

A photograph of three people (two men and one woman) sitting around a table in a modern office or cafe at night. They are looking at laptops and talking. The background is dark with city lights visible through the windows. The word 'geldards' is written in white lowercase letters in the top right corner.

geldards

# Devolution - Local Government Reorganisation and Unitarisation

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6th March 2025

Clare Hardy & Helen Snow, Geldards  
Linda Jones, Chief Legal and Monitoring Officer, Westmorland and Furness Council

# Agenda

- English Devolution
- Local Government Reorganisation

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**Are you involved in a proposal for the establishment of a strategic authority?**

① Start presenting to display the poll results on this slide.

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**Are you involved in a proposal for local government reorganisation?**

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# English Devolution

- White Paper December 2024
  - Proposals for strategic authorities – foundation strategic authorities, mayoral strategic authorities, established mayoral strategic authorities
  - Powers relating to transport, housing, planning and environment and climate change
  - Proposals for local government reorganisation
  - Reform of audit
  - Reform of member conduct regime
  - Member attendance and voting

# English Devolution Bill

- Enshrine devolution framework in statute
- Move to systematic devolution by adding functions to strategic framework and empowering authorities to propose addition of other powers
- Provide devolved powers more easily and quickly by establishing a simpler process for creating new authorities
- Improving and unlocking decision making through more effective governance arrangements
- Empowering communities with rights relating to valued community assets

# Devolution Deal – Expressions of Interest

- Submitted January 2025
- Expressed interest in creation of strategic authority and inclusion in devolution priority programme



# Devolution Priority Programme

- Announcement of devolution priority programme areas February 2025
  - Cumbria
  - Cheshire and Warrington
  - Norfolk and Suffolk
  - Greater Essex
  - Sussex and Brighton
  - Hampshire and the Solent
  - Also Surrey announced for accelerated reorganisation outside priority programme



# Devolution Priority Programme Consultation

- Consultation for each priority programme area
- Closes on 13 April 2025
- Seeks views on establishing mayoral combined authority
- Government will decide whether to proceed based on:
  - Whether establishment of combined mayoral authority is likely to improve economic, social and environmental well-being of people who live or work in the area
  - Whether it is appropriate, having regard to need to secure effective and convenient local government and reflect identities and interests of local communities

# Devolution Priority Programme Consultation - Subjects

- Institution, governance and decision making arrangements – Name, geographic area, membership, powers, functions, funding, decision making, scrutiny, remuneration of members
- Powers – Funding, transport and local infrastructure, skills and employment support, housing and strategic planning, economic development and regeneration, environment and climate change, health, well-being and public service reform, public safety, applying for established mayoral status
- What this means for the area – Economic and social outlook, co-ordinating functions across the whole region, impact on the area

# Devolution Priority Programme

- If decision is taken to proceed Government will make secondary legislation to establish combined authority and provide for election of mayor
- English Devolution Bill intended to confer all powers and functions on mayoral combined authorities
- Mayoral election expected May 2026
- Reorganisation proposals required by 26 September 2025

# Creation of combined authorities - Local Democracy Economic Development and Construction Act 2009

- Section 109A – Proposal for new combined authority
- Section 110 – Requirements in connection with establishment of combined authority
- Secretary of State may make order only if:
  - Considered likely to improve economic, social and environmental well-being of persons who live and work in the area
  - Considered appropriate having regard to the need to secure effective and convenient local government and to reflect the identities and interests of local communities

# Creation of combined authorities - Local Democracy Economic Development and Construction Act 2009

- Secretary of State may make order only if:
  - Constituent councils consent
  - Consultation has been carried out
- If considering an order for an area where part of the area is separated from the rest of it by one or more local government areas that are not within the area, or a local government area that is not within the area is surrounded by local government areas that are within the area, Secretary of State must have regard to the likely effect of the creation of the proposed combined authority on the exercise of functions equivalent to those of the proposed combined authority's functions in each local government area that is next to any part of the proposed combined authority area

# Decision Making

- Executive Decisions
- Non-executive decisions where non-executive functions are involved

# Local Government Reorganisation outside Devolution Priority Programme

- Letter to council leaders from Minister for Local Government and English Devolution inviting proposals for reorganisation 5 February 2025
- Initial plans required by 21 March 2025
- Full proposals required by 28 November 2025 (9 May for Surrey)
- Legislation to implement approved proposals
- Creation of shadow authorities



# Proposals for unitary local government

- Proposal should seek to achieve single tier of government for the whole of the area
  - Sensible economic area with appropriate tax base which does not create undue advantage or disadvantage for one part of the area
  - Sensible geography which will help to increase housing supply and meet local needs
  - Supported by robust evidence and analysis, including explanation of expected outcomes
  - Description of local government structures and how they are expected to achieve the desired outcomes

