

Shadow Dorset Council

Committee:	Shadow Overview and Scrutiny Committee
Date:	Tuesday, 31 July 2018
Time:	9.30 am
Venue:	South Walks House, Dorchester
Membership:	

T Jones (Chairman), C Brooks (Vice-Chair), S Bartlett, K Brookes, R Bryan, M Byatt, S Christopher, C Finch, S Gibson, B Goringe, N Lacey-Clarke, R Nowak, J Sewell, J Somper, J Tanner and M Wiggins

Interim Head of Paid Service for the Shadow Dorset Council: Matt Prosser

For more information about this agenda please telephone Democratic Services on 01305 252209 or email lwatson@dorset.gov.uk

For more information about the scrutiny items please contact Lee Ellis (Scrutiny Officer) 01202 795251 or email lellis@christchurchandeastdorset.gov.uk

This agenda and reports are also available on the Council's website at www.dorsetareacouncils.co.uk

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A G E N D A

Page No.

1 APOLOGIES

To receive any apologies for absence.

2 DECLARATIONS OF INTEREST

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

3 MINUTES

5 - 8

To confirm and sign the minutes of the previous meeting held on 20 June 2018.

4 9.35 - 9.45A.M. - CHAIRMAN'S UPDATE

To receive any updates from the Chairman of the committee as relevant.

All Dorset councillors were invited to an event on 23 July 2018, which provided an update on the current work of the shadow council and progress being made towards the new unitary organisation. Those members who were able to attend may wish to consider if there are any issues arising from the event that require further consideration at this meeting or by the committee in the future.

5 PUBLIC PARTICIPATION

To receive any public questions or statements on the business of the Shadow Overview and Scrutiny Committee.

6 9.45 - 10.30A.M. - TOWN AND PARISH COUNCILS - PRINCIPLES FOR TRANSFER AND DISPOSAL OF ASSETS

9 - 14

To review the outcome of a report considered by the Shadow Executive Committee at their meeting on 20 July 2018. The Chairman and Chief Executive of the Dorset Association of Parish and Town Councils will be in attendance at the meeting to join the discussion. It is also envisaged that there will be a representative/s of a parish and/or town council in attendance. Councillor Jeff Cant will also be in

attendance.

A copy of the report to the Shadow Executive Committee has been attached for information.

7 10.30 - 10.45A.M. - SHADOW OVERVIEW AND SCRUTINY COMMITTEE - DRAFT PURPOSE AND GUIDING PRINCIPLES 15 - 16

The committee to consider a draft document setting out the purpose, guiding principles and a supporting Modus Operandi to help ensure it maintains an appropriate approach and focus on its key role and responsibilities.

8 10.45 - 11.30A.M. - SHADOW DORSET COUNCIL PROGRAMME 17 - 18

A discussion between the committee and Matt Prosser (Interim Head of Paid Service), Jason Vaughan (Interim Chief Finance Officer) and Keith Cheesman (LGR Programme Director) with the purpose of providing an overview of the Shadow Dorset Council programme. The key lines of enquiry are included within the agenda.

9 11.30 - 11.35 A.M. - SHADOW EXECUTIVE COMMITTEE FORWARD PLAN 19 - 26

To review the Shadow Executive Committee Forward Plan.

10 11.35 - 11.50 A.M. - SHADOW OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME

To suggest items for potential review by the committee during 2018/19.

11 11.50 - 11.55 A.M. - MEETINGS OF THE COMMITTEE 2018/19

To agree a schedule of dates for the committee during 2018/19.

Proposed dates:

22 August 2018, 9.30am
12 September 2018, 6.30pm
8 October 2018, 9.30am
7 November 2018, 6.30pm
3 December 2018, 9.30am
8 January 2019, 6.30pm
4 February 2019, 9.30am
7 March 2019, 6.30pm

All meetings to be held at South Walks House, Dorchester.

12 URGENT ITEMS

To consider any items of business which the Chairman has had prior notification and considers to be urgent pursuant to section 100B (4) b) of the Local Government Act 1972. The reason for the urgency shall be specified in the minutes.

Shadow Dorset Council

SHADOW OVERVIEW AND SCRUTINY COMMITTEE

MINUTES OF MEETING HELD ON WEDNESDAY 20 JUNE 2018

Present: Cllrs S Bartlett, K Brookes, C Brooks, R Bryan, M Byatt, C Finch, S Gibson, B Goringe, T Jones, N Lacey-Clarke, J Sewell, J Somper, J Tanner and M Wiggins

Apologies: Cllrs S Christopher and R Nowak

Also present: Cllr R Knox

Officers present (for all or part of the meeting):

M Prosser (Interim Head of Paid Service), J Mair (Interim Monitoring Officer) and Lindsey Watson

1. Election of Chairman

It was proposed by J Sewell seconded by S Bartlett

Decision

That T Jones be elected Chairman of the Shadow Overview and Scrutiny Committee for the 2018/19 shadow period.

