

## DAPTC DISCUSSION PAPER

Date & Time:	22 September 2022
Meeting:	Executive Committee
Topic:	Charter Development – Timeline for Engagement and Communications
Presenter:	Neil Wedge
Sensitivity:	Open / Controlled / Confidential

### Agenda Item: 5b Charter Development Timeline

#### Objective:

Provide an update for Executive Committee members on the timeline for charter development and the engagement of member councils. In addition, how elected members can contribute.

#### Background:

The first suggestion of a charter was made in the shadow council days, however, on formation of the new unitary councils the idea was not progressed further and the process was further hampered by the pandemic.

A steering group of clerks including West Moors TC, Weymouth TC, Corfe Castle PC, Bridport TC and Wimborne TC would be used to steer the charter development. This will be administered by DAPTC.

#### Engagement & Communications Timeline:

The work on a mirror timeline within Dorset Council will get underway shortly. It has been suggested that the timeline needs to aim at a signed off and adopted charter before the end of 2023, due to elections being held in May 2024. The draft timeline could look like this:

Date	Activity	Audience
19 Oct	Clerks' Conference – Kingston Maurward Will seek contributors for chapters of the charter.	Dorset Council Area Clerks
27 Oct	Online briefing for Clerks unable to make 19 October event. Will seek contributors for chapters of the charter.	Dorset Council Area Clerks
28 Oct	One off e-news special on the Charter to Dorset Council Area members	Clerks and Chairs for onward cascade
19 Oct to 30 Nov	DAPTC Area Committees onboarded in terms of charter and timeline	DAPTC representatives to cascade to member councils
19 Nov	DAPTC AGM – in principal decision to progress a charter	DAPTC representatives
30 Nov to 31 Mar '23	DAPTC and steering group gather feedback on charter content with online submissions for content.	Elected members of councils in the Dorset Council area
April or May '23	Potential extraordinary DAPTC AGM to consider a draft charter.	DAPTC representatives
Nov '23	DAPTC AGM to consider adoption of a draft charter and subsequent adoption by member councils.	DAPTC representatives

**Items for consideration/decision by Executive Committee for 3b:**

No.	Requiring a decision and guidance from Executive Committee	Meeting Date
1	Seeking feedback and views on the timeline and cascade approach to member councils	22/9/22
2		

**Actions to be agreed:**

No.	Action	Date
1		
2		