# Proposals for unitary local government

- Unitary local government must be the right size to achieve efficiencies, improve capacity and withstand financial shocks
  - New councils should aim for a population of 500,000 or more – but there may be scenarios where this is not appropriate. Proposals for expanded unitaries and doughnut unitaries may be accepted
  - Efficiencies should be identified to help improve councils' finances
  - Proposals should explain how an area will seek to manage transition costs
  - Proposals for areas with councils subject to intervention or exceptional financial support must show how reorganisation may contribute to putting local government on a firmer footing
  - Proposals for areas with failure linked to capital practices should show how the implications of this can be managed locally

# Proposals for unitary local government

- Unitary structures must prioritise delivery of high quality and sustainable public services
  - Proposals should show how new structures will improve local government and service delivery and should avoid unnecessary fragmentation of services
  - Opportunities to deliver public service reform should be identified
  - Consideration should be given to impacts for crucial services and wider public services

# Proposals for unitary local government

- Proposals should show how councils in the area have sought to work together in coming to a view that meets local needs and is informed by local views
  - Proposal should show evidence of meaningful and constructive engagement locally
  - Proposal should consider issues of local identity and cultural and historic importance
  - Proposals should explain views that have been put forward and how concerns will be addressed
- New unitary structures should enable stronger community engagement and opportunity for neighbourhood empowerment

# Proposals for unitary local government

- New unitary structures must support devolution arrangements
  - Proposal must set out where governance arrangements of existing or future combined authority or combined county authority needs to change
  - If there is no combined authority or combined county authority, proposal should show how it will help unlock devolution
  - Sensible population size ratios between local authority and any strategic authority

# Proposals for unitary local government

- Existing districts should be building blocks for proposals but boundary changes will be considered if there is strong public services and financial sustainability related justification
- Local leaders should work collaboratively and proactively
- Commissioners should be consulted in areas subject to intervention
- MPs should be consulted
- Views of other public sector providers should be consulted

# Implementing local government reorganisation

## – Key Legislation

- Local Government and Public Involvement in Health Act 2007
- Local Government (Structural Changes) Transfer of Functions, Property, Rights and Liabilities) Regulations 2008
- Local Government (Structural and Boundary Changes) (Staffing) Regulations 2008



# Implementing local government reorganisation

## – Key Legislation

- Local Government (Structural Changes) (Finance) Regulations 2008
- Local Government (Structural Changes) (Transitional Arrangements) Regulations 2008

# Implementing local government reorganisation

- Structural Changes Order
- Establishment of joint committee
- Implementation Plan
- Direction under S.24 Local Government and Public Involvement in Health Act 2007
- Shadow authority



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# **Local Government Reorganisation**

**Linda Jones Chief Legal and Monitoring Officer**

**6<sup>th</sup> March 2025**

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**7 Councils in Cumbria, disaggregation of the County Council and aggregation of 6 Districts Councils and transfer the Cumbria Fire and Rescue Service to the Office of the Police, Fire and Crime Commissioner.**

# Programme Scope

The scope of the Local Government Reorganisation (LGR) programme was to replace the six District, City and Borough Councils (Carlisle City, Copeland District, Allerdale Borough, Barrow-in-Furness Borough, Eden District and South Lakeland District Councils) and Cumbria County Council with two unitary councils and transfer the Cumbria Fire and Rescue Service to the Office of the Police, Fire and Crime Commissioner.

All seven councils contributed to an implementation reserve of £18.9m to fund the programme.



## The vision for LGR in Cumbria was to:

- Create two new unitary authorities that are able to operate safely and legally from Day 1 – April 1, 2023.
- Create conditions for the new organisations to transform and improve outcomes for residents, businesses, partners and the environment on a journey which is likely to take five to seven years.
- Create governance structures that enable the two new councils to raise ambitions and become more successful, so the economy is transformed and the opportunities and life chances of all residents are significantly improved.
- Create new ways of working that deliver local, responsive, accessible, high quality services efficiently and in collaboration with our communities and partners.



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## Governance

### Officer Governance

- The Programme was governed by a Programme Board which included all current Chief Executives and the Chief Fire Officer.
- The Theme Boards, the Day 1 Board and the Unitary Boards all fed in to the Programme Board, reporting by exception.
- A Day 1 Board managed the interdependencies across Themes and provided oversight of the whole programme.
- Unitary Boards for Cumberland Council and Westmorland and Furness Council and the Fire Programme Board focussed on organisation specific priorities and requirements.

### Elected Member Governance

- Members from the previous Councils provided oversight through the Cumbria Leaders Oversight Forum.
- When elected, shadow authority members provided guidance and oversight through a joint Members Implementation Board.
- The unitary Councils held monthly Shadow Executive (Cumberland) and Shadow Authority (Westmorland and Furness) Cabinet meetings, focussing on council plans and budgets as well as programme performance.
- The programme was also monitored through regular sovereign Council and Shadow Authority Overview and Scrutiny Committees.

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## Delivery Approach

- The programme was split into seven Thematic areas, each managed by a Theme Board.
- Within Themes, work was split between workstreams and captured in individual delivery plans.
- The programme initially identified over 2,500 Day 1 requirements. Following review and assessment to keep only requirements for the new authorities to be safe and legal, the number was reduced to 204.
- Completion of these requirements was broken down to 1,285 milestones over three levels and were achieved by over 4,700 actions.
- The overall programme was supported and managed by a dedicated PMO team, utilising automated reporting to enable daily tracking of progress against delivery plans, Day 1 requirements and milestones.