2. Election of Vice-chairman

It was proposed by J Somper seconded by M Wiggins

Decision

That C Brooks be elected Vice-chairman of the Shadow Overview and Scrutiny Committee for the 2018/19 shadow period.

3. Declarations of interest

There were no declarations of interest.

4. Public participation

There were no representations from members of the public.

5. Responsibility of the Overview and Scrutiny Committee

Members noted the Responsibility of the Shadow Overview and Scrutiny Committee as set out in the Constitution of the Shadow Dorset Council.

6. Meetings of the committee 2018/19

Members considered the arrangements for meetings of the committee during 2018/19. Four meetings of the committee had been scheduled into the calendar of meetings, however it was noted that there would be a need for additional meetings.

Members considered their preference for the timing of meetings of the committee and through discussion and informal voting it was agreed that meetings would alternate between morning meetings starting at 9.30am and evening meetings starting at 6.30pm. Members also discussed the venue for meetings and it was agreed that meetings would be held in Dorchester as it represented a central location for the shadow council area.

Decision

- a) That the timing of meetings of the Shadow Overview and Scrutiny Committee alternate between morning meetings starting at 9.30am and evening meetings starting at 6.30pm
- b) That meetings of the committee be held in Dorchester

Consideration was given to the need for additional dates of the committee. The Interim Head of Paid Service noted that a meeting of the Leader and Deputy Leader of the Shadow Executive was to take place the following day where the issue of dates for that committee would be discussed. It was agreed that additional dates of the Shadow Overview and Scrutiny Committee would be considered in light of the outcome of these discussions.

The Group Manager, Governance and Assurance provided an overview of the bodies and documentation which would be of interest to the committee in respect of the Shadow Council arrangements and the Local Government Reorganisation Programme. The Chairman noted that an informal meeting would now be held in order to consider the principles for guiding the work of the committee in order to report back to the next meeting of the committee, and a discussion was held as to which members would be included in the meeting. Following the discussion it was agreed that a meeting would be held shortly between the Chairman and Vice-chairman of the committee and officers. Feedback would be provided to the committee at the next meeting where all committee members would have the opportunity to contribute to the discussion.

Further consideration was given to the frequency of meetings of the committee and although the discussion being held in respect of Executive future dates was noted, members were keen to set some additional dates as soon as possible. It was agreed that future dates would be reviewed following the outcome of the meeting being held and a schedule of dates for monthly meetings established.

Members considered items that the committee may wish to examine and a point was made that the committee could look at things that were happening as well as things that the committee thought should be happening. The

Chairman noted that as a non-decision making committee, the committee could make recommendations as relevant to the Shadow Executive or Council.

In response to a question it was noted that agendas for the Shadow Executive would be available on the Modern.Gov app.

7. Urgent items

There were no urgent items.

Duration of meeting: 6.30 - 7.08 pm

Chairman

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Shadow Dorset Council

Date of Meeting	Shadow Executive Committee - 20 July 2018
Officer	General Manager – Public Health and Housing – Purbeck District Council
Subject of Report	Transfer of assets to Town and Parish Councils – current position and proposed principles
Executive Summary	<p>The report provides a high level summary of what each of the sovereign Councils that will form part of the new Dorset Council are doing in relation to transfer of assets to Town and Parish Councils and other community groups.</p> <p>The report suggests an agreed set of principles for Dorset to ensure consistency of approach to asset transfer that would not adversely impact on the new Council.</p>
Impact Assessment:	<p>Equalities Impact Assessment:</p> <p>None</p>
	<p>Use of Evidence:</p> <p>None</p>
	<p>Budget:</p> <p>There could be some budget implications for the new Dorset Council if asset disposal is not undertaken in a co-ordinated and managed way.</p>
	<p>Risk Assessment:</p> <p>Having considered the risks associated with this decision using the LGR approved risk management methodology, the level of risk has been identified as: Current Risk: LOW Residual Risk: LOW</p>
	<p>Other Implications:</p> <p>None</p>
Recommendation	<ol style="list-style-type: none"> 1. To note the current position for each of the Councils in the Dorset area. 2. To agree the principles outlined in 3.2 for the transfer of assets.

