan Mair (Monitoring Officer), Lee Gallagher (Democratic Services Manager) and Rebecca Guest (Senior Democratic Services Officer).

(Note: 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 County Council to be held on **Thursday, 10 November 2016.**)

#### **Apologies for Absence**

60 Apologies for absence were received from Councillors Richard Biggs, Lesley Dedman, Matt Hall, Ros Kayes, Margaret Phipps, Peter Richardson and Mark Tewksbury.

The Chairman welcomed Councillor Matt Hall to the Council, although he was absent for the meeting, as the new member for the Sherborne Rural Electoral Division following a by-election held on 2 June 2016.

#### **Code of Conduct**

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

Councillors Mike Byatt, Paul Kimber and Ronald Coatsworth expressed general interests as trade union members or retired trade union members in relation to minute 69 regarding Officer Pay, Terms and Conditions.

#### **Minutes**

62 The minutes of the meeting held on 21 April 2016 were confirmed and signed.

#### **Matters Arising**

##### Minute 42 - Leaders Announcements – Change of Cabinet

Councillor Toni Coombs, as the former Cabinet Member for Children and Young People expressed her thanks to members and staff, particularly in children's services, during her time as a Cabinet member which included major change and projects including three OfSTED inspections, the Purbeck Review, and regional and national representation of matters affecting young people. Councillor Deborah Croney, as the Cabinet Member for Learning and Skills, paid tribute to the work of Councillor Coombs as the former Cabinet member including legacy and personal commitment to

improving lives for children.

Cllr Croney highlighted that 93% of Dorset's schools were judged by Ofsted to be good or outstanding, with only 7% that required improvement and there were no inadequate schools. The performance placed Dorset in the top 10 local authorities for Ofsted ratings. It was noted that the service was still on a journey, but the quality of schools meant that the Council was well placed to achieve its aims and Cllr Coombs' support was appreciated by schools and that Cllr Croney looked forward to building on the success in taking forward developments and improvements in learning and skills for all residents across Dorset.

#### Minute 40 - Members of Youth Parliament

It was clarified that a meeting had been arranged between Councillor Deborah Croney and members of the Youth Parliament to discuss their manifestos and how the Council could support them. It was noted that all members were welcome to attend and details would be circulated after the meeting.

### **Public Participation**

#### 63 Public Speaking

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

There were no public statements received at the meeting in accordance with Standing Order 21(2).

#### **Petition entitled SAVE Sandmartins Activity Club**

The Council considered a report by the Director for Children's Services which set out the current petitions scheme, details of the petition received and options for how the matter could be progressed. The petition comprised over 1000 signatures from people living, working or studying in Dorset and requested the County Council to intervene to stop the decision by Sandford Primary School's Governors to take control of the extended school care and therefore keeping the services provided by Sandmartins Activity Club on the school site.

Ms Bowbanks, Lead Petitioner, introduced the petition and explained the circumstances which had led to it being created to seek support for the club to operate and have access on the school site in accordance with the plans agreed under the Purbeck Review. It was noted that the school had withdrawn its decision to evict the club, but there were still concerns regarding the cost of rent and access via the school site. It was also noted that a vote of no confidence in the school governors was being instigated by parents and carers.

Councillor Deborah Croney, as the Cabinet Member for Learning and Skills, acknowledged that there were on-going issues and implications, and she proposed that a meeting be held between the petitioners, members, officers and the school to resolve the dispute, with the aim of finding the best outcome for the children served by the club and the school.

As the local member, Councillor Beryl Ezzard supported the petition and drew attention to the need for the school to uphold the site agreement and the need for a meeting to explore a solution. She also clarified that utilities had access via the school site and the club required the same level of access. The potential for legal challenge and reputational damage was also highlighted and a scrutiny enquiry was also suggested.

#### **Resolved**

That a meeting be held between the petitioners, members, officers and the school to resolve the matter.

### **Petition entitled Campaign 40**

The Council considered a joint report by the Chief Executive and Director for Environment and the Economy which set out the current petitions scheme, details of the petition received and options for how the matter could be progressed. The petition comprised over 1000 signatures from people living, working or studying in Dorset and requested the County Council to reduce the speed limit on the A35, Christchurch at Roeshot Hill from national (60mph) to 40mph and on Lyndhurst Road from 40mph to 30mph.

Councillor Colin Jamieson, as the local member for the petition, expressed his support for the need for a speed reduction on the route given a number of accidents in recent years. He also highlighted the impact of a new housing development and a mineral extraction site on the road and recognised that traffic calming measures would be installed as part of the completion of the two developments.

Comments were also received in relation to the impact of heavy goods vehicles entering and exiting the minerals extraction site at a rate of one every three minutes when in full operation. A further suggestion was also made to urge consideration of lower speed limits than advised in transport guidance due to safety and environmental impacts.

The Cabinet Member for Environment, Infrastructure and Highways confirmed that changes would be made to the route as a result of the developments and undertook to write to the petitioners to explain the planned changes and what could be done in the meantime to ensure the route was as safe as possible given the conditions and money available.

### **Resolved**

That in light of potential changes to the road layout as a result of planned developments, the Cabinet Member for Environment, Infrastructure and Highways would write to the petitioner to explain the planned changes and what could be done in the meantime to ensure the route was as safe as possible given the conditions and money available.

### **Chairman's Announcements**

64 The Chairman reported on the death of Councillor John Wilson on 20 June 2016 who served on the County Council from 2001 to 2016 representing the Ferndown division, and was Chairman of the Council from 2009 to 2016.

Members paid tribute to the dedication and commitment of the former Chairman of the Council to Dorset and within his division. The County Council then stood in silent tribute. A book of condolence was presented to Mrs Wilson following the meeting.

The Chairman then reported on a number of events that had been attended by himself and the Vice-Chairman since the last meeting, which included a beacon lighting at Durlston Castle for the Queen's 90<sup>th</sup> Birthday, Freedom of Blandford Forum Event by the Queen's Gurkha Signals, Blandford Forum Garrison Motorcycle Display, HMS Portland Freedom Event, Freedom of Wareham Event by the Armoured Centre Bovington, Graduation Ceremony in Bournemouth, three citizenship ceremonies, three mayor making ceremonies, and a Capability Brown Exhibition at Milton Abbey.

### **Leader's Announcements**

65 The Leader of the Council reported on a number of achievements within the County, particularly in regards to the environment, economy and the wellbeing of residents. He confirmed these achievements had been made despite huge challenges and he referenced a number of key projects officers were currently working on. Members were then encouraged to attend a seminar on Dorset's future and Children's Services

Forward Together for Children Ofsted update, later that day. He then invited questions from all members.

In relation to the performance of the Dorset Waste Partnership (DWP), some members referred to collection arrangements and difficulties of residents with medical conditions resulting in large amounts of medical waste, and soiled nappies. Members suggested that more frequent collections were necessary in these circumstances. The Cabinet Member for Environment, Infrastructure and Highways advised that he would discuss the concerns with the Director of the DWP and that residents should 'double bag' nappies. A direct response would be given to Councillor David Jones as the local member for Burton Grange.

Comments were also made following some apparent gaps in communication informing residents of amended collection times and reference to bins being left uncollected upon completion of working hours as the new rounds were rolled out. The Leader advised that these matters would also be discussed with the Director of the DWP.

## **Motions**

### **66 Economic Opportunities for Dorset and East Devon**

The Council considered a motion submitted by Councillor Paul Kimber asking 'that the Council ensures that the proposed National Park be seriously considered as part of discussions on local government re-organisation'.

The motion was seconded by Cllr Kate Wheller.

Councillor Kimber presented his motion and explained that the economic advantages regarding the national park should be explored and was happy to be involved in any investigations.

### **Resolved**

That the motion be referred to the Economic Growth Overview and Scrutiny Committee to determine how best to proceed.

### **Independent Co-operative Businesses**

The Council considered a motion submitted by Councillor Paul Kimber asking that the Council:

- works to incorporate co-operative values and principles when planning services and in its engagement with local residents;
- publicises existing co-operative good practice within the council; and
- holds an event for local co-operatives to engage with the Council.

The motion was seconded by Councillor Kate Wheller.

Councillor Kimber presented his motion and encouraged the adoption of the co-operative ethos for Dorset, especially in relation to rural communities.

### **Resolved**

That the motion be referred to the Economic Growth Overview and Scrutiny Committee to determine how best to proceed.

### **Racism and Xenophobia**

The Council considered a motion submitted by Councillor Andy Canning asking that:

- the Council affirm that the Council are proud to live in a diverse and tolerant society. Racism, xenophobia and hate crimes had no place in the country;
- the Council affirm that Dorset County Council condemned racism, xenophobia and hate crimes unequivocally. The Council would not allow hate to become acceptable;
- the Council affirms its commitment to ensure that local bodies and programmes had the support and resources they needed to tackle racism and xenophobia; and
- the Council reassure all people living in Dorset, regardless of their nationality, that



they are valued members of the community.  
The motion was seconded by Councillor Janet Dover.

Councillor Canning presented his motion and explained that he was horrified with a 42% rise in incidents after the EU referendum, and he wanted a clear statement to be made by the Council that hate crime would not be tolerated in Dorset.

It was noted that the issue had been raised at the Cabinet and a press release was being prepared in relation to the issue. In addition, the motion would be referred to the People and Communities Overview and Scrutiny Committee.

### **Resolved**

That the motion be referred to the People and Communities Overview and Scrutiny Committee.

## **Exploring Options for the Future of Local Government in Bournemouth, Dorset and Poole**

67 The Council considered a report and recommendations that aimed to inform the Council of action taken since its last meeting on 21 April 2016 and to agree future activity in relation to the future of local government in Bournemouth, Dorset and Poole. It was clarified that the Monitoring Officer had been included within the recommendations to ensure the appropriateness of action to be taken.

Concerns were expressed regarding the consultation process, and members stated the need to ensure that a range of options were included. It was reported that the independent research company, Opinion Research Services (ORS) appointed to manage the consultation had a proven track record (including the merger of Dorset and Wiltshire Fire Authorities) and used a range of sophisticated tools with strict rules of engagement to ensure that no contamination or bias occurred during the consultation process. Assurance was also given that an additional meeting of the County Council could be called, should members believe that the consultation process was flawed.

Officers clarified that there may be insufficient information for a submission to be made to the Government to request a deferment of the elections planned in May 2017, by the time of the next meeting of the County Council on 10 November 2016. It would be for the Department of Communities and Local Government (DCLG) and a submission would be required by 30 November 2016. Members highlighted the financial and practical difficulties in holding the elections in 2017 and voiced their opinion that this should be deferred. A revised recommendation was proposed and agreed.

Reference was made to the Shaping Dorset Future Board. Members were reminded that the Board consisted of 15 members appointed by the County Council. Documents were circulated via Group Leaders to ensure all councillors had access to the information and there was a clear mandate for the direction of travel. Councillor Rebecca Knox, as the Chairman of the Board, confirmed that it had cross party participation and that she would ask for the documents to be made public to enable members to contribute via their representatives.

Some members questioned the short timescales involved and whilst recognising the opportunities ahead, emphasised the need to ensure that all parties were at the same point with equality of data sharing, in particular the Town and Parish Councils. It was highlighted that decisions had to be made that were right for the people of Dorset and to ensure the progress of democracy, rather than be driven by the DCLG.

### **Resolved**

1. That the progress of the Shaping Dorset's Future Programme, particularly the

- invitation made to the six District and Borough councils to become involved, be noted.
2. That the Chief Executive, after consultation with the Leader and Shaping Dorset's Future Board, be authorised to amend the Terms of Reference for the Shaping Dorset's Future Board to reflect the involvement of the District and Borough Councils.
  3. That the progress on working with Town and Parish Councils under the 'Working Together' Programme be noted.
  4. That the plans to develop a case for change for Local Government Reform, and undertake a large scale public consultation, in partnership with the eight principal authorities in Dorset be noted.
  5. That the Chief Executive, after consultation with the Leader, Monitoring Officer and Shaping Dorset's Future Board, be given authority to confirm contents and scope of the public consultation.
  6. That the County Council do not wish the elections to take place in 2017, as the Council wishes to pursue Local Government reform, subject to the results of the public consultation.
  7. That a further report following the planned public consultations, the development of the case for change, and implications for the 2017 County Council elections, be presented at the next County Council meeting.

(Councillor Clare Sutton requested that her abstention from voting on recommendation number 5 be recorded.)

#### Reason for Decisions

To ensure local government services were sustainable and residents, businesses and communities were supported by the most effective local government arrangements.

### **Recommendations from Quasi/Legal Committees, Joint Committees and Other Committees**

The recommendations of the Audit and Governance Committee, Staffing Committee and Pension Fund Committee were duly moved and seconded.

#### **Constitutional Changes (Audit and Governance Committee)**

##### 68 Recommendation 11 - Constitutional Changes

#### **Resolved**

That the Petitions Scheme be updated as outlined in Appendix 1 of the report dated 8 June 2016, and replaced in the Constitution of the County Council.

#### Reason for Decision

To contribute to the corporate aim to 'provide innovative and value for money services'.

#### **Officer Pay, Terms and Conditions (Staffing Committee)**

##### 69 Recommendation 46 – Officer Pay, Terms and Conditions

The Council considered a recommendation in relation to the pay and terms and conditions for senior officers at the Council. It was reported that the aim of the review was to update the pay structure which was outdated and needed to reflect changed job roles and increased responsibility and accountability. It was also noted that following withdrawal at the last Council meeting the Staffing Committee had considered the review at two further meetings. The Audit and Governance Committee had also sought any objections from Trade Unions on the process which were not forthcoming and therefore further scrutiny of the process had not been required.

Concerns were expressed regarding a perceived 'pay rise' for senior staff; that the increase was not affordable; it was the wrong time to agree an increase in pay given financial pressures on services; that all jobs should be re-evaluated equally with staff at other levels; front line staff had increased responsibilities as well; the public were

not in favour of an increase; and the change could be considered at the point of considering any change to a unitary authority.

It was clarified that the structure and terms and conditions was being brought up to date and in line with comparative posts in neighbouring councils.

Members were informed that where staff across the authority had been subject to restructures or changes in roles, the Council followed an established process of job evaluation which had resulted in salary changes where appropriate, but job evaluation had not been applied to senior officers for many years.

Other views expressed by members were that senior officers deserved to be recognised for their increased responsibility; an increase could potentially be introduced over a phased timescale; neighbouring authorities paid more for senior officer posts; and there was a risk that the Council could lose experienced and dedicated officers.

(Note: The following members expressed general interests as trade union members or retired trade union members: Councillors Mike Byatt, Paul Kimber and Ronald Coatsworth.)

### **Resolved**

1. That the current Heads of Service be offered access to a new pay structure on acceptance of the associated Chief Officer terms and conditions. Members would continue to appoint to posts at this level and that any changes would be reflected in the Council's Pay Policy Statement.
2. That a revised pay structure for the Assistant Chief Executive be approved.

### **Reason for Decisions**

To confirm the next steps in respect of the review of Senior Manager roles given the committee's remit in respect of employee terms and conditions of employment.

## **Brunel Pension Partnership (Pension Fund Committee)**

70

### **Recommendation 44 – Brunel Pension Partnership**

Members of the Pension Fund Committee and the Local Pension Board advocated the adoption of the recommendations which would see the combination of ten pension funds that would create greater economies of scale to an already well performing Local Government Pension Scheme. It was also confirmed that they were continually managed through assessment of markets and international investment in order to respond to potential negative impacts on the funds.

### **Resolved**

1. That the joint submission from the Brunel Pension Partnership, including the Dorset County Pension Fund be endorsed.
2. That, in principle, the establishment of a Local Authority Company with the other Brunel founder funds, in which Dorset County Council would own 10% of the shares, be agreed.
3. That, consequently, the Chief Financial Officer be authorised to continue negotiating as necessary with other Fund Members on the detail of the proposition and, after consultation with the Chairman of the Pension Fund Committee, agree the terms of any final agreement, reporting back to the Committee in the normal manner.
4. That the Head of Legal and Democratic Services be authorised to execute all necessary legal documents or formal agreements required to be agreed by the Council.

### **Reason for Decisions**

To ensure that the Fund complied with Government requirements for pooling and that the most appropriate proposal for the Dorset Fund was implemented.

### **Members' Allowances Scheme 2016/2017 - Special Responsibility Allowances**

71 The Council considered a report prepared by the Independent Remuneration Panel which set out changes to the Members' Allowances Scheme 2016/17 which would come into effect from 21 April 2016.

#### **Resolved**

That the proposed changes to the Special Responsibility Allowances within the Members' Allowance Scheme for 2016/2017, as set out in the report of the Independent Remuneration Panel, be adopted.

### **Appointments to Committees**

72 The Council noted three membership changes as set out below.

#### **Resolved**

1. That Councillor Matt Hall be appointed as a member of the Audit and Governance Committee to replace Councillor Janet Dover.
2. That Councillor William Trite be appointed as a member of the Economic Growth Overview and Scrutiny Committee to replace Councillor John Wilson.
3. That Councillor Mike Lovell be appointed as a member of the Staffing Committee to replace Councillor John Wilson.

### **Questions from County Councillors**

73 The following questions were asked under Standing Order 20:

1. Councillor Paul Kimber asked the Cabinet Member for Learning and Skills and the Cabinet Member for Environment, Infrastructure and Highways a question in relation to proposed developments on school sites on Portland.
2. Councillor Paul Kimber asked the Cabinet Member for Health and Wellbeing and Children's Safeguarding a question in relation to the increased levels of hate crime in the Country. In addition to the answer provided at the meeting, an invitation was provided for members to attend the public meetings of the Dorset Community Safety Partnership.
3. Councillor Spencer Flower asked the Cabinet Member for Organisational Development and Transformation a question in relation to the Queen Elizabeth's School, Wimborne.
4. Councillor Spencer Flower asked the Cabinet Member for Organisational Development and Transformation a question in relation to the Forward Together 2020 change programme.

The questions and answers are attached to these minutes as Annexure 1.

### **Dorset Health Scrutiny Committee - Meeting held on 2 June 2016**

74 The report of the Dorset Health Scrutiny Committee held on 2 June 2016 was presented. The Chairman provided an overview of the recent work of the Committee including the future of the Chalbury Unit in Weymouth.

#### **Resolved**

That the report be adopted.

### **Reports of the Cabinet**

The reports of the Cabinet meetings held on 4 May, 25 May and 29 June 2016 were presented for adoption, together with recommendation from the meeting held on 29 June 2016 for approval.

**Meeting held on 4 May 2016****75 Resolved**

That the report of the Cabinet on 4 May 2016 be adopted.

**Meeting held on 25 May 2016****76 Dorset Minerals and Waste Development System – Updated Milestones**

In relation to minute 91, Councillor Toni Coombs, indicated that she was yet to receive sight of any consultation papers in regards to Hampshire County Council's proposals, and she reiterated the importance of local member consultation. The Cabinet Member for Environment, Infrastructure and Highways advised that he would speak to the Director for Environment and the Economy to ensure that the protocol on engaging and consulting local members was adhered to.

**Dorset Green Enterprise Zone**

In relation to minute 90, Councillor Peter Wharf highlighted that he was yet to receive correspondence in relation to the Dorset Green Enterprise Zone. Councillor Mike Lovell confirmed he would also like to be involved in this project.

**Youth Centre – Asset Transfer**

In relation to minute 92, Councillor Toni Coombs received assurance from the Cabinet Member for Health and Wellbeing and Children's Safeguarding and the Director for Children's Services that members' participation would continue as part of the Executive Advisory Panel on Forward Together for Children's Services. She also clarified that she had asked either a freehold or a leasehold arrangement to be considered in respect to the Verwood Club, not a preference for a leasehold. A further written response would be sent to the member in reply to her inquiry regarding the Christchurch Learning Centre taking over the youth centre building at The Lighthouse.

In response to a request for assistance made by the Councillor Kate Wheller, as the local member, regarding crowd funding for a youth centre in Wyke, the Cabinet Member for Health and Wellbeing and Children's Safeguarding and the Director for Children's Services confirmed that they did not want to let young people down and they would ensure that officer engagement took place. The Cabinet Member informed the member that crowd funding training was to take place shortly and she would forward details to the member directly.

**Resolved**

That the report of the Cabinet on 25 May 2016 be adopted.

**Meeting held on 29 June 2016**

77 It was noted that Councillor Susan Jefferies attended the meeting and would be added to the list of attendees. It was also noted that Councillor Jill Haynes would propose changes to minute 109 in relation to xenophobia and hate crime at the next meeting.

**Resolved**

That the report of the Cabinet on 29 June 2016 and recommendation 104 be adopted.

**Recommendation 104 - Youth Justice Plan for 2016/17**

*That Cabinet recommends approval of the Youth Justice Plan to the Council.*

**Reason for Recommendation**

*The draft Youth Justice Plan was approved by the Youth Offending Service Management Board. The plan reviewed achievements in the previous year, detailed the structure, governance and resources of the Youth Offending Service, and showed the priorities for 2016-17.*

**Economic Growth Overview and Scrutiny Committee - Meeting held on 15 June 2016**

78 The report of the Economic Growth Overview and Scrutiny Committee held on 15 June 2016 was presented.

**Resolved**

That the report be adopted.

**People and Communities Overview and Scrutiny Committee - Meeting held on 16 June 2016**

79 The report of the People and Communities Overview and Scrutiny Committee held on 16 June 2016 was presented.

**Resolved**

That the report be adopted.

**Safeguarding Overview and Scrutiny Committee - Meeting held on 14 June 2016**

80 The report of the Safeguarding Overview and Scrutiny Committee held on 14 June 2016 was presented. An update was provided regarding minute 6 'Induction - Part 2' and it was agreed that paragraph 4 would be amended to read 'In relation to evidence of children staying in care too long, the Head of Families and Children advised that although the total number of children coming into care had increased more were at a younger age which provided an opportunity to plan more successfully for their long term care. In relation to the upper age range, a Family Focus Project had been established to work with teenagers on the edge of care to explore alternatives.'

**Resolved**

That the report be adopted.

Meeting Duration: 10.00 am - 3.10 pm

# County Council

## Dorset County Council



Date of Meeting	10 November 2016
Officer	Debbie Ward, Chief Executive
<b>Subject of Report</b>	Exploring options for the Future of Local Government in Bournemouth, Dorset and Poole
Executive Summary	<p>At its special meeting on 10 March 2016 the County Council discussed the future of Local Government across Bournemouth, Dorset and Poole. The meeting enabled Councillors to debate the key considerations to determine if the County Council should consider options for Local Government Reorganisation across Dorset.</p> <p>The debate confirmed the Council's willingness to consider reorganisation and the Council has considered further reports to lead this process at its meetings on 21 April 2016, and 21 July 2016. This included the establishment of the Shaping Dorset's Future group, with cross party membership and consideration of the impact on the next County Council elections due in May 2017.</p> <p>Through these meetings the County Council has debated the options for Local Government reorganisations, established the principles to guide the development of options, agreed the timetable to progress the options and has enabled engagement with District and Borough Councils and Town and Parish Councils.</p> <p>The overriding ambition has been established as supporting sustainable Local government for Dorset putting services ahead of organisations.</p> <p>This report is intended to inform the on-going discussion among Councillors before the County Council and other principal authorities receive a final report and recommendations during a county wide decision making period in January 2017.</p> <p>The timetable for decision-making was agreed at the meeting on 21 July 2016. This is shown below. At the time of writing the</p>

	<p>analysis of the public consultation and the work on the case for change are being completed and are not available to support Councillors in their final decision making. The County Council will meet on 26 January 2017 and asked for a decision on the future of local government in Dorset after the opportunity to consider the content of the reports on the Case for Change and the Consultation completed on 23 October 2016.</p> <p>It is clear that Councillors cannot make a decision at this meeting. However, this meeting is asked to understand the process to date and the desired outcomes of this meeting are to:</p> <ol style="list-style-type: none"> <li>i. Reflect on the County Council’s progress strengthening partnerships with other tiers of local government through the Shaping Dorset’s Future programme</li> <li>ii. Note the completion of the public consultation</li> <li>iii. Understand the decision-making timeline throughout December and January</li> <li>iv. Confirm the Leader’s authority to seek a consensus position with the eight other principal councils as the basis for a recommendation to the additional Council meeting on 26 January 2017</li> <li>v. Note the position with the County Council’s 2017 elections.</li> </ol> <p>In discussing these issues Councillors are reminded that the Department for Communities and Local Government (DCLG) has asked Dorset’s councils to work together to find consensus in any proposals for change. The councils’ success in working constructively together to-date has been noted both anecdotally, by government officials, and by those involved in similar reviews elsewhere.<sup>1</sup></p> <p>Councillors are also reminded of the guidance on predetermination issued by the County Council’s Monitoring Officer, on behalf of Dorset Monitoring Officers’ Group, on 9 September, in particular that <i>‘it is perfectly fine for Members to say publicly that they have certain views or concerns about the issue (predisposition) so long as they do not indicate that their mind is made up and that they will not change their opinion, no matter what information or advice may be forthcoming in the future (pre-determination).’</i></p>
Impact Assessment:	<p><b>Equalities Impact Assessment:</b> As options for reform are developed, any impact of specific proposals on people with protected characteristics will be considered.</p> <p><b>Use of Evidence:</b> This report has been written in light of advice from DCLG officials, discussions with neighbouring councils and subject experts.</p>

<sup>1</sup> Review of Future Options for Local Government in Oxfordshire, August 2016, Grant Thornton (page 22)



	<p><b>Budget:</b> The pan-Dorset public consultation and development of the business case are being funded from a Transformation Challenge Award grant received by the nine principal councils from the government.</p> <p><b>Risk Assessment:</b> 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: HIGH Residual Risk: HIGH</p> <p><b>Other Implications:</b> Exploring options for the future of local government in Dorset has far-reaching implications. These are being explored as part of the development of the case for change, and will form the basis of a detailed programme should a submission be made to government.</p>
<p>Recommendation</p>	<p>That Councillors:</p> <ol style="list-style-type: none"> <li>1. Note and comment on the progress of the Shaping Dorset's Future Programme, and the 'Working Together' Programme with Parish and Town Councils</li> <li>2. Note the details of the public consultation on local government reform presented at the meeting</li> <li>3. Note the timeline and process through to a potential submission to the Secretary of State in February 2017</li> <li>4. Confirm the Leader's authority after consultation with the Chief Executive and Shaping Dorset's Future Board to seek a consensus position with the eight other principal councils, as requested by government</li> <li>5. Note the position with regard to the 2017 County Council elections.</li> </ol>
<p>Reason for Recommendation</p>	<p>To ensure local government services are sustainable and residents, businesses and communities are supported by the most effective local government arrangements.</p>
<p>Appendices</p>	<p>None</p>
<p>Background Papers</p>	<ul style="list-style-type: none"> <li>• Exploring Options for the Future of Local Government in Bournemouth, Dorset and Poole – 10 March 2016 (Item 3)</li> <li>• Exploring Options for the Future of Local Government in Bournemouth, Dorset and Poole – 21 April 2016 (Item 10)</li> <li>• Exploring Options for the Future of Local Government in Bournemouth, Dorset and Poole – 21 July 2016 (Item 8)</li> </ul>

Officer Contact	Name: Karen Andrews Tel: 01305 221260 Email: <a href="mailto:k.andrews@dorsetcc.gov.uk">k.andrews@dorsetcc.gov.uk</a>
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## 1. Shaping Dorset's Future: Progress To-Date

- 1.1 The *Shaping Dorset's Future* Programme continues to develop, providing a forum for members to explore the major strategic issues facing the county, and give a voice to those views both within the council and beyond.
- 1.2 Since July, the district and borough councils have become increasingly involved in the programme. The work streams are now well attended by members from across the district and borough councils, as well as County Councillors. This has significantly strengthened discussion and debates around partnership approaches and has informed the development of strategic programmes of work.
- 1.3 The involvement of the district and borough councils has been considerable and has contributed to a better understanding of district services within the programme, and an insight into different councils within the partnership. At a recent meeting of the Public Services work stream, for example, discussion focused on the need for integration of housing requirements at a strategic level with social care and health to improve outcomes for residents, and the need to engage housing portfolio holders at future meetings.
- 1.4 The Shaping Dorset's Future Board has overseen the Council's communication and engagement throughout the consultation period. A high level of support has been provided by Members at public engagement events, as well as promoting the engagement through local networks.