**Table showing the number of Day 1 Requirements and Milestones by each of the 7 Theme Boards**

Theme Board	Corporate and Enabling	Customer and Digital	Finance and Commercial	Fire	ICT	People	Place	Total
Day 1 reqs.	69	10	29	36	16	28	16	204
Milestones	330	47	75	90	583	93	67	1,285



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## The timeline





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## FROM MINISTERIAL DECISION TO DAY 1

1 year 9 months

Secretary of State's invitation of **9 October 2020** to submit proposals -In essence the Council had approximately 4 weeks to submit an Outline proposal and a further 4 weeks to submit a Full Proposal.

On **22 February 2021**, Ministers launched a consultation on all 4 proposals submitted. Opened 22 Feb 2021  
**Closed 19 Apr 2021.**

**21 July 2021 Minsters decision** 2 Unitary Councils an East and West Unitary. **NB Judicial Review by Cumbria County Council.**

Draft structural changes Order laid in Parliament **24<sup>th</sup> January 2022** [Draft Cumbria \(Structural Changes\) Order 2022 - Hansard - UK Parliament](#) and that it will include provision for appropriate transitional arrangements, including for elections in May 2022 for the future unitary councils and for those councils to assume the full range of local authority responsibilities on 1 April 2023, when predecessor councils would be abolished. Order made 17<sup>th</sup> March 2022 and **came into force 18<sup>th</sup> March 2022** [The Cumbria \(Structural Changes\) Order 2022](#)  
[1<sup>st</sup> March 2023 The Local Government \(Structural Changes\) \(Supplementary Provision and Amendment\) Order 2023 No. 187](#)

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**FROM MINISTERIAL DECISION TO DAY 1**

**1 year 9 months**

**Consequential Order – Mopping Up Order**

**Section 24 Direction Local Government and Public Involvement in Health Act 2007**

**Joint Committees** stood up within 14 days of the 18<sup>th</sup> March 2022 ( **14 days of the order coming into force**)

**Elections 5<sup>th</sup> May 2022 ( 33 wards and 65 members)**

**Shadow Authority and Year commenced 4 days after the elections, 9<sup>th</sup> May 2022 ending immediately before 1<sup>st</sup> April 2023**

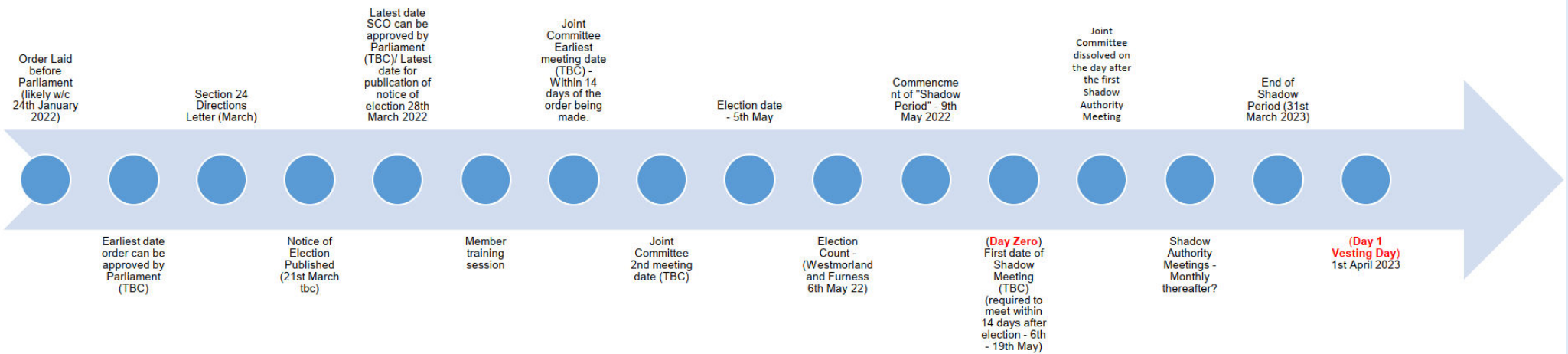
**Day 1 Vesting Day – Westmorland and Furness 1<sup>st</sup> April 2023** and all sovereign councils abolished

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# Timeline



# Implementing local government reorganisation – Key issues - Governance

- Governance
  - Constitution
  - Shadow authority
  - Ensuring all necessary decisions are taken

# Implementing local government reorganisation – Key Issues - Assets

- Transfer to successor authorities through regulations
- Agreement between successor authorities – S.16 Local Government and Public Involvement in Health Act 2007
- Important to identify properties
- Important to identify contracts
- Important to deal with all relevant details – updating Land Registry entries, changing relevant provisions in contracts