Reason for Recommendation	The aim of the principles will ensure that decisions taken before 1 April 2019 do not adversely impact on the budget of the future Dorset Council.
Appendices	None
Background Papers	None
Report Originator and Contact	Name: Rebecca Kirk Email: rebeccakirk@purbeck-dc.gov.uk
Additional report contributors	Name: Judith Plumley Email: JPlumley@christchurchandeastdorset.gov.uk Name: Stephen Hill Email: SHill@dorset.gov.uk Name: Stuart Caundle Email: SCaundle@dorset.gov.uk Name: Karen Andrews Email: k.andrews@dorsetcc.gov.uk

1. Background

- 1.1 The six councils in the Dorset area own a wide range of assets varying from business units, car parks and toilets down to small parcels of land, often on housing estates, which are retained as open space. Some of these assets are capable of generating an income while others have ongoing revenue implications.
- 1.2 The proposal to create two unitary councils was a response to continuing austerity across local government. The legislation requires the existing councils to co-operate in the creation of the new councils. This could include co-operating in ensuring the new Dorset Council is financially sustainable. This would mean transferring to the new council all of those assets which are capable of generating net income now or in the future (e.g. with development value) as well as those which are needed to deliver statutory services.
- 1.3 The assets of the councils in the Dorset area will transfer to the new Dorset Council on 1 April 2019 unless the existing Councils dispose of them or otherwise transfer them within the public sector in the meantime.
- 1.4 Following the LGR announcement some town and parish councils have approached their appropriate district or borough council to request the transfer of some assets to them and councils have continued to transfer services/assets. This report summarises the approach of each Council in dealing with transfer of assets.

2. Current position

- 2.1 The amount and value of property holdings of each Council varies. In some cases it has been the policy to transfer property with no development value to town and parish councils, where they want it.

In some circumstances, particularly in the Borough of Weymouth and Portland where there is not yet a town council, such a transfer has not been necessary. Some Councils have not only transferred assets but have also devolved some services such as street cleansing, while others are in the process of delivering this work.

2.2 The picture is mixed across Dorset and below is a summary for each Council and their current position:-

2.2.1 Dorset County Council (DCC)

The County Council continues to engage with town and parish councils on a regular basis as outlined in the 'Working Together' strategy, which was co-produced with representatives from the sector and the Dorset Association of Parish and Town Councils (DAPTC).

The main focus of the work relates to engaging the sector on community and place based projects, and local commissioning of activities by town and parish councils, particularly in relation to highways discretionary services that do not form part of the County Council's core budget and statutory service provision.

There are no plans outlined in the 2018/19 budget and service plans for any devolution of services or asset transfers to town and parish councils. It should be noted however that the County Council does have a wider asset disposal programme that has been agreed by the Council and this will continue.

2.2.2 East Dorset District Council (EDDC)

The Cabinet Committee (One Year Strategy) met on the 30 May 2018 to consider Community Asset Transfer prior to 1 April 2019. The Committee agreed to the following recommendations:

- (a) any transfer of assets will usually be by transfer of the freehold to a public or charitable body or via a long lease (25 years minimum);
- (b) there is to be no discussion about possible transfer of services, only assets.
- (c) consideration will only be given to transfer of assets where there is no detrimental effect for a future Unitary Council;
- (d) transfer will also be dependent on an assessment of the capacity of the receiving authority/organisation to take on the asset;
- (e) EDDC will consider asset transfer to community groups other than P&TCs where appropriate and subject to the same assessment of the capacity of such groups but such transfers are considered to be lower priority because of timescales and capacity;
- (f) transfers will only be considered where there is staff capacity to deliver them and additional funds will be provided to support this project if required; and
- (g) a list of assets for potential consideration has been identified.

It is suggested in the report that certain town and parish councils have the majority of assets appropriate for transfer and therefore that initial discussions will be focussed on these areas. Individual meetings are being arranged during June with representatives of interested town and parish councils.

2.2.3 North Dorset District Council (NDDC)

NDDC had a programme of Local Delivery which started in 2008 and with local councils transferred a number of assets and services. The work was guided by a set of principles based on services being provided better at a local level and with a financial imperative. As a result, NDDC now has very few assets available for transferring and therefore there is no current programme.

2.2.4 Purbeck District Council (PDC)

At the Council meeting on 8 April 2018 it was agreed that:

- (a) all assets required for the delivery of statutory services and those capable of generating income are transferred to the new unitary Dorset Council;
- (b) property held as public open space, free car parks and the public toilets at Corfe Castle and Studland be offered to the appropriate town and parish councils; and
- (c) the Solicitor to the Council be authorised to appoint local solicitors to complete the transfers with the cost met from the Council's reserves

At the meeting, Members also agreed following a request from Swanage Town Council to transfer a building that contains public toilets and a museum to the Town Council. Heads of Terms are being drawn up and they will have strict overage clauses that ensure if any income is generated from the site in future from rental or the site is sold, Dorset Council will obtain a proportion of the income.

