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Shadow Dorset Council

SHADOW DORSET COUNCIL

MINUTES OF MEETING HELD ON THURSDAY 7 JUNE 2018

Present: Cllrs A Alford, M Barnes, P Barrowcliff, S Bartlett, P Batstone, B Batty-Smith, R Biggs, C Brooks, H Bruce, I Bruce, Ray Bryan, D Budd, N Bundy, A Burch, S Burns, D Burt, D Bussell, S Butler, A Canning, G Carr-Jones, A Cattaway, A Chase, S Christopher, R Cook, T Coombs, B Cooper, H Cox, D Croney, J Dover, N Dragon, F Drake, G Duke, J Dunseith, M Dyer, D Elliott, B Ezzard, J Farquharson, T Ferrari, C Finch, S Flower, J Francis, R Freeman, I Gardner, S Gibson, B Goringe, M Gould, M Hall, L Hamilton, T Harries, D Harris, P Harrison, B Haynes, J Haynes, F Horsington, N Ireland, C James, S Jefferies, G Jefferson, S Jespersen, S Jones, T Jones, O Kanji, A Kerby, P Kimber, Rebecca Knox, R Kosior, N Lacey-Clarke, M Lawrence, M Leicester, M Lovell, B Manuel, G Marsh, F McKenzie, W Meaden, L Miller, D Morgan, T Morris, R Nickinson, P Nixon, P Oggelsby, J Orrell, J Osborne, D Packer, C Page-Nash, E Parker, Andrew Parry, M Penfold, B Pipe, V Pothecary, B Quayle, M Rennie, C Reynolds, D Rickard, B Ridout, M Roberts, J Robinson, G Rockingham, G Russell, J Russell, J Sewell, P Shorland, D Skipwith, J Somper, Jackie Stayt, John Stayt, G Suttle, C Sutton, J Tanner, G Taylor, A Thacker, C Tilling, S Tong, B Trite, D Turner, M Unsworth, D Walsh, A Weaving, P Webb, S West, P Wharf, K Wheller, M Whitwam, M Wiggins, P Williams and T Yarker

Apologies: Cllrs J Andrews, K Baker, T Bartlett, D Beer, A Blackwood, K Brookes, G Brown, P Brown, M Byatt, J Cant, A Clarke, P Cooke, K Day, C Dowden, F Drane, J Ellis, T Farmer, V Fox, K Garcia, H Goodinge, R Gould, T Handford, R Hope, S Hosford, C Huckle, K D Johnson, C Langham, R Legg, G Logan, C Lugg, P McCartney, R Nowak, C Pipe, R Potter, S Pritchard, B Quinn, A Reed, M Roake, I Roebuck, T Roos, D Shortell, A Skeats, D Taylor, M Tewkesbury and J Westbrook

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

Kate Critchel (Senior Democratic Services Officer), Susan Dallison (Democratic Services Manager), Lee Gallagher (Democratic Services Manager - Dorset County Council), Jonathan Mair (Interim Monitoring Officer), Matt Prosser (Interim Head of Paid Service), Jason Vaughan (Interim Section 151 Officer) and Debbie Ward (Chief Executive - Dorset County Council)

1. Election of Chairman

It was proposed by Cllr J Somper seconded by Cllr P Shorland that Cllr H Cox be elected Chairman for the 2018/19 shadow period. There were no other nominations.

Decision

That Cllr H Cox be elected Chairman of the Shadow Dorset Council for the 2018/19 shadow period. Cllr H Cox took the chair and signed the declaration of acceptance of office.

2. **Election of Vice-Chairman**

It was proposed by Cllr D Walsh seconded by Cllr G Carr-Jones that Cllr V Pothecary be elected Vice-Chairman for the 2018/19 shadow period.

It was proposed by Cllr M Penfold seconded by Cllr H Cox that Cllr P Shorland be elected Vice-Chairman for the 2018/19 shadow period.