# Implementing local government reorganisation – Key Issues - Employees

- Transfer of staff to successor authorities through regulations
- Appointment of head of paid service, monitoring officer, Section 151 officer and other senior officers
- Eligibility for Local Government Pension Scheme

# Implementing local government reorganisation – Key Issues – Employees

- Local Government (Structural and Boundary Changes Staffing) Regulations 2008
  - Transfer of Undertaking (Protection of Employment) Regulations 2006
- TUPE makes provision for
  - Transfer of staff on existing terms and conditions
  - “New authority” inherits the duties and liabilities in respect of the contracts of employment
  - Preservation of continuity of employment
  - Dismissals due to a transfer are unfair (unless for an ETO reason entailing changes in the workforce)
  - Changes to terms and conditions are void (unless for an ETO reason entailing changes in the workforce)



# Implementing local government reorganisation – Key Issues – Employees

- Wider TUPE obligations
  - Right to be informed
  - Duty to provide information
  - Duty to consult

# Implementation local government reorganisation – Key issues - Employees

- Appointments
  - Head of Paid Service
  - Requirement to recruit to the post of Head of Paid Service through open competition
  - Provisions to ensure that Heads of Paid Service in predecessor authorities are treated as redundant

# Implementation local government reorganisation – Key issues - Employees

- Appointments
  - Interim Statutory Posts – Shadow Authorities
  - Statutory and non-statutory roles (other than HOS)
    - External advertising
  - Ring fencing
- Redundancy
  - Dismissal automatically unfair (unless an ETO reason can be established)
  - Suitable alternative employment

# Implementing local government reorganisation

## – Key Issues – Shared Services

- Inter authority agreement for shared services and management of contracts
- Making officers available under S.113 Local Government Act 1972

# Implementing local government reorganisation

## – Key Issues - Finance

- Budgets for shadow and new authorities
- Setting Council Tax

# Implementing local government reorganisation – Key Issues – Information

- Publication Scheme
- Data Protection Officer

# Implementing local government reorganisation – Key Issues - Litigation

- Identify claims transferring to new authorities
- Managing ongoing litigation

# Branding and communication

- Names and logos for new authorities
- Register intellectual property
- Websites for new authorities
- Communications strategies



# Culture

- Importance of developing culture for new authorities
- Importance of recognising history and culture of predecessor authorities



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## Pre Structural Changes Order – Get ready



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## TIP 1 : PRE STRUCTURAL CHANGES ORDER

Provisional views will be sought from Councils on:

- Authority Names
  - Electoral matters – number of councillor, warding proposals, election cycle
  - Appointments – implementation team senior leadership structure and role holders
  - Joint committees – representation and leadership
  - Implementation approach and transition plan
- 
- **So get ready now why wouldn't you ?**
  - **Decide how you will make the decisions, we did a Leaders response and sought to get the Groups to also agree, they made their own submissions.**

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## TIP 2 : MOPPING UP / CONSEQUENTIAL ORDER

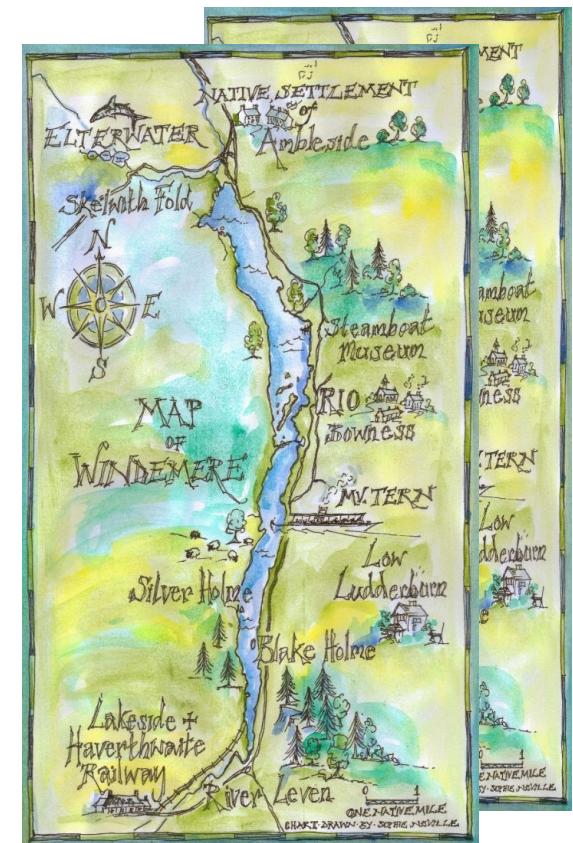
Think about matters that are relevant to your area that may need to be covered.