## 2. Working with Town and Parish Councils

- 2.1 The Shaping Services work stream is developing a programme of work to establish stronger working relationships with Parish and Town councils, and learning from other Councils on implementing new models of service delivery to meet local needs. To support the improved engagement and communication, the Dorset Association of Parish and Town Councils (DAPTC) will be invited to attend future meetings.
- 2.2 In October, the Shaping Services work stream held a workshop to understand the types of services that may suit a more local provision. Actions from the meeting included commissioning officers (including district officers) to develop a set of guiding principles for future engagement and working arrangements, and to undertake further research into other Authority models of engagement and working with Town and Parish Councils.
- 2.3 A pilot of the 'Working Together' protocol and principles has recently been completed by Dorset Highways. The success of this pilot has been underpinned by the support and involvement of the DAPTC.
- 2.4 Using the learning from the Dorset Highways pilot, a programme of work is being developed with an action plan managed from the Chief Executive's Department. This work forms a key element of delivering the County Councils Vision and corporate priorities and can be developed with or without Local Government reorganisation.

### **3. Pan-Dorset Partnership Update:**

- 3.1 Work on local government reform at a pan-Dorset level has focused on preparation and information gathering for the submission to the Secretary of State. The submission was originally expected to be 31 January 2017 but due to Councils' decision making processes it is now likely to be early February 2017.
- 3.2 The submission will be made up of three bodies of evidence:
  - i. A financial analysis, prepared by Local Partnerships
  - ii. A 'case for change' options appraisal, prepared by Pricewaterhouse Coopers
  - iii. A report on the public consultation, prepared by Opinion Research Services
- 3.3 These documents will be circulated to all Councillors electronically on 5 December.
- 3.4 Councillors are asked to note that the reports are likely to run to several hundred pages, so will take time to read and digest.

### Public Consultation

- 3.5 The public consultation concluded on 25 October and was carried out as a single and common process across Poole, Bournemouth and Dorset. Feedback from officers suggests that the process of working with colleagues from across the districts on the roadshows was very positive.
- 3.6 At the time of writing, details of the completion of the consultation have not been finally confirmed and available for inclusion in this report but they will be available in time to form part of a presentation to members during the full council meeting on 10 November.

### The 'Case for Change'

- 3.7 Councillors will be aware that Dorset County Council, on behalf of the nine principal councils, commissioned Pricewaterhouse Coopers (PwC) to undertake the 'case for change' (or options appraisal) in respect of each of the options. At the time of writing this work is in progress. This will form part of the evidence base that members receive on 5 December.
- 3.8 The purpose of the work is to assess each of the options against the following 'tests':
  - Ability to improve outcomes for residents and to realise the economic potential of each area
  - Effectiveness and efficiency of leadership and governance
  - Sustainability of services for the public
  - Alignment with the functional geography of each area - the way people live their lives and businesses do their business
  - Value for money and savings
- 3.9 PwC currently completing data analysis and validation of service and budget assumptions through a range of methods. The Case for Change will be ready for the 5 December 2016 report circulation. At this point there is no feedback although (they have repeatedly commented on the strength of the relationships between the councils.

#### 4. The Decision-Making Timetable

4.1 Throughout December there will be a series of meetings and briefings to review the evidence and aim to reach a decision by Dorset councils on the proposals. The full timetable is as follows:

1 December 2016	Leaders and Chief Executives receive presentations of draft findings from the consultation and case for change
5 December 2016	Final reports for consultation and case for change are circulated to all elected members
7 December 2016	Leaders meet to debate the evidence presented in the reports
8 December 2016	Two 'all member' briefing sessions to receive presentations of the reports (locations in West and East venues)
15th December 2016	Leaders meet to agree recommendations to take forward to all councils
23 December 2016	Each council to issue the final reports to commence the democratic process for each authority.

4.2 DCLG have emphasised consensus throughout the process and have asked the Leaders to come forward with a collective proposal. To support these discussions the Leader will consult with the Shaping Dorset's Future Board, and aim to seek a consensus position with the eight other principal councils, as requested by government. These discussions will also be in consultation with the Chief Executive and the Monitoring Officer. Any collective proposal will be set out in the report and will be a matter to be considered and decided upon by of the County Council at its meeting on 26<sup>th</sup> January 2017. Equivalent decision making authority will rest with each sovereign council.

4.3 A Shaping Dorset's Future board meeting will be held on 14 December – the day before the Leaders meet to seek a collective view – to allow time for consideration of the reports circulated on 5 December and inform the view of the Leader of the County Council.

4.4 Formal decision-making will begin in late January. The schedule of full council meetings is as follows:

Date	Council	Time	Venue
24 <sup>th</sup> January	Borough of Poole	7pm	Poole Civic Centre
<b>26<sup>th</sup> January</b>	<b>Dorset County Council</b>	<b>10am</b>	<b>County Hall, Dorchester</b>
26 <sup>th</sup> January	West Dorset District Council	2.15pm	South Walks House, Dorchester
26 <sup>th</sup> January	Weymouth & Portland Borough Council	7pm	Council Offices, Weymouth
27 <sup>th</sup> January	North Dorset District Council	10am	Nordon, Blandford Forum
30 <sup>th</sup> January	East Dorset District Council	6.30pm	Furzehill, Wimborne
31 <sup>st</sup> January	Christchurch Borough Council	6pm	Civic Offices, Christchurch
31 <sup>st</sup> January	Bournemouth Borough Council	7pm	Town Hall, Bournemouth
31 <sup>st</sup> January	Purbeck District Council	7pm	Westport House, Wareham

- 4.5 In advance of full council on 26 January, local government reform will be discussed by the People and Communities Overview and Scrutiny Committee on 11 January 2017.

## **5. The 2017 County Council Elections**

- 5.1 At the meeting of the County Council on 21 July officers reported on the possible timing of elections to unitary councils and on the cost of the May 2017 elections to Dorset County Council.

- 5.2 When councillors learnt that elections to any new unitary councils might take place only a year after the County Council elections and that the cost of the County Council elections would be some £800,000 they were concerned to avoid the unnecessary cost of running two elections very close together. The Council resolved:

“That the County Council do not wish the elections to take place in 2017, as the Council wishes to pursue Local Government reform, subject to the results of the public consultation.”

- 5.3 The County Council’s wish to avoid the cost of two elections very close together in time, one of which would be to a council which might cease to exist less than two years afterwards, has been misconstrued by some as an attack upon democracy. The reality was in fact a wish to avoid unnecessary cost to council taxpayers and a reflection that with the other eight principal councils the County Council has led a very significant consultation, actively seeking people’s views on the future of local government in Dorset.
- 5.4 Acting on the Council’s decision officers have reviewed the position on the May 2017 elections. This has included taking specialist legal advice and discussions with colleagues in the Department for Communities and Local Government. The legal position is very clear and although the DCLG have every sympathy with the Council’s wish to avoid unnecessary cost there is no case to make to postpone or cancel the County Council Elections in May 2017 and these will have to go ahead on 4 May 2017 as planned. Letters of confirmation of this position are anticipated by the 10 November 2016 but are not available to append to this report at the time of writing.

## **6. Risks and Issues**

- 6.1 Risks associated with this work are being managed as per the corporate risk management approach. The key risk as at November 2016 is that Councils cannot reach agreement on the shape of any new authorities in January 2017 and therefore a joint submission cannot be made to government as planned.
- 6.2 Councillors and officers are working actively to mitigate the risks. Detailed planning has taken place to ensure for the final sets of evidence and the reports are shared as widely as possible to inform councillors of the findings and to allow discussions to take place within each Sovereign council before the final Full Council meetings take place in January 2017.
- 6.3 As awareness grows of the opportunities presented by change and of the realities of the challenge facing multi-tier local government there is a clear recognition that agreement must be reached to support sustainable local government and maintain services as the priority for the County Council.

Debbie Ward  
Chief Executive  
November 2016

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### Cabinet

Minutes of a meeting held at County Hall, Colliton Park, Dorchester, Dorset, DT1 1XJ on Wednesday, 7 September 2016.

**Present:**

Robert Gould (Chairman)  
Robin Cook, Deborah Croney and Jill Haynes.

Members Attending:

Andrew Cattaway, as Chairman of the Council under Standing Order 54  
Daryl Turner, County Councillor for Marshwood Vale  
Peter Wharf, County Councillor for Egdon Heath

Officers Attending:

Debbie Ward (Chief Executive), Harry Capron (Head of Adult Care), Jonathan Mair (Monitoring Officer), Jim McManus (Chief Accountant), Matthew Piles (Service Director - Economy), Sara Tough (Director for Children's Services) and Lee Gallagher (Democratic Services Manager).

For certain items, as appropriate:

Karen Andrews (Group Manager - Corporate Development) and Kate Tunks (Transport Planning Team Leader).

- (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: **Tuesday, 13 September 2016.**
- (2) 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 **Wednesday, 28 September 2016.**)

**Apologies for Absence**

116 Apologies for absence were received from Peter Finney, Colin Jamieson, Rebecca Knox, Richard Bates (Chief Financial Officer), Mike Harries (Director for Environment and the Economy), Helen Coombes (Interim Director for Adult and Community Services) and Nicky Cleave (Assistant Director for Public Health). Jim McManus (Chief Accountant) attended for Richard Bates, Matthew Piles (Service Director – Economy) attended for Mike Harries, and Harry Capron (Head of Adult Care) attended for Helen Coombes.

**Code of Conduct**

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

**Minutes**

118 The minutes of the meeting held on 29 June 2016 were confirmed and signed.

Cllr Haynes expressed dissatisfaction that a comment she had made and had asked to be minuted in relation to minute 106 (Syrian Refugee Crisis – Dorset Response) in relation to hate crime and xenophobia not being tolerated in Dorset had not been included in the minutes. She asked that in future any specific requests for comments to be recorded should be reflected in minutes.

**Public Participation**119 Public Speaking

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

There were no public questions received at the meeting in accordance with Standing Order 21(2).

Petitions

There were no petitions received at the meeting in accordance with the County Council's Petition Scheme.

**Cabinet Forward Plan**

120 The Cabinet considered the draft Forward Plan, which identified key decisions to be taken by the Cabinet on or after the next meeting.

It was felt that the content of the Plan had improved in recent months with more items, detail and accountability and provided a clear steer to the public, members and committees regarding what was scheduled to be considered by the Cabinet.

**Panels and Boards**

121 The Cabinet considered the following minutes from panels and boards.

**Tricuro Executive Shareholder Group - 24 June 2016**

121a Noted

**Budget Strategy Task and Finish Group - 14 July 2016**

121b The Leader presented the minutes of the Budget Strategy Task and Finish Group and summarised the work undertaken by the Group in the build up to the autumn budget setting process. He highlighted the importance of the Group as a forum for engagement with members and to look in detail at significant financial pressures including the localisation of business rates, savings within the Forward Together Programme, and the Dorset Waste Partnership.

It was noted that not many suggestions had been forthcoming from members for further savings. However, the Cabinet felt that engagement must continue to keep members informed and to provide the opportunity for further suggestions to be made.

The Cabinet recognised that savings suggested by staff outside of the major projects in the Forward Together Programme were applied by managers through service development and did not await approval through bureaucratic process which kept up momentum within the Programme.

Noted**Dorset Police and Crime Panel - 10 June 2016**

121c Noted

**Forward Together Update**

122 The Cabinet considered a report by the Cabinet Member for Organisational Development and Transformation on the progress of the Forward Together Programme and a common theme based on intervention and outcomes. The report also provided an overview of £7M savings progressed to date, and £3M of savings still required within the current financial year.

Members discussed the progress of the Children's Services, Adult and Community Services and Social Bond workstreams. Detailed summaries of progress in Children's Services (Children's Care and Protection Teams, plans for a pan-Dorset



Multi-Agency Safeguarding Hub, partnership zones) and Adult and Community Services (Accord review, multi-agency working, and Sustainability and Transformation Plans) were provided. Given the amount of work being undertaken in each area, it was confirmed that the Forward Together Programme was reviewed on a regular basis to ensure that it was fit for purpose.

In relation to working with agencies and with partners, it was suggested that Cabinet members met outside of the meeting to consider how to show the progress and ambition of joint working and engagement with organisations publicly as it had a significant impact on the shape of services for the future.

#### **Resolved**

1. That the progress of the Forward Together Programme be noted.
2. That an informal meeting of Cabinet members be held to consider joint working and engagement with organisations.

#### **Reason for decisions**

To ensure the Forward Together programme was fully implemented to secure both the organisational benefits and financial savings necessary to deliver a balanced budget.

### **Post Ofsted Progress**

- 123 The Cabinet considered a report by the Cabinet Member for Health and Wellbeing and Children's Safeguarding on the outcomes of the Dorset's Ofsted inspection which took place in February and March 2016, together with an Action Plan.

Cllr Croney, as the Cabinet Member for Learning and Skills, introduced the report and explained the actions that had been taken since the inspection from the clearly defined list of objectives, which included the provision of a joint case management system with Adult and Community Services, workshops for members and officers, introduction of outcomes based accountability for the Corporate Parenting Board, and a workshop and engagement with Dorset Kidz. The Director for Children's Services highlighted that all recommendations of the inspection were already areas identified within existing plans for improvement and included in the Forward Together for Children's Services programme. It was also noted that Ofsted would continue to monitor progress against the actions, but were happy with progress so far.

#### **Resolved**

That the progress made since the Ofsted report be supported.

#### **Reason for Decision**

There was a requirement for an action plan post Ofsted inspections to implement the recommendations from the report.

### **Poole Local Plan Review - Issues and Options Consultation August 2016**

- 124 The Cabinet considered a report by the Cabinet Member for Economy and Growth in relation to a consultation on the Local Plan Review by the Borough of Poole which would look to guide development until 2033. The response from the County Council related specifically to the potential impact on transport, education and mineral extraction. It was also noted that local members had been consulted on the review.

Members welcomed the joint working approach with the Borough of Poole so that the cumulative impact on all local councils could be considered in the Local Plan as much of the development could affect services in Dorset, and they also welcomed the new Strategic Planning Forum as a helpful means of authorities being able to liaise over planning related matters.

Cllr Cook, as the local member for Minster, highlighted the impact on the Wimborne

area as the East Dorset Core Strategy provided for 1200 new homes in the area, and there were also plans in northern Poole for housing development, all of which would have a significant impact on transport and education and required a joint strategic approach.

The Cabinet supported the need for master planning to be used as a tool to engage with all partners (including developers) to achieve positive outcomes and take account of the cumulative effect across communities and would allay a number of common concerns raised by communities and residents regarding proposed developments at an early stage. In relation to Highways England, it was reported that officers were fully engaged with the agency, and that the work undertaken linked with the aims of the Local Enterprise Partnership which would seek to ensure an integrated masterplan. Members acknowledged that updates on progress with Highways England could be requested outside of the meeting.

Cllr Wharf addressed the meeting as the local member for Egdon Heath and the Chairman of the Planning Committee at Purbeck District Council. He expressed concern that any unmet need in the border towns of Poole depended on Dorset towns and Upton was a particular area that was depended upon. He also expressed reservations about the masterplan process and urged representation from all areas to be involved as there may be differing views depending on the needs of localities.

### **Resolved**

1. That the review of the Poole Core Strategy be noted.
2. That, subject to comments outlined in the minute above, the report as the response to Poole Council's consultation be ratified.
3. That delegated authority be granted to the Service Director - Economy, after consultation with the Cabinet Member for Economy and Growth, the determination of the final wording of the response.

### **Reason for Decisions**

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 Local Plan.

## **Partial Review of Purbeck Local Plan & Purbeck and North Dorset Community Infrastructure Levy - Consultations August 2016**

125 The Cabinet considered a report by the Cabinet Member for Economy and Growth in relation to consultations on the Partial Review of the Purbeck Local Plan and Community Infrastructure Levy arrangements for both Purbeck and North Dorset. The response from the County Council related specifically to the potential impact on transport, education and mineral extraction. It was also noted that local members had been consulted on the review.

It was recognised that in relation to the Partial Review of the Purbeck Local Plan, the Wool bypass had been identified as no longer deliverable and the funding raised by Purbeck District Council as part of mitigation measures could potentially be used to fund transport infrastructure improvements in the area, but this was a decision for the District Council. Improvements were needed given planned development of 1000 houses and links with the enterprise zone in the local area. Cllr Wharf, as the local member for Egdon Heath, Chairman of the Planning Committee and Partial Review Group at Purbeck District Council, indicated that the Parish Council's view regarding the bypass had changed recently due to the impact of signal changes made by Network Rail at the rail crossing and that the local council needed to be fully informed of the County Council's view that it was undeliverable. Officers confirmed that there had been close working with the local council, that the evolution of the local plan would include engagement with communities to ensure that they could highlight outcomes that they wished to be included which would feed into the strategic way forward to 2033, and that a strategic review was underway regarding the rail route

which would seek improvements for the crossing.

Cllr Wharf commended the close working of officers across councils but asked for more information regarding the impact of developments on transport routes as there was rarely an objection from the County Council in relation to this issue. He asked for general information about the limits of traffic usage that would raise objection in planning terms.

In respect of the Community Infrastructure Levy arrangements for North Dorset, members discussed the impact of a lower levy for the area, especially in the light of proposals regarding unitary authorities and that there may be a need at some point to equalise the levies across the whole of Dorset. Cllr Croney, as the former Leader of North Dorset District Council and Cabinet Member for Learning and Skills, clarified the need for the levy to link to infrastructure need and not to become a barrier to development.

Members highlighted the need for a joined up strategic planning approach, and master planning as it was much easier to deal with issues and identify improvements on a larger scale, but local communities had to be engaged in the process.

### **Resolved**

1. That the consultations from Purbeck and North Dorset District Councils on the Core Strategy and CIL reviews be noted.
2. That, subject to any comments made in the minute above, Appendix A and B as the County Council's response to the consultations be ratified.
3. That delegated authority be granted to the Service Director - Economy, after consultation with the Cabinet Member for Economy and Growth, to agree the final wording of the response.
4. That the longstanding proposal for a bypass for Wool be formally abandoned on the basis that alternative transport solutions will be developed to mitigate delays at the Railway crossing commensurate with development.

### **Reason for Decisions**

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 Partial Review of the Purbeck Local Plan.

### **Questions from County Councillors**

126 No questions were received from members under Standing Order 20(2).

Meeting Duration: 10.00 am - 11.05 am

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### Cabinet

Minutes of a meeting held at County Hall, Colliton Park, Dorchester,  
Dorset, DT1 1XJ on Wednesday, 28 September 2016.

#### Present:

Robert Gould (Chairman)

Robin Cook, Deborah Croney, Peter Finney, Jill Haynes and Rebecca Knox.

#### Members Attending:

Paul Kimber, County Councillor for Portland Tophill

Daryl Turner, County Councillor for Marshwood Vale

#### Officers Attending:

Debbie Ward (Chief Executive), Richard Bates (Chief Financial Officer), Helen Coombes (Interim Director for Adult and Community Services - Dorset), Mike Harries (Director for Environment and the Economy), Jonathan Mair (Monitoring Officer), Sara Tough (Director for Children's Services) and Lee Gallagher (Democratic Services Manager).

#### For certain items, as appropriate:

Karen Andrews (Group Manager - Corporate Development), Mike Garrity (County Planning, Minerals and Waste Team Leader), Ivan Hancock (Trading Standards Service Manager), Anthony Littlechild (Corporate Sustainability Officer), Paul Leivers (Head of Early Help and Community Services), Jim McManus (Chief Accountant) and Jerry Smith (Technical Specialist - Planning).

- (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: **Tuesday, 4 October 2016.**
- (2) 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 **Monday, 10 October 2016.**
- (3) **RECOMMENDED** in this type denotes that a decision of County Council is required.)

#### **Apologies for Absence**

127 Apologies for absence were received from Andrew Cattaway, Colin Jamieson and Nicky Cleave (Assistant Director of Public Health).

#### **Code of Conduct**

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

#### **Minutes**

129 The minutes of the meeting held on 7 September 2016 were confirmed and signed, subject to an amendment in minute 125 to refer to Cllr Croney as the 'former' Leader of North Dorset District Council.

**Public Participation**130 Public Speaking

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

There were no public questions received at the meeting in accordance with Standing Order 21(2).

Petitions

There were no petitions received at the meeting in accordance with the County Council's Petition Scheme.

**Cabinet Forward Plan**

131 The Cabinet considered the draft Forward Plan, which identified key decisions to be taken by the Cabinet on or after the next meeting. The following changes were noted:

- Concessionary Travel – 16 November 2016
- Forward Together for Children's Services (projects and budget impacts) – 14 December 2016
- Locality Plan for Health and Wellbeing – 14 December 2016

Resolved

That the Forward Plan be updated to take account of the items listed above.

**Panels and Boards**

132 The Cabinet received the minutes of the following meetings:

**Budget Strategy Task and Finish Group - 17 August 2016**

132a Noted

**Health and Wellbeing Board - 31 August 2016**

132b The Cabinet Member for Health and Wellbeing, and Children's Safeguarding explained that the Dorset Joint Health and Wellbeing Strategy had been developed with considerable consultation including director involvement as members of the Health and Wellbeing Board. She also highlighted that although approval was being sought, the Strategy would remain ongoing and be subject to change. It was noted that a Prevention at Scale workshop would be held on 21 October 2016 as a joint session for Dorset, Bournemouth and Poole, in a central location.

In addition to the recommendation, it was noted that the Sustainability and Transformation Plan continued to develop, and there had recently been the need to consult the Directors of Public Health, Adult and Community Services, Children's Services, the Chief Executive and the Cabinet Member for Adult Health, Care and independence prior to sign off of the latest version for the Department of Health.

Resolved

That the minutes of the meeting be received and the following recommendation be approved.

Recommendation 34 - Draft Dorset Joint Health and Wellbeing Strategy, 2016/2019  
That Cabinet approves the revised Dorset Joint Health and Wellbeing Strategy.

Reason for Recommendation

*To deliver a Joint Health and Wellbeing Strategy that had full commitment and engagement from all Board Members and partners throughout Dorset, and that delivered better outcomes for health and wellbeing.*

**Dorset Police and Crime Panel - 8 September 2016**132c **Noted****Dorset Waste Partnership Joint Committee - 12 September 2016**

132d The Cabinet Member for Environment, Infrastructure and Highways highlighted a particular issue regarding the rounds in Ferndown which was causing some concern in the local area, but generally the performance and budget of the Dorset Waste Partnership were encouraging and was in a good position to make further savings in due course.