Upon being put to the vote

Decision

That Cllr P Shorland be elected Vice-Chairman of the Shadow Dorset Council for the 2018/19 shadow period. Cllr P Shorland took the vice-chair and signed the declaration of acceptance of office.

3. **Declarations of Interest**

There were no declaration of interests to report.

4. **Constitution**

The Proper Officer for the Shadow Council presented a report on the proposed Constitution for the Shadow Council. The Constitution reflected the Structural Change Oder and the relatively short period in which the Shadow Council would exist.

Cllr J Haynes proposed that the Constitution be adopted and this was seconded by Cllr S Christopher.

In response questions regarding the future Executive Committee being politically proportional and the development of Area Committee Board meetings, the Chairman advised that all these matters could be considered as part of the Governance Task and Finish Group for the new authority.

Decision

That the draft Constitution be adopted.

5. **Public Participation**

The Chairman welcomed Mr John Parker – Chairman of the Dorset Association of Town and Parish Councils. He stated that this was a significant moment in the process of forming what was to be a brand-new Dorset Council, with new and innovative ways of working for the benefit of the communities that councillors served.

He considered that the association was in a unique position to be a positive voice in ensuring that its members were engaged with the new council, not only in collaborative design of services for the many different communities in Dorset, but also in all aspects which would help build relationships and ease the implementation of change.

The full statement is attached at Appendix 1 to these minutes.

The Chairman also invited Mr Richard Denton White to address the Shadow Council. Mr Denton White considered that the first past the post electoral system was undemocratic. There were a lot of other systems available that should be discussed by the council at an early stage, in order to deliver maximum choice for voters to produce genuine elected representation across the area.

6. Process and Appointment of Interim Statutory Officers to the Dorset Council Shadow Authority

The Proper Officer advised that in accordance with the Structural Change Order the interim statutory officers for the shadow period be designated..

It was proposed by Cllr S Flower seconded by Cllr I Bruce that the following appointments be made:-

Interim Head of Paid Service – Matt Prosser

Interim Monitoring Officer – Jonathan Mair

Interim Chief Finance Officer – Jason Vaughan

Decision

That the selected Interim Statutory Officers be appointed with immediate effect.

7. Process to Appoint a Permanent Chief Executive to Dorset Council

The Interim Monitoring Officer presented a report regarding the process to appoint a permanent Chief Executive to Dorset Council. Following a presentation by the LGA in February, the Dorset Area Joint Committee had authorised the Monitoring Officers to appoint external recruitment consultants to assist in designing and implementing the recruitment of a permanent Chief Executive

Members were advised that a timeline has been developed and, subject to agreement from the Shadow Dorset Council, the aim was to launch the recruitment campaign with immediate effect and to complete the selection process by mid-September. Once the selection process has been completed the final decision on the appointment of the Chief Executive would be presented to the Shadow Dorset Council.

It was proposed by Cllr N Lacey-Clarke seconded by Cllr D Walsh

Decisions

- (i) The job description, person specification and terms and conditions of employment, at appendices 1, 2 and 3 of the report be approved;
- (ii) That authority be given to the Shadow Executive Committee to agree the most appropriate approach for the remuneration for the Chief Executive's post, either as a spot salary or a salary scale with defined performance measures, based on the guidance provided by the LGA to the Dorset Area Joint Committee;
- (iii) That the recruitment process for the permanent Chief Executive for Dorset Council commence with immediate effect.

8. High level implementation plan for Dorset Council

The Programme Director presented a report that provided members with the outline Implementation Plan for the Dorset Council. He advised members that the nature, size, complexity and speed of the programme meant that the 'Shaping Dorset Council Plan' was a live document and would continue to be updated to reflect the data, information and issues that would arise during the process. The management of the plan would be carried out by the Shadow Dorset Executive Committee.

