



# WAREHAM

Town Council

Town Hall  
East Street  
Wareham  
Dorset  
BH20 4NS

27 July 2021

To: All Members of the Council

**NOTICE IS HEREBY GIVEN** that an **EXTRAORDINARY** meeting of the **WAREHAM TOWN COUNCIL** is to be held on **TUESDAY 3 AUGUST 2021** in the Council Chamber, Town Hall, East Street, Wareham at **7.00pm** for the purpose of transacting the business set out in the Agenda below and you are hereby summoned to attend.

All members of the public are welcome to attend.

Vanessa Ricketts FSLCC  
Town Clerk

***Please contact the Town Hall Office (01929 553006) if you need further information on this agenda.***

## **Members of Wareham Town Council**

Councillor K Green (Town Mayor)	
Councillor M Russell (Deputy Mayor)	
Councillor D Budd	Councillor D Cleaton
Councillor M Cotton	Councillor K Critchley
Councillor R Dean	Councillor B Ezzard
Councillor H Goodinge	Councillor Z Gover
Councillor V Green	Councillor M Humphries
Councillor S Kemp	Councillor R Schofield
Councillor L Kirk	Councillor C Turner



**FULL COUNCIL  
MEETING**

**A G E N D A**

**3 AUGUST 2021**

**1. Apologies for absence**

To receive, and consider for acceptance, apologies for absence. (LGA1972 s85)

**2. Declarations of interest**

To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk. (Localism Act 2011 s29-34)

**3. Public participation time**

An opportunity for members of the public to raise issues of concern or interest, ask a question or make a statement or present a petition or be part of a deputation. Public participation time will be conducted in accordance with the Council's 'Policy for Public Participation Time' which is limited to 15 minutes, with no individual speaker exceeding a maximum of three minutes each. (LGA1972 s100)

**4. Temporary Scheme of Delegation**

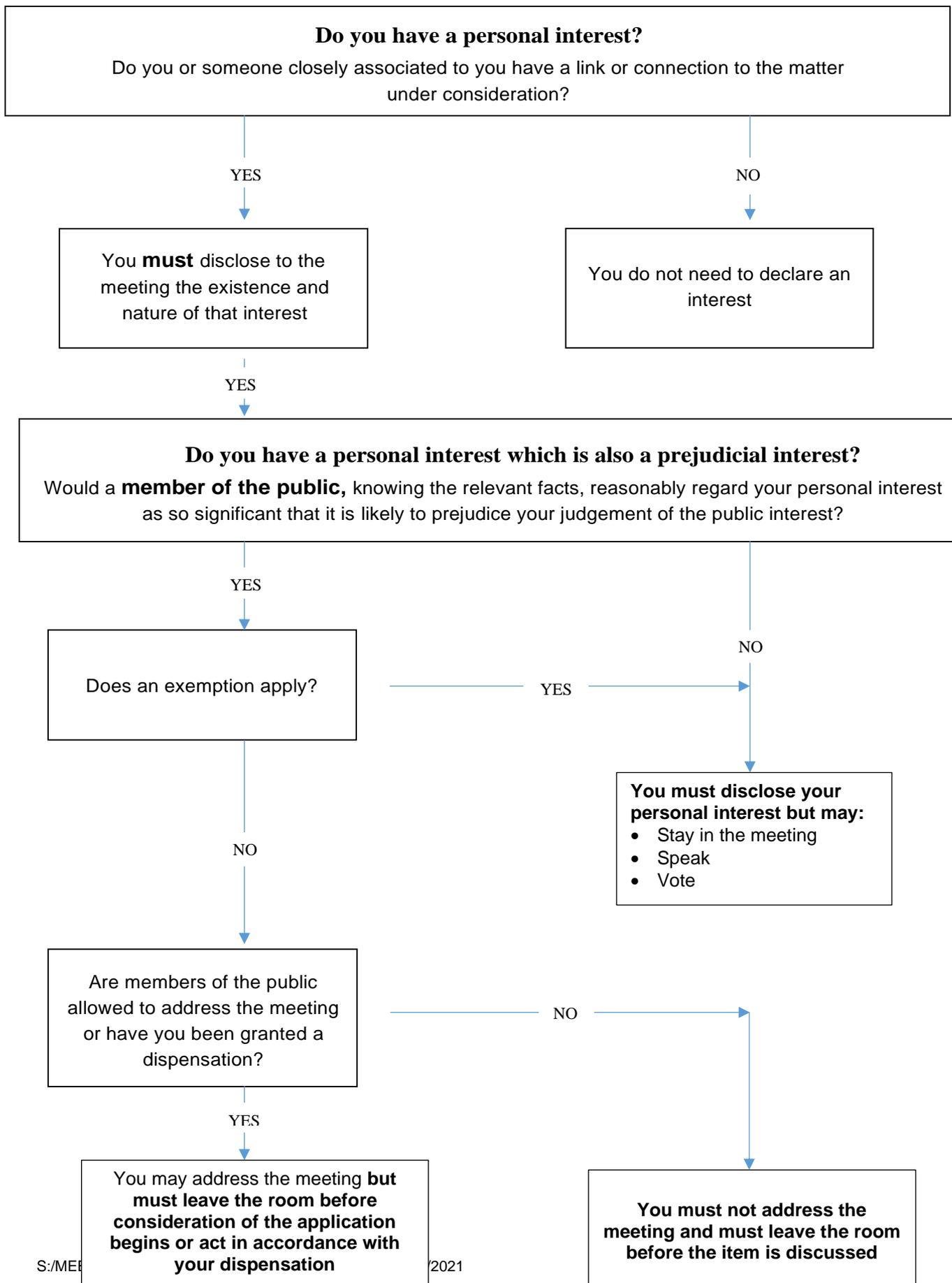
In line with the decision of Dorset Council, to agree to return to the delegation of Council decisions to the Proper Officer, in consultation with appropriate Members through informal virtual meetings.