**Noted****Executive Advisory Panel on Pathways to Independence - 13 September 2016**

132e The Cabinet Member for Adult Health, Care and Independence highlighted the Council's duty to arrange care and support for adults with eligible needs, and a power to meet non-eligible needs under the Care Act 2014, together with the discretion to charge unless the law says that the care or support must be provided free of charge. The review of fairer charges for care and support by the Executive Advisory Panel was undertaken on the principle that people should only be asked to contribute what they could afford. It was recognised that the actual cost of care and support services would be identified and the charge would be in proportion to their ability to pay, as determined by an individual means-test to comply with the ethos of the Care Act. It was planned to undertake public consultation during October and November 2016 and discuss the feedback at the December 2016 meeting of the Making It Real Board before submitting proposals to Cabinet.

In response to a question regarding the compulsory use of direct debits, it was clarified that in order to reduce the running debt of £1.5m it was necessary to promote monthly direct debits as a default payment instead of cheques.

The particular needs of an individual on Portland were raised by Cllr Paul Kimber, as the Councillor for Portland Tophill, and it was confirmed that the circumstances would be discussed outside of the meeting.

**Resolved**

That the minutes of the meeting be received and the following recommendation be approved.

**Recommendation 40 - Fair Charges for Care and Support**

1. That the Cabinet be asked to consider and support the review as described in the Interim Director's report.
2. That the Cabinet be asked to approve the proposed consultation exercise and outline timetable.

**Reason for Recommendations**

*The work supports the commitment in the County Council's outcomes framework to help residents be safe, healthy and independent.*

**Medium Term Financial Plan (MTFP) update**

133 The Cabinet considered a report by the Leader of the Council on the national and local issues impacting on the County Council's finances, together with the development of the MTFP from 2017/18 to 2019/20.

The Leader of the Council introduced the report and summarised the current budget position, the work of the Budget Strategy Task and Finish Group to address savings programmes and budget planning, and the Council's draft efficiency plan as part of Department for Communities and Local Government (DCLG) proposed four-year budget settlement. It was recognised that in 2016/17 there was a forecast overspend

position of £7.8m and that savings plans needed to be met to balance the budget at year end. Particular attention was drawn to the higher risks in future years following including the management of balances and reserves, and the use of transitional funding.

It was highlighted that the plans set out for 2017/18 and 2018/19 would provide for a balanced budget but in 2019/20 the Revenue Settlement Grant (RSG) would create a significant negative position. Members were supportive of the proposed four-year settlement from DCLG on the clear understanding that it represented a minimum level of funding and that lobbying would continue for an improved position in 2019/20.

In relation to Public Health funding, it was reported that the use of ring-fenced grant funding for initiatives that did not relate to joint public health objectives across Bournemouth, Dorset and Poole was not permitted and must comply with grant restrictions, and any request to use funding would require thorough evidence to support a business case. Future funding arrangements were scheduled to be discussed at the next Joint Public Health Board and separately by finance officers and the Director of Public Health.

It was agreed that reference in the Efficiency Plan to the increase in Council Tax revenue over the next four years would include an explanation regarding the percentage increase and the assumed growth in the tax base over the duration of the Plan.

In respect of service changes in Children's Services, the Cabinet Member for Learning and Skills confirmed that the progress to quantify and ensure savings were on target, particularly in relation to Looked After Children, would be considered by the Cabinet in December 2016. It was also confirmed that lobbying would continue, in addition to the RSG, on the future of the Education Services Grant, Dedicated Schools Grant and early years funding through a coordinated lobbying approach.

An update on budgets affecting the Environment and Economy Directorate was provided by the Cabinet Member for Environment, Infrastructure and Highways to highlight that any additional pressures would make it increasingly difficult to retain services as they were at the bare minimum. It was felt that it was important to not lose sight of transformation already undertaken, but to continue to engage with communities regarding the future of services.

A request was made by the Cabinet Member for Health and Wellbeing, and Children's Safeguarding for further information on apprenticeship levies, recent consultation and projected cost, to which the Chief Executive confirmed that she would provide information outside of the meeting, and also confirmed that a detailed report would be considered by the Staffing Committee at its next meeting.

### **Resolved**

1. That the issues raised in the minute above be taken into account in the development of the Medium Term Financial Plan and budget;
2. That the forecast overspends on service budgets in 2016/17, what action might be required, especially in light of the balance of the general fund, be noted;
3. That the changes to budgeting assumptions and other work carried out by the Budget Strategy Task and Finish Group be agreed; and,
4. That the risks associated with signing-up to (and not signing-up to) the four-year funding deal on offer from the DCLG be noted, and to request officers to respond to DCLG by 14 October 2016 signing up to the offer, on the clear understanding that it represented a minimum level of funding and that lobbying would continue for an improved position in 2019/20 when the Revenue Settlement Grant (RSG) would show a negative allocation.



Reason for Decisions

To enable work to continue on refining and managing the County Council's budget plan for 2017/18 and the overall three-year MTFP period.

**Framework Arrangement for External Advisors**

- 134 The Cabinet considered a report by the Cabinet Member for Organisational Development and Transformation on the use of specialist skills and expertise that do not exist within the Council in order to support delivery of the Council's objectives and programmes of work.

The Cabinet Member for Organisational Development and Transformation outlined the occasions when a diverse range of skills and expertise was required. It was noted that there was a need to look at a default way to procure additional external advisors and consultancy services more effectively and efficiently. It was reported that the NEPRO framework had been piloted and was a procurement route for ad-hoc specialist short term contracts. It was noted that larger long term contracts would use the existing contract procedure rules.

Following a slight concern by the Cabinet Member for Adult Health, Care and Independence regarding contracts for highly specialist expertise, members were assured that there were arrangements to deal with these types of need including exemptions. However, the default position should be to use the NEPRO framework for routine contracts. A question was asked in relation to financial limits outside of the NEPRO framework, to which it was confirmed that there were financial limits and delegated approval for exemptions within the Scheme of Delegation. It was suggested that where alternative options were required that were outside of the NEPRO framework and the Scheme of Delegation, these should be agreed with the Director and Cabinet portfolio holder, based on clear business reasons.

A further clarification was sought by the Director for Environment and the Economy regarding the use of the framework in relation to other existing contracts, to which it was confirmed that the NEPRO framework would be used where no other formal County Council contract existed.

**Resolved**

1. That the County Council participate in the NEPRO Neutral Vendor Framework arrangement.
2. That use of the NEPRO route for procuring External Advisor Services be approved as the Council's default position where no other formal County Council contract exists, so that alternative options are used only on an exceptional basis where there are clear business reasons.
3. That the Council's Guidance on Engaging Consultancy Services be changed to reflect the expectation that the NEPRO route is followed.

Reason for Decisions

To ensure that the Council had an appropriate route for appointment of external advisors, that supported achieving value for money.

**Quarterly Asset Management Report**

- 135 The Cabinet considered a report by the Cabinet Member for Organisational Development and Transformation as a quarterly report on key issues relating to the Council's asset classes of Property, Highways, ICT, Fleet and Waste. Members welcomed the revised concise format of the report.

The Cabinet Member for Learning and Skills explained that the service improvement to relocate family assessment teams to work in children's centres resulted in the disposal of the former Horizon East and West premises. Advanced practitioners were also able to work more dynamically.

The Chief Financial Officer took the opportunity to clarify that the Council's Capital Programme was nearing the agreed cap on borrowing and there would be access to approximately £2m over the next couple of years and the ability to fund new schemes would be limited. More detail would be provided in a report to Cabinet in December 2016.

In relation to the introduction of a biomass boiler for County Hall, it was noted that any future potential changes to the site and occupation would be mitigated as the boiler units were portable and could be used at other premises. It was felt that it was beneficial to install the biomass system, which would enable access to renewable heat incentives and would start to provide a financial payback in under 9 years, and a positive net revenue return over 20 years.

The Cabinet Member for Health and Wellbeing, and Children's Safeguarding highlighted that the move towards the provision of a community offer for living and learning centres included health colleagues from the Clinical Commissioning Group (CCG), and not to assume that reference to health referred to Public Health. She indicated that there was an imperative to discuss the changes with the CCG in the light of a current review of GP locations. It was noted that the suggestion would be progressed outside of the meeting. It was also confirmed by the Interim Director for Adult and community Services that the Department of Health's Sustainability and Transformation Plan sought to create a single public estate which would bring opportunities to think of property in a different way, and potentially access transformational funding.

#### **Resolved**

1. That the disposal of the former Horizon East Premises in Wimborne on terms to be agreed by the Director for Environment and the Economy (para 3.1.1 of the Cabinet Member's report).
2. That the disposal of the former Horizon West Premises in Weymouth on terms to be agreed by the Director for Environment and the Economy (para 3.2.1 of the report) be approved.
3. That the lease renewal at Cedar House, Cobham Road, Ferndown on terms to be agreed by the Director for Environment and the Economy (para 3.3.1 of the report) be approved.
4. That the surrender of the lease of Peveril House, 388 Ringwood Road, Ferndown on terms to be agreed by the Director for Environment and the Economy (para 3.4.2 of the report) be approved.
5. That the recommendation in appendix 3 of the report in relation to a combined heat and power installation at County Hall be approved.
6. That the overall revised estimates and cash flows for projects as summarised and detailed in Appendix 1 (para 9.2 of the report) be approved.
7. That the issues and updates detailed in the report be noted.

#### **Reason for Decisions**

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

### **Syrian Resettlement Programme**

- 136 The Cabinet considered a report by the Cabinet Member for Organisational Development and Transformation regarding the progress on the Syrian Resettlement Programme in Dorset.

The Cabinet Member for Organisational Development and Transformation explained the plans for the settlement of 2 families in November 2016, and that up to 6-8 families would be relocated to Dorset. It was noted that funding would be received to

support the families. Members recognised that the relocation was a complex process due to the impacts on numerous services including education and health. The coordinated approach required between agencies was outlined for members which included the participation of the Clinical Commissioning Group and health services.

Following questions regarding the involvement of Cabinet Members in the arrangements to support refugees, the Chief Executive clarified that information had been shared through a report to Cabinet in June, and that all information had been shared to date in relation to adult and community services. It was noted that no bespoke services would be created and directorates would be fully involved as more information was known.

In respect of unaccompanied children coming to Dorset, it was reported that 9 had already been relocated, and that provision had been made for a total of 54.

A question was asked by Cllr Kimber, as the Leader of the Labour Group, regarding networks for refugees to access to aid settling into communities. It was reported that the Dorset Race Equality Council would be active in setting up links as well as other charitable organisations.

### **Resolved**

That officers make an offer to the Home Office for a November 2016 arrival of Syrian refugees as outlined in the Cabinet Member's report.

### **Reason for Decision**

The Home Office required information about accommodation in early October 2016 to match families.

## **Dorset County Council Environmental performance, policies and greenhouse gas emissions 2015/16**

137 The Cabinet considered a report by the Cabinet Member for Environment, Infrastructure and Highways as an annual position statement of the County Council's performance against environmental policies and targets for energy, water, waste, and transport for the financial year 2015-16, including our 2015/6 County Council greenhouse gas emissions report.

It was suggested that reference to different modes of transport should be aligned with environment policies, especially in the light of parking changes at the Council, in order to bring together both areas and increase the prominence of both areas of work. It was noted that alternative transport methods were included in plans, and would also refer to the overall aim to reduce travel where possible, mobile ICT solutions to avoid travel, use of folding and electric bikes, and the small fleet of pool cars (including electric cars).

Members commended the report and the Corporate Sustainability Officer for the direction of travel regarding performance.

### **Resolved**

1. That the County Council's progress in improving its environmental performance, and reducing greenhouse gas emissions be noted.
2. That the opportunities noted in section 5 of the report be supported and pursued.

### **Reason for Decisions**

The recommendations support the County Council's key outcomes of 'healthy and prosperous', set out in its Corporate Plan, by supporting an energy efficient, low carbon economy, tackling global environmental change and ensuring good management of our property, environmental and historic assets.

### **Food and Feed Service Plan for Trading Standards Service Delivery 2016-17**

- 138 The Cabinet considered a report by the Cabinet Member for Adult Health, Care and Independence regarding the Council's Food and Feed Service Plans, and to change the current arrangements for approval of the plans within the current scheme of delegation.

Cabinet Member for Adult Health, Care and Independence introduced the report and congratulated the Trading Standards Team on being awarded the Premier League Enforcement Authority of the year for 2015-16 for outstanding work in protecting intellectual property rights in respect of the Premier League and its football clubs. Members recognised the hugely important role that trading standards undertook for the County.

In response to a question, the Trading Standards Manager summarised the liaison with Dorset Police in relation to an anti-poaching initiative through Animal Health Team.

#### **RECOMMENDED**

1. That the County Council be recommended to approve the Food Service Plan and Feed Service Plan for 2016-17 for delivery by the Trading Standards Service (attached as an annexure to these minutes).
2. That the County Council be recommended to change the corporate Scheme of Delegation 2013 such that the reference in its appendix 3 to the Food Law Enforcement Service Plan is removed, thus allowing future Food Service Plans, Feed Service Plans or any service delivery plans relating to food law enforcement service delivery to be approved in the same manner as any other matter delegated to the responsible senior manager relating to the plans or work of the Trading Standards Service.

#### **Reasons for Recommendations**

1. The plans set out specific areas of service delivery for the Trading Standards team in a brief and publicly available format. The approach set out would meet statutory requirements for service provision, and the need to produce plans to accord with the FSA Framework Agreement. This work also contributed to the Council's corporate outcomes of a healthy Dorset through maintaining food and feed composition and labelling standards and a prosperous Dorset, through fair trading and compliant businesses.
2. The changes would support the general drive of the Localism Act 2011 and the Council's Scheme of Delegation to increase flexibility and freedoms and reduce unnecessary bureaucracy through appropriate delegated power to the relevant senior manager, with appropriate means for consultation with the relevant Cabinet member lead.

### **Wytch Farm Oilfield - Section 106 Arrangements**

- 139 The Cabinet considered a report by the Cabinet Member for Economy and Growth in relation to the determination of 39 planning applications to enable the extension of the operational life of the oilfield development at Wytch Farm, Wareham and Kimmeridge Oilfields which were approved by the Regulatory Committee on 15 September 2016. The Cabinet were asked to consider the arrangements for a revised financial security arrangement and terms for the required Section 106 agreement.

The Cabinet Member for Environment, Infrastructure and Highways summarised the report and responded to a question regarding the extraction methods used on the sites, and the County Planning, Minerals and Waste Team Leader clarified that traditional methods of extraction were used which included conventional drills and water pressure to extract oil from the rock, not hydraulic fracturing (fracking) as used for the removal of shale gas.

**Resolved**

That the revised financial arrangements as set out in the Cabinet Member's report, being secured to the satisfaction of the Service Director – Economy and the Chief Financial Officer, after consultation with the portfolio holder, be endorsed.

**Reason for Decision**

To ensure that any steps the MPA had to take to enforce or step in to directly address any failure in the operation or decommissioning restoration and aftercare of the Wytch Farm, Wareham or Kimmeridge Oilfields were carried out at no cost to the public purse.

**Questions from County Councillors**

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

**Exempt Business**141 **Resolved**

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 142 and 143 as 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, 5, 7a and 7b of Part 1 of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

**B3073 Hurn Roundabout, Christchurch - Compulsory Purchase Order & Side Roads Order**

142 The Cabinet considered a report by the Cabinet Member for Environment, Infrastructure and Highways in relation to the B3073 Hurn Roundabout junction of Christchurch Road, Hurn Road and Avon Causeway in the parish of Hurn, Christchurch.

**Resolved**

1. That the making of a Compulsory Purchase Order for B3073 Hurn Roundabout, if negotiations are not forthcoming, under the Highways Act 1980 and Acquisition of Land Act 1981 in respect of the land shown coloured pink and coloured blue on drawing DC3710/17/01/D be approved.
2. That the acquisition of the land and/or the acquisition of rights to carry out works as shown coloured pink and coloured blue on the above drawing either by agreement or pursuant to a compulsory purchase order be approved.
3. That land acquired as working space would be returned to the landowners upon completion.
4. That the making of a Side Roads Order (SRO) under Sections 14 and 125 of the Highways Act 1980 for the B3073 Hurn Roundabout Scheme, as required, be approved.
5. That all steps pursuant and consequent on recommendations 1-4 above be approved.

**Reason for Decision**

1. The acquisition of the land and working rights for construction was necessary to improve the highway network at the B3073 Hurn Roundabout junction of Christchurch Road, Hurn Road and Avon Causeway in Christchurch.
2. The Side Roads Order (SRO) at Hurn Roundabout was required to establish the changes and diversion of the existing highway network away from the current line as required in the proposed scheme.
3. The proposed scheme formed an integral part of the Bournemouth International Growth (BIG) schemes which contributed towards delivering a network for the future to boost economic growth in the Bournemouth Airport area which met the needs of the Dorset Local Enterprise Partnership (DLEP) objectives.

**Queen Elizabeth's School, Wimborne - Position Statement**

143 The Cabinet considered a joint exempt report by the Cabinet Member for Organisational Development and Transformation and Cabinet Member for Environment, Infrastructure and Highways on the progress on the replacement of the Queen Elizabeth's School, Wimborne.

Members discussed the content of the report and supported the outcome in relation to the project, together with expressing thanks to all officers involved and for professional assistance in achieving a satisfactory conclusion.

The Leader of the Council emphasised the need for the confidentiality of the item in relation to the replacement of the Queen Elizabeth's School due to contractual arrangements.

**Resolved**

That the Cabinet note the outcome and action to be taken, as detailed within the Cabinet Members' report.

**Reason for Decision**

Approval of the recommendation would enable action to be progressed.

Meeting Duration: 10.00 am - 12.00 pm

# Cabinet

## Dorset County Council



Date of Meeting	28 September 2016
<p><u>Cabinet Member</u> Cllr Jill Haynes – Cabinet Member for Adult Health, Care and Independence</p> <p><u>Lead Director</u> Helen Coombes – Director for Adult and Community Services</p>	
Subject of Report	<b>Food and Feed Service Plans for Trading Standards Service Delivery 2016-17</b>
Executive Summary	<p>The Food and Feed Service Plans provide an overview of two particular areas of service delivery provided through by the County Council's Trading Standards Service (TSS). These are public documents which are made available via the website and are available to the Food Standards Agency (FSA) for audit purposes.</p> <p>Ensuring good levels of food standards and safety is an important part of the advisory and enforcement responsibilities of Dorset County Council's Trading Standards Service (TSS). These statutory responsibilities are derived from legislation controlling food quality and compositional standards, food safety including allergens, food labelling, food traceability and food hygiene regulations at primary production farms including arable farms and market gardens.</p> <p>Animal feed controls enforced by TSS are also a very significant part of ensuring a safe food chain in respect of meat and some fish products. Contaminated feed can leave undesirable or even unsafe residues in the food we eat. DCC through its TSS is responsible for enforcement of animal feed legislation controlling feed quality, safety, hygiene, labelling and traceability. There are approximately 4,000 registered feed businesses in the County, four larger scale feed mills producing feed and a large importer of animal feed based at Portland Port making this work a priority.</p> <p>The two plans provide brief overviews that help promote awareness and transparency in these areas of service provision amongst the public, businesses, elected members and other stakeholders.</p> <p>The 'Food Law Code of Practice' requires that an up-to-date documented plan is available to consumers and food businesses that covers food and feed services and which is reviewed regularly. The 'Framework</p>

	<p>Agreement on Official Food and Feed Controls by Local Authorities' provides guidance on member approval and there is no requirement for approval at a particular level of decision making. This is a matter for the local authority as the Framework Agreement states:</p> <p><i>“Authorities have the flexibility to decide locally whether or not service plans should be approved at Member level. To help to ensure local transparency and accountability, and to show their contribution to the authority’s corporate plan, feed and food service plans and performance reviews should be approved at the relevant level established for that local authority, whether that is Member, Member forum, or suitably delegated senior officer level. Records should be kept to show that service plans have received appropriate approval.”</i></p> <p>Since the introduction of the Cabinet style of governance the approach has been to report these plans in a combined document with a main TSS service plan through a committee for annual consideration by Cabinet and subsequent approval annually. The corporate Scheme of Delegation 2013 specifies that the ‘Food Law Enforcement Service Plan’ is a function, specified in appendix 3 to the Scheme, which is “not to be the sole responsibility of the executive” and being a plan that should be recommended by the Cabinet to the full Council (para 2.4). This now appears to be unnecessarily restrictive given the drive to try to ensure only appropriate key decisions are considered by Cabinet or the County Council or indeed any committees.</p> <p>By removing the Food Law Enforcement Plan or any like plans from the plans listed in appendix 3 the corporate Scheme of Delegation would allow for plans to be considered and approved for acting on, as with other TSS plans, by the appropriate senior manager (In this case the Assistant Director for Early Help and Community Services). This is in line with the presumption in the Scheme that senior managers have delegated authority to exercise functions and make decisions in relation to the service areas for which they are responsible.</p> <p>Any new policy or major extension of policy would still trigger a referral to Cabinet, or if a particular local impact were considered member consultation would be needed. Clear communication must also be maintained through the Director to the relevant Cabinet member to provide appropriate political steer. A condition on the exercise of such delegated authority is that the senior manager making the decision to approve the plans would be required to record it and publish it on-line (para 4.4).</p> <p>Plans can be the subject of scrutiny by an appropriate committee on request and awareness of plans and areas of service delivery can be enhanced through the Members’ Bulletin, the dorsetforyou website and new social media channels now being used more widely by the TSS.</p>
<p>Impact Assessment:</p>	<p>Equalities Impact Assessment:</p> <p>This report and the associated plans do not include any new strategy/ policy/ function that impacts on equality.</p> <hr/> <p>Use of Evidence:</p> <p>Reference made to relevant statutes, associated codes of practice and the framework agreement.</p>



	<p>In planning enforcement activities the TSS uses intelligence data including consumer complaints, requests from businesses and non-compliances identified, and data from partners such as the Citizens Advice Consumer Service. Regional strategic assessments of intelligence are analysed by the South West Regional Enforcement Team and regional assessments also assist the distribution of grants for food and feed work. The TSS responds to the changing demands arising, adapting activities during the year where appropriate by a review of a monthly Tactical Assessment by the TSS management team.</p> <p><b>Budget:</b></p> <p>No budgetary changes arise directly from this report. Any work within the plans will be carried out within the existing Trading Standards Service budget of £1,115,300 for 2016-17.</p> <p><b>Risk Assessment:</b></p> <p>The risk associated with this area of trading standards service delivery is that of failure to carry out statutory duties imposed on the local authority by legislation which controls food and animal feed. In the event of a failure to provide adequate services the Food Standards Agency has statutory powers to make alternative arrangements and recharge the local authority. The decision to delegate approval of plans does not present any identifiable additional risk having reviewed the statutory requirements.</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:</p> <ul style="list-style-type: none"> <li>• Current Risk: LOW</li> <li>• Residual Risk LOW</li> </ul> <p><b>Other Implications:</b></p> <p>Trading Standards work to protect the food chain through animal feed and food standards enforcement, and seeking to ensure compliance with food composition and labelling standards, can impact on public health.</p>
<p>Recommendations</p>	<ol style="list-style-type: none"> <li>1. That the Cabinet recommends to the County Council that the Food Service Plan and Feed Service Plan for 2016-17 is approved for delivery by the Trading Standards Service.</li> <li>2. That Cabinet recommends to full Council that the corporate Scheme of Delegation 2013 is altered such that the reference in its appendix 3 to the Food Law Enforcement Service Plan is removed, thus allowing future Food Service Plans, Feed Service Plans or any service delivery plans relating to food law enforcement service delivery to be approved in the same manner as any other matter delegated to the responsible senior manager relating to the plans or work of the Trading Standards Service.</li> </ol>

FOOD AND FEED SERVICE PLANS FOR TRADING STANDARDS SERVICE DELIVERY  
2016-17

Reason for Recommendations	<ol style="list-style-type: none"> <li>1. These plans set out specific areas of service delivery for the DCC Trading Standards team in a brief and publicly available format. The approach set out will meet statutory requirements for service provision, and the need to produce plans to accord with the FSA Framework Agreement. This work also contributes to DCC's corporate outcomes of a healthy Dorset through maintaining food and feed composition and labelling standards and a prosperous Dorset, through fair trading and compliant businesses.</li> <li>2. The changes will support the general drive of the Localism Act 2011 and the DCC Scheme of Delegation to increase flexibility and freedoms and reduce unnecessary bureaucracy through appropriate delegated power to the relevant senior manager, with appropriate means for consultation with the relevant Cabinet lead.</li> </ol>
Appendices	<ol style="list-style-type: none"> <li>1. Food Service Plan 2016-17</li> <li>2. Feed Service Plan 2016-17</li> </ol>
Background Papers	<ol style="list-style-type: none"> <li>1. <a href="#">Food Law Code of Practice</a></li> <li>2. <a href="#">Framework Agreement</a></li> <li>3. <a href="#">Scheme of Delegation for DCC 2013</a> (Notably appendix 3)</li> </ol>
Officer Contact	<p>Name: Ivan Hancock (Trading Standards Service Manager)          Tel: 01305 224956          Email: <a href="mailto:i.n.hancock@dorsetcc.gov.uk">i.n.hancock@dorsetcc.gov.uk</a></p>

**Helen Coombes**  
**Director for Adult and Community Services**  
 September 2016



## Appendix 1

### Food Service Plan 2016-17

Ensuring good levels of food standards and safety is an important part of Dorset County Council Trading Standards Service's advisory and enforcement responsibilities.

The Service has the responsibility for legislation controlling food quality and compositional standards, food safety including allergens, food labelling, food traceability and food hygiene regulations at primary production farms including arable farms and market gardens.