### Lake Windermere

1975 Agreement

Lake Admin Committee 16 District Councillors – 8 Town Councillors  
Section 10 Local Authorities (Functions and Responsibilities) Regs 2000  
– The management of the Lakebed is not an executive decision. “*The functions of South Lakeland District Council in relation to the management of land at Lake Windermere pursuant to an agreement dated 1st April 1975 between that Council, Windermere Parish Council and Lakes Parish Council are not to be the responsibility of an executive of the District Council.*”

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## Lake Windermere

### Our Terms relating to the Consequential Order

As a result of specific mention in Local Authorities (Functions and Responsibilities) Regs 2000, our proposed terms are:-

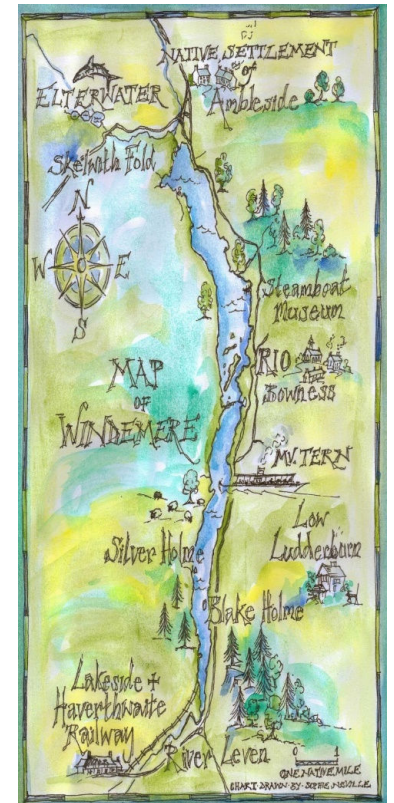
Express reference of the lakebed transferring to the successor authority.

Express provision for management of the Lakebed to be by way of Lake Administration Committee to ensure Windermere and Bowness TC and Lakes Parish have continued involvement in management of the lakebed.

Expressly refer to a 2/3 and 1/3 split of membership to Lake Admin Committee – ie to replicate the current split of 16 district councillors and 8 town councillors.

**Charter Trustees and Pension Fund also in the Order**

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## **TIPS - Collaboration is key**

- 2. Select a Lead MO to Chair regular MO meeting we met monthly, we used these meetings and went from monthly to fortnightly then weekly- 7 MO's -Not for the faint hearted, Sovereign Council MO role, LGR Lead, plus Interim MO ( 3 roles) as it progresses.**
- 3. Invite Lead Civil Servant to the meeting to provide an update, this was invaluable, E.g Early influence on the pre draft SI ( name of council / number of members/ number of wards)**
- 4. Agree an approach to Joint Instructions, select a firm or firms to support as required, lead authority will lead on meetings, payments etc.**
- 5. I set up a project approach to Governance and our Legal, Democratic, Elections and Coroners work streams**

**Hard when it affects your job, but you need to work as a team and stick together!**

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# **JOINT COMMITTEES , ELECTIONS and SHADOW AUTHORITIES DAY ZERO to VESTING DAY**



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## **Overview**

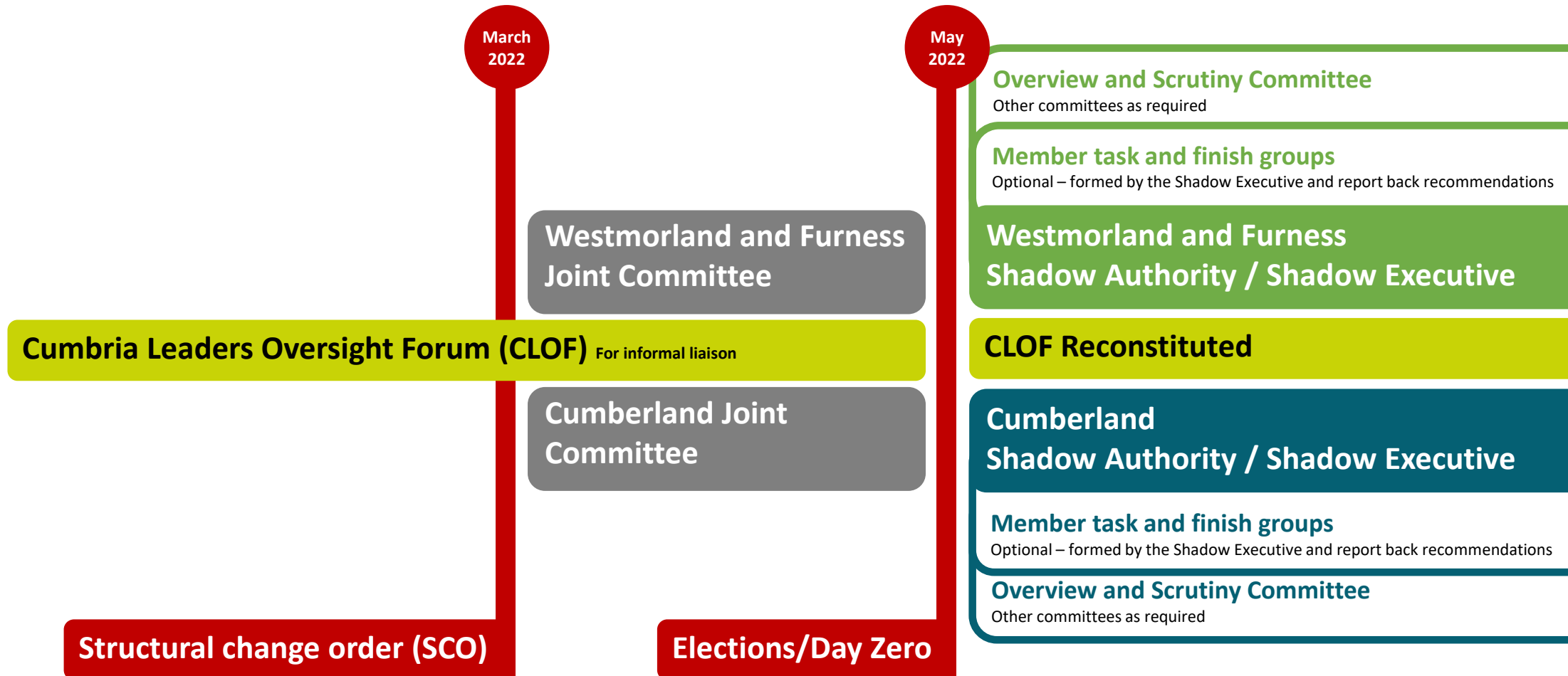
### **What I will cover on more detail**

