

## SWT Special Full Council

Thursday, 15th April, 2021,  
4.00 pm



Somerset West  
and Taunton

[SWT VIRTUAL MEETING WEBCAST LINK](#)

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**Members:** Hazel Prior-Sankey (Chair), Simon Coles (Vice-Chair), Ian Aldridge, Benet Allen, Lee Baker, Marcus Barr, Mark Blaker, Chris Booth, Paul Bolton, Sue Buller, Norman Cavill, Dixie Darch, Hugh Davies, Dave Durdan, Kelly Durdan, Caroline Ellis, Habib Farbahi, Ed Firmin, Andrew Govier, Roger Habgood, Andrew Hadley, John Hassall, Ross Henley, Marcia Hill, John Hunt, Marcus Kravis, Richard Lees, Sue Lees, Libby Lisgo, Mark Lithgow, Janet Lloyd, Dave Mansell, Andy Milne, Chris Morgan, Simon Nicholls, Craig Palmer, Derek Perry, Martin Peters, Peter Pilkington, Andy Pritchard, Steven Pugsley, Mike Rigby, Francesca Smith, Federica Smith-Roberts, Vivienne Stock-Williams, Phil Stone, Andrew Sully, Nick Thwaites, Anthony Trollope-Bellew, Ray Tully, Terry Venner, Sarah Wakefield, Alan Wedderkopp, Danny Wedderkopp, Brenda Weston, Keith Wheatley, Loretta Whetlor and Gwil Wren

### Agenda

**1. Apologies**

To receive any apologies for absence.

**2. Declarations of Interest**

To receive and note any declarations of disclosable pecuniary or prejudicial or personal interests in respect of any matters included on the agenda for consideration at this meeting.

(The personal interests of Councillors and Clerks of Somerset County Council, Town or Parish Councils and other Local Authorities will automatically be recorded in the minutes.)

**3. Public Participation - To receive only in relation to the business for which the Extraordinary Meeting has been called any questions, statements or petitions from the public in accordance with Council Procedure Rules 14,15 and 16**

The Chair to advise the Committee of any items on which members of the public have requested to speak and advise those members of the public present of the details of the Council's public participation scheme.

For those members of the public who have submitted any questions or statements, please note, a three minute time limit applies to each speaker and you will be asked to speak before Councillors debate the issue.

**Temporary measures during the Coronavirus Pandemic**

Due to the Government guidance on measures to reduce the transmission of coronavirus (COVID-19), we will holding meetings in a virtual manner which will be live webcast on our website. Members of the public will still