Other food hygiene responsibilities are with Environmental Health in district or borough councils.

#### Business plans

This Food Service Plan is to be read as part of the overall Trading Standards Service Delivery Plan. It is produced separately to assist elected members, consumers, businesses, staff, other enforcement bodies and external auditors to focus on the key elements of our food responsibilities as well as meeting the specific needs of the Food Standards Agency and national legislation.

#### Our approach

Our contacts with Dorset food businesses is through a mix of trader advice, consumer complaint investigation, risk assessment focusing on high risk premises, intelligence led inspection and sampling projects.

Whenever possible food standards is delivered by way of a single comprehensive visit alongside other trading standards service responsibilities in areas such as weights and measures, unfair trading, product safety and animal health and welfare.

We recognise the value and importance of our advice and will continue to treat visits as an opportunity to support local businesses with legal advice, as well as checking for compliance.

Every three months we seek businesses views by way of a business satisfaction survey in order to ensure we continue to respond to local needs. Dorset businesses also have the opportunity to contact us using information we leave each time we visit.

Our document 'Dorset Businesses. What you can expect from you local trading standards service' sets down our commitment to providing Dorset businesses with an efficient, courteous and helpful service. See <https://www.dorsetforyou.com/article/401531/About-Dorset-trading-standards> .

Our Enforcement Policy gives a clear commitment to ensuring compliance through business advice and guidance where possible and appropriate. Prosecution is reserved for cases involving fraud, negligence, public safety risk, or failure to follow advice or warnings. See [www.dorsetforyou.com/article/401531/Aboutus](http://www.dorsetforyou.com/article/401531/Aboutus) .

#### The resources we have available

The total expenditure budget for the Trading Standards Service for 2016-17 is £1,115,300. Savings of £199k to the staff budget are due to be made on last year's budget as part of a structural review. While no specific separate budget is allocated from that total budget the estimated spending on food sampling and testing is £12,500. An in-house screening test laboratory is used to add value to our sampling and project work. Where appropriate the Service will use FSA funding to support food sampling work identified as a priority.

From 1 April 2016 The Food Law Code of Practice (England) 2015 changed the way officers are authorised to undertake food work. We aim to give our officers the generalist skills, knowledge and experience across a wide range of trading standards law to ensure flexibility in service delivery and to allow a quick response to emerging threats. However this year we recognise the new national requirements in formally evidencing food officer training and competency and we will reduce the number

of 'Authorised Officers' to meet the new requirements. We aim to reduce the number of trained and competent food officers from 17 in 2015-16 to 11 in 2016-17. We anticipate that food standards work for 2016-17 will continue to amount to three full time equivalent staff.

### **Demands and anticipated areas for focus in 2016-17**

Business Advice: Providing advice and support to local businesses, without direct charging, to help ensure compliance is a vital strand of enforcement work. We support the Home Authority principal as a means of advising key Dorset business who trade beyond Dorset boundaries. We will consider any requests from Dorset businesses to establish Primary Authority relationships.

High risk food businesses: Our business database records 4377 food premises. Each food premises is risked assessed using the Trading Standards National Risk Assessment Scheme. The numbers of food premises by risk as at 1 April 2016 are: 28 high; 210 upper medium; 674 lower medium; and 3453 low. We are committed to visiting all high risk food premises once a year. We aim to visit all upper medium risk food premises every two years. Other food premises are contacted in ways as set out in 'our approach' above.

Intelligence led advice and enforcement: We work in an intelligence focused way within a national trading standards intelligence framework. This helps smarter targeting of valuable resources while remaining alert to emerging issues. Intelligence sharing will help support the work of the new Food Standards Agency Food Crime Unit.

Food alerts for action: National alerts from the Food Standards Agency continue to raise awareness of food contamination and allergen issues. We respond to alerts received 'For Action' and coordinate the response of Dorset's district and borough council environmental health services to alerts as set down in the Food Law Code of Practice (England) 2015.

Partnership working: We recognise the value and importance of working in genuine partnerships with others. Nationally we will continue to contribute to the strategic objectives of the Food Standards Agency and the Department for the Environment Food and Rural Affairs who between them have responsibilities for national food standards and safety.

Regionally we will continue to support the Trading Standards Partnership South West (SWERCOTS) and will seek grant funding opportunities that add value to our work, for example the Food Standards Agency's annual food sampling funded project that includes imported food.

Locally we will continue to work with our environmental health service partners and other regulators, such as through the Dorset Food Liaison Group and the Dorset food business newsletter 'Gut Reaction', sharing best practice and approach.

Public Health: Our work contributes to the wider health agenda and we will continue to participate with Public Health partners in positive and meaningful ways to improve Dorset health outcomes.

Protected food names: We have the regulatory responsibility for a European protected food, Dorset Blue Cheese/Dorset Blue Vinny Cheese, and we ensure that the designation is used as set down in its approval and that others do not try to use that name fraudulently.

### **Key Responsibilities as at April 2016**

Trading Standards Service Manager: Ivan Hancock                      Lead Food Officer: Philippa Norman

Public Analysts (Food): Mr S Dyer and Mr J Green (*Hampshire Scientific Services*)  
Mr D Arthur, Mr R Ennion and Mr J P Wootten (*Public Analyst Scientific Services Ltd*)

### **How to contact us:**

Consumers requiring consumer advice or wanting to report a matter to Dorset Trading Standards should call the Citizens Advice Consumer Service on 03454 04 05 06.

Businesses can telephone the Trading Standards Business Advice Line: 01305 224702

Farm businesses, or anyone with a particular concern about animal health and welfare, can telephone the Animal Health Helpline 01305 224475.

Email Trading Standards at: [tradingstandards@dorsetcc.gov.uk](mailto:tradingstandards@dorsetcc.gov.uk)

Trading Standards pages on the Dorset Councils' website: [www.dorsetforyou.com/tradingstandards](http://www.dorsetforyou.com/tradingstandards)

Dorset Direct (General telephone number for all County Council services): 01305 221000.

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## Feed Service Plan 2016-17

### Overview

Dorset County Council's Trading Standards Service is responsible for enforcement of animal feed legislation controlling feed quality, safety, hygiene, labelling and traceability. There are approximately 4,000 registered feed businesses in Dorset, a very rural area, making ensuring the food chain is safe through this work a priority.

As well as agricultural holdings, there are four mills that produce animal feed on a large scale for resale and a large importer of animal feed based at Portland Port. This is a newly established business in Dorset that imports feed raw materials (such as soya kernels) from both inside and outside the EU. Importing an estimated 150,000 to 300,000 tons of feed material per year makes this high risk and so this gives it priority over other visits. All consignments destined for Portland Port are monitored and assessed prior to arrival to establish if further checks or samples need to be taken. As this business is classed as a first port of entry for feed into the EU the National Trading Standards board point of entry procedure is followed.

All feed premises are risk assessed in accordance with a national assessment scheme. The visit intervals can vary between annual visits for high risk and/ or low compliance to over 5 yearly. The risk factoring for each establishment takes into account the size of the business, the feed operations they undertake and the risk they could potentially pose to the food chain. However, these risks can be mitigated and the risk score for the business reduced through a system of earned recognition. This takes into account such things as previous compliance history and membership of approved assurance schemes.

Details of the number and type of visits planned for this financial year can be found at Appendix 1 at the end of this report.

### Our Approach

Whenever possible feed standards are delivered by way of a single comprehensive visit alongside other trading standards service responsibilities in areas such as food, weights and measures, unfair trading and animal health and welfare.

We recognise the value and importance of our advice and will continue to treat visits as an opportunity to support local businesses with legal advice and guidance, as well as checking for compliance.

Every three months we seek businesses views by way of a business satisfaction survey in order to ensure we continue to respond to local needs. Dorset businesses also have the opportunity to contact us using information we leave each time we visit.

Our document 'Dorset Businesses. What you can expect from your local trading standards service' sets down our commitment to providing Dorset businesses with an efficient, courteous and helpful service.

Our Enforcement Policy gives a clear commitment to ensuring compliance through business advice and guidance where possible and appropriate. Prosecution is reserved for cases involving fraud, negligence, public safety risk, or failure to follow advice or warnings.

For details see <https://www.dorsetforyou.com/article/401531/About-Dorset-trading-standards>

## **Funding**

The Food Standards Agency (FSA) provides funding for certain feed work. This is allocated to regional groups and then disseminated to individual authorities based on the number and type of premises due to be visited. The funding allocated to Dorset for the financial year 2016-17 is estimated at £45,000.

## **Sampling**

Additional funding is also available through the FSA grant for sampling animal feeds. As part of the funding process the lead feed officer for Dorset compiles a sample program for the financial year. For this year we are committing to take 36 samples in relation to feed safety. A full list of the premises to be visited and sample to be taken is produced and submitted to the FSA for approval.

## **Complaints**

In addition to the sampling program, if any complaints about animal feed are received they are investigated. If necessary, formal samples are submitted to the public analyst to establish if the complaints are justified.

## **Feed incidents**

Should a feed incident occur in Dorset contact would be made with the Food Standards Agency immediately. The nature and scale of the incident would be established as soon as possible to ensure that any feed still in circulation is detained.

## **Advice to Business**

Dorset's Trading Standards Service operates a dedicated business advice line and a separate dedicated animal health line. Through either of these a business can obtain help and advice on feed issues. These can range from registering the business as an animal feed premises to detailed labelling advice for manufacturers. These telephone lines can also be used to report any feed safety issues or feed complaints.

Guidance notes for businesses can be found at: <https://www.dorsetforyou.com/384210>

## **Alternative Enforcement Strategies**

Feed business operators who demonstrate high standards of feed safety by taking appropriate steps to comply with the law may have these standards recognised when determining the frequency of inspections and therefore qualify for 'Earned Recognition'.

In these cases this usually allows for the possibility of an Alternative Enforcement Strategies (AES). These strategies aim to reduce the burden on previously compliant businesses while concentrating enforcement activity and resources to focus on less compliant businesses.

Businesses can also earn recognition by being a compliant member of an approved industry assurance scheme such as 'Red Tractor' or being an Agricultural Industries Confederation (AIC) member.



Examples of how we can engage with business through alternative enforcement strategies include questionnaires, surveys and project based inspections.

### **Trained and Competent Enforcement Officers**

Work is undertaken by the Animal Health Team which includes six enforcement officers, two being fully qualified to undertake all aspects of feed enforcement. The remainder of the officers have undertaken feed training to enable them to carry out inspections of businesses at primary production (farms). All officers involved in feed inspection work are required to complete a minimum of 10 hours professional development per year.

A lead feed officer has been appointed and his responsibility is to oversee all feed work conducted in Dorset and to ensure that all feed activities carried out in Dorset are in accordance with the Feed Law Code of Practice (England) published in April 2014.

Officers are authorised by the Trading Standards Service Manager if they hold the necessary qualifications and experience. Details of all feed authorised officers together with their levels of competency are recorded on a Feed Hygiene Officer Authorisation matrix.

### **Facilities and Equipment**

A stock of suitable sampling equipment is maintained to ensure that feed visits can be carried out safely and samples taken in the prescribed manner. All feed authorised staff are issued with protective equipment including steel toe capped footwear, waterproof washable clothing etc. Sampling equipment includes plastic sheeting, shovels, sampling spears in varying lengths/ widths and a riffle box for dividing incremental samples.

### **Key Responsibilities**

Trading Standards Service Manager: Ivan Hancock

Trading Standards Lead Feed Officer: Bill Britton

Mr N Payne, with deputies Mr D Arthur, Mr R Ennion, Mrs J Hubbard, Ms E Moran, Mr A Richards, Mr K Wardle, Mr J Wootten (*Public Analyst Scientific Services Ltd*).

### **How to Contact us**

Consumers requiring consumer advice or wanting to report a matter to Dorset Trading Standards should call the Citizens Advice Consumer Service on 03454 04 05 06.

Businesses can telephone the Trading Standards Business Advice Line: 01305 224702  
Farm businesses, or anyone with a particular concern about animal health and welfare, can telephone the Animal Health Helpline 01305 224475.

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Dorset Direct (General telephone number for all County Council services): 01305 221000.

## Appendix 1 – Details of feed inspections

### Planned feed visits 2016/17

	Dorset
<b>Inland Feed</b>	
Manufacturers/Pet food	4
Co-Producers	15
Mobile Mixer	1
Importers	1
Stores	1
Distributors	6
Transporters	1
On-farm mixer	24
Surplus food	9
<b>Totals</b>	<b>62</b>
<b>Food Hygiene at Farms</b>	
Livestock farms (R13)	85
Livestock farms (R13) CONTRACTED OUT	0
Arable farms (R14)	2
<b>Totals</b>	<b>87</b>
<b>Grand Total</b>	<b>149</b>



### Cabinet

Minutes of a meeting held at County Hall, Colliton Park, Dorchester,  
Dorset, DT1 1XJ on Monday, 10 October 2016.

**Present:**

Robert Gould (Chairman)

Peter Finney, Robin Cook, Deborah Croney, Jill Haynes and Rebecca Knox.

Members Attending:

Andrew Cattaway, as Chairman of the Council under Standing Order 54

Kate Wheller, County Councillor for Portland Harbour

Officers Attending:

Debbie Ward (Chief Executive), Richard Bates (Chief Financial Officer), Helen Coombes (Interim Director for Adult and Community Services - Dorset), Vanessa Glenn (Assistant Director for Care and Protection), Mike Harries (Director for Environment and the Economy), Jonathan Mair (Monitoring Officer), Patrick Myers (Assistant Director for Design and Development), David Phillips (Director of Public Health) and Lee Gallagher (Democratic Services Manager).

For certain items, as appropriate:

Gary Binstead (Strategy, Partnerships and Performance Service 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: **Friday 14 October 2016**.
- (2) 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 **Wednesday 26 October 2016**.

**Apologies for Absence**

144 An apology for absence was received from Colin Jamieson.

**Code of Conduct**

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

**Exempt Business**

146 **Resolved**

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 minute 147 as it was likely that if members of the public were present, there would be disclosure to them of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

**Approval of Proposed Managed Social Care Service in Children's Services**

147 The Cabinet considered a report by the Cabinet Member for Health and Wellbeing, and Children's Safeguarding in relation to the proposal of the provision of a managed social work service in the South Area service in Dorset. The views of Cllrs Mike Byatt and David Harris, as local members, were circulated at the meeting.

Members were informed that following publication of the report it was necessary to undertake further work to arrive at a proposal that could be recommended to the Cabinet for approval following ongoing discussion and a changed position. It was agreed that further examination of all options was required to ensure the delivery of sustainable long term safeguarding as a priority for children in South Dorset, and consideration of the associated risks and budget implications. As the circumstances of the initial proposal had changed it was necessary that a report would be considered at the next Cabinet meeting on 26 October 2016.

**Resolved**

1. That the content and proposal in the report, together with changed position be noted.
2. That Cabinet mandates further work is undertaken to confirm all potential arrangements for children in South Dorset. (as detailed within the exempt version of this minute).

**Reason for Decision**

To safeguard vulnerable children and to support the move to a balanced budget in Children's Services.

Meeting Duration: 11.30 am - 12.12 pm



### Cabinet

Minutes of a meeting held at County Hall, Colliton Park, Dorchester,  
Dorset, DT1 1XJ on Wednesday, 26 October 2016.

#### Present:

Robert Gould (Chairman)

Peter Finney, Robin Cook, Deborah Croney, Colin Jamieson, Jill Haynes and Rebecca Knox.

#### Members Attending:

Hilary Cox, as Vice-Chairman of the Council  
Beryl Ezzard, County Councillor for Wareham  
Paul Kimber, County Councillor for Portland Tophill  
Daryl Turner, County Councillor for Marshwood Vale

#### Officers Attending:

Debbie Ward (Chief Executive), Richard Bates (Chief Financial Officer), Helen Coombes (Interim Director for Adult and Community Services - Dorset), Vanessa Glenn (Assistant Director for Care and Protection), Mike Harries (Director for Environment and the Economy), Jonathan Mair (Monitoring Officer), David Phillips (Director of Public Health) and Lee Gallagher (Democratic Services Manager).

#### For certain items, as appropriate:

Grace Evans (Principal Solicitor), Tracy Long (Library Service Manager), Matthew Piles (Service Director - Economy), Peter Scarlett (Estate and Assets Manager) and Andrew Shaw (Dorset Travel Team Service 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: **Tuesday 1 November 2016.**
- (2) 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 **Wednesday, 16 November 2016.**)

#### **Apologies for Absence**

148 An apology was received from Cllr Andrew Cattaway (Chairman of the Council). Cllr Hilary Cox (Vice-Chairman of the Council) attended the meeting in Cllr Cattaway's absence.

#### **Code of Conduct**

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

#### **Minutes**

150 The minutes of the meetings held on 28 September and 10 October 2016 were confirmed and signed.

#### **Matter Arising**

Minute 138 - Food and Feed Service Plan for Trading Standards Service Delivery 2016-17

The Cabinet Member for Adult Health, Care and Independence raised a concern in relation to the level of Deer poaching in West Dorset, which included the damage to

crops and gates, but more importantly with the rifles used bullets could travel miles if shots were missed and could kill. There had already been a number of reports of shot damage to sheds and green houses. It was noted that this issue linked with the work of the Trading Standards Animal Health Team, but enforcement was the responsibility of Dorset Police.

The Cabinet member indicated that this issue may be raised as a question at County Council. The Cabinet Member for Health and Wellbeing, and Children's Safeguarding agreed to progress it directly in her community safety role with the Police and the Interim Director for Adult and Community Services and provide a comprehensive response.

### **Public Participation**

#### 151 Public Speaking

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

There were eight public statements received at the meeting in accordance with Standing Order 21(2). All of the statements related to minute 153 regarding the future of Wareham Foot Level Crossing.

#### Petitions

There was one petitions received at the meeting in accordance with the County Council's Petition Scheme, under minute 153 regarding the future of Wareham Foot Level Crossing.

### **Cabinet Forward Plan**

152 The Cabinet considered the draft Forward Plan, which identified key decisions to be taken by the Cabinet on or after the next meeting. It was noted that an item was raised at the Cabinet meeting on 28 September 2016 for inclusion on the Forward Plan to provide progress on the introduction of family zones and work regarding the reorganisation of care and protection services, but was not yet included on the plan for 14 December 2016. Officers undertook to include the item following the meeting.

#### Noted

### **Future of Wareham Foot Level Crossing**

153 The Cabinet considered a joint report by the Cabinet Member for Environment, Infrastructure and Highways and the Cabinet Member for Economy and Growth regarding the options for the future of Wareham Level Crossing to provide a permanent solution to crossing the railway.

The Cabinet Member for Environment, Infrastructure and Highways introduced the report and explained that it represented the options to prevent complete withdrawal of the ability to cross at Wareham Station if the level crossing was closed by Network Rail, by enabling people to use a step bridge and ramps to maintain access to the town, taking into account safety as a paramount consideration.

Eight public statements were received at the meeting in accordance with Standing Order 21(2) and are included as an annexure to these minutes. Three were presented at the meeting and a further statement was provided at the meeting by Cllr Keith Green from Wareham Town Council. The broad areas covered by the statements in addition to those included within the annexure included:

- Support for the retention of the existing level crossing;
- Opposition to construct a bridge that was out of keeping with Wareham;
- The level of traffic across the level crossing of over 500 per day (each way);
- The preference for automatic barriers to be installed;

- Impact of the A351 on crossing users;
- Time and effort required to cross using the ramps (especially for vulnerable and less able users), especially for train passengers having to cross for a ticket and return to the correct platform at the station; and,
- That the proposed scheme was not Disability Discrimination Act (DDA) compliant.

In addition to the statements above, a petition was received at the meeting from Wareham Town Trust on behalf of the people of Wareham. Mrs Judith Price presented the petition on behalf of Mr Nick Fagan, the lead petitioner. Mrs Price highlighted that the petition had now received 3300 signatures. She clarified that the Town Trust did not oppose the road route, it supported the retention of the level crossing. She detailed a number of reasons to retain the existing level crossing which included:

- Planned housing development in the local area;
- The road route not being safe;
- Closure would diminish the rich and historic culture of Wareham;
- Impact on the vulnerable and infirm;
- Network Rail's responsibility to maintain a crossing;
- A need to protect the existing route;
- Other crossings between Wareham and Wool were automated;
- The need for preserved rights of way and cross platform connection;
- Recognition that current costs to maintain the crossing were not sustainable;
- Potential link with Swanage Railway and increased passenger use at Wareham;
- Access to buses was on one side of the station only;
- Step free solutions were desirable for passengers;
- Network Rail was required to consider safety improvements before closure;
- Technology improvements could be an alternative with many types of crossing available;
- 93.2% of the population of Wareham wanted to see the crossing maintained; and,
- There was no risk assessment of the use of the new structures in inclement or adverse weather conditions.

Cllr Beryl Ezzard spoke to the Cabinet as the local member for Wareham, and also submitted a letter in advance of the meeting, to express her support for the petition which represented 50% of the population of Wareham and objection to the removal of the level crossing as the life blood of the community. She highlighted the cost of using gatekeepers on the crossing for another year at £100k which was ineffective. She expressed concern that the proposed outcome would be unacceptable to the community and it was crucial for community wellbeing to be achieved and to be reassured that the vulnerable and less able would have a suitable crossing. It was further highlighted that Wareham Station was listed as 610<sup>th</sup> in a list of 6300 dangerous stations in the UK, so there were 609 more dangerous stations although there had never been a fatality at Wareham. Cllr Ezzard advocated the comments raised earlier in the meeting regarding DDA compliance and an automated system. In addition, she asked about the financial contribution of Network Rail to implement the proposed solution.

The Cabinet Member for Environment, Infrastructure and Highways indicated that this was a difficult matter as a decision to close the level crossing would be the responsibility of Network Rail and the Council was in the moral position of providing a suitable alternative, of which the step and ramps proposal was the only option, and there was an imperative to save money wherever possible. It was also clarified that there was very little or nothing the Council could do to influence the decision of

Network Rail to close the level crossing, but discussions would continue to negotiate the contribution towards the cost of the solution.

Members discussed the report and representations in detail and expressed their sympathy with residents' views to the practical problem of the level crossing, noting that the Council could not determine the closure or otherwise of the crossing, that the next steps would be for the County Council's Regulatory Committee to consider the planning application for the site after consultation with stakeholders including Wareham Town Council and Purbeck District Council, and that the responsibility for providing the ability to cross the tracks for rail passengers as a DDA requirement was ultimately Network Rail's responsibility. It was agreed that Network Rail's responsibility would be embedded into the resolution of the Cabinet to provide clarity, and for a progress report to be considered in due course.

The imperative to arrive at a suitable outcome was understood and it was suggested that the community be encouraged to continue discussions with National Rail. It was noted that as part of continued lobbying to South West Trains and Network Rail to increase frequency and connectivity in the area, the community's clear desire for a level crossing would be taken into account. Officers would also explore any potential opportunities with the Office of Rail Regulation (ORR) and Network Rail, including rights of way options.

Through examination of the proposed steps and ramps, it was noted that in addition to the cost of £1m to construct, the work would be undertaken to the same standards as other infrastructure projects and would have low maintenance costs.

At the end of the discussion the Leader thanked all local people who had attended the meeting for their representations and acknowledged that the matter was passionately represented at the meeting.

### **Resolved**

1. That Network Rail is requested to engage with the local community to find an acceptable solution taking account of the concerns of local residents.
2. That funds be made available to progress with the design and construction of ramps (subject to planning approval) at a gradient of 1:12 with resting platforms up to the existing over track footbridge crossing at Wareham Railway Station, and discussions continue with Network Rail regarding their obligation to provide a DDA compliant solution. This will provide a safe, accessible crossing at all times of day at the expressed desire line of Wareham residents.
3. That revenue funding be made available to fund existing arrangements until works are complete. On completion of this work the permissive rights would be extinguished and the existing pedestrian level crossing will be closed.
4. That a further report be submitted to Cabinet at the earliest opportunity to monitor progress.

### **Reason for Decision**

This was a highly sensitive issue which unless resolved would have a negative impact on Wareham residents, particularly for those with protected characteristics. However, the Council could not replace like with like. Since the ORR notice was served in 2009 a permanent pedestrian access over the rail tracks had been sought by the Council and Network Rail but this had not been achieved. The current safety measures were no longer considered to be good enough and were only ever meant to be an interim solution. For this reason and because of reducing revenue budgets the status quo could not continue. The ramp option would remove the financial burden and safety risk of the attended crossing. The planned increased frequency of train services across the level crossing would mean more closures and therefore more delays to users. The ramped bridge would allow uninterrupted access over the tracks.



## Panels and Boards

154 The Cabinet received the minutes of the following meetings:

### Budget Strategy Task and Finish Group - 19 September 2016

154a **Noted**

### Joint Public Health Board - 19 September 2016

154b The Cabinet Member for Health and Wellbeing, and Children's Safeguarding took the opportunity to update members on the following areas in relation to the work of the Joint Public Health Board:

#### Public Health Budget

The financial position of Public Health was summarised, and it was noted that the ring-fenced underspend, as a result of rigorous contract management and recommissioning, would be discussed to see how best the funding could assist with the corporate health and wellbeing objectives of Dorset, Bournemouth and Poole Councils, with approximately £550k allocated to the County Council. Areas that could benefit were services relating to safeguarding and Prevention at Scale, which would influence a longer term positive outcomes and align with the Council's vision for the future.