- **The planning and activity day 1 to vesting day**
- **An explanation of Joint Committees their role(s) ,functions and membership**
- **Elections, and early planning for Elected members ( Induction)**
- **An overview of Shadow Authorities , their role ( what they will do and what they will not do), Shadow Authority, Shadow Authority Executive and Scrutiny.**

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# Democratic Governance to May 2022





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### **Structural Changes Order ( SCO )**

#### **Joint Committees – What does the SCO require?**

- There was a duty on the County Council and Districts to form Joint Committees within 14 days of the order coming into force. Cabinet and Council agreed to the formation and terms of reference, CC ( 1 ) executive member and no political balance applies, Districts (1) Executive member and political balance applies.
- 2 Joint Committees one for Cumberland and one for Westmorland and Furness, one of the Districts hosted it.
- Membership of the Joint Committees was 12 ( 3 from the CC and 3 from each District )
- Joint Committee dissolved following first meeting of the Shadow Authority
- Express Duty to Co – operate.

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### **Joint Committee- functions executive and non executive**

### **Functions of the Joint Committees and agreed terms of Reference**

- Must form a single implementation team within 21 days of the SCO coming into force to assist it in its role and discharging functions.
- Prepare, keep under review and revise an implementation plan/ timetable to cover transfer Functions, property rights liabilities. In addition the budgets and plans to facilitate on and after the 1<sup>st</sup> April 2023 the transfer of functions.
- Formulate proposals for Member Codes of Conduct , recommendations for Members allowances and a constitution for adoption by the Shadow Authorities.
- To make recommendations to the Shadow Authorities on the appointment of Interim Statutory Officers.
- To recommend adoption of the shadow authority's constitution

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### **Joint Committee- functions**

**29<sup>th</sup> March 2022**

**11<sup>th</sup> April 2022**

**10<sup>th</sup> May 2022**

Recommendations to the Shadow Authority on:

- Member allowances – independent remuneration panel
- Implementation Plan and Team
- Interim Statutory Officer outcome of recruitment and appointment ( 3 stat officers)
- Budget
- Calendar of meetings 9 ( monthly executive meetings and quarterly Shadow Council meetings) O and S every 8 weeks.
- Members code of conduct

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## **Election**

5<sup>th</sup> May 2022

5 year term of office including Shadow Year

65 councillors for Westmorland and Furness

46 for Cumberland

These councillors will be elected for a 5 year term of office, the first year on a Shadow Authority that will oversee the planning and preparation for the new unitary council, followed by four years on Westmorland and Furness Council and Cumberland Council.

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### **Members**

### **Legalities**

- **Successful candidate letter to be signed**
- **Political Group forms to be signed**
- **Declaration of acceptance of office to be signed**
- **Declaration of Interest forms**

### **Welcome Process**

We held an Induction day.

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# SHADOW AUTHORITIES



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9th May 2025 Shadow Period commenced

First meeting had to be held within 14 days of the Election

Need to select a venue ( we rotated around the area)

Need a Chairman

Need a Leader and Executive

Need Scrutiny, Standards Committee, Independent Remuneration Panel, Senior Appointments Committee Panel task and finish scrutiny groups.

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### **Shadow Authority Priorities**

Important business to conclude before the 1<sup>st</sup> April 2023, including adopting a Constitution ( we used Geldards)  
A Code of Conduct, appointing a Leader and Cabinet

Designation of Interim Officers followed by permanent appointments to key statutory positions so that the Shadow Authority can legally operate and will take decisions to prepare for the running of all services currently carried out by the County, borough and District Councils from 1<sup>st</sup> April 2023.

This to include the production of an implementation plan to help the smooth transition to the new Councils, with the goal of ensuring continuity of services for local communities and the setting of a budget for the first year of the new authority.