2.2.5 West Dorset District Council (WDDC)

West Dorset District Council's Strategy Committee met on 12 September 2017 and agreed to establish a programme board, outlining the transfer of services and assets to town and parish councils and programme principles (which were agreed with the programme board) and at its meeting on 14 December 2017 agreed the Terms of Reference and to commission the Local Government Resource Centre (LGRC) and allocate finances. As well as the transfer of assets the report suggests the devolution of some services to those town and parish councils that want them. The suggested services are:

- TIC/ tourism
- public conveniences
- town centre economic development
- discretionary grants
- town centre street cleansing.

It is worth noting that car parks (as income generators and/or development potential) were not and never have been included. An allocation of up to £120k from the set aside of more than £1m revenue reserves was approved to implement management of the Transfer of Services/Assets programme.

This work is being finalised with LGRC advising, in negotiation with local councils and is likely to focus on public conveniences; TICs; and some assets on a cost neutral basis.

The Council also has a property asset management plan – disposal list. At their [24th April 2018 Strategy Committee meeting](#) members approved the disposal of nine assets for sale on the open market and the transfer of some to the new Partnership; three of which are potential housing sites. WDDC has also agreed in its 2018/19 budget to allocate up to £4m to the Local Authority Trading Company for future development.

To continue the WDDC programme of asset transfers, the Strategy Committee has considered preliminary proposals for the transfer of some assets to Bridport Town Council; this is being finalised by LGRC.

2.2.6 Weymouth and Portland Borough Council (WPBC)

Following a Community Governance Review covering the Weymouth area of the Borough Council, the Council resolved to create a new town council for Weymouth to cover the whole of the Borough apart from the area covered by Portland Town Council. As part of the process to establish a new town council, work is underway to plan the services it will provide, its financial needs and the assets it will need to provide those services. At the time of writing this report, the list of assets that are proposed to transfer has not been formulated.

Parallel with this work, the Council is considering possible asset transfers to Portland Town Council (PTC). Although PTC has existed since 1974, it charges a nominal precept and relies on WPBC to provide most services a town council might typically provide. The discussions are taking place in parallel so that PTC can be put on a similar footing to other town councils in terms of service provision from April 2019.

3. Next steps

- 3.1 It can be seen from the above position statements that most of the Dorset area councils have been through a formal process to agree a policy for the transfer of assets. However, in order to create some consistency across Dorset and manage expectations of town and parish councils it is recommended that a set of principles are agreed by the Shadow Executive Committee.
- 3.2 At the meeting of the Committee on 18 June 2018 a recommendation from the Interim Section 151 Officer regarding the Protocol on Spending and Commitments was agreed. The report noted that “At present the existing councils are free to continue to run their affairs and make financial decisions without taking into account the impact upon the new unitary. The protocol requires any items that could have a financial impact upon the new unitary to be initially assessed by the interim Section 151 Officer and, if it has a significant financial impact, seek approval by the Shadow Executive. De minimis levels of £100,000 for each District and Borough and £500,000 for Dorset County Council are proposed in order to avoid the process becoming unmanageable. The spirit of this protocol is that a council should not be ‘breaking down’ items into parts in order that become lower than the de minimis levels.”

- 3.3 As the transfer of an asset of value will have a financial impact on the new Dorset Council the final principle in the list takes into account the financial protocol. However as this relates to an asset rather than a financial spend the amount should be equal for all councils.
- 3.4 It is recommended that the following principles are agreed:
- (i) All assets required for the delivery of Council services and those capable of generating income are transferred to the new unitary Dorset Council.
 - (ii) Any existing programmes for the disposal of assets already agreed by sovereign Councils will continue and will not be impacted by these principles. These principles relate to any future disposal of assets.
 - (iii) Property held as public open space, community buildings, free car parks and public toilets can be considered for transfer to the appropriate town or parish council.
 - (iv) Any transfer of assets will usually be by transfer of the freehold to a public or charitable body or via a long lease (25 years minimum). Transfer will also be dependent on an assessment of the capacity of the receiving authority/organisation to take on the asset.
 - (v) Councils can consider asset transfer to community groups other than parish and town councils where appropriate and subject to the same assessment of the capacity of such groups but such transfers are considered to be lower priority because of timescales and capacity.
 - (vi) Any transfer (other than by a lease) of open spaces will contain overage clauses that will retain the land for public use or, if the land is sold the new Dorset Council will receive a proportion of the proceeds from the sale.
 - (vii) Where a Council has negotiated the devolution of a service to a town or parish council and asset is transferred to support the delivery of that service, there will be no financial loss to the new Dorset Council i.e. the transfer is cost neutral.
 - (viii) No financial agreement will be made with a town or parish council, or other receiving body to support the maintenance and running of a transferred asset after 1 April 2019.
 - (ix) Any asset transfer that could have a financial impact upon the new Dorset Council will be initially assessed by the interim Section 151 Officer and, if it has a significant financial impact, seek approval by the Shadow Executive. De minimis levels of £100,000 are proposed in order to avoid the process becoming unmanageable.