#### Public Health England (PHE) Funding

Discussions were underway regarding the use of £2.3m held under specific criteria from Public Health England. The use of funding would need to align with the identified outcomes of the Sustainability and Transformation Plan regarding early help and Prevention at Scale agenda. This funding was also shared between Dorset, Bournemouth and Poole Councils.

Cllr Kimber asked a question in relation to the provision of local chemists, to which the Cabinet Member explained that the Clinical Commissioning Group (CCG) was undertaking a Dorset wide review of GP and pharmacies to consider rationalising to ensure provision was in right place and part of local community delivery, as a holistic vision and strategy. She encouraged Cllr Kimber to raise this with his community and engage with the CCG review.

#### **Noted**

### Renewal of funding for the Dorset Emergency Local Assistance Fund

155 The Cabinet considered a report by the Cabinet Member for Adult Health, Care and Independence in relation to the Emergency Local Assistance (ELA) scheme.

The Cabinet Member for Adult Health, Care and Independence explained that the scheme was designed in response to changes in the social fund provision nationally and had been running since 1 April 2013. It was available to adults and families for whom all other means of support had been exhausted and 7000 cases were supported in the last year.

#### **Resolved**

That the continuation of £200,000 pa funding for ELA from April 2017 to March 2019 be supported.

#### Reasons for Decision

1. To ensure those who were most financially excluded were supported through short term crisis, allowing them to maintain their health and wellbeing and their own accommodation.
2. To ensure those who needed more support to develop greater resilience were identified and offered support.

## **New Passenger Transport Contract Model**

156 The Cabinet considered a report by the Cabinet Member for Environment, Infrastructure and Highways regarding the contract arrangements for mainstream home to school transport, and supported public bus services which were due to expire in July 2017.

The Cabinet Member for Environment, Infrastructure and Highways explained that the new services must achieve targeted budget reductions, optimise resource use and rebalance the relationship between the County Council and transport operators. A detailed presentation was provided by the Service Director – Economy on the plans to transform transport provision, accessing services and joining up types of transport to use a much more holistic approach to deliver better outcomes and deliver savings.

Members acknowledged the scale of work and transformation of transport. Concessionary transport was raised as a particular issue, including the range of service provision across Dorset. It was noted that a report would be submitted to Cabinet on 14 December 2016 on the review of the National Concessionary Transport Scheme.

It was noted that more community transport networks were being created and benefitted from signposting to the relevant information. It was also recognised that the transport provision of partners was an area included in the future holistic review including the health service regarding access to hospitals and GPs, and conversations were underway with the Clinical Commissioning Group.

A question was asked in relation to the impact on vulnerable people in the Equalities Impact Assessment (EqIA). The Service Director – Economy confirmed that the EqIA was available, but more discussion was required with directorates as children and adult services were being transformed.

The challenges with getting people to work, training and accessing markets was raised as a crucially important economic factor, and that planning the transport model well in advance and marketing of the service was very important in order to link up with other organisations such as Network Rail, and would encourage more people to use public transport and open the network to a wider audience of potential customers. It was also acknowledged that ensuring the responsibility of transport contractors to market their services would be best as they were the experts, and it would serve as an incentive to reduce a dependency on subsidy from local authorities.

Members were supportive of the review and the future development to forge stronger relationships with partners and the business sector to look at transport provision differently, including walking and cycling.

### **Resolved**

1. That procurement of home to school transport services for implementation from September 2017 on terms to be agreed by the Service Director Economy after consultation with the Cabinet Member for Environment, Infrastructure and Highways be approved.
2. That procurement of public bus services for implementation from September 2017 on terms to be agreed by the Service Director Economy after consultation with the Cabinet Member for Environment, Infrastructure and Highways be approved.

### **Reasons for Decision**

1. To meet the authority's statutory duty in respect of home to school transport and to ensure an appropriate network of community and public transport was available.
2. To contribute to authority's corporate priorities of maintaining independence and promote economic growth.

### **Transfer of Corfe Castle Library - three year review of support payment**

157 The Cabinet considered a report by the Cabinet Member for Learning and Skills on the current position and a review of the annual support payment to the Friends of Corfe Castle Community Library, and about the transfer of Corfe Castle library to community management in line with the decision of the County Council in July 2011.

The Cabinet Member for Learning and Skills highlighted the very successful programme and the positive relationship between communities running libraries and the professional services of the Council in supporting the network of community managed libraries including sharing of information, best practice, facilities and equipment. In relation to the transfer of Corfe Castle Library it was explained that the process was complex due to historical negotiation and continuation of the annual support payment of £1951 was intended to cover premises related costs and recognised the exceptional circumstances of lease arrangements. It was also explained that since the publication of the report the documentation and declaration for the transfer of the library to Friends of Corfe Castle Community Library Group was hopefully nearing completion. It was noted that the review of the support arrangements would be on a regular basis throughout the 3 year period.

#### **Resolved**

1. That the current position in relation to the negotiations to surrender the lease for the building with the Corfe Castle Village Hall Trust be noted.
2. That the continuation of the annual support payment of £1,951 to the Friends of Corfe Castle Community Library Group with a further review in 3 years' time be approved.
3. That future reviews of the support payment be delegated to the Director for Adult and Community Services after consultation with the lead Cabinet Member with responsibility for libraries.

#### **Reason for Decisions**

1. To implement the decision at County Council on 21 July 2011.
2. To implement the decision by Cabinet on 3 April 2013.
3. To contribute to the County Council's mission statement "Working together for a strong and successful Dorset".

### **The Community Offer for Living and Learning**

158 The Cabinet considered a recommendation from the People and Communities Overview and Scrutiny Committee meeting held on 11 October 2016 which provided the progress with the Community Offer for Living and Learning. The report included an exempt appendix.

Members were updated by the Cabinet Member for Learning and Skills on the Community Offer for Living and Learning and the development of pilot areas to develop front line service provision for localities, which would be characteristic of needs of local area, to extend the pilot areas into Wareham, and to seek support for a bid for funding. It was felt that Dorset was well advanced in comparison to other local authorities, and that the principles of the initiative aligned with a one public estate ethos.

The Cabinet Member for Health and Wellbeing and Children's Safeguarding advised caution in relation to the proposed timescales and financial savings target of £3.2m as plans could take longer than envisaged, although she fully supported the outcomes and direction of the offer. Assurance was provided that the arrangements relied in part on the reduction and disposal of redundant properties, and considerable progress had been made towards achieving the greater proportion of the £3.2m saving. However, it was recognised that the changes needed to continue to stimulate communities to ensure engagement, and the business plan objectives needed to be reinforced strongly and balanced against the level of engagement in order to achieve

timely outcomes.

### **Resolved**

1. That bidding to and, if successful, committing to activity which is supported by the Cabinet Office and Local Government Association's One Public Estate Programme which may be above £0.5m in value, be approved.
2. That authority be approved to extending work to take in Wareham and that in the event that any other extension is appropriate that this decision is delegated to the Director for Children's Services and Section 151 Officer, after consultation with the Cabinet Member for Organisational Development and Transformation.
3. That local members be consulted upon any development within their electoral divisions at the earliest opportunity.

### **Reason for Decisions**

The approach was in line with the Council's vision of working together for a strong and successful Dorset, was part of the action required as part of the Council's Medium Term Financial Plan and contributed to the four corporate outcomes of Safe, Health, Independent and Prosperous.

## **Replacement of Sidney Gale House and construction of Bridport Connect Building, South Street, Bridport**

- 159 The Cabinet considered a report by the Cabinet Member for Adult Health, Care and Independence regarding the delivery of the Bridport Hub building, now to be known as Bridport Connect. The report included an exempt appendix.

The Cabinet Member for Adult Health, Care and Independence provided an overview of the project to date to rationalise the property estate and to ensure that appropriate use of the land at the rear of Bridport Connect to be used specifically for facilities to provide health and social care, and/or affordable residential accommodation for the community in Bridport. It was also explained that the project was reported on a monthly basis to the Bridport Hub(Connect) Project Board.

Cllr Ros Kayes, as the local member for Bridport, submitted comments to the meeting to share her concerns about a lack of influence retained by the Council over the specific requirements of the development and use of the land. She highlighted that she would like to see an expeditious and successful development of a residential care facility, but was worried about the risks outlined in the report and asked that any sale contract to be as detailed as legally possible in terms of restrictions. It was highlighted that the course of action was arrived at as the issues regarding future use were not raised at an early enough stage for the normal procurement process to have been entered into.

At this point the Cabinet agreed to enter into exempt session (in accordance with Section 100 A (4) of the Local Government Act 1972 to exclude the public from the meeting as it was likely that if members of the public were present, there would be disclosure to them of exempt information as defined in paragraph 3 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) to discuss the detail of Appendix 2 of the report and received a summary from the Legal Services Manager in relation to the arrangements for the development of the site as a land transaction, together with measures to provide the mitigation of risk.

### **Resolved**

1. That progress with the Bridport Connect project be noted.
2. That the disposal of the land to the rear of the Fisherman's Arms site, on terms to be agreed by the Director for Environment and Economy, subject to a restriction on the title to prevent the land from being used for any purpose other than to provide health and social care and/or affordable residential accommodation to the local

community as agreed by Dorset County Council acting reasonably, be approved.

Reasons for Decision

The decision would contribute to the County Council's aims to:

- (i) promote health, wellbeing and social care;
- (ii) respond positively to the views expressed through the public engagement and consultation exercise.

**Questions from County Councillors**

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

Meeting Duration: 10.00 am - 12.20 pm

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Letter from Cllr Ezzard to Mr Mike Harries/Mr Peter Finney

As the DCC Cllr for Wareham, I will be attending the above meeting when the solution to the Pedestrian Level Rail Crossing at Wareham Station is being debated and hopefully resolved. I am disappointed and concerned that the Report No 9 has proposed an outcome that will be unacceptable to the majority of the Wareham community. I support the Petition signed by more than 3,000 local people, this represents 50% of the electorate of Wareham, as keeping the level pedestrian crossing is crucial for the Town's economic and the community's well-being, especially those living in Carey, Northmoor, and Northport. The local community need to be re-assured that the disabled infirm, cyclists, buggies and those travellers carrying luggage have a crossing that is easy and suitable for them.

To achieve the Town's right to keep its Level Crossing, there must be a compromise where all parties are satisfied in retaining it. The Risk Factor, which is gauged to be E4 by NR is I noted listed 610<sup>th</sup> of 6,300 level crossings in the UK that NR monitor. So there are 609 deemed more dangerous! WAREHAM HAS NEVEN HAD A FATALITY! NR have in other areas, as stated by Judith Price's letter to you, a very well researched letter, have been swayed by the local community in satisfying a local need by keeping their level crossing, why not Wareham? I challenge DCC/NR to prove that there is not an alternative to their reported resolve to put in a ramped crossing at 1:12 which is not acceptable to 50% of Wareham's community.

To keep the Level Crossing, but to conform and satisfy the Office of Rail & Road (ORR), we the County Council & Network Rail must do it. However, I do not believe all the alternatives have, taking Wareham on its own merit, has been explored! Pedestrian Crossings that swing up as a bridge has been noted on other UK railways, Why not here? The electronic communication with Basingstoke Signalling system could be enabled for this to be put in place? There has been a failing to foresee a Plan "B" all along, which has left Wareham's community in limbo without a satisfactory outcome for 7 years. I believe DCC/NR should be more pro-active in resolving this with state of the art technology, used elsewhere in England.

Why are we treated as a poor relation when it comes to the train network in the SW line from London to Weymouth? DCC with SWT must question this thoroughly?

This has never been just a railway crossing, it is the lifeblood of WAREHAM which connects half of the residents; as stated in the reports 500+ use the crossing to go to the Town Centre; visit the Drs Surgery, shops & schools. The local Wareham Community have shown with this Petition of 3,000+ has shown what huge support there is for keeping the pedestrian level crossing and not to be fobbed off with an unsightly unsatisfactory proposition. It disputes the findings of the Reports outcomes; which have just gone over old ground – no new solution has been put forward, except a steeper 1:12 ramped structure; which will be long and difficult for some to climb in their buggies and the elderly to negotiate.

The common sense solution for the Pedestrian foot crossing is, as most townspeople have pointed out to retain the level foot crossing. I have suggested that the Wareham Town Trust apply for a new Right of Way some years ago, to explore this possibility! It appears to me that if the ORR & NR wish to impose restrictions on pedestrians using the Pedestrian Crossing, when it has existed for over 130 years, with no fatalities? In this case, it is in my opinion, a Duty of Care on NR/ORR to come up with another level solution! In the Report TAX PAYERS MONEY IS NOW TO PAY FOR THE NEW RAMPED CROSSING WITH Network Rail PAYING A PORTION? PLEASE INFORM THE MEETING

THE PROPORTION NR WILL CONTRIBUTE? THIS IS A SCANDALOUS SITUATION WHERE DCC ARE HAVING TO PICK UP THE TAB FOR AN UNSATISFACTORY AND EXPENSIVE SOLUTION, AGAINST LOCAL WISHES! This WILL RESULT in DCC money spent unwisely, when we have massive cuts in Government Funding?! The closing of the Level Crossing at Wareham, will have an enormous economic and horrendous effect on the wellbeing of the local people; lots of people will feel cut off, deprived of their independence to go to Town shopping etc. To those, even able-bodied, a ramped bridge will be a deterrent to shop in Wareham Town Centre, whom will in future, will take their cars or catch the bus to shop in Poole from the North side of the railway. Please, Cabinet Members support the locals of Wareham in their need to keep the level crossing at Wareham Station. This is a very emotive, serious issue, consider carefully....

Yours sincerely

*Cllr Beryl Ezzard*

DCC & PDC Member Wareham Division/ St Martin Ward

Cc to: Michael Tomlinson MP: Richard Drax MP



## **Public Statements - Item 9 - Future of Wareham Foot Level Crossing**

Mr Wainwright, Residents of Wareham

### CONCERNS

1. That Town not cut in half
2. For elderly, young, prams & pushchairs, wheelchairs, disabled, schoolchildren, passengers and all vulnerables
3. That both financial capital and maintenance & feasibility studies have been done by independent professionals of all options.
4. All alternative options have been scrutinised e.g.
  - a) Lifts at each end of existing bridge ( per Southampton)
  - b) Current Poole crossing of main High Street
  - c) Existing underpass for Pedestrians and cyclists etc. at Wareham By-pass under the A351

Mr & Mrs Rushton, Residents of Wareham

We are unable to attend the meeting concerning the crossing point at Wareham Station on 26.10.16 and would like you to be aware of our objection to the crossing closing. We live in Northport & have family members in Northmoor to close the crossing would have a total negative impact on our lives.

We are alarmed to read that the recommendation is to close the crossing & prepare a revised design for ramps. If the crossing is closed first then the ramps will never be put in place the project has been dragging on for over 3 years now - the work that was started 18 months ago stopped with no solution found. Surely the ramps should be in place before the crossing is even considered for closure and this is the argument the council should be putting forward.

The rail network say the crossing is one of the most dangerous but all we see is the same video over & over of the woman with a baby in the pushchair whilst the decision she made that day was stupid beyond belief it does not tar us all. One of the alternatives put forward is to upgrade the flyover & use this to walk to Wareham. This option could only of been proposed by someone who has no idea of how busy the main road is during peak hours weekends & the holiday season and doesn't realise the danger of walking children along this route would be.

The rail company should be spending time sorting out the crossing at Wool & Poole high street.

I hope our comments will be noted and hopefully the right solution will be found for all concerned & not a quick fix at the expense of the people who use this vital link to town.

Mrs Maxine Humphries, Resident of Wareham

Inconvenience to people living on north of railway. Larger population north of Wareham (2009-1,348 residences) than in town (2009-1,250 residences). Extra houses proposed in new Local Plan. Closure of crossing will divide community further.

Cyclists/skateboards/disabled/pushchairs will have difficulty clambering over proposed long complicated ramps – will put more onto A351 road with no footpath over railway bridge - near misses seen when lorries and motor-cycles overtake.

Why is Wareham targeted for this monstrous structure? There are other more dangerous crossings nationwide.

Torture for rail travellers living north side to buy tickets on south side, carrying all their luggage over the bridge, then back again in time to catch train eastwards. What about disabled access?

Proposed ramped bridge will dominate landscape and is completely alien to existing listed footbridge. Why waste money on something which nobody wants, is ugly and will cause more trouble for everyone. Leave everything as it is!

Mr Robin Humphries, Resident of Wareham

- 1) My introduction, born Wareham 82 years ago returned there in 1967
- 2) There are many other Level Crossings more dangerous than this one. Wareham crossing has existed since 1847, with no known accident issues.
- 3) Comment on the Video clip of the laughing young lady with pram and child, crossing the main line.
- 4) Comments on the matter of Right of Way.
- 5) Comment on length of proposed bridge ramps and disincentives to use them.
- 6) Comment on problems to be faced by passengers buying tickets from the South side of the station.
- 7) Comment on the design appearance of the ramps on two Grade 2 Structures.
- 8) Comment on my opposition to Network Rail's proposals and possible alternate solutions.
- 9) Call for DCC Cabinet to reject the motion and to retain the existing crossing in some form or other.

Mark Howlett - On behalf of Wareham Chamber of Trade

I would like to register our total opposition to the proposed plans being negotiated between DCC and Network Rail for the closure of the crossing.

It is in our opinion that the level crossing has functioned perfectly for decades. There has never been an injury or accident at this crossing, and we believe the 'evidence' put before the public and authorities was inaccurate and flawed.

We are already on record opposing any closure, but just for some clarification these are the main points

ONLY ACCESS TO THE TOWN FROM NORTHMOOR AND CAREY

ANY FORM OF BRIDGE OR RAMPS WILL NOT BE ACCESSIBLE TO ALL

THE REPLACEMENT STRUCTURES THAT HAVE BEEN DISCUSSED IN THE PAST ARE TOTALLY OUT OF KEEPING WITH WAREHAM.

THERE IS NO EVIDENCE (PROVEN) THAT THIS CROSSING IS OR HAS BEEN DANGEROUS.

We fully accept that Network Rail support the fact they need to maintain a safe environment for all. However, with Wareham's safety record at this crossing, that no alterations need be made.

We therefore strongly request that the original gates are replaced, that the security guards are not required, and that let people traverse this crossing as they have done so for generations.

I would like to have attended the meeting to hear the discussions, but unable to.

On a personal note I would like to add the following comments.

I suffer from Parkinsons Disease, and I at times have difficulty with negotiating stairs etc. as it does impair my mobility at times. I would like to point out that Parkinsons is only one of many 'hidden' disabilities that people suffer. Also in recent times my wife suffered a badly broken leg, and I know how impossible it would be for us to get across the crossing at the moment if it were by bridge / ramps only. We REALLY do need a (safe) LEVEL CROSSING. There is no alternative.

Victoria Copley, Resident of Wareham

I have lived in Wareham for more than 14 years, initially in the town centre and now on the other side of the crossing on Bere Road. Before I had my children, I regularly used the crossing with my bicycle to get access to Wareham Forest and beyond. Now that I have 2 school age children, we use our bikes on a daily basis to get to most places and rely on the crossing to get to school, the shops, library, the doctors, sports centre and to see friends and access other parts of Purbeck. When the crossing gate is shut, it is impossible for us to get over the bridge with bikes. The crossing is a vital link for many people with reduced mobility (whether that is physical or because they have mobility scooters, pushchairs or bikes, or just heavy shopping). And it is an important asset to enable people to reduce their car use in an already crowded part of Dorset.

We need a common sense, proportionate solution to enable us to continue to cross the railway, so please don't let us down!

We also need a solution that is in keeping with this part of Wareham and is an enhancement to the area. The current abandoned construction area around the bridge and crossing is neglected and shabby and a more attractive area which we can feel proud of is urgently needed.

Peter Tinsley, Resident of Wareham (and daily user of the level crossing)

I'm going to consider this from a cyclist's point of view, though the same issues apply to some extent to other groups unable to use the stepped bridge.

Dorset County Council sensibly promotes cycling on its website - particularly to school and to work. I'm not going to rehearse the arguments in favour of cycling, but will take these as read.

Part of encouraging cycling must come from road/street design – routes need to be attractive, convenient and safe to convince people to switch from cars.

The Wareham level crossing currently provides the most convenient, safest and shortest route for cyclists between Wareham town centre and residential areas north of the railway line. It is also part of the Northport Greenway cycle route between Wareham and Wareham Forest. The inconvenience of having to dismount for a short distance (just a few metres) and occasionally having to wait for 5 minutes (sometimes as much as 10) is outweighed by the greater inconvenience of having to lug a bike over the footbridge or cycle round via a narrow and busy road bridge – both of these options are especially unsuitable for children on bikes. Not surprising, then, that one of the largest groups of people using the crossing are cyclists (see survey results from March 2016).

If the decision is taken to close the crossing (though I note that a new full barrier level crossing has recently been installed at Norden) the replacement route needs to be at least as attractive, convenient and safe as the current arrangement or the effect will be to discourage cycling.

The proposed ramped access to the existing footbridge will have a slope of 1:12 which, it is suggested, is similar to the gradient on North Street. Such a gradient would not put off most cyclists (that's what gears are for) but pushing a bike, especially a loaded one, or with trailer attached, changes it from being an efficient means of transport to being a hindrance – add in a gradient and that becomes a deterrent. Those with light bikes will probably opt for carrying it up the steps, those who can't do this will have to push their bikes up and down the ramps or take the road-bridge. My feeling is that, after using the bridge a few times, the road option will look more attractive to cyclists but the experience of using the road at busy times (the school run, for example) will put off all but the most hardened cyclists, the net result being fewer bikes and more cars on the road and greater separation between the two halves of Wareham. Those that do take the road option will probably be at greater risk than those currently using the crossing.

Unless the ramped access to the footbridge can be made accessible to pedestrians and cyclists (using their bikes as intended) some serious thought needs to be given to providing a safe, attractive and convenient alternative route for the 20-25% (1300 per week) of current crossing users with bikes. Please note that the shared pedestrian/cyclist route under the Wareham bypass onto North Street has worked well for many years, including a short, narrow subway section with obstructed vision. Cyclists and pedestrians can share limited space safely.”

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## Safeguarding Overview and Scrutiny Committee

Minutes of the meeting held at County Hall, Dorchester, Dorset,  
DT1 1XJ on Wednesday, 5 October 2016

### Present:

Pauline Batstone (Chairman)  
Steve Butler, Toni Coombs, Beryl Ezzard, Mike Lovell and Daryl Turner

### Members Attending

Rebecca Knox, County Councillor for Beaminster

Officer Attending: Vanessa Glenn (Assistant Director for Care and Protection), Jay Mercer (Assistant Director for Prevention and Partnerships), Patrick Myers (Assistant Director for Design and Development), Claire Shiels (Commissioning and Procurement Manager, Children's Services), Mark Taylor (Group Manager - Governance and Assurance), Sally Wernick (Strategic Lead for Safeguarding and Quality - Adults), Tom Wilkinson (Children's Services Group Finance Manager) and Fiona King (Senior Democratic Services Officer).

- (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: **Thursday, 13 October 2016**
- (2) 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 **Thursday, 19 January 2017.**)

### Apologies for Absence

- 11 Apologies for absence were received from Mike Byatt, Susan Jefferies and David Mannings.

### Code of Conduct

- 12 There were no declarations by members of disclosable pecuniary interests under the Code of Conduct.

### Minutes

- 13 The minutes from the meeting held on 14 June 2016 were agreed and signed.

### Public Participation

#### 14 Public Speaking

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

There were no public statements received at the meeting in accordance with Standing Order 21(2).

#### Petitions

There were no petitions received at the meeting in accordance with the County Council's Petitions Scheme.

### Post Ofsted Progress

- 15 Following the Cabinet meeting on 7 September 2016, members received an update on the progress of the Ofsted Action Plan.

The Assistant Director for Care and Protection highlighted to members the 18 actions from Ofsted which needed to be addressed and that each are now had a lead officer and deadline for completion.

Following a question from a member about the Multi agency hub in Poole which was due to open on 8 January 2017, the Assistant Director for Care and Protection advised that Bournemouth and Poole would also move in shortly afterwards. In respect of communications, each authority had their own IT systems and in terms of families there was a statutory responsibility for authorities to advise neighbouring authorities. This was not about joining together at present but co locating into the same space. Each Local Authority had a statutory responsibility for their own children.

In response to a question regarding licencing and child sex exploitation, the Manager for Design and Development confirmed that there was a strategy in place regarding working with taxi firms.

One member asked if officers were struggling to implement all or any of the recommendations. The Assistant Director for Care and Protection advised they were not struggling just realising that some actions would take longer to deliver than others in respect of training and development. Some actions required partners to do some of the work so there was not an immediate fix in some areas.

Following a discussion about those leaving care and the difficulties of finding job opportunities, the Assistant Director for Care and Protection advised that the Cabinet Member for Learning and Skills was leading in this area and was engaging directly with partners to take on apprenticeships for looked after children and care leavers. Officers undertook to provide members with a report on apprenticeships for their next meeting in January 2017.

One member asked for clarification in relation to broadening the range of children and young people who were able to participate in the Children in Care Council and Dorset Kidz. The Assistant Director for Care and Protection advised that the view from Ofsted was that there should be a broader range of younger children and this has now been taken forward and a Corporate Parenting Officer had been appointed to work through a strategy. It was also noted that there was some research work that was being carried out with Loughborough University, based on evidence, with a view to looking at costs and how much decisions made in relation to children in care cost.