**The sovereign councils still existed, therefore they were responsible for the delivery of services, the Shadow Authority having no responsibility. Members needed to understand that and not usurp sovereign roles.**

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### **The role of Officers of the Shadow Authorities**

Interim Statutory Officers – CEX / S151/ MO ( remain employed by their sovereign councils)

Permanent Statutory officers and any other staff to be employed ( will be employed by a host Council)

Returning Officer role will be included as part of the new interim Heads of Paid Service for the time being

### **Reporting Roles**

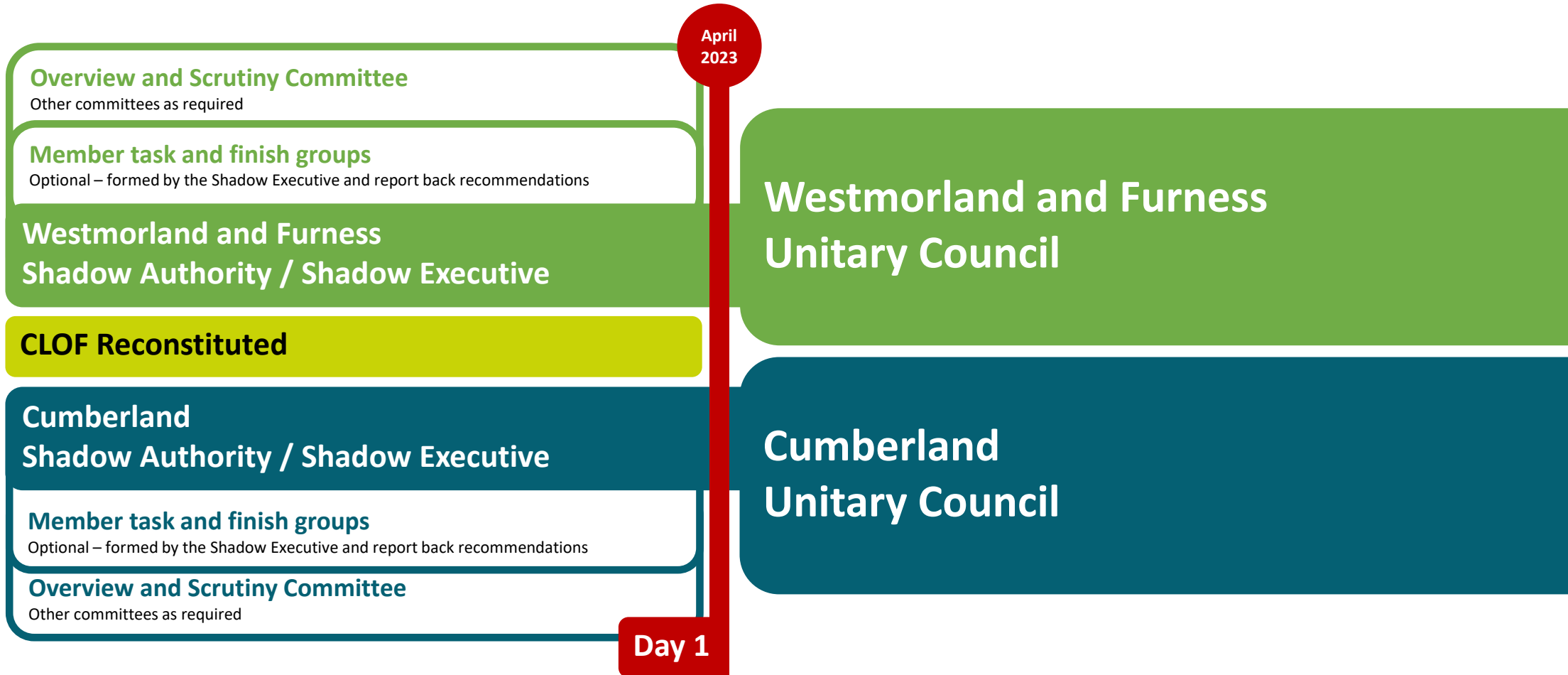
Programme Director

Implementation Team

All sovereign councils must co operate in relation to LGR with each other and the Shadow Authorities ( SCO)

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# Democratic Governance to April 2023





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## **The role of the Shadow Authorities and its members**

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Preparation for the assumption of local government functions and full local authority powers from the 1<sup>st</sup> April 2023

Prepare Budgets , setting the Council tax, adopting policies and plans required to be in place by 1<sup>st</sup> April 2023

Adopting and Changing the constitution

Adopting a scheme for members allowances

Conforming the appointment or designation of the interim acting or permanent head of paid service , chief finance officer, monitoring officer and returning officer

Liaise with all other local authorities in its area to ensure continuity of public service delivery on or after the 1<sup>st</sup> April 2023 and thereafter

Shadow Authority members are directly accountable to their constituents for the running of the Shadow Authority

Members work closely with officers in developing policies and strategies to give direction to the Shadow Authorities vision and perform functions outlined in the SCO and consequential orders

Members will ensure that services are delivered in accordance with the Shadow Authorities wishes

A Chairman and Vice Chairman will be appointed at the first meeting of the Shadow Authority

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**What the Shadow Authority will not do**

It will have no responsibility for service delivery

It does not have the full range of committees eg Planning

It cannot exercise powers that incur expenditure or acquire liability

without the prior consent of the County Council or District Council if the matter relates to their responsibilities

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### **Shadow Authority Executive**

Leader appointed at the first meeting of the Shadow Authority

Powers and functions are limited

The Shadow Executive will take all decisions including key decisions which it is required by law or because the Shadow Authority has decided to delegate the matter to the Shadow Executive.

