



# Shareholder Committee for Care Dorset Holdings Ltd

**Date:** Monday, 19 December 2022  
**Time:** 2.30 pm  
**Venue:** Council Chamber, County Hall, Dorchester, DT1 1XJ

**Members (Quorum: 3)**

Cllrs Laura Beddow, Spencer Flower, Andrew Parry (Vice-Chairman), Gary Suttle and Peter Wharf (Chairman)

**Chief Executive:** Matt Prosser, County Hall, Dorchester, Dorset DT1 1XJ

For more information about this agenda please contact Democratic Services Meeting Contact [chris.harrod@dorsetcouncil.gov.uk](mailto:chris.harrod@dorsetcouncil.gov.uk)

Members of the public are welcome to attend this meeting, apart from any items listed in the exempt part of this agenda.

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## Agenda

| Item |   | Pages |
|------|---|-------|
| 1.   | <b>APOLOGIES</b>  |       |
|      | To receive any apologies for absence.   |       |
| 2.   | <b>MINUTES</b>  | 5 - 8 |
|      | To confirm the minutes of the previous meeting, held on 30 September 2022 as a correct record.  |       |
| 3.   | <b>DECLARATIONS OF INTEREST</b>   |       |
|      | To disclose any pecuniary, other registrable or non-registrable interest as set out in the adopted Code of Conduct. In making their disclosure councillors are asked to state the agenda item, the nature of the interest and any action they propose to take as part of their declaration. |       |

If required, further advice should be sought from the Monitoring Officer in advance of the meeting.

#### **4. PUBLIC PARTICIPATION**

Representatives of town or parish councils and members of the public who live, work, or represent an organisation within the Dorset Council area are welcome to submit up to two questions or two statements for each meeting. Alternatively, you could submit one question and one statement for each meeting.

All submissions must be emailed in full to [chris.harrod@dorsetcouncil.gov.uk](mailto:chris.harrod@dorsetcouncil.gov.uk) by 8.30am on Wednesday 14 December 2022.

When submitting your question(s) and/or statement(s) please note that:

- no more than three minutes will be allowed for any one question or statement to be asked/read
- a question may include a short pre-amble to set the context and this will be included within the three-minute period
- please note that sub divided questions count towards your total of two
- when submitting a question please indicate who the question is for (e.g. the name of the committee or Portfolio Holder)
- Include your name, address and contact details. Only your name will be published but we may need your other details to contact you about your question or statement in advance of the meeting.
- questions and statements received in line with the council's rules for public participation will be published as a supplement to the agenda
- all questions, statements and responses will be published in full within the minutes of the meeting.

[Dorset Council Constitution](#) Procedure Rule 9

#### **5. COUNCILLOR QUESTIONS**

To receive questions submitted by councillors.

Councillors can submit up to two valid questions at each meeting and sub divided questions count towards this total. Questions and statements received will be published as a supplement to the agenda and all questions, statements and responses will be published in full within the minutes of the meeting.

The submissions must be emailed in full to [chris.harrod@dorsetcouncil.gov.uk](mailto:chris.harrod@dorsetcouncil.gov.uk) 8.30am on Wednesday 14 December 2022.

6. **FORWARD PLAN** 9 - 14
- To consider the draft Forward Plan.
7. **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 recorded in the minutes.
8. **EXEMPT BUSINESS**
- To move the exclusion of the press and the public for the following items in view of the likely disclosure of exempt information within meaning of paragraph(s) 1 and 3 of Part 1 of schedule 12 A to the Local Government Act 1972 (as amended)
- The public and the press will be asked to leave the meeting whilst the item of business is considered.
9. **CARE DORSET UPDATE** 15 - 18
- Para 3*  
To consider a report of the Care Dorset Board.
10. **APPOINTMENT OF INTERIM CHAIR OF CARE DORSET HOLDINGS LTD** 19 - 24
- Para 1, 3*  
To consider the report.