Following a question about how the integration of the new county youth workers, in the light of the cuts to youth service would work, the Assistant Director for Care and Protection advised that in the context of development of a new structure within the new family partnership zones there were discussions around a new Overview Board for each specific zone and partner agencies would be invited to join the Board to develop a joint strategy about how to deliver support to young people in specific areas. The Assistant Director for Design and Development undertook to provide members with further information on family zones at their next meeting in January 2017. Members highlighted the importance of keeping Local Members involved and officers agreed to share the profiles with members.

In response to a question regarding a link between youth centres and the County Council, the Assistant Director for Care and Protection advised that the Strategic Lead Officer for 12-25 year olds' responsibility was to make those connections around this area of work, this would be one of his key actions.

One member suggested that a Facebook page holding all this information would be really helpful. The Head of Families and Children undertook to include a reference to

social media in her report.

The Head of Families and Children advised members that they had not yet been notified when the Ofsted team would be returning but would advise members when the date was known.

### **Resolved**

That a report on Apprenticeships and a report on Family Partnership zones be presented to members in January 2017.

### **Looked After Children**

16 Members received a feedback report from the Chairman, following the first meeting of the Looked After Children Task and Finish Group, which was held on 8 September 2016. Her report focused on the County Council's approach to Children in Care, how to keep as many children as possible safely out of care and how to improve the situation of those children that came into care. The Chairman highlighted the impressive amount of preventative work that was being done in this area.

The Assistant Director for Care and Protection highlighted the longer term work with looked after children and noted that staff were committed to working with younger people.

One member felt it would be useful to have a list of acronyms included with the report.

Following discussion members were satisfied that everything was being done that could be done in this regard. The Assistant Director for Care and Protection commented that it was clear that this was an ongoing piece of work and officers were constantly looking at developments and research to make improvements, this report was a working document and officers would continue to work with children and families.

### **Noted**

### **Educational Health Care Plans (EHCP) - Timelines**

17 The Committee considered a report from the Director for Children's Services which highlighted that Dorset had been under-delivering on Education, Health and Care Plan (EHCP) timescales for new assessments or transfers from Statements of Special Educational Needs. Members were advised that specific actions had been taken to resolve the situation, including changes to staffing structures and levels, process and decision-making.

The Assistant Director for Prevention and Partnerships highlighted the new responsibilities for the Authority in respect of EHCPs. To illustrate the significant increase in requests he advised that requests for EHCPs in 2014/15 were 238, with 160 being made into Plans, and for 2015/16 there were 497 requests, with 316 being converted to Plans. It was noted that not all requests were met, it depended on the thresholds of the Plan. The timescales for Plans had now changed from 28 weeks to 20 weeks and more staff had now put into these areas to prioritise the backlog. Members were advised that Dorset was not the only area experiencing problems, the same issues had been identified in other areas of the Country. Plans had already been put in place for next year to avoid this happening again.

Following a question from a member about the size of the backlog, the Assistant Director for Prevention and Partnerships advised it stood at about 126 requests with approximately 95 decisions pending which he estimated could take about 3/4 weeks to clear.

One member highlighted some tension between the service and the schools, from a school governor point of view. Schools felt they were not getting the support required for children with identified problems which had resulted in some forced temporary exclusions. The Assistant Director for Prevention and Partnerships noted the issue around mainstream children, in a small primary school and highlighted the threshold which was about whether provision was needed. He accepted there had been difficulty around delays and the high needs budget but officers were making a major effort towards training within schools and were reviewing Special Educational Needs (SEN) bases. The re-provision of learning centres was also ongoing and officers undertook to circulate more specific dates to members. One member felt that any report brought to the Committee in future should have timelines included within the detail.

The Strategic Lead for Safeguarding and Quality for Adults considered if there were any issues around capacity and deprivation of liberty for any of the young people. The Assistant Director for Prevention and Partnerships added that officers were very much aware of this in regard to post 16 residential placements. The Chairman felt that as this was an area of concern for members she asked that a report be brought to the next meeting of this Committee.

### **Resolved**

That an update report be considered by the Committee at its next meeting on 19 January 2017 and to include information about Post 16 residential placements.

### **Domestic Abuse Scoping Paper**

18 The Committee considered a scoping paper on Domestic Abuse from the Director for Children's Services. The document provided background information on domestic abuse in Dorset to aid members' discussion. Current governance arrangements, service responses and the evidence of what worked was also highlighted.

In response to a question about falling numbers of domestic abuse incidents, the Manager for Design and Development noted there was an element of incidents not being reported but there was a distinction between incidents and domestic abuse crimes, when the Police were involved. Two thirds of domestic abuse incidents had children present.

One member highlighted the relationship with schools and how there was quite often a trusted adult in school that an abused child could turn to. There was a need for recognition of the behaviour of a child and questioned whether the training of staff to better recognise the impact that schools had as the first line of defence should be a priority. The Assistant Director for Design and Development recognised that this training need could be wider than schools, officers needed to equip a wider range of people who came into contact with children. It was also highlighted that school nurses were aware of police reports and could then reach out to a particular child.

Following a question about whether there was any effect on those children in rural locations with the situation being created through the lack of rural transport, especially in regard to Post 16 young people, the Manager for Design and Development advised that while this was not known, information on a postcode basis was known and would also give this consideration in respect of assessment.

The Strategic Lead for Safeguarding and Quality for Adults, noted that in respect of the Care Record there would be an opportunity for information sharing and linking with new Integrated Case Management System (iCMS). In respect of adults there was an issue around capacity in that officers were unable to make decisions for adults. She highlighted that there was more work to be done with adults and children in conjunction with the Community Safety Partnership.



The Group Manager for Governance and Assurance reminded members of the importance that the Committee looked across the Board in respect of children and adults.

Members were satisfied that the work that needed to be done was being done and asked that a follow up report in six months be brought to this Committee for members to see if there were any additional measures that had been put in place.

**Resolved**

That an update report be brought back to this Committee in six months' time.

**Work Programme**

19 The Committee considered its Work Programme and gave consideration to the inclusion of the following items:-

- SEN Reorganisation
- An update on the Ofsted recommendations
- Progression with Early Health Care Plans (EHCPs)

It was noted that if update information was ready prior to the next committee meeting, it should be circulated electronically to all members.

**Questions from County Councillors**

20 No questions were asked by members under Standing Order 20(2).

Meeting Duration: 10.00 am - 11.50 am

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## People and Communities Overview and Scrutiny Committee

Minutes of the meeting held at County Hall, Colliton Park, Dorchester, Dorset, DT1 1XJ on Tuesday, 11 October 2016.

### Present:

David Walsh (Chairman)

Steve Butler, Ronald Coatsworth, Barrie Cooper, Fred Drane, Ros Kayes, William Trite and Kate Wheller.

### Members Attending

Deborah Croney, Cabinet Member for Learning and Skills

Janet Dover, County Councillor for Colehill and Stapehill

Robert Gould, Leader of the Council

Matt Hall, County Councillor for Sherborne Rural

Jill Haynes, Cabinet Member for Adult Health, Care and Independence

Trevor Jones, County Councillor for Dorchester

Daryl Turner, County Councillor for Marshwood Vale.

Officer Attending: Helen Coombes (Interim Director for Adult and Community Services), Steve Hedges (Group Finance Manager), Paul Leivers (Assistant Director - Early Help and Community Services), Patrick Myers (Assistant Director - Design and Development), Richard Pascoe (Head of ICT and Customer Services), Ben Print (Programme and Project Manager), Roger Sewill (Strategic Estate Management Team Manager), Sue Warr (Early Help Service Manager) and Helen Whitby (Senior Democratic Services Officer).

(Notes:(1) 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 People and Communities Overview and Scrutiny Committee to be held on **Wednesday, 11 January 2017.**)

### Apologies for Absence

12 Apologies for absence were received from Spencer Flower, Mary Khan, Joy Tubbs, Michael Turnbull and Harry Capron (Assistant Director - Adult Care).

Andy Canning was also unable to attend for consideration of his motion at minute 17 below.

### Code of Conduct

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

However, Ronald Coatsworth, Ros Kayes, David Walsh, William Trite and Kate Wheller declared general interests as local members whose electoral divisions would be affected by the proposals considered at minute 19 below in relation to changes to the Registration Service.

### Minutes

14 The minutes of the meeting held on 16 June 2016 were confirmed and signed.

## **Progress on Matters Raised at Previous Meetings**

- 15 The Committee considered a report by the Interim Director for Adult and Community Services which set out progress with matters raised at the previous meeting, including recommendations to Cabinet.

### **Noted**

## **Public Participation**

### **16 Public Speaking**

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

There were no public statements received at the meeting in accordance with Standing Order 21(2).

### **Petitions**

There were no petitions received at the meeting in accordance with the County Council's Petition Scheme.

## **Motions referred from County on Racism and Xenophobia**

- 17 The Committee considered a motion from Councillor Andy Canning which was referred to them by the County Council on 21 July 2016. The Committee also considered a report by the Assistant Director – Design and Development on the Council's response to hate crime.

The Assistant Director reminded the Committee of the Council's legal duty to address discrimination and equality and that, in addition to this motion, the Cabinet had received reports about the Council's responsibilities for refugees, with the first Syrian refugee families due to be resettled in Dorset in November 2016. The report provided an overview of hate crime in Bournemouth, Dorset and Poole, with no significant increase being recorded. It was noted that figures for the period since the Brexit referendum were not yet available, that hate crimes were thought to be under-reported and steps being taken to address this were explained.

Councillor Janet Dover, who had seconded the motion, considered the report to be helpful. She suggested that the Committee receive an update in 12 months' time to review the resettlement of Syrian refugees, particularly in the light of arrangements for leaving the EU. The Cabinet Member for Adult Health, Care and Independence, suggested that any report be broadened to include discrimination against those with physical and learning disabilities. Other members also highlighted incidents relating to those with Downs Syndrome and mental health issues. Officers agreed to include this information in any future report along with appropriate data.

Members discussed the report in detail. They were concerned about the possible increase in hate crime since the Brexit referendum and suggested that a report was needed earlier than the suggested 12 month's so that any variation could be monitored. Members noted that 12 unaccompanied children had been resettled in Dorset to date and that members had corporate parenting responsibility for any who were under eighteen years old. With regard to whether any training or briefing would be arranged for members, the Cabinet Member for Learning and Skills explained that there was a resource within the South West which could be used to understand how to support this cohort of refugees. She would discuss the need for member training with colleagues but, in the meantime, information would be shared with the Corporate Parenting Board, and other members would be given access to the information. She would also progress corporate parenting training for all members as it was important for them to understand their responsibilities.

It was highlighted that although figures given for incidents in Weymouth and Portland

were the highest, it was the largest conurbation in Dorset so more incidents could be expected. Officers agreed to include rates per 1,000 people in future reports so as to better reflect the situation.

The Interim Director added that the Children's and Adults Safeguarding Boards, and the Community Safety Partnership were aware of the increase in incidents of hate crime for learning disability and mental health and were looking to raise awareness. This was a matter that the Safeguarding Overview and Scrutiny Committee might wish to review. They were also considerations for the Learning Disability Partnership Board and the Making it Real Board, who had responsibility for helping vulnerable people in Dorset to report incidents.

### **Resolved**

1. That officers continue to progress proactively the partnership work around tackling hate crime.
2. That officers continue to monitor the level of reported incidents, including those against people with physical, mental health and learning disabilities or mental health issues, in the light of the Brexit referendum and the Syrian Resettlement Programme.
3. That an update report be provided for the Committee's meeting on 11 January 2017 which includes information about incidents against those with physical, mental health and learning disabilities, appropriate data and percentage figures to better reflect the situation.

### **Working with Dorset's Communities, Social Capital and Community Development**

18 The Committee considered a report by the Interim Director for Adult and Community Services which provided an overview of the Council's work with communities, social capital and community development so that the Committee could consider areas for scrutiny.

The Head of ICT and Customers Services provided a presentation which illustrated how digital technology could be used to meet people's needs and make a positive difference. This included a video which showed how social media could be used to get people to respond more quickly to emergency situations.

The Committee considered the report in detail. Members recognised that not everyone wanted to be digitally enabled, but there was a need for such people not to be overlooked. The role that digital technology could play in addressing social isolation was also recognised, helping to build community capacity and making a difference to people's lives. The role that local members could play in helping communities to identify those in need and how they might be helped was highlighted. Examples of where this was already happening were cited. It was also suggested that digital technology might help address current transport issues that were being addressed through the Holistic Transport Review Board. Members also realised that some funding might be needed to start to build community capacity on an invest-to-save basis and that they had a role to play in sharing best practice with their communities, particularly in areas of greatest challenge and need.

Attention was drawn to some areas where broadband coverage was poor and the difficulties this posed for children's education, and those living in the more remote areas. Members noted that a previous Policy Development Panel on Broadband had made eight recommendations to the Environment Overview Committee which they might like to review or scrutinise further. They also noted that broadband take up was lowest in the most deprived areas.

Concern was expressed that local members were still not routinely being informed of action being taken in their divisions.

As a way forward, it was agreed that a Task and Finish Group be established comprising Steve Butler, Fred Drane, William Trite, David Walsh and Kate Wheller to look at setting up a pilot project in a deprived and isolated area where digital take up was lower, to build community capacity to address social isolation, with a view to rolling this out across Dorset. As the Partnership for Older People Programme (POPPs) was seen as integral to this work, they would be included in the Group's membership,

It was suggested that the Members ICT Group be made aware of the Task and Finish Group's work and officers were asked to identify possible areas for the Task and Finish Group to concentrate on.

### **Resolved**

1. That a Task and Finish Group be established comprising David Walsh, Steve Butler, Fred Drane, William Trite and Kate Wheller to look at setting up a pilot project in a deprived and isolated area where digital take up was lower, to build community capacity to address social isolation, with a view to rolling this out across Dorset. A representative of POPPs would be included in its membership.
2. That officers identify possible areas for a pilot by using available information.

### **Registration Services**

- 19 The Committee considered a report by the Interim Director for Adult and Community Services which provided an update on the work of the Policy Development Panel on Registration Services.

The Assistant Director - Early Help and Community Service reminded members that the consultation had now ended and officers were now exploring the retention of additional offices in localities. The Panel would consider recommendations at its meeting on 31 October 2016 and its final report would be considered by the Committee on 11 January 2017. The Panel's Chairman highlighted the recommendations already identified within the report and that further consideration was being given to the potential closures in Weymouth and Swanage which necessitated a further meeting.

Janet Dover, County Councillor for Colehill and Stapehill, reported that the Birth Tell Us Once Service was well used and valued and asked why it had been suggested that this service be withdrawn. The Assistant Director - Early Help and Community Service explained that there was clear evidence that this service was valued in cases of death, but that demand for the at birth registration service was low. He agreed to provide further information outside of the meeting to evidence that the proposal was based on this intelligence.

Matt Hall, County Councillor for Sherborne Rural, highlighted that 39 of his parish councils supported the retention of the registration service in Sherborne because of the distance and time needed to travel to Dorchester if it were withdrawn.

The Assistant Director - Early Help and Community Service explained that the proposed changes were in anticipation of forthcoming legislative changes and to improve customer service. As a consequence of these proposed changes, fewer locations would be needed and the Policy Development Panel was looking at the geographical placement of services. The consultation had highlighted concerns from a number of areas and the Panel would take these into consideration when making their recommendations, which the Committee would consider on 11 January 2017 and, in turn, recommend to the Cabinet for approval. The Panel Chairman invited the local members to the Panel's final meeting whilst highlighting that this was confidential.

A member expressed the concern that the cost of marriage services might mean that those on low incomes would not be able to afford to get married and whether this would lead to means testing.

### **Noted**

#### **Work Programme**

20 The Committee considered its updated work programme for 2016-17.

The Interim Director for Adult and Community Services highlighted the two initial scoping documents attached to the report on Fair Charges and Quality and Cost of Care and asked members to consider whether these reflected the areas that members wish to scrutinise.

It was noted that the cost of care had been the subject of a previous Executive Advisory Panel, who had visited providers of care but had not been assured by its quality. The Interim Director explained that this area would cover how people contributed to their care, local policy for the implementation of legislation, the local care market and its cost for the local authority, the NHS and self-funders. It could also provide an opportunity for the Committee to meet independent providers of home and residential care and service users. It was also suggested that Healthwatch be involved. Members agreed that a review of this area would be useful, particularly as the Clinical Services Review was to report soon. The need for affordable housing, particularly for key workers was also highlighted. It was explained that the latter point was being addressed through the Dorset Public Service Reform Workstream and possibly other forums and the need for duplication to be avoided was emphasised.

### **Resolved**

1. That an inquiry day be held to scrutinise the quality and cost of care.
2. That providers, service users and the Local Healthwatch be invited to attend.
3. That the Senior Democratic Services Officer identify a date for the inquiry day.

#### **Questions from County Councillors**

21 No questions were asked by members under Standing Order 20(2).

#### **Exempt business**

22 **Resolved**

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 minute 23 as it was likely that if members of the public were present, there would be disclosure to them of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

#### **The Community Offer for Living and Learning**

23 The Committee considered a report by the Director for Children's Services which set out progress with the Community Offer for Living and Learning. The report included an exempt appendix.

The Assistant Director - Early Help and Community Service presented the report in detail outlining progress to date and engagement with local organisations, arranged with the help of local members, to take forward proposals in various localities.

Members recognised that the proposals would prove beneficial to the Council and stakeholders by the more efficient use of premises. They supported the submission of a One Public Estate Bid and noted that the result of the bid was due to be announced later that week, although this would be confidential initially. If this was successful, a more detailed business case would be submitted. As this followed

work the Council wanted to pursue, even if this was unsuccessful, the work would still be of benefit.

The Cabinet Member for Learning and Skills informed members that she had taken an opportunity to highlight the Council's work to the Local Government Association and the Minister in order raise the profile of the Dorset bid.

Officers responded to questions in relation to Bridport, Ferndown, Upton and Wimborne. The need for officers to involve local members in this work was emphasised.

### **Recommended**

1. That the Cabinet is recommended to approve bidding to and, if successful, committing to activity which is supported by the Cabinet office and Local Government Association's One Public Estate Programme which may be above £0.5m in value (paragraphs 2.11 to 2.16 of the report).
2. That the Cabinet be recommended to give authority to extending work to take in Wareham and that in the event that any other extension is appropriate that this decision is delegated to the Director for Children's Services and Section 151 Officer, after consultation with the Cabinet Member for Organisational Development and Transformation.
3. That local members be consulted upon any development within their electoral divisions at the earliest opportunity.

### **Reason for Recommendations**

The approach was in line with the Council's vision of working together for a strong and successful Dorset, was part of the action required as part of the Council's Medium Term Financial Plan and contributed to the four corporate outcomes of Safe, Health, Independent and Prosperous.

Meeting Duration: 10.00 am - 12.00 pm





## Economic Growth Overview and Scrutiny Committee

Minutes of the meeting held at County Hall, Colliton Park,  
Dorchester, Dorset, DT1 1XJ on Wednesday, 12 October 2016

### Present:

Daryl Turner (Chairman)

Hilary Cox, Richard Biggs, Andy Canning, Ronald Coatsworth, Mervyn Jeffery, Mike Lovell and  
William Trite

### Members Attending

Robert Gould (Leader of the Council) and Trevor Jones (Chairman of Audit and Governance Committee).

Paul Kimber attended for minutes 17 and 18.

Officer Attending: Mike Harries (Director for Environment and the Economy), Mark Taylor (Group Manager - Governance and Assurance), David Northover (Senior Democratic Services Officer), Matthew Piles (Service Director - Economy) and David Walsh (Economy & Enterprise Team Leader Economy).

Lorna Carver, Director of the Dorset Local Enterprise Partnership (LEP) and James Weld, Vice-Chairman of the Dorset LEP attended by invitation.

### Public Speaker

Richard Brown, Dorset and East Devon National Park Team – minute 17a.

Note: 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 Committee to be held on **Wednesday, 25 January 2017.**)

### **Apologies for Absence and Acknowledgements**

12 Apologies for absence were received from Councillors Mike Byatt and Margaret Phipps.

The Chairman took the opportunity to welcome Councillor William Trite to the Committee and paid tribute to the contribution made by the late John Wilson to the work of the Committee.

### **Code of Conduct**

13 There were no declarations of disclosable pecuniary interests under the Code of Conduct.

### **Minutes**

14 The minutes of the meeting held on 15 June 2016 were confirmed and signed.

### **Public Participation**

15 Public Speaking

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

There were no public questions received at the meeting in accordance with Standing

Order 21(2).

### Petitions

Consideration of Petitions was now the responsibility of a Petitions Panel.

### **Local Enterprise Partnership and Growth Board**

- 16 The Committee received a presentation from representatives of the Dorset Local Enterprise Partnership (LEP), Lorna Carver, its Director, and James Weld, its Vice-Chairman, who explained what the LEP was, its purpose and how it operated.

The Committee's attention was drawn to how the LEP's Board was composed and operated, what their responsibilities and objectives entailed - in promoting economic growth and jobs - and how the value of the organisation was of benefit to the whole of Dorset. The importance of housing, infrastructure, planning, employment and productivity in actively contributing to fulfilling economic prosperity was acknowledged. The significance of skills being realised was essential in fulfilling potential, in being best placed to meet economic challenges and for Dorset to be competitive - locally, nationally and globally. It was considered that there should be focus on how Dorset could be best placed to be competitive in its own right, rather than there being competition within the County.

In order to achieve this, the LEP had developed a Strategic Economic Vision to determine the quality and importance of sectors, to be used as the basis to establish criteria on which the assessments of bids would be based, in order that improvements were realised and targets met.

Mr Weld used the principle of destination management to explain the evaluation, analysis and assessment of bids submitted was the core business of the LEP, in acting as a means of determining which bid should benefit from funding in order that the strategic economic objectives were met and projects delivered meaningful and positive outcomes. Projects had to be assessed as being viable, deliverable and beneficial in order to succeed.

The Committee was informed what the Growth Deal process entailed, how the Dorset Growth Deal was evaluated and implemented and the benefits the Growth Deal Achievements already realised brought to Dorset. Whilst Growth Deals 1 and 2 had been seen to benefit the south east conurbation mainly, with big ticket items such as the A338 resurfacing improvements, Bournemouth International Growth Programme around the airport and its associated infrastructure and the Port of Poole benefitting from this, Growth Deal 3 submissions were hoped to predominantly attract funding for projects in the rural west of the county. Mr Weld stressed that the importance of unlocking the potential of the Airport and its enterprise zone was critical in benefitting opportunities throughout Dorset.

The principles of the Growing Places Fund was explained, this being a loan scheme which allowed investment to be made in those projects in order for them to be able to start. The Growth Hub provided a means for penetration into the each district so that the most rural areas benefited too.

The LEP emphasised that there were opportunities for any project to submit a bid to attract funding and benefit from the Growth Deal or Growing Places fund and actively encouraged applications for this to be made. Part of the bidding process was to demonstrate how the project would deliver beneficial outcomes. Positive examples of what progress could be made in this regard was the Western Dorset Growth Corridor, Jurassica and the AgriTech initiative at Kingston Maurward College. Other delivery mechanisms designed to ensure that funding was allocated to those projects which would deliver optimum benefits were highlighted.

The Director emphasised that whilst the LEP provided the mechanism for projects to attract funding and be developed, the part that the County Council played in enabling projects such as the A338 improvements to be delivered was significant and should not be underestimated. He was pleased that the County Council had such a positive working arrangement with the LEP in delivering projects.

Critical to the work of the LEP being successful was the partnership and collaborative arrangements they had in place with local authorities, other public stakeholders and, in particular, the Dorset Local Nature Partnership. To this end, members were informed of the considerable collaborative work being undertaken with partners to ensure that the county was as competitive as it could be and the County Council's inward investment team contributed significantly to this. Having a joint economic vision with the Dorset Councils Partnership was an essential contributory factor in this being realised.

The Service Director – Economy saw these relationships as being essential in benefitting economic growth throughout Dorset and considered that this was more readily achievable and likely to be successful on a macro scale, in order to attract the necessary funding and cooperation.

The Leader of the Council, who represented the County Council on the LEP Board reaffirmed that close working with the LEP through a countywide cohesive strategy was essential in ensuring that Dorset realised its full potential. He reassured the Committee that a more balanced portfolio of investment around the County would soon be evident.

The Committee took the opportunity to ask Mrs Carver and Mr Weld the following questions about the work of the LEP:-

- What emphasis and encouragement was being placed on training and relation in employment access?  
The LEP emphasised that it was fully committed to the skills agenda in ensuring that employment needs were fulfilled and that readily available access to those jobs was key to this being achieved. Skills were being identified at an early stage, with schools being visited to explain what career opportunities were available. The creation of a careers and enterprise company for Dorset was well advanced.
- Given the perception from the LEP's website that those projects benefitting were eastern/urban centric, how could rural parts of Dorset be reassured that their needs were being met?  
The achievements from which the west had already benefitted were reiterated and it was explained that the website reflected those successes already delivered. These included the realisation of more readily achievable successes. The LEP anticipated that successes in the rural areas would be similarly reflected in time.
- What considerations were being given to projects on the perimeters of the County and how might these be realised given the geographical constraints within which the LEP had to work?  
Whilst the geographical constraints were determined by the DCLG and designed to attract European funding, how the funding was allocated and what criteria was met for bids to be successful was determined by the LEP and due consideration would be given to the merits of all applications, irrespective of where they originated.
- What plans were in place to liaise with the Combined Authority?  
The importance of the Combined Authority, and any Unitary Authorities, was

well understood as it was felt that the strategic arrangements of these were well placed to work collaboratively with the LEP on a strategic scale, taking into account the cohesive approach required for housing, planning and infrastructure strategies to succeed.