There were a number of comments and observations made by members including:-

- The importance of involving and consulting with parish and town councils in the work to establish the new unitary council.
- The challenge of ensuring that all councillors were kept informed and engaged.
- Concern was expressed that there was no public consultation or community engagement.
- Concerns that some members who had volunteered to participate in task and finish groups had not had the opportunity to do so. However, the Shadow Council was advised that a number of groups had currently been paused, but would be meeting again soon.
- In respect of the Local Government Boundary Commission for England's Electoral Review of the Dorset Council, the Shadow Council could only make a recommendation, not the final decision.
- Some members requested that the Shadow Council consider the value of holding meetings in the evening to ensure fair and democratic representation.

In response to some of those concerns, Cllr R Knox, Chairman of the Dorset Area Joint Committee agreed that member inclusion was paramount but this had to be balanced with the need to "get the job done". She also confirmed that a member newsletter would be circulated fortnightly to help inform councillors and conveyed the importance of engaging with the public, private and voluntary sectors.

It was proposed by Cllr J Farquharson seconded by Cllr R Knox

Decisions

- (i) That the High Level Implementation plan be adopted and that further iterations and updates on progress against this plan be brought forward and overseen through the Shadow Executive Committee arrangements, at intervals to be agreed;
- (ii) That the proposed Implementation Team be approved.

9. Appointment to Committees 2018/19

It was proposed by Cllr J Haynes seconded by Cllr B Ezzard

Decisions

- (i) That seats and appointments to the Shadow Executive Committee of the Shadow Dorset Council be allocated, as nominated by Dorset Councils for 2018/19 and as set out in the Appendix 2 to these minutes.
- (ii) That seats and appointments on committees of the Shadow Dorset Council be allocated, as nominated by Group Leaders, for 2018/19 and as set out in the appendix to these minutes.
- (iii) That Chairmen and Vice-Chairmen of committees for the year 2018/19 be appointed at the first meeting of each committee.
- (iv) That authority be given to Group Leaders to make in-year changes to appointments.

10. Adoption of Members' Allowances scheme

The Interim Head of Paid Service advised members that the Bournemouth, Dorset and Poole (Structural Changes) Order required that the Shadow Dorset Council must prepare and adopt a scheme for the payment of allowances to its members. The council was asked to consider the recommendations of an Independent Remuneration Panel, drawn from the membership of panels of the existing Dorset area councils.

The recommendations of the panel were set out within the report for members' consideration.

Cllr S Jespersen proposed the following amendment "that the Members' Allowances Scheme be approved without the inclusion of the special responsibility allowances (SRA)". The amendment was seconded by Cllr A Alford.

Upon being put to the vote the motion was CARRIED

Decision (Substantive)

That the Members' Allowances Scheme be approved without the inclusion of the special responsibility allowances (SRA).

11. **Adoption of Calendar of Meetings**

Members were asked to consider the Calendar of Meetings for the period of the Shadow Council.

A number of members expressed concern that many of the committee meetings were scheduled to take place during the day. They asked that the new authority meetings be held in the evenings to be more democratic and inclusive.

In response, the Head of Paid Service indicated that the matter of timing of meetings would be considered by a future meeting of the Shadow Executive Committee.

It was proposed by Cllr J Somper seconded by Cllr R Kosior

Decisions

That the Calendar of Meetings, as set out below, be approved.

Shadow Council

Venue: South Walks House, Dorchester

31 July 2018	6:30pm
20 February 2019	6:30pm

Shadow Executive

Venue: South Walks House, Dorchester

18 June 2018	6:30pm
20 July 2018	10:00am
Reserve: 8 August 2018	12:00pm
21 August 2018	2:30pm
20 September 2018	2:30pm
16 October 2018	2:30pm
Reserve: 9 November 2018	12:00pm
22 November 2018	2:30pm
20 December 2018	2:30pm
16 January 2019	2:30pm
20 February 2019	2:30pm
20 March 2019	2:30pm

Shadow Overview and Scrutiny Committee

Venue: to be confirmed

20 June 2018	6:30pm
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4 September 2018	10:00am
15 November 2018	2:00pm
10 January 2019	2:00pm

Shadow Senior Officer Appointments Committee
To be arranged as required

Shadow Standards Committee
To be arranged as required

12. Urgent Items

There were no urgent items to report.