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## SHAREHOLDER COMMITTEE FOR CARE DORSET HOLDINGS LTD

### MINUTES OF MEETING HELD ON FRIDAY 30 SEPTEMBER 2022

**Present:** Cllrs Laura Beddow, (Remote) Spencer Flower, Andrew Parry, Gary Suttle and Peter Wharf

**Apologies:** none

**Also present:** Cllr Jane Somper

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

Vivienne Broadhurst (Executive Director - People Adults), Kate Critchel (Senior Democratic Services Officer), Aidan Dunn (Executive Director - Corporate Development S151), Grace Evans (Head of Legal Services and Deputy Monitoring Officer), Derek Hoddinott (Programme Lead), Jonathan Mair (Director of Legal and Democratic and Monitoring Officer), Jonathan Price (Interim Corporate Director for Commissioning) and Matt Prosser (Chief Executive)

**1. Chairman and Vice-Chairman of the Committee**

It was announced by the Leader of the Council that Cllr P Wharf would be Chairman of the Shareholder Committee for Care Dorset Holdings Ltd for the remainder of the municipal year.

Cllr P Wharf took the Chair and the Leader of the Council confirmed that Cllr A Parry would be the Vice-Chairman of the committee for the remainder of the municipal year.

**2. Declarations of Interest**

There were no declarations of interest to report.

**3. Public Participation**

There was no public participation at the meeting.

**4. Councillor Questions**

There were no councillor questions to report.

**5. Terms of Reference**

Decision

That the terms of reference for the Shareholder Committee for Care Dorset Holdings be approved.

**6. Schedule of Meetings for 2022/23**

Decision

That the calendar of meetings for the committee would be as follows for the remainder of the municipal year.

|                  |          |
|------------------|----------|
| 23 November 2022 | 10.00am  |
| 12 April 2023    | 10.00am  |
| 29 June 2023     | 10.00am. |

The Chairman confirmed that ad hoc dates would be added if business required it.

**7. Forward Plan**

The Shareholder Committee Forward Plan was received and noted.

**8. Urgent Items**

There were no urgent items to report.

**9. Exempt Business**

It was proposed by Cllr P Wharf and seconded by Cllr A Parry

Decision

That the press and the public be excluded for the following 2 items in view of the likely disclosure of exempt information within the meaning of paragraph 3 of schedule 12 A to the Local Government Act 1972 (as amended).

**10. Operational Report**

The Interim Corporate Director of Commissioning for Adults set out the report to advise Shareholders on progress made to achieve the safe legal and correct transfer of Care Services to Care Dorset.

Decision

That the report be received and noted.

**11. Report of Care Dorset**

The Managing Director and Chairman of the Board for Care Dorset presented the report.

Decision

The Shareholder Committee received the report on Care Dorset for the go live date and noted the steps in place to address any key risks and issues.

**Duration of meeting:** 9.00 - 9.40 am

**Chairman**

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## Shareholder Committee for Care Dorset Holdings Ltd Forward Plan - April 2023 (Publication date – 10 MARCH 2023)

### Explanatory Note:

This Forward Plan contains future items to be considered by the Shareholder Committee for the Dorset Centre of Excellence. 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 Dorset Council's Constitution as decisions 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 - £500k**); 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."

In determining the meaning of "*significant*" for these purposes the 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.

### Committee Membership 2022/23

|                       |   |
|-----------------------|---|
| <b>Spencer Flower</b> | Leader / Governance, Performance and Communications |
| <b>Peter Wharf</b>    | Deputy Leader / Adult Social Care and Health        |
| <b>Gary Suttle</b>    | Finance, Commercial and Capital Strategy            |
| <b>Laura Miller</b>   | Culture, Communities and Customer Services          |
| <b>Andrew Parry</b>   | Children, Education, Skills and Early Help          |