- What considerations were being given to the environmental assets in Dorset? The environment was acknowledged as a critical asset to Dorset and that was why the collaborative work with the Dorset Nature Partnership and the local authorities was essential in maintaining this. Working with landowners in managing this valuable asset was essential. The part any proposed National Park could play in helping to manage this was seen to be a positive move.
- What impact Brexit was seen to have on the thinking of the LEP? As elsewhere, Brexit was seen to bring both risks and opportunities and it remained to be seen how government was to manage these. On that basis, the LEP remained committed to ensuring that as many positive outcomes as practicable were achieved.

The Committee also considered that the LEP could play a part in acknowledging the need for affordable housing and how second homes were managed, the need for infrastructure to attract business into western Dorset and recognise what Portland had to offer. Mr Weld understood the importance of infrastructure in unlocking potential and he felt that there could maybe be a case made for the Weymouth Western Relief Road to be given further consideration in this regard.

The importance of digital infrastructure and its availability in order to access opportunities was seen to be essential in economic growth being successful and every effort should continue to be made to facilitate the provision of Superfast Broadband throughout the County. The County Council had demonstrated its continued commitment towards this and it was acknowledged that universal provision of Superfast Broadband was critical to the future economic prosperity of Dorset.

The Committee understood the importance of the relation between employment; housing; skills; infrastructure and the environment in enabling economic growth and success being realised. Whilst sophisticated technological business played a critical part in how economic growth might be achieved, including the essential part advanced engineering, financial and business services, manufacturing and the creative industries played, there was recognition too of the importance of tourism, agriculture, marine, fishing, mineral extraction and quarrying, and oil exploration and production in playing their significant part in benefitting the economy. Dorset LEP recognised the importance of this too.

Given the various means by which the County Council could play its part in facilitating economic growth across the County, the Committee acknowledged that there were significant opportunities for Dorset to achieve its aim of stimulating the local economy in order to galvanise its prosperity.

The Committee acknowledged the part that the Dorset LEP played in influencing economic growth and what benefits this brought and, on behalf of the Committee, the Chairman thanked Mrs Carver and Mr Weld for joining the meeting to provide them with a better understanding of what the LEP did and providing some meaningful answers to members questions.

### **Noted**

### **Motions referred from County Council**

17 The Committee considered the following Notices of Motion from Councillor Paul

Kimber, County Councillor for Portland Tophill.

### **Economic Opportunities for Dorset and East Devon**

- 17a The Committee was informed that a motion proposed by Councillor Paul Kimber which supported the idea of a National Park had been submitted at the County Council meeting on 21 July 2016, resulting in the matter being referred to the Economic Growth and Overview Scrutiny Committee for their consideration. Accordingly the Committee now considered the motion asking 'that the Council ensures that the proposed National Park be seriously considered as part of discussions on local government re-organisation'.

Members were informed that a locally-led group has been established to campaign for the establishment of a Dorset and East Devon National Park based on, but not restricted to, the area covered by the Dorset Area of Outstanding Natural Beauty (AONB), the East Devon AONB and the Jurassic Coast World Heritage Site. An application had been made to Natural England, the Government's statutory adviser on protected landscapes, to consider the establishment of a National Park on this basis and who were expected to give the proposal further consideration in due course.

The Service Director's report set out the purpose and role of National Parks and the process of designating them, what evidence was taken in to consideration in doing this, potential benefits and concerns over their establishment and what tests needed to be met in the consideration of this.

were detailed, with the Service Director – Environment explained that the consideration given to this would be evidence based to ensure that, on balance, it brought value to the county and was an asset to Dorset. Whilst the County Council would not be responsible for making the decision on this, their contribution to the process would be much valued. He looked forward to further constructive dialogue with those proposing it.

Councillor Kimber presented his motion, outlining the basis for this and what it entailed. He explained that the economic advantages regarding the national park should be explored and was happy to be involved in any investigations. He considered that the formation of a national park would provide an economic stimulus for Dorset in terms of tourism, housing, skilled employment and would be seen as a means of enhancing and protecting the environment. The provision of affordable housing was an essential component for the park. He considered that the positive evaluations made for the Park's viability was evidence that it would be an asset for Dorset. Speaking as a Portland Town Councillor he confirmed that the Town Council welcomed the idea and would be happy to be a part of it. The National Park brand was highly prestigious and would play its part in helping to foster economic wellbeing and vitality.

Mr Richard Brown, of the Dorset and East Devon National Park team, considered that as the environment was Dorset's greatest economic asset, a National Park would help to maintain its value given the duty it had to conserve and enhance. He considered that it would bring significant benefits economically, culturally and environmentally and would contribute towards tourism fulfilling its potential. He felt that evidence of what the South Downs National Park had achieved demonstrated how progressive national parks could be and what they could do, being realistic about what rural life entailed and understanding the balance between economic and environmental needs. As such, the provision of affordable housing was seen to be essential in attracting and retaining young families and key workers. As a planning authority in its own right, this would be given dutiful consideration by any park authority. In seeking to foster economic and social well-being of local communities it was considered that the Park would be good for the prosperity of Dorset and the County Council was being asked to play their part in seeing this come to fruition.

Some concern was expressed by members at the potential for local authority planning controls to be eroded by this proposal but were assured that a National Park, in having a vested interest in what was best for the County, would use the planning process as a means of achieving this. Parish Council involvement would ensure that local needs and concerns were met and as national policies on housing did not apply, control on development would be better regulated. In allaying fears that areas outside of the designated park area would shoulder the burden of that share of housing stock, there was a commitment to affordable housing being developed in the park and that such a scenario had not be borne out in South Downs.

The Committee appreciated that collaborative working arrangements throughout Dorset were critical to any proposed park being a success, but asked what scope there was for the designated area to not just accord with the Dorset (and Devon) AONB but embrace the whole of Dorset.

Mr Brown confirmed that discussion of the perimeters of the Park was to be discussed based on evaluation of its value and merit. The AONB area proposal was considered to be a starting point which could well be adapted to encompass a larger area, if this was considered appropriate and the necessary criteria was met. Portland Town Council's request to be included within the submission could be looked at on that basis.

In thanking the local group for bringing the issue to their attention, the Committee acknowledged the principle of establishing a National Park across Dorset and the perceived economic and environmental benefits this would bring and agreed that the matter should remain under consideration.

### **Resolved**

That the proposal for the establishment of a Dorset and East Devon National Park and the evidence assembled in relation to this be noted and the matter being kept under review.

### **Reason for Decision**

The proposal for a National Park could potentially support the County Council's corporate outcomes in relation to a healthy and prosperous Dorset. However, the proposal was still at a developmental stage and, as Dorset County Council would not be the key decision-maker in whether or not a National Park was established, no decision was required at this point beyond noting the evidence assembled to date and agreeing to keep the issue under review.

## **Independent Co-operative Businesses**

- 18 The Committee was informed that a motion proposed by Councillor Paul Kimber which supported the idea of independent Cooperative businesses had been submitted at the County Council's meeting on 21 July 2016, resulting in the matter being referred to the Economic Growth and Overview Scrutiny Committee for their consideration.

Councillor Kimber presented his motion, explained what cooperatives entailed and how they operated and encouraged the adoption of the cooperative ethos for Dorset, especially in relation to rural communities. He considered that this model was able to achieve outcomes that might otherwise be unable to be achieved particularly relating to affordable housing needs, economic prosperity, education, skills and employment. The social values and principles promoted by cooperatives accorded with community initiatives and enterprise and a sense of collaboration and unity towards a common goal. He considered that existing co-operative good practice within the Council should be better publicised and that there should be the opportunity for local co-operatives to

have better access to participate in the work of the Council.

The Service Director - Economy explained that the Council's Enabling Economic Growth Strategy sought to promote enterprise and entrepreneurship, and highlighted the link between economic prosperity and health and well-being. Support was given to a platform of generic business support initiatives to encourage start-ups and the growth of fledgling businesses. It was anticipated that this would be enhanced in 2017 as European Union structural funds became available to enhance the services offered by the Growth Hub, the Dorset Mentoring scheme, and specific support for communities and social enterprises.

Whilst this support was not focussed specifically on the development of co-operatives, they did provide a business model which could be used and provided an opportunity to explore how this might be achieved, should this be seen to be the most appropriate and viable business model to pursue.

As detailed in the Service Director's report, the Committee understood the principle of what a co-operative was designed to achieve and recognised the benefits that they could bring to communities. The benefits which might be generated by the European funding in 2017 was seen to be positive. The Committee was informed that an event was to be arranged to coincide with the appraisal of final funding, to highlight opportunities for social enterprises and how they might benefit from this.

#### **Resolved**

That work be continued to create an environment within which a range of social and other enterprises can prosper, to support the delivery of community services and create sustainable economic growth.

#### **Reason for Decision**

A prosperous, growing and diverse economy was essential to achieve the four corporate objectives of making Dorset and its residents safer, healthier, and more independent and prosperous.

### **Progress on Scrutiny Items**

- 19 The Committee received a series of updates from lead members on current scrutiny activities and saw that the commitments made at the previous meeting on 15 June 2016 to make progress on establishing certain groups to review matters were being fulfilled. Summaries in relation to recent scrutiny activities are shown below from 19(a) to 19(d).

### **Residents Parking Strategy**

- 20 The Committee received a summary of the meeting of the Working Group held on 23 August 2016 to review the Resident's Parking strategy and consider new proposals for Dorchester, as promoted by Councillors Canning and Biggs. Councillor Biggs was pleased to report that progress had been made in achieving a solution for Resident's Parking Zone D, with a rationalisation of parking arrangements in that area to accommodate local parking needs. There was an acknowledgement that the resident's parking policy as a whole required rationalisation and modernising to meet the parking needs of today and the strategy to complement this had to be relevant and fit for purpose.

The Service Director – Economy explained that there was a need for the Dorset Council's Partnership to play their part in a joint approach on how to manage parking needs in the town, taking into account how both on and off street parking was managed. The model which was designed to take account of parking allocation needs was complicated, having to take into account hospital parking, and would need to be refined to meet with success.

As parking was seen to be a key economic driver, the Committee agreed that this issue should be added to its Work Programme in scrutinising what the strategy needed take into account to be meaningful, how the policy should be reviewed to apply to the parking needs of today and what success was being seen in managing parking outcomes.

**Resolved**

That the review of the County Council's Parking Strategy and Policy be added to the Work Programme.

**Reason for Decision**

To address the Corporate Aim of Enabling Economic Growth.

**Commercial Investment Aspirations / Opportunities incl. Investment Working Group**

- 21 The Committee received an oral update from the Chairman on a meeting by the Commercial Investment Aspirations / Opportunities incl. Investment Working Group held on 14 September 2016, promoted by Councillors Byatt and Cox. Further work would ensue and this Group would evolve in time.

**Noted**

**Policy Development Panel on HGV Management**

- 21a The Committee's attention was drawn to a summary of considerations at meetings of the Policy Development Panel on HGV Management held on 30 June and 27 September 2016. As before some success could be reported on how HGV's were proposed to be managed but it was acknowledged that there were limitations to what could be achieved.

Those involved in the PDP took the opportunity to thank Councillor Ian Smith for the instrumental part he had played in its work and in doing all he could to resolve a particular local issue in Ferndown. The Service Director - Economy used this PDP as a good example of what could be achieved when working with communities.

**Noted**

**Task and Finish Group on Bus Subsidies**

- 22 The Committee received the notes of a meeting of the Bus Subsidies Task and Finish Group held on 28 September 2016 which had been promoted by Councillors Cox and Canning. This detailed what work had been done in terms of identifying alternative community transport options, how decisions had been taken, what should be investigated further, what was working well and not so well and how progress could be maintained. Councillor Cox explained that this review was being linked to the principles of the Corporate Plan and members were pleased to see the positive start being made.

**Work Programme**

- 23 The Committee considered its Work Programme and members had been actively encouraged to give prior consideration to what issues they thought could benefit from scrutiny. The following items were identified:-

- Members agreed, at minute 19(a) above, that the review of the County Council's Parking Strategy and Policy be added to the Work Programme.



- The Committee agreed that given the importance of connectivity to future economic growth, the status of the Digital Strategy including Broadband should be raised as a priority to Priority 1, for consideration at the next meeting in January 2017.

In order to complement previous work undertaken, the Service Director – Economy intended to report to the next meeting on what digital connectivity achievements had been made to date and how these successes had been realised – including the way in which improvements had been made to broadband provision at Ridge and Pulham. Members asked that BT, Open Reach, BDUK, local parish communities and school pupils be invited to attend the meeting to share their experiences so that the Committee might have a better understanding of what access to broadband meant to them; what progress was being made in the roll out programme and what obstacles were seen as preventing this. Understanding this more clearly would better inform the Committee on how full connectivity for the whole of Dorset might be finally achieved and by what means this might be.

The Committee saw this as a constructive process involving the community in helping shape and scope how this could be achieved and that Dorset Media be invited to actively draw the attention of the press to what the Committee were trying to do at that meeting.

The Committee were also provided with useful hyperlinks relating to the responsibilities of the Committee so that they might have a more meaningful understanding of what these entailed.

#### **Resolved**

That the Work Programme be updated, taking into account the items identified above.

#### **Reason for Decision**

To involve communities directly with the democratic process and to meet the Corporate Aim of Enabling Economic Growth.

#### **Questions from County Councillors**

24 No questions were asked by members under Standing Order 20(2).

Meeting Duration: 10.00 am - 12.20 pm

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## Dorset Health Scrutiny Committee

Minutes of the meeting held at County Hall, Colliton Park, Dorchester, Dorset, DT1 1XJ on Tuesday, 6 September 2016

### Present:

Ronald Coatsworth (Chairman)  
Bill Batty-Smith (Vice-Chairman)

### Members Attending

Paul Kimber, Dorset County Council  
Mike Lovell, Dorset County Council  
Peter Shorland, West Dorset District Council

### Officers Attending:

Ann Harris (Health Partnerships Officer)  
Harry Capron (Assistant Director for Adult Care, Dorset County Council)  
Jason Read (Democratic Services Officer, Dorset County Council)  
Patricia Miller (Chief Executive, Dorset County Hospital)  
Julie Pearce (Chief Operating Officer, Dorset County Hospital NHS FT)  
Karen Fisher (Locality Manager, Dorset HealthCare University NHS Foundation Trust)  
Kerry White (Director of Operations, Yeovil District Hospital NHS FT)  
Yvette Pearson (Principal Programme Lead, NHS Dorset Clinical Commissioning Group)  
Phil Richardson (Director of Design and Transformation, NHS Dorset Clinical Commissioning Group)  
Luna Hill (Principal Primary Care Lead, NHS Dorset Clinical Commissioning Group)  
Martyn Webster (Manager, Healthwatch Dorset)  
Annie Dimmick (Research Officer, Healthwatch Dorset)  
Des Persse (Director of Services - Help and Care, Healthwatch Dorset)

(Note: 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 Committee to be held on **Monday, 14 November 2016.**)

### **Apologies for Absence**

30 Apologies for absence were received from Alison Reed (Weymouth and Portland Borough Council), Peter Oggelsby (East Dorset District Council) and William Trite (Dorset County Council).

### **Code of Conduct**

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

### **Minutes**

32 The minutes of the meeting held on 7 June 2016 were confirmed and signed.

### **Public Participation**

#### 33 Public Speaking

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

There were no public questions received at the meeting in accordance with Standing Order 21(2).

#### Petitions

There were no petitions received at the meeting in accordance with the County

### **Delayed Transfers of Care**

- 34 The Committee considered a report by the Assistant Director for Adult Care (Dorset County Council), which outlined some of the reasons behind the number of delayed transfers of care and the work being done to decrease the number.

Monthly reporting on performance placed Dorset in the bottom quartile with high numbers of delayed transfers in both acute and non-acute hospitals. It was explained that 'red days' were identified times for when a patient was in hospital waiting for treatment or care. The aim was to reduce the number of red days for all patients. Following support from NHS England, Royal Bournemouth Hospital and their partners had developed a 42 point action plan. There were already robust processes in place to monitor and agree delayed transfers of care so the action plan focused on improving patient flow.

There would be a focus on moving patients back into their own homes as soon as they were ready. Care assessments would be carried out after the patient had returned home in order to avoid any delays with transfers. It would also help identify a more appropriate care package if patients were assessed within their own homes. Some members raised concerns that if the assessments were not completed before patients left hospitals, there would be a delay in putting care packages in place, and patients would be returning home without the appropriate levels of support required. Members were reassured that work in this area was a priority and care assessments would be undertaken for all patients as soon as they were back home.

It was noted that Poole and Bournemouth had a smaller number of delays than Dorset. It was explained that Dorset had eleven community hospitals and five acute hospitals to work with, significantly more than Poole or Bournemouth. This had an impact on the number as over 50% of Dorset's delays were caused by community hospitals. In order to improve the situation, community hospital staff were undertaking specialised training around discharges.

### **Noted**

### **Care Quality Commission Inspection of Dorset County Hospital NHS Foundation Trust**

- 35 The Committee received a presentation from the Chief Executive (Dorset County Hospital) and the Chief Operating Officer (Dorset County Hospital) which gave an update on the results of the Care Quality Commission (CQC) Inspection of Dorset County Hospital NHS Foundation Trust and the actions put in place following it.

Dorset County Hospital was rated overall as 'Requires Improvement'. In total, of the 39 factors assessed, the Trust received 'Good' ratings for 25 in total, which was 64%. The Trust was now hosting a Quality Summit with the CQC, Clinical Commissioning Group, NHS Improvement and other stakeholders on August 30th 2016. The summit would develop an action plan to address the improvements required. The final action plan would be submitted to the CQC on the 30 September 2016.

The presentation and accompanying report highlighted each of the areas inspected by the CQC and outlined the ratings given. This would help identify work that would need to be undertaken as part of the action plan. It was noted that although there were several areas that required improvement, the CQC had not identified any issues with the quality of care or staff competencies in any area. The areas for improvement were largely around recruitment issues and process.

Members asked if there would be enough funding available to make the improvements required. It was explained that the NHS' previous year overspend was roughly £2.5bn. As a result, savings had to be found nationally and this would impact

on available funding. However, a robust strategy had been put in place to identify savings whilst delivering the improvements required.

### **Noted**

#### **Fobbed Off - Some Experiences of Making a Complaint about NHS Foundation Trusts in Dorset**

36 The Committee received a report by Healthwatch Dorset which outlined some experiences of how people had felt about the way in which their complaints had been handled.

People's experiences of what happened when they raised a concern or complaint about a service they have received from the NHS had been of particular interest for the Healthwatch network nationally. In 2014 the national body, Healthwatch England, published a report called "Suffering in Silence", which set out what people had told local Healthwatch around the country about their experiences of making a complaint. It highlighted the importance of listening and learning when care goes wrong and handling complaints effectively.

In 2015, responding to the work undertaken in this area by Healthwatch, the Secretary of State for Health made clear his belief that more could be done on the local scrutiny of complaints handling. As a result, Healthwatch Dorset approached the four NHS Foundation Trusts in Dorset with a proposal that they invite everyone who had brought a formal complaint against any of those Trusts in 2015 to share with them their experiences of the complaints process and to highlight any issues that they may have faced in that process. One of the Trusts had been unable to participate at the time but with the involvement of the other three Trusts, the survey was carried out in the early months of 2016.

The survey received 158 replies, with an additional 176 comments. The vast majority of comments received were negative and many indicated that the complaints process should be independent from the Trusts. Several comments also indicated that people felt uneasy about complaining and worried that any complaint submitted would hinder their future care needs.

The report highlighted identified the following actions that needed to be undertaken to improve the complaints experience for patients and their families;

- better use of the Patient Advice and Liaison Service
- requirement for staff training around complaints and personal skills
- better access to information
- regular and effective communication
- making sure patients and families are aware of their rights

The Trusts would be meeting with Healthwatch Dorset to discuss the exercise and talk through the findings of the survey. Healthwatch Dorset would support each of the Trusts in developing an action plan to undertake the improvements required.

Some members raised concerns that the same issues around complaints had been raised for the past 20 years and nothing had improved. It was noted that Trusts often took a defensive standpoint in response to when a simple 'sorry' would often be enough to satisfy the complainant.

The Chief Executive for Dorset County Hospital explained that there had been a reduction in formal complaints received, and the Trust often received comments rather than complaints. She informed the Committee that she personally read and

replied to every complaint received. If the same complainant had multiple issues they were invited to meet with her to discuss the issues. The Committee were reassured that complaints were taken very seriously.

**Noted**

**NHS Dorset CCG - Changes to GP Commissioning and Locality Working**

37 The Committee received a report by the Director of Design and Transformation for the Dorset Clinical Commissioning Group (CCG). The report had been drafted following a previous request by the Committee. It outlined the changes to General Practice and the progress with these changes. Under the terms of a Delegation Agreement with NHS England Wessex the CCG now had responsibility for General Practice Commissioning, Primary Care development, the Design and Implementation of Local Incentive Schemes, General Practice Budget Management and Contract Monitoring.

It was explained that there were currently 560 General Practitioners (GPs) in Dorset. Of those, 16% were aged over 55 years. This had raised some concerns due to 55 being the average age at which GPs retired or stopped doing primary care work. 32% of Dorset's nurses were in the same position and this was causing massive pressures for primary care staff. Work was being undertaken to help address the pressures and help balance the workloads across Dorset.

Staff recruitment was being looked at for the Dorset area. There would be a focus on making Dorset a more attractive place to work in primary care. Very few people trained and qualified in general practice became GPs and work was required to look at how this area of work could be made more attractive. There was also some work being done to try and ensure that the right people were working in the right places. Better use of hospital facilities and community hospital resources were being explored to try and ease the pressure on primary care services.

Members raised concerns that although taking advantage of community hospital resources was a good idea, some people in more rural areas may not be able to find transport to these facilities and this would become an issue if services were not provided by local GPs. It was explained that the CCG needed to look at how care could be delivered without patients needing to move or travel. There was a requirement to be flexible around the services delivered. GPs in North Dorset were working hard to achieve this and deliver services closer to home. The Director of Design and Transformation (CCG) had met with Dorset County Council to look at what transport was available and what needed to be in place. The idea was to combine delivering closer to home care with the limited transport resource, along with technology to achieve a more flexible and efficient service.

**Noted**

**E-zec - Patient Transport Service**

38 The Committee considered a report by the Director of Design and Transformation (CCG), which provided an overview of the current patient transport service commissioned by CCG with E-Zec which was a service provided by NHS, for patients that are medically assessed as not safe to travel. The report outlined the current position, monitoring the performance of the service so far. The plan was to report back to the Committee with the findings at a later date with more information around performance and detail of service.

**Noted**

**Joint Health Scrutiny Committee (Clinical Services Review) - Update Briefing**

39 The Committee considered a report by the Interim Director for Adult and Community Services (Dorset County Council) which outlined the work being done by the Joint

**Noted**

**Matters for Potential Joint Health Scrutiny Committees: South Western Ambulance Service NHS Foundation Trust (Independent Review and CQC Inspections) and Community Dental Services in East Dorset**

40 The Committee considered a report by the Interim Director for Adult and Community Services (Dorset County Council). The report outlined two matters on which discussions had taken place with a view to convening Joint Health Scrutiny Committees with Bournemouth Borough Council and the Borough of Poole, but which Dorset members may wish to scrutinise independently.

The Borough of Poole had agreed to host a joint meeting around the South Western Ambulance Service NHS Foundation Trust 111 service. Members agreed that Dorset should be involved with the joint committee. Nominations to this committee would be sought via email following the meeting as only four members of the committee were present at the time.

It was explained that there was also a potential need for a joint committee around Dental Services. However, a report was currently being written on the matter which may resolve some of the identified issues so the committee would not be established until the report had been published. Officers would contact Bournemouth Borough Council and the Borough of Poole to inform them that Dorset wished to take part in the potential joint meeting if it was required.

**Resolved**

1. That officers seek nominations for a potential joint committee on South Western Ambulance Service NHS Foundation Trust 111 service via email after the meeting.
2. That officers inform Bournemouth Borough Council and the Borough of Poole that Dorset County Council were in favour of establishing a joint committee meeting to look at dental services.

**Briefings for Information/Noting**

41 The Committee considered a report by the Interim Director for Adult and Community Services (Dorset County Council). The report updated the Committee on the following matters;

- Healthwatch Dorset – Summary of Annual Report 2015/16
- Dorset Health Scrutiny Committee, Annual Report 2015/16
- Draft Dorset Joint Health and Wellbeing Strategy, 2016 to 2019
- Dorset Health Scrutiny Committee Forward Plan

**Noted**

**Questions from County Councillors**

42 No questions were asked by members under standing order 20(2).

Meeting Duration: 10.00 am - 12.45 pm

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**DORSET & WILTSHIRE  
FIRE AND RESCUE  
AUTHORITY**

**DRAFT** Minutes of the  
**Dorset & Wiltshire Fire Authority**  
held at 10:00 hours on Thursday 23 June 2016 at the  
**Dorset & Wiltshire Fire and Rescue Service Headquarters, Hulse Road, Salisbury,  
Wilts, SN1 3NR**

Members present: Cllr Abdul Amin, Cllr Les Burden, Cllr Steve Butler, Cllr Mike Byatt, Cllr Ernie Clarke, Cllr Ronald Coatsworth, Cllr Christopher Devine, Cllr Peter Edge, Cllr Spencer Flower, Cllr Mollie Groom, Cllr John Haines, Cllr Bob Jones, Cllr Trevor Jones, Cllr John Knight, Cllr Rebecca Knox, , Cllr Graham Payne, Cllr Garry Perkins, Cllr Christopher Rochester, Cllr Ann Stribley, Cllr Joe Tray, Cllr Bridget Wayman, ,

Cllr Nick Martin from 11.30am

Officer attendance: CFO Darran Gunter, ACFO Mick Stead, ACFO John Aldridge, Director of Financial Services Phil Chow, Head of Democratic Services and Corporate Assurance Jill McCrae, Monitoring Officer Jonathan Mair, Democratic Services Officer Marianne Taylor, HR Consultant Sue Lewis.