Letter from DAPTC - Appendix 1
Appointment to Committees 2018-19 - Appendix 2

Duration of meeting: 6.30 - 7.55 pm

Chairman

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STATEMENT TO THE SHADOW DORSET COUNCIL MEETING – 7 JUNE 2018

I would like to make the following statement to the Shadow Dorset Council as set out at item 6 of the agenda.

I am Councillor John Parker, Chairman of Dorset Association of Parish and Town Councils.

The first meeting of this shadow authority is a significant moment in the process of forming what we all hope will be a brand-new Dorset Council, with new and innovative ways of working which will benefit the communities we serve.

Our association has a membership of 160 local councils across the whole of Dorset, including all the town councils. In total, over 98% of local councils in Dorset are members.

The association is a democratically elected body, with representatives appointed by each member council. It has a very good network of communication with all its members and provides support and training for them in affiliation with the National Association of Local Councils (NALC).

As the parish & town council tier will remain after 1 April 2019, this association is keen to build relationships with the Shadow Dorset Council and the Shadow Bournemouth, Christchurch & Poole Council on behalf of its members and potential members.

We have already made our members aware of the processes for establishing the new authorities and are disseminating information on behalf of the LGR Programme Team.

The association has a good overview of its members' needs from large town councils to very small parish councils. We also have a very good understanding of how town and parish councils should operate and how they can add value to this important process of re-structure.

Devolution to town and parish councils will be a fundamental issue for shaping future services. Achieving this in an adequately resourced and cooperative manner is in the interests of all our communities.

Our association believes it is in a unique position to be a positive voice in ensuring that our members are engaged with the new councils, not only in collaborative design of services for the many different communities in Dorset, but also in all aspects which would help build relationships and ease the implementation of change.



Councillor John Parker
Chairman of Dorset Association of Parish and Town Councils
6 June 2018

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Agenda item 10 - Appointments to Committees Nominations from Political Group Leaders

Executive Committee – 20 members

Dorset County Council - 10 seats

Rebecca Knox, Pauline Batstone, Steve Butler, Tony Ferrari, Gill Haynes, Andrew Parry, Mary Penfold, Daryl Turner, David Walsh, Peter Wharf

East Dorset District Council – 2 seats

Spencer Flower, Simon Tong

North Dorset District Council – 2 seats

Graham Carr-Jones, Sherry Jespersen

West Dorset District Council – 2 seats

Tony Alford, Matt Hall

Purbeck District Council – 2 seats

Gary Suttle, Barry Quinn

Weymouth & Portland Borough Council – 2 seats

Jeff Cant, Colin Huckle

Overview and Scrutiny Committee - 16 members

Conservative Group – 12 seats

Barry Goringe, Simon Gibson, Jacqui Sewell, Simon Christopher, Ray Bryan, Cherry Brooks, Noc Lacey-Clarke, Jane Somper, Caroline Finch, Mike Wiggins, Mike Byatt, Kevin Brookes

Liberal Democrat Group – 3 seats

Trevor Jones, Shane Bartlett, John Tanner

Labour Group – 1 seat

Ray Nowak

Senior Appointments Committee – 8 seats

Conservative Group – 6 seats

Tony Alford, Graham Carr-Jones, Jeff Cant, Spencer Flower, Rebecca Knox, Gary Suttle

Liberal Democrat Group – 1 seat

Andy Canning

Labour Group – 1 seat

Colin Huckle

Standards Committee – 8 seats

Conservative Group – 6 seats

Hilary Cox, Peter Shorland, Toni Coombs, Bill Batty-Smith, Malcolm Barnes, Alison Reed

Liberal Democrat Group – 1 seat

David Budd

Labour Group – 1 seat

Kate Wheller

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