Shadow Dorset Council

Overview and Scrutiny Committee

The Committee has established a Purpose, Guiding Principles and a supporting Modus Operandi to help ensure it maintains an appropriate approach and focus on its key role and responsibilities.

Purpose and Primary Outcome:

“To provide objective and timely scrutiny to support the successful implementation of the new Dorset Council.”

Guiding Principles:

- Maintaining a proactive and constructive approach
- Focused scrutiny activity to support good outcomes
- All activity is proportionate to the risk
- A relentless focus on ‘Safe & Legal’ from Day 1
- Delivering clear and timely advice and outcomes for the Shadow Executive / Council

Modus Operandi / Principles of Effective Scrutiny:

The Committee has established some ‘Core Principles’ through which it intends to carry out and discharge its Overview and Scrutiny responsibilities in an effective and efficient manner:

As the committee has no decision taking powers it is necessary that the way it does business commands confidence - *therefore:*

- ✓ Views must be formed after listening to officers, members and visitors in the room considering an issue, not before.....*in particular, 'Whips' are undesirable and have to be declared.*
- ✓ Small group working is to be preferred as if the full committee is required there will be:
 - a) *too many people to properly investigate.*
 - b) *the risk of different people attending to matters on different occasions.*
 - c) *difficulties in arranging enough meetings to cover the many issues which may require scrutiny.*
- ✓ The committee needs to see itself as a ‘critical friend’ aiming to improve progress to a successful vesting day - *not a prosecutor!*
- ✓ It needs to observe the member/officer protocol at all times.

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- ✓ It needs to take advice and ask 'open questions' to probe and challenge not 'closed ones' which constrain.
- ✓ Co-operation and consensus needs to be recognised as more productive than an adversarial approach.
- ✓ Suggestions of topics for scrutiny should be welcomed both from members and officers, inside and outside the committee.
- ✓ Decisions on matters requiring attention should be taken by the committee (Chair and Vice ?) bearing in mind the need to concentrate on business continuity and legal and budgetary compliance.
- ✓ The Committee will actively seek to encourage wide engagement from across the whole Shadow Council membership through its work on Task & Finish Groups.
- ✓ 'Call-In' or 'Call to Account' initiatives should only be invoked if a majority of the committee agree.

Shadow Overview and Scrutiny Committee – 31 July 2018

Agenda item 6 – Shadow Dorset Council Programme

Key Lines of Enquiry – Shadow Overview and Scrutiny Committee

1. How will you ensure that the new Vision and Culture for the council, as set out in the submission to the Secretary of State, will be achieved?
2. What is being done to ensure that proactive communication, consultation and engagement is in place with key stakeholders (Public, Partners, Voluntary/3rd Sector and staff)?
3. What is the process to identify and assess risk and how are these monitored and, where necessary, escalated to support informed decision making? For example, what is the mechanism for ensuring business continuity?
4. What is the mechanism for ensuring consistency in the transfer of assets and liabilities?
5. How long did Cornwall and Wiltshire have to prepare and what are we doing to liaise with them to understand and capture the key risks and lessons learned from their own experiences?
6. We gather that a peer review of the programme between now and vesting day is being commissioned. Could you tell us more?
7. In your view what are the key milestones that have to be met if the vesting day target is to be met and what therefore are the key dates. What ability do we have to say that “we are not ready” and request a postponement? What are the top priorities before the end of September?
8. What is the experience to date with Task and Finish groups? Will some be rebooted, in particular the local decision making one
9. What was the process for the recruitment of the Interim posts? On reflection was this the right process and how would this influence the process for the recruitment of permanent positions in the new council?
10. Most meetings of the Shadow Executive are held in public, but some are not, why is this?