**1 Welcome**

- 1.1 The Chairman opened the meeting, and welcomed attendees including the introduction of the new member, Cllr Steve Butler.
- 1.2 The Chairman informed members of the recent death of Cllr John Wilson. She gave thanks for his work and outlined his career and attendance at youth events remarking that he was an excellent member of the former Dorset Fire Authority and a valued member of the Shadow Authority. Cllr Trevor Jones and Cllr Spencer Flower endorsed this and added that Cllr Wilson was respected for his work ethic, capacity and his devotion to service and his community. Members also stated that he was a proud person and will be greatly missed. A few moments of quiet reflection were held to honour his passing.

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### 2 Apologies

2.2 Apologies were received from Cllr Mark Anderson, Cllr Beverley Dunlop, Cllr Colin Jamieson, Cllr Susan Jefferies, Cllr Christopher Newbury, Cllr Malcolm Davies, Cllr Phil Eades, Cllr Ricky Rogers, ACFO Ben Ansell, Director of Corporate Services Derek James and Director of People Services Kay Williams.

### 3 Declarations of Interest and Notifications of Any Other Business

3.1 The Chairman asked the meeting for any disclosures of pecuniary interests under the Localism Act.

3.2 There were none.

### 4 Minutes of Dorset and Wiltshire Fire Authority meeting on 1 April 2016

4.1 The chairman asked members to review and approve the minutes from the last meeting.

4.2 Members approved the minutes with no amendments and confirmed that there were no matters arising.

### 5 Appointments to outstanding Committees

5.1 The Monitoring Officer introduced the paper and asked members to approve:

- an additional two appointments to the Local Pension Board
- the appointment of Cllr Garry Perkins to the LGA Fire Commission (as the Vice Chairman of the Authority)

the formation of a Governance Working Group to review the governance arrangements for the Authority

5.2 Members reviewed the previous discussions regarding the governance arrangements of the Authority and discussed the need for a Governance Group at this time.

5.3 The formation of a Governance Working Group to be implemented to commence and complete a review by May 2017 was proposed and seconded.

5.4 **Resolved: Cllr Graham Payne and Cllr Peter Edge be appointed to the Local Pension Board.**

5.5 **Resolved: Members confirmed the appointment of Cllr Garry Perkins to the LGA Fire Commission as the vice chair of the Fire Authority.**

## NOT PROTECTIVELY MARKED

- 5.6 **Resolved: That a Governance Working Group be formed to complete a review of the Authority's governance arrangements by May 2017 and that the Group should comprise 5 members (3 Conservative, 1 Labour and 1 Liberal Democrat) to be nominated by Group Leaders.**
- 5.7 **Action: Group Leaders to provide the Monitoring Officer with nominations for the Governance Working Group.**
- 6 Review of the minutes from the Policy and Resources meeting held on 19 May 2016**
- 6.1 The Chairman asked Members to review and approve the minutes for the Policy and Resources meeting on the 19 May 2016.
- 6.2 Members reviewed Item 9, Service Control Centre, and noted the requirement for Members to receive a report providing a summary of the issues and resolves for assurance. CFO Gunter advised that a technical issue with the Capita Vision system had recently arisen but noted that the continuity arrangements for the partnership allowed for calls and mobilisation to take place on the Devon & Somerset FRS and Hampshire FRS Control Centre systems. He confirmed that a report would be produced for the Policy & Resources Committee.
- 6.3 Members reviewed Item 7, Apprenticeship Scheme, and raised a concern regarding the potential for levies to be applied to the Authority and the impact this might have on apprenticeship schemes. The Chairman confirmed that the Fire Commission are reviewing this and that the Service is looking at this at a local level.
- 6.4 CFO Gunter advised that the levy will come into force from 2017/18 and will be a percentage of the salary bill, currently estimated at £150K, he went on to advise that the Service have advertised for 6 operational apprentices.
- 6.5 Members proposed that the Authority sends a letter to MP's highlighting the importance of the Apprenticeship schemes.
- 6.6 Members queried if the allocation of Station Buddies discussed in Item 8 had been confirmed. The Head of Democratic Services and Corporate Assurance confirmed that final amendments were being made and a final list would be communicated shortly.
- 6.5 **Action: Service Control Centre review report to be produced for the Policy & Resources Committee meeting on 14 September 2016.**
- 6.6 **Action: Chairman to send a letter to MPs regarding the Apprenticeship Schemes and their importance.**
- 6.7 **Action: Final list of Station Buddies to be finalised and communicated by the Head of Democratic Services & Corporate Assurance.**

**7 Local Performance and Scrutiny Committee updates**

- 7.1 CFO Gunter introduced the paper confirming that two introductory sessions had now taken place for all 4 Local Performance and Scrutiny meetings and whilst discussions at each session will be specific to the risks within that area the meetings needed to be held with a consistent approach, and suggestions were made within the recommendations of the paper. The CFO took the Members through each recommendation.
- 7.2 Members discussed the suggested agenda and confirmed their agreement for a public questions agenda item. Discussion took place regarding previous experience of open Minutes and Members agreed that the Monitoring Officer should produce informal guidance for the Chairman of each meeting, with a review of these arrangements taking place if needed and highlighting the terms of reference.
- 7.3 **Resolved: Members agreed that Local Performance and Scrutiny Committees will not recommend local targets to the Fire and Rescue Authority for emergency response in Year 1, but will monitor the effectiveness of emergency response arrangements appropriate to its area.**
- 7.4 **that the quorum at the four Local Performance and Scrutiny Committees are to be:**
- **Bournemouth and Poole 4 (in addition there must be at least one member for Bournemouth and one for Poole at the meeting for it to be Quorate)**
  - **Dorset 4**
  - **Swindon 3**
  - **Wiltshire 5**
- 7.5 **Resolved: That the standard agenda for the four Local Performance and Scrutiny Committees should be as outlined in Appendix B of the paper.**
- 7.6 **Resolved: That the four Local Performance and Scrutiny Committees should meet at a variety of locations in their areas based upon the principles of minimising cost and maximising public engagement.**
- 7.7 **Action: The Monitoring Officer to produce informal guidance for the Chairman to guide the approach towards the public questions agenda item at each of the Local Performance & Scrutiny meetings.**

**8 Safety Centre update**

- 8.1 ACFO Aldridge introduced the paper advising Members that 2 meetings of the Safety Centre Working Group had already taken place and confirmed to Members that this group had reviewed and scrutinised the project plans and timeline for this project. He reminded Members of the key areas within the project plan, the lease arrangements, planning arrangements, procurement for design and build, and partnering and sponsorship and confirmed that these are all in progress and on target to be delivered on time and within budget.
- 8.2 ACFO Aldridge advised Members that the stakeholder event in May was very well attended and a success. He also said that interest had been received from Oxfordshire Fire and Rescue Service and Royal Berkshire Fire and Rescue Service with engagement underway with both.
- 8.3 Cllr Garry Perkins provided further assurance to Members of the progress of work and advised that a full project plan is available via ACFO Aldridge which provides the timeline of work to ensure the operation of the Safety Centre in March 2018.
- 8.4 Members requested for a financial matrix to be reported at the next Authority meeting.
- 8.5 Members expressed their thanks to the Safety Centre project team for their hard work and dedication to the project.
- 8.6 **Action: ACFO Aldridge to provide a financial matrix as part of the Safety Centre update at the next Authority meeting.**

**9 Funding for Youth Intervention and Education programmes**

- 9.1 ACFO Stead introduced the paper and explained the current programmes run by the legacy Service's and how they differ. He also advised of the successes and comments from partner organisations on the work undertaken with vulnerable young people.
- 9.2 Members queried the on-going budget allocations for the continuation of work. ACFO Stead confirmed that the funds were agreed at the Policy & Resources meeting on the 19 May for this year and that a report for further years will be brought back to the Authority at a later date.
- 9.3 Members showed their support for the youth intervention work undertaken by the Service and queried the potential for support from Local Area Boards. CFO Gunter highlighted that there may be scope within the new apprenticeships levy, which will be something the Service will look into. He also confirmed that the Service would look into options with the Local Area Boards.

## NOT PROTECTIVELY MARKED

9.4 **Resolved – That the decision made at the Policy and Resources Committee on the 19 May 2016 be endorsed and that the use of £100,00.00 (one hundred thousand pounds) from general balances be agreed to ensure the Youth Intervention and Education programmes for 2016/17 can be delivered.**

9.5 **Action: Officers to undertake a full review during 2016 and provide a report to the Authority to include proposals for a sustainable and effective delivery model for future years.**

### **10 Primary Authority Scheme**

10.1 ACFO Stead introduced the paper explaining the purpose and provided an explanation of the regulation and background of the Primary Authority Scheme.

10.2 Members queried the capacity of the team to carry out this work and were assured by ACFO Stead who confirmed capacity had been measured.

10.3 **Resolved: That a Primary Authority Scheme in partnership with the RNLI be agreed and that officers be authorised to finalise the Memorandum of Understanding to that effect.**

### **11 Staff Transition Outcome**

11.1 CFO Gunter introduced HR Consultant Ms Sue Lewis who has been working closely on the combination for about a year and highlighted to Members that the projected savings originally identified for the staff transition had been achieved

11.2 Ms Sue Lewis gave Members a summary of the progress of the staff transition, which included the new structure, pay and grading work and slotting and matching process. Ms Lewis advised Members that the representative body engagement throughout this process had been positive and noted that there were still a number of vacancies yet to fill, which was a current focus of the HR teams

11.3 **Resolved: Members endorsed the work, understood and noted the outcome of the corporate staff transition process associated with the combination.**

### **12 Fire and Rescue Authority Efficiency Plans**

12.1 The Director of Finance introduced the paper and the option to put in place a 4 year efficiency plan and the offer of a 4 year settlement. He went on to confirm to Members the well-established arrangements already in place due to the combination work. He also referred to the additional work that would be required if a decision was made to apply for this settlement, highlighting the submissions deadline of 14 October 2016 and the requirement for the draft efficiency plan to come to the Authority meeting in September.

## NOT PROTECTIVELY MARKED

- 12.2 Members discussed the paper and raised some concerns over local planning and development proposals which had come to their attention. The Chairman confirmed that she would write to Wiltshire Council to ask that the Authority be included in documents which relate to proposals for their assets.
- 12.3 Members discussed the role of the Member Champion and their involvement. CFO Gunter advised that the roles under each area would vary due to requirements and that he would ask the members of the Strategic Leadership Team (SLT) to contact the relevant Member Champions and arrange an initial meeting.
- 12.4 Members confirmed their approval and endorsement of the efficiency plan proposal and the confirmed the need for the draft plan to be brought back to the Authority at their meeting in September.
- 12.5 **Resolved: That the application for a four year funding allocation and a draft efficiency plan be considered by the Finance and Audit Committee on 21 September 2016 before being put to the Authority for approval on the 29 September 2016.**
- 12.6 **Action: Chairman to write to Wiltshire Council regarding recent public reports including the Authority's assets.**
- 12.7 **Action: SLT to arrange meetings with member champions attached to their responsibilities.**

### 13 National Fire and Rescue Service Governance

- 13.1 The Chairman apologised to Members for the delay in this paper reaching them.
- 13.2 CFO Gunter asked Members to give him a clear steer for his response to the Home Office on issues associated to the role of Police and Crime Commissioners and the proposal for their involvement within Fire and Rescue Authorities.
- 13.3 CFO Gunter went on to advise that the Policing & Crime Bill is anticipated to gain royal assent later this year. It will place a statutory duty on Police, Fire and Ambulance services to work closely together and to enable the Police & Crime Commissioner to make a case for engaging with the Fire and Rescue Services.
- 13.4 The Chairman advised Members that an Officer from the Home Office would be meeting with her and the CFO and that prior to this she wished to know the Authority's views.

## NOT PROTECTIVELY MARKED

13.5 Members discussed the paper, along with the speech made by the Rt Hon Theresa May, MP and letter from Rt Hon Mike Penning, MP. Points were raised regarding the separate cultures of the Police and Fire and public expectations and relationships with both. Members expressed concern about the costs to run a PCC as against the costs of a Fire and Rescue Authority and where the capacity would come from within the PCCs. Points were also raised in regard to the synergy between fire and ambulance and partnership working with health, along with highlighting the success of the Dorset and Wiltshire Combination.

13.6 The Chairman confirmed that her response would reflect Members' comments.

13.7 **Action: The Chairman to write to the Home Office providing a response to include the areas highlighted by Members of the Authority.**

### 14 Date of next meeting

14.1 The Chairman confirmed the date of the next Fire Authority meeting as 10am on Thursday 29 September 2016 DWFRS, Five Rivers Health & Wellbeing Centre, Hulse Road, Salisbury, SN1 3NR

14.2 Members asked that their congratulations are passed on to Watch Manager Mark Evans for his MBE in the honours list, for his work with youth engagement. CFO Gunter agreed this was a thoroughly deserved recognition.

14.3 **Action: CFO Gunter to pass on a message of congratulations to Watch Manager Mark Evans.**

### 15 Exclusion of the Public

The Chairman addressed all attendees to confirm the closure of the meeting to the public with the following statement:

In accordance with Section 100A (4) of the Local Government Act 1972 to exclude the press and public for the business specified below because it is likely that, if members of the public were present, there would be disclosure to them of exempt information as defined in paragraphs 3 of Part 1 of Schedule 12A to the Act.

### 16 Item of Urgency – Property Rationalisation

16.1 CFO Gunter provided Members with an update on the property rationalisation currently underway.

16.2 **Resolved: That CFO Gunter be authorised to continue with the Property Rationalisation as outlined, and take the agreed actions.**

Closed at 1.50pm





**DORSET & WILTSHIRE  
FIRE AND RESCUE  
AUTHORITY**

**DRAFT** Minutes of the  
Dorset & Wiltshire Fire Authority Committee  
held at 11:30 hours on Wednesday 14 September 2016 at the  
Dorset & Wiltshire Fire and Rescue Service Headquarters, Salisbury

Members present: Cllr Rebecca Knox (Chairman), Cllr Abdul Amin, Cllr Mark Anderson, Cllr Les Burden, Cllr Steve Butler, Cllr Mike Byatt, Cllr Ernie Clarke, Cllr Ronald Coatsworth, Cllr Malcolm Davies, Cllr Beverley Dunlop, Cllr Peter Edge, Cllr Spencer Flower, Cllr Mollie Groom, Cllr Colin Jamieson, Cllr Susan Jefferies, Cllr Bob Jones, Cllr Trevor Jones, Cllr John Knight, Cllr Nick Martin, Cllr Christopher Newbury, Cllr Graham Payne, Cllr Garry Perkins, Cllr Christopher Rochester, Cllr Ricky Rogers, Cllr Ann Stribley, Cllr Joe Tray,

Officer attendance: Chief Fire Officer Darran Gunter, Assistant Chief Fire Officer Mick Stead, Assistant Chief Fire Officer John Aldridge, Assistant Chief Fire Officer Ben Ansell, Director of Finance and Treasurer Phil Chow, Director of People Services Kay Williams, Director of Corporate Services Derek James, Head of Democratic Services and Corporate Assurance Jill McCrae, Monitoring Officer and Clerk Jonathan Mair.

**1 Welcome**

1.1 The Chairman opened the meeting and welcomed Members.

**2 Apologies**

2.2 Apologies were received from Cllr Phil Eades, Cllr Bridget Wayman and Cllr Chris Devine.

**3 Declarations of Interest and Notifications of Any Other Business**

3.1 There were none.

## Not Protectively Marked

### **4 Minutes of Dorset & Wiltshire Fire Authority meeting on 23 June 2016 and matters arising.**

- 4.1 Members approved the minutes from the previous meeting.
- 4.2 The Chief Fire Officer provided an update for members, referring them to point 5.6 of the minutes and noting that the proposed terms of reference had been agreed for the Governance Working Group along with a schedule of meetings.

### **5 Verbal report from the Chairman of the Policy & Resources Committee meeting held on 14 September 2016.**

- 5.1 The Chairman provided Members with an overview of the Policy and Resources meeting that had taken place prior to this meeting.

### **6 Review of the minutes of the Finance and Audit Committee meeting held on 6 July 2016**

- 6.1 The minutes were reviewed by Members.
- 6.2 Members asked if unused grants had to be returned to the originator or if instead they could be added to balances. The Director of Finance and Treasurer, Mr Phil Chow, advised that it very much depended upon the conditions of the grants.
- 6.3 Members also noted that Cllr Christopher Newbury was in both the apologies and attendees for the meeting. The Head of Democratic Services & Corporate Assurance advised that this would be corrected.
- 6.4 **Action: Head of Democratic Services & Corporate Assurance to correct the minutes to remove Cllr Newbury from the apologies list.**

### **7 Chairman's Announcements**

- 7.1 The Chairman outlined the on-going national campaign on sprinkler systems in schools, highlighting that sprinkler systems are not considered a compulsory requirement for new builds. She went on to note the national comparisons and benefits of sprinkler systems and confirmed that Fire and Rescue Authorities would like tighter regulations.
- 7.2 The Chairman asked Members for their views on the current situation and noted that Assistant Chief Fire Officer, Ben Ansell, was part of the national lobbying group.
- 7.3. Members discussed the situation and reflected upon the impact of previous school fires, including the cost of re-building schools.

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- 7.4 Members noted that in the absence of a specific agenda item a motion concerning sprinkler systems could only be put to the Authority as an item of urgency with the agreement of the Chairman.
- 7.5 The Chairman having confirmed her agreement to the urgent consideration of the Authority's position on sprinkler systems in schools members went on to consider urgent item 7A.

### **7A Urgent Agenda Item – School Sprinkler Systems**

- 7.1a The Chairman asked Members to confirm the Authority's support of the campaign for sprinkler systems to be compulsory in school new builds. Members voted unanimously in favour of supporting the campaign.
- 7.2a Members also supported the Chairman's suggestion that letters explaining the Authority's support for the campaign should be sent to the:
- constituent councils as local education authorities
  - individual council lead members for education
  - local Members of Parliament
  - other relevant stakeholders

and that the Authority's position should be reinforced through a press release.

- 7.3a **Action: That letters and a press release be issued in accordance with minute 7.2a.**
- 7.4a **Resolved: That the Authority support the campaign for sprinkler systems to be compulsory in school new builds.**

### **8 Appointments to Committees**

- 8.1 The Monitoring Officer and Clerk, Mr Jonathan Mair, reported on the need to appoint a member to represent the Authority on the Dorset Community Safety Partnership Board and the need to appoint a member to the vacancy left by Cllr Colin Lovell on the Authority's Appeals Committee.
- 8.2. The Chairman proposed that Cllr Steve Butler be the representative for the Dorset Community Safety Partnership and Members agreed unanimously.
- 8.3 The Chairman noted that a Conservative Councillor would be required for the Appeals Committee and confirmed that Cllr John Haines had been put forward. Members agreed unanimously that Cllr Haines be appointed to the

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Committee.

8.4 **Resolved: That Cllr Steve Butler be appointed as the Authority's representative on the Dorset Community Safety Partnership Board.**

8.5 **Resolved: That Cllr John Haines be appointed to the Appeals Committee.**

### 9 Efficiency Plans

9.1 The Director of Finance and Treasurer, Mr Phil Chow, took Members through the paper and highlighted how the Efficiency Plan will support the application for a four year grant settlement.

9.2. Members discussed the plan and identified a reference to Trowbridge Fire Station on page 8 of Appendix A, point 4.4. Members requested that this is removed.

9.3 Members discussed the references to co-responding and the impacts upon the Service following the recent changes made by the ambulance services. The Chief Fire Officer assured Member that the Service is reviewing this and considering alternative options.

9.4 Members asked where the monitoring and scrutiny of this plan would take place and Mr Phil Chow confirmed that this would be via the Finance & Audit Committee.

9.5 The Chairman took Members to the recommendations in the paper and Members approved Appendix A for submission to the Home Office with the removal of the reference to Trowbridge Fire Station and with consideration of the future of co-responding.

9.6 **Resolved: That Appendix A be approved for submission to the Home Office with the removal of the reference to Trowbridge Fire Station.**

### 10 Approval of CFO Appointment

10.1 The Chairman informed Members that the Appointments Committee, with the additional advice from Peter Holland, Chief Fire and Rescue Adviser and Steve Mason, Realworld HR, had met and shortlisted candidates for the post of Chief Fire Officer and confirmed that the shortlist comprised both external and internal candidates. She went on to advise that following the interview process the committee recommended the appointment of Assistant Chief Fire Officer, Ben Ansell.

10.2 The Clerk explained that the Authority's pay policy required that an appointment to any post with a salary above £100,000 must be put to the full Authority for approval. The recommendation of the Appointments Committee was that ACFO Ansell be appointed Chief Fire Officer on a

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salary of £132,814, rising to £137,814 and then £142,814 on satisfactory completion of a development plan to be approved by the Chairman after consultation with the Vice-Chairman and the Clerk.

- 10.3 Members asked for the number of applicants and number of shortlisted candidates and the Chairman confirmed that of the 4 Applicants, 3 had been shortlisted.
- 10.4 Members asked for confirmation of the anticipated development plan and the Chairman confirmed that this would be taken over a six month period.
- 10.5 The Chairman asked Members to confirm their support for the appointment of Assistant Chief Fire Officer, Ben Ansell to the position of Chief Fire Officer and Members agreed unanimously.
- 10.6 The Chairman asked that the Authority's thanks be extended to Peter Holland and Steve Mason for their support throughout the appointment process.
- 10.7 **Resolved unanimously: That ACFO Ben Ansell be appointed as Chief Fire Officer.**

## 11 Local Government Review

- 11.1 The Chief Fire Officer took Members through the paper, noting that both he and the Chairman had received correspondence regarding a consultation process which is being under taken across the 9 councils in Dorset on the future of local government.
- 11.2 The Chairman asked Members to consider whether a response from the Fire Authority is required and if so what key messages should be included.
- 11.3 The Chairman's own approach was one of welcoming partnership working with all councils and representatives across the Authority's area, irrespective of whatever local government structures are in place but she wished to hear the views of other members before responding to the consultation.
- 11.4 Members discussed the paper and confirmed unanimously that a response to confirm the Authority's willingness to work with and support the decisions made within the review should be sent by the Chairman, however the decision is one for the people and authorities of Dorset.
- 11.5 **Action: The Chairman to respond to the consultation.**
- 11.6 **Resolved: That the Chairman respond to the consultation on the basis set out in minute 11.4.**

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### 12 Demonstration of Members Dashboard.

- 12.1 The Chairman welcomed the Head of Strategic Planning, Mr Bob Ford, to the meeting.
- 12.2 Mr Ford provided the Authority with a demonstration of the Members' dashboard and confirmed how it would be maintained and updated, noting that Members will be able to share this with their communities and review the performance of the service, thereby assisting members in their role on Local Performance and Scrutiny Boards.
- 12.3 The Chairman thanked Mr Ford for attending and provided her thoughts on how use of this system represents best practise for fire authorities.
- 12.4 Members asked how overall Authority performance will be reported and Mr Ford confirmed that this would be via the 6 month performance reports which would be brought to the Fire Authority meeting.
- 12.5 Members confirmed their satisfaction with the performance reporting structure and system.

### 13 Dorset & Wiltshire Fire and Rescue Authority quarterly Video

- 13.1 The Chairman welcomed the Head of Information Management and Communication, Mrs Vikki Shearing, to the meeting.
- 13.2 Mrs Shearing introduced the video advising that in compiling the video her team had engaged with the full workforce to achieve a wider audience. She also confirmed the intention for its use on social media.
- 13.3 Members expressed their appreciation for the video and asked if a shorter version could also be made available for them to use locally.
- 13.4 The Chairman thanked Mrs Shearing and her team.
- 13.5 **Action: Head of Information Management and Communication to provider a shorter version to Members of all future videos.**

### 14 Date of next meeting

- 14.1 The chairman confirmed with members the date of the next meeting of the Dorset & Wiltshire Fire and Rescue Authority, to take place Thursday 15<sup>th</sup> December 2016 at Dorset & Wiltshire Fire and Rescue Service Headquarters, Five Rivers Health & Wellbeing Centre, Hulse Road, Salisbury SP1 3NR from 10am.

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### 15 Exclusion of the Public

- 15.1 The Chairman addressed all attendees to confirm the closure of the meeting to the public with the following statement:  
In accordance with Section 100A (4) of the Local Government Act 1972 to exclude the press and public for the business specified below because it is likely that, if members of the public were present, there would be disclosure to them of exempt information as defined in paragraphs 3 of Part 1 of Schedule 12A to the Act

### 16 Business Continuity – Industrial Action

- 16.1 The Chief Fire Officer took Members through the paper and the associated appendix and provided a presentation on the Services Industrial Action arrangements for assurance.
- 16.2 The Chairman took Members to the recommendations within the report and Members confirmed that they had reviewed and noted the report.
- 16.3 **Resolved: That the report be noted.**

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