| Subject / Decision   | Decision Maker   | Date the Decision is Due                   | Portfolio Holder  | Officer Contact   |
|--|--|--|---|---|
| <b>Standing Items for Consideration</b>  |  |  |   |   |
| <b>April 2023</b>  |  |  |   |   |
| <b>Dorset Council Operational Update</b><br><b>Key Decision</b> - Yes<br><b>Public Access</b> - Fully exempt | <b>Decision Maker</b><br><b>Shareholder Committee for Care Dorset Holdings Ltd</b> | <b>Decision Date</b><br><b>12 Apr 2023</b> | Deputy Leader and Portfolio Holder for Adult Social Care and Health | <i>Jonathan Price, Interim Corporate Director for Commissioning<br/> jonathan.price@dorsetcouncil.gov.uk<br/> Executive Director, People - Adults</i> |
| <b>Care Dorset Update</b><br><b>Key Decision</b> - No<br><b>Public Access</b> - Fully exempt                 | <b>Decision Maker</b><br><b>Shareholder Committee for Care Dorset Holdings Ltd</b> | <b>Decision Date</b><br><b>12 Apr 2023</b> | Deputy Leader and Portfolio Holder for Adult Social Care and Health | <i>Steve Veevers, Corporate Director Operations, Adult Care<br/> steve.veevers@dorsetcouncil.gov.uk<br/> Executive Director, People - Adults</i>      |
| <b>Risk Report</b><br><b>Key Decision</b> - No<br><b>Public Access</b> - Open                                | <b>Decision Maker</b><br><b>Shareholder Committee for Care Dorset Holdings Ltd</b> | <b>Decision Date</b><br><b>12 Apr 2023</b> | Deputy Leader and Portfolio Holder for Adult Social Care and Health | <i>Executive Director, People - Adults</i>  |
| <b>Dorset Council Delegated Decisions</b><br><b>Key Decision</b> - No<br><b>Public Access</b> - Open         | <b>Decision Maker</b><br><b>Shareholder Committee for Care Dorset Holdings Ltd</b> | <b>Decision Date</b><br><b>12 Apr 2023</b> | Deputy Leader and Portfolio Holder for Adult Social Care and Health | <i>Executive Director, People - Adults</i>  |

| Subject / Decision   | Decision Maker   | Date the Decision is Due                   | Portfolio Holder  | Officer Contact   |
|--|--|--|---|---|
| June 2023  |  |  |   |   |
| <b>Dorset Council Operational Update</b><br><b>Key Decision</b> - Yes<br><b>Public Access</b> - Fully exempt | <b>Decision Maker</b><br><b>Shareholder Committee for Care Dorset Holdings Ltd</b> | <b>Decision Date</b><br><b>29 Jun 2023</b> | Deputy Leader and Portfolio Holder for Adult Social Care and Health | <i>Jonathan Price, Interim Corporate Director for Commissioning<br/>           jonathan.price@dorsetcouncil.gov.uk<br/>           Executive Director, People - Adults</i> |
| <b>Care Dorset Update</b><br><b>Key Decision</b> - No<br><b>Public Access</b> - Fully exempt                 | <b>Decision Maker</b><br><b>Shareholder Committee for Care Dorset Holdings Ltd</b> | <b>Decision Date</b><br><b>12 Apr 2023</b> | Deputy Leader and Portfolio Holder for Adult Social Care and Health | <i>Steve Veevers, Corporate Director Operations, Adult Care<br/>           steve.veevers@dorsetcouncil.gov.uk<br/>           Executive Director, People - Adults</i>      |
| <b>Risk Report</b><br><b>Key Decision</b> - Yes<br><b>Public Access</b> - Open                               | <b>Decision Maker</b><br><b>Shareholder Committee for Care Dorset Holdings Ltd</b> | <b>Decision Date</b><br><b>12 Apr 2023</b> | Deputy Leader and Portfolio Holder for Adult Social Care and Health | <i>Executive Director, People - Adults</i>  |
| <b>Dorset Council Delegated Decisions</b><br><b>Key Decision</b> - No<br><b>Public Access</b> - Open         | <b>Decision Maker</b><br><b>Shareholder Committee for Care Dorset Holdings Ltd</b> | <b>Decision Date</b><br><b>12 Apr 2023</b> | Deputy Leader and Portfolio Holder for Adult Social Care and Health | <i>Executive Director, People - Adults</i>  |

| Subject / Decision  | Decision Maker   | Date the Decision is Due | Portfolio Holder  | Officer Contact                            |
|---|--|--------------------------|---|--|
| <b>Annual Reports</b>   |  |                          |   |  |
| <b>Review of the Committee's Terms of Reference</b><br><br><b>Key Decision</b> - Yes<br><b>Public Access</b> - Open                                       | <b>Decision Maker</b><br><b>Shareholder Committee for Care Dorset Holdings Ltd</b> | <b>Decision Date</b>     | Deputy Leader and Portfolio Holder for Adult Social Care and Health | <i>Executive Director, People - Adults</i> |
| <b>Report to Full Council on the performance of the trading activities of the company</b><br><br><b>Key Decision</b> - Yes<br><b>Public Access</b> - Open | <b>Decision Maker</b><br><b>Shareholder Committee for Care Dorset Holdings Ltd</b> | <b>Decision Date</b>     | Deputy Leader and Portfolio Holder for Adult Social Care and Health | <i>Executive Director, People - Adults</i> |

### **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.

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