

# THE CHARTER TRUSTEES FOR BOURNEMOUTH



Report subject	<b>Report of the Civic Working Group</b>
Meeting date	7 September 2023
Status	Public Report
Executive summary	This report summarises the issues discussed at the first Civic Working Group as established at the previous meeting of the Charter Trustees and seeks support for any recommendations arising.
<b>Recommendations</b>	<p><b>It is RECOMMENDED that:</b></p> <ul style="list-style-type: none"> <li><b>(a) the Charter Trustees debate and resolve a proposal to change the Civic term to serving as Deputy Mayor first and Mayor in the subsequent year.</b></li> <li><b>(b) the Charter Trustees agree in principle to the provision of an annual allowance for the Mayor and Deputy Mayor, to be brought forward to the January Budget Meeting for confirmation.</b></li> <li><b>(c) the Charter Trustees agree a budget spend of approximately £5,000 be taken from Reserves for additional links to be added to the Mayoral Chain of Office.</b></li> </ul>
Reason for recommendations	To seek support of the Charter Trustees for the recommendations arising from the Civic Working Group.
Report Authors	Carolyn Suter, Civic Team Leader.
Classification	For Decision.

## Background

1. At the meeting held on 22 June 2022, the Charter Trustees established a Civic Working Group to make recommendations at the Charter Trustee Meetings.

### **Purpose of the Civic Working Group**

2. The establishment of the Civic Working Group provided an opportunity for earlier discussion of relevant matters and to allow members of the Charter Trustees to shape proposals for submission and consideration at the full Charter Trustee body. Meetings of the Civic Working Group would be scheduled quarterly.
3. The remainder of this paper draws upon those matters discussed and includes, where appropriate, a recommendation for determination.

### **Schedule of dates for future Civic Working Group Meetings**

4. The Civic Working Group agreed that they would meet six to eight weeks before the Charter Trustee meetings.

### **Amendments to the Charter Trustee Handbook**

5. Proposed that the document be checked for any minor typographical errors, together with the addition of references to the wearing of Robes.

### **AGREED:-**

**That the Charter Trustee Handbook be formally adopted subject to the amendments as above.**

### **Proposal to change the Civic term to serving as Deputy Mayor first and Mayor in the subsequent year.**

6. The Mayor proposed that the Civic Term be amended to serving as Deputy Mayor first before then serving as Mayor in the subsequent year. As there are no set protocols for order of term, the Civic Working Group agreed to put the matter to the Charter Trustees for debate and resolution. To aid Trustees, a summary of the discussion held is set out below:

#### **Cons:**

- A member stated that based on their experience, being Mayor first was useful as postholders are new to the role.
- This would constitute a break from the historic tradition.
- There was no reason to change if previous incumbents to the role had not raised any concerns.

#### **Pros:**

- Other members felt that it would be helpful to serve as Deputy Mayor first to gain experience of the role before being elected as Mayor.
- The Charter Trustees would know in advance who was to be the Mayor the following municipal year.
- The Civic Team would be able to work with the Deputy Mayor in advance to ensure that they were confident in their role the subsequent year.

- This would bring Bournemouth in line with arrangements in Christchurch. Poole also has a Sheriff as part of their civic party who is elected Mayor the subsequent year.

#### **RECOMMENDATION:-**

**It is RECOMMENDED that the Charter Trustees debate and agree a resolution.**

#### **Proposal for an Allowance for the Mayor and Deputy Mayor.**

7. The Mayor proposed an Allowance for the postholders to cover costs incurred through the fulfilment of their duties.

The Civic Working Group were advised that current arrangements allowed for the Mayor and Deputy Mayor to claim for out-of-pocket expenses. There was a significant time implication for the Civic Team and Finance to process such claims.

The Charter Trustees' Regulations 2009, Item 7.6, makes provision for such an allowance stating:

*"Charter trustees shall pay the mayor and deputy mayor such allowance as they think reasonable for the purpose of enabling those persons to meet the expenses of office."*

The Civic Working Group were advised that the postholders could decline the Allowance if they wished.

It is recommended that the Charter Trustees agree to the provision of an allowance in principle, subject to officers informing the Civic Working Group of the financial implications regarding National Insurance contributions etc. Further details of this will be provided as part of the Budget report to be considered at the Charter Trustee Meeting in January 2024.

#### **RECOMMENDATION:-**

**It is recommended that the Charter Trustees agree to the provision of an annual allowance in principle.**

#### **Additional Links and Engraving for the Mayor's Chains of Office.**

8. As per the Financial Regulations, four quotes were obtained from reputable civic insignia suppliers. These were circulated by email to the Civic Working Group members on 27 July for their decision. They have agreed that the order should be given to Toye Kenning & Spencer who created the current Chain of Office at a cost of £4,461.65.

#### **RECOMMENDATION:-**

**It is recommended that the Charter Trustees agreed a budget of approximately £5,000 be taken from Reserves so that the order can be placed.**

### **Renaming of the Mayoress' Chain**

9. The Civic Working Group agreed that these Chains be renamed as the Consort's Chain to reflect that they are worn by the Consort to the Mayor.

### **Summary of financial implications**

10. There are no financial implications arising from this report and the recommendations before the Charter Trustees.

### **Summary of legal implications**

11. The roles and responsibilities of the Charter Trustees is defined in legislation, standing orders and the handbook. The issues raised in this report are in accordance with these provisions.

### **Summary of human resources implications**

12. There are no human resource implications arising from this report.

### **Summary of sustainability impact**

13. There are no sustainability implications arising from this report.

### **Summary of public health implications**

14. There are no public health implications arising from this report.

### **Summary of equality implications**

15. There are no equality implications arising from this report.

### **Summary of risk assessment**

16. The Charter Trustees maintain a separate risk register which is reviewed annually by the Charter Trustees as a body. Any implications arising from decisions of the Charter Trustees which may have an impact on the register will be updated accordingly.

### **Background papers**

None.

### **Appendices**

None.