- work closely with officers in developing policies and strategies to give direction to the Shadow Authorities vision and perform functions outlined in the SCO and consequential orders.
- Make recommendations to the Shadow Authority on the setting of the budget for 2023/24
- Consider to example blue prints and recommend them to the Shadow Authority
- Consider matters delegated to it under the constitution
- Consider financial , capital strategies prior to consideration by the Shadow Authority
- **Key decisions** – to be entered on the Forward Plan to cover a 4 month period the shadow Authority will set the definition and threshold.

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### **Shadow Authority Scrutiny**

To support and challenge the Shadow Executive as it builds the capacity of the new authority and prepares for vesting; ( e.g consider governance, risks / build a competent and robust MTFP/ first annual budget)

Carry out separate duties to sovereign council scrutiny , and to what scrutiny will look like at the new authority once it vests;

Prepare and shape the vesting day scrutiny arrangements

Develop a work programme

Make recommendations remembering this will be a new authority that they are shaping

Call in unlikely

We didn't have any task and finish groups and did all work via the Committee

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## **Standards Committee and Senior Appointments Committee**

### **Standards Committee**

Shadow Authorities need to adopt a member code of conduct at their first meeting

To meet s27 and s28 of the Localism Act 2011

The Committee would deal with any complaints about shadow members

### **Senior Appointments Committee**

Responsible for the selection process for the appointment and making recommendations to the Shadow Authority of the Head of Paid Service, the S151 and MO. We had to do that by 22<sup>nd</sup> Dec stated in the SCO.

Dealing with any disputes raised relating to any policies and procedures of the Shadow Authorities.

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**Oh .....and then there is the Legal, Democratic and Elections work to also deliver getting reading for Day 1.**

**Including the Seal – don't forget to have one done for Day 1**

**That's for another day 😊**

# Work Package – Service Scope

## Key Information

### Scope

- Legal Services
- Governance and Democratic Services including Scrutiny
- Elections

**NB** (Some teams have DPO / SIRO Information Governance and Member Support, CC has **Coroners** within Legal Services these staff are included in figures )

- *Start thinking about your new Council constitution now would be my advice*

**Legal Services** - The 'core business' of a local authority legal department is to provide corporate and operational legal advice and assistance. Directing council employees in the legal preparation of policies and strategic planning, handling litigation, writing legal documents/ contracts providing advice about all social and commercial legal matters . The **Monitoring Officer** role is a statutory role which is responsible for corporate governance arrangements. The MO may report on matters he/she believes are, or are likely to be, illegal or amount to maladministration; is responsible for matters relating to the conduct of Councillors and officers; is responsible for the operation of the Constitution. **Governance and Democratic Services teams** providing support to Councillors, officers and members of the public on the Council's decision making processes. Providing support to Councillors to ensure they are able to undertake their roles effectively. The teams often also include **member support development and training** .**Elections teams** are responsible for the provision of a comprehensive Electoral Registration and Election Management. Different operating models and structures are in place across Cumbria. Approx 172.9 FTE for Cumbria ( NB includes coroners services 23 FTE/ Information governance teams 7 FTE and some member support and civic teams) .

### Key Issues

- Early resolution of the Hosting arrangements for Shadow Authority and Joint Committee required
- Early resolution of ICT systems for Democratic and Legal requirements meeting early in New Year.
- Staff retention during a period of change
- Need to clarify the PEOPLE and PLACE requirements and work stream's
- Full time project management support required to accelerate work streams in readiness for Joint Committee and Shadow Authority requirements

### Interdependencies

- IT work stream – Legal case management system / Democratic Services system / Hosting Arrangements /Election Management Soft ware / website
- There are significant interdependencies PLACE and PEOPLE and other Themes all have aspects of Legal work.
- Coroners n the PLACE theme but currently managed by CC Monitoring Officer
- We identified **14** work streams



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## Useful Links

[Cumbria Unitarisation \(including a proposal involving the City of Lancaster\) - Ministry of Housing, Communities and Local Government - Citizen Space](#)

[Consultation on proposals for locally-led reorganisation of local government in Cumbria, North Yorkshire and Somerset - GOV.UK](#)

<https://www.gov.uk/government/consultations/proposals-for-locally-led-reorganisation-of-local-government-in-cumbria-north-yorkshire-and-somerset/outcome/consultation-response-summary-local-government-reorganisation>

[Cumbria decision](#)

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# Thank you



**Linda Jones**

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# Thank You

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