**5. Date of next meeting**

The date of the next Council meeting is scheduled for **Tuesday 17 August at 7.00 pm**. However, if Agenda Item 4 is agreed, the date of the next formal meeting of Council will be advised in due course.

# Declaration of personal and prejudicial interests

Questions to ask yourself. If in doubt you should ask your Clerk or your Monitoring Officer.



## **Temporary Scheme of Delegation Extraordinary Council 3 August 2021**

The regulations that allowed local authorities to hold meetings remotely until 6 May 2021 were not extended by the Government, and so face-to-face meetings had to resume from 7 May 2021. However, due to social distancing requirements under the Government's Covid 19 lockdown measures, the Town Council was prevented from meeting in public until 21 June 2021 when the Government released the country from all forms of lockdown and the Council then returned to face to face meetings.

Last week the Director for Public Health released the latest Covid data which showed an exponential rise in Covid cases across the county. In response Dorset Council resolved to return to delegations and informal virtual meetings in order to protect staff and Members alike. Several Town Councils in Dorset have followed suit.

At the request of the Mayor, an Extraordinary Council meeting has been called to consider reinstating the temporary scheme of delegation Council operated under from 7 May to 22 June 2021.

### **Temporary Scheme of Delegation**

1. Section 101 of the Local Government Act 1972 provides:
  - That a Council may delegate its powers (except those incapable of delegation) to a committee or an officer.
  - A Committee may delegate its powers to an officer.
2. Any delegation to a Committee or the Proper Officer shall be exercised in compliance with the Council's Standing Orders, any other policies or conditions imposed by the Council and within the law.
3. The Proper Officer may nominate another named Officer to carry out any powers and duties, which have been, delegated to that Officer.
5. In an emergency the Proper Officer is empowered to carry out any function of the Council.
6. Where officers are contemplating any action under delegated powers, which is likely to have a significant impact in a particular area, they should also consult the Members, and must ensure that they obtain appropriate legal, financial and other specialist advice before action is taken.

### **Delegation to The Proper Officer**

7. As a temporary measure, to allow for effective decision making, the Proper Officer may be empowered to take any and all decisions in consultation with the Chairman and Vice Chairman of the relevant Committee or Full Council
8. This empowerment does not affect the delegations already in place via Standing Orders or Financial regulations.
9. Records will be kept demonstrating a clear trail (particularly around decision making in any form).
10. All decisions will be reported at the next available Full Council Meeting.

## **Full Council matters**

11. The following items are reserved for Full Council decision only and cannot be delegated to an Officer.
- To appoint the Chairman and Vice-Chairman in May each year
  - To sign off the Governance Statement by 30 June each year
  - To set the Precept
  - To appoint the Head of Paid Service (Town Clerk)
  - To make byelaws
  - To borrow money
  - To consider any matter required by law to be considered by Council

## **Recommendation**

- a) That Council approves the temporary delegation to the Proper Officer of the Council, for the period that the Council is unwilling to meet in public, due to the increase in Covid infections and the cessation of the legislation for virtual meetings.
- b) That this delegation will cease at the next lawful meeting of the Council called in accordance with LGA 1972 Sch12.