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Shadow Dorset Council Shadow Executive Committee - Forward Plan - August 2018

For the period 21 AUGUST 2018 to 31 MARCH 2018

Explanatory Note:

This Forward Plan contains future items to be considered by the Shadow Executive Committee. It is published 28 days before the next meeting of the Committee. The plan includes items for the meeting including key decisions. Each item shows if it is 'open' to the public or to be considered in a private part of the meeting.

Definition of Key Decisions

Key decisions are defined in the Shadow Dorset Council's Constitution as decisions of the Shadow Executive Committee which are likely to -

- (a) to result in the relevant local authority incurring expenditure which is, or the making of savings which are, significant having regard to the relevant local authority's budget for the service or function to which the decision relates (**Thresholds - Dorset County Council £500k and District and Borough Councils £100k**); or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the relevant local authority."

to determine the meaning of "significant" for these purposes the Shadow Council will have regard to any guidance issued by the Secretary of State in accordance with section 9Q of the Local Government Act 2000 Act. Officers will consult with lead members to determine significance and sensitivity.

Private/Exempt Items for Decision

Each item in the plan above marked as 'private' will refer to one of the following paragraphs.

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings:-
6. Information which reveals that the shadow council proposes:-
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Subject / Decision	Decision Maker	Decision Due Date	Consultation	Background documents	Member / Officer Contact
Programme Highlight Report Key Decision - No Public Access - Open	Shadow Executive Committee	21 Aug 2018	<u>Consultees:</u> Members Services <u>Means of Consultation:</u> Task and Finish Groups Workshops Ongoing programme activity	None	Lead member - Leader of Shadow Dorset Council Lead officer - Keith Cheesman, LGR Programme Director keith.cheesman@dorsetcc.gov.uk
Forward Plan/Work Programme Key Decision - No Public Access - Open	Shadow Executive Committee	21 Aug 2018	<u>Consultees:</u> Shadow Executive Committee Dorset councils Programme Board <u>Means of Consultation:</u> Meetings	None	Lead member - Leader of Shadow Dorset Council Lead officer - Lee Gallagher, Democratic Services Manager l.d.gallagher@dorsetcc.gov.uk
Consolidated Medium Term Financial Plan / Financial Update Key Decision - Yes Public Access - Open	Shadow Executive Committee	21 Aug 2018	<u>Consultees:</u> Meetings <u>Means of Consultation:</u> Dorset Finance Officers Group Budget Task and Finish Group	None	Lead member - Councillor Jeff Cant Lead officer - Jason Vaughan, Interim Section 151 Officer
Boundary Review Submission on draft recommendations of LGBCE Key Decision - Yes Public Access - Open	Shadow Executive Committee	21 Aug 2018	<u>Consultees:</u> Meetings with councillors at County, District, Borough, Town and Parish level. Electronic consultation through the LGBCE website Meetings of the Boundary Review Task and Finish Group <u>Means of Consultation:</u> LGBCE public consultation from 3 July until 27 August	LGBCE consultation documents	Lead member - Councillor Spencer Flower Lead officer - Jonathan Mair, Interim Monitoring Officer j.e.mair@dorsetcc.gov.uk

<p>Appointment of Auditors</p> <p>Key Decision - No</p> <p>Public Access - Open</p>	<p>Shadow Executive Committee</p>	<p>21 Aug 2018</p>	<p><u>Consultees:</u> Meetings</p> <p><u>Means of Consultation:</u> Dorset Finance Officers Group Budget Task and Finish Group</p>	<p>None</p>	<p>Lead member - Councillor Jeff Cant</p> <p>Lead officer - Jason Vaughan, Interim Section 151 Officer</p>
<p>Home to School Transport and Post 16 Transport Assistance policy 2019/20</p> <p>Key Decision - Yes</p> <p>Public Access - Open</p> <p>(Decision referred from Dorset County Council)</p>	<p>Shadow Executive Committee</p>	<p>21 Aug 2018</p>	<p><u>Consultees:</u> All Schools, neighbouring local authorities, all town and parish councils, all County Council members, parents and carers</p> <p><u>Means of Consultation:</u> Email to stakeholders; all district/town/parishes; members; all schools Information on County Council Admissions webpages</p>	<p>Home to School Transport Assistance Eligibility Policy for Children and Young People Attending School 2019/20 Dorset Post 16 Transport Support Policy 2019/20</p>	<p>Lead member - Lead officer - Debbie Ward, Chief Executive - Dorset County Council d.ward@dorsetcc.gov.uk</p>
<p>Sub-National Transport Body for the South West Peninsula</p> <p>Key Decision - No</p> <p>Public Access - Open</p> <p>(Decision referred by Dorset County Council)</p>	<p>Shadow Executive Committee</p>	<p>21 Aug 2018</p>	<p><u>Consultees:</u> None</p> <p><u>Means of Consultation:</u> None</p>	<p>None</p>	<p>Lead member - Lead officer - Debbie Ward, Chief Executive - Dorset County Council d.ward@dorsetcc.gov.uk</p>
<p>Making of Consequential Order relating to Staffing</p> <p>Key Decision - Yes</p> <p>Public Access - Open</p>	<p>Shadow Executive Committee</p>	<p>21 Aug 2018</p>	<p><u>Consultees:</u> Governance Task and Finish Group Monitoring Officers Group</p> <p><u>Means of Consultation:</u> Meetings</p>	<p>None</p>	<p>Lead member - Leader of Shadow Dorset Council</p> <p>Lead officer - Jonathan Mair, Interim Monitoring Officer j.e.mair@dorsetcc.gov.uk</p>

<p>People Plan and TUPE arrangements</p> <p>Key Decision - Yes</p> <p>Public Access - Open</p>	Shadow Executive Committee	21 Aug 2018	<p><u>Consultees:</u> Trade Unions HR Task and Finish Group</p> <p><u>Means of Consultation:</u> Meetings</p>	None	<p>Lead member - Councillor Peter Wharf</p> <p>Lead officer - Keith Cheesman, LGR Programme Director keith.cheesman@dorsetcc.gov.uk</p>
<p>Service Mapping and review - Implementation plan identified service changes</p> <p>Key Decision - Yes</p> <p>Public Access - Open</p>	Shadow Executive Committee	21 Aug 2018	<p><u>Consultees:</u> None</p> <p><u>Means of Consultation:</u> None</p>	None	<p>Lead member - Leader of Shadow Dorset Council</p> <p>Lead officer - Keith Cheesman, LGR Programme Director keith.cheesman@dorsetcc.gov.uk</p>
<p>Future Operation of Leisure Facilities in Dorset</p> <p>Key Decision - Yes</p> <p>Public Access - Open</p>	Shadow Executive Committee	21 Aug 2018	<p><u>Consultees:</u> None</p> <p><u>Means of Consultation:</u> None</p>	None	<p>Lead member - Leader of Shadow Dorset Council</p> <p>Lead officer - Steve Mackenzie, Chief Executive - Purbeck District Council stevemackenzie@purbeck-dc.gov.uk</p>
<p>Operating Model (design principles) Update</p> <p>Key Decision - No</p> <p>Public Access - Open</p>	Shadow Executive Committee	21 Aug 2018	<p><u>Consultees:</u></p> <p><u>Means of Consultation:</u></p>	None	<p>Lead member - Leader of Shadow Dorset Council</p> <p>Lead officer - Matt Prosser, Interim Head of Paid Service mprosser@dorset.gov.uk</p>
<p>Appointment Arrangements for Staffing Structure - Second Tier</p> <p>Key Decision - Yes</p> <p>Public Access - Fully exempt</p>	Shadow Executive Committee	21 Aug 2018	<p><u>Consultees:</u></p> <p><u>Means of Consultation:</u></p>	None	<p>Lead member - Leader of Shadow Dorset Council</p> <p>Lead officer - Matt Prosser, Interim Head of Paid Service mprosser@dorset.gov.uk</p>

Shaping Dorset Council Communications and Engagement Plan Key Decision - Yes Public Access - Open	Shadow Executive Committee	21 Aug 2018	<u>Consultees:</u> <u>Means of Consultation:</u>	None	Lead member - Councillor Graham Carr-Jones Lead officer - Matt Prosser, Interim Head of Paid Service mprosser@dorset.gov.uk
Dorset Council Branding Key Decision - Yes Public Access - Open	Shadow Executive Committee	17 Sep 2018	<u>Consultees:</u> Wider Member Engagement Task and Finish Group <u>Means of Consultation:</u> Meetings	None	Lead member - Councillor Graham Carr-Jones Lead officer - Keith Cheesman, LGR Programme Director keith.cheesman@dorsetcc.gov.uk
Draft Budget 2019/20, financial System and Baseline for Council Tax and Business Rates Key Decision - Yes Public Access - Open	Shadow Executive Committee	17 Sep 2018	<u>Consultees:</u> Budget Task and Finish Group Dorset Finance Officers Group <u>Means of Consultation:</u> Meetings	None	Lead member - Councillor Jeff Cant Lead officer - Jason Vaughan, Interim Section 151 Officer
Revenues and Benefits Partnership Working Key Decision - Yes Public Access - Open	Shadow Executive Committee	17 Sep 2018	<u>Consultees:</u> None <u>Means of Consultation:</u> None	None	Lead member - Councillor Jeff Cant Lead officer - Keith Cheesman, LGR Programme Director keith.cheesman@dorsetcc.gov.uk
Electoral Arrangements and Councillor Induction 2019 Key Decision - Yes Public Access - Open	Shadow Executive Committee	12 Nov 2018	<u>Consultees:</u> Dorset Electoral Administrators Group <u>Means of Consultation:</u> Meetings	Election Project Plan	Lead member - Leader of Shadow Dorset Council Lead officer - Jonathan Mair, Interim Monitoring Officer j.e.mair@dorsetcc.gov.uk

Policy Framework Key Decision - Yes Public Access - Open	Shadow Executive Committee Shadow Dorset Council	12 Nov 2018 20 Feb 2019	<u>Consultees:</u> Governance Task and Finish Group Dorset Monitoring Officers Group <u>Means of Consultation:</u> Meetings	None	Lead member - Councillor Anthony Alford Lead officer - <i>Matt Prosser</i> , Interim Head of Paid Service <i>mprosser@dorset.gov.uk</i>
Consolidated Medium Term Financial Plan from 2019/2020 Key Decision - Yes Public Access - Open	Shadow Executive Committee Shadow Dorset Council	10 Dec 2018 20 Feb 2019	<u>Consultees:</u> Public Councillors Budget Task and Finish Group Dorset Finance Officers Group <u>Means of Consultation:</u> Meetings Public consultation	None	Lead member - Councillor Jeff Cant Lead officer - <i>Jason Vaughan</i> , Interim Section 151 Officer
Making of Consequential Order Relating to Civic Functions Key Decision - Yes Public Access - Open	Shadow Executive Committee	10 Dec 2018	<u>Consultees:</u> Governance Task and Finish Group Monitoring Officers Group <u>Means of Consultation:</u> Meetings	None	Lead member - Councillor Anthony Alford Lead officer - <i>Jonathan Mair</i> , Interim Monitoring Officer <i>j.e.mair@dorsetcc.gov.uk</i>
Constitution - Dorset Council Key Decision - Yes Public Access - Open	Shadow Executive Committee Shadow Dorset Council	14 Jan 2019 20 Feb 2019	<u>Consultees:</u> Governance Task and Finish Group Monitoring Officers Group <u>Means of Consultation:</u> Meetings	None	Lead member - Councillor Anthony Alford Lead officer - <i>Jonathan Mair</i> , Interim Monitoring Officer <i>j.e.mair@dorsetcc.gov.uk</i>
Members Allowances Scheme 2019/2020 Key Decision - Yes Public Access - Open	Shadow Executive Committee	14 Jan 2019	<u>Consultees:</u> Independent Remuneration Panel Governance Task and Finish Group Monitoring Officers Group <u>Means of Consultation:</u> Meetings	None	Lead member - Councillor Anthony Alford Lead officer - <i>Jonathan Mair</i> , Interim Monitoring Officer <i>j.e.mair@dorsetcc.gov.uk</i>

Transition Period Plan (operating arrangements and interim transition) Key Decision - Yes Public Access - Open	Shadow Executive Committee	14 Jan 2019	<u>Consultees:</u> Governance Task and Finish Group <u>Means of Consultation:</u> Meetings	None	Lead member - Leader of Shadow Dorset Council Lead officer - Keith Cheesman, LGR Programme Director keith.cheesman@dorsetcc.gov.uk
Legal and Democratic Operating Model Key Decision - Yes Public Access - Open	Shadow Executive Committee	14 Jan 2019	<u>Consultees:</u> Governance Task and Finish Group Monitoring Officers Group <u>Means of Consultation:</u> Meetings	None	Lead member - Councillor Anthony Alford Lead officer - Jonathan Mair, Interim Monitoring Officer j.e.mair@dorsetcc.gov.uk
Corporate Plan Key Decision - Yes Public Access - Open	Shadow Executive Committee Shadow Dorset Council	11 Feb 2019 20 Feb 2019	<u>Consultees:</u> None <u>Means of Consultation:</u> None	None	Lead member - Leader of Shadow Dorset Council Lead officer - Matt Prosser, Interim Head of Paid Service mprosser@dorset.gov.uk
Weymouth Town Council Key Decision - Yes Public Access - Open	Shadow Executive Committee	11 Mar 2019	<u>Consultees:</u> None <u>Means of Consultation:</u> None	None	Lead member - Leader of Shadow Dorset Council Lead officer - Keith Cheesman, LGR Programme Director keith.cheesman@dorsetcc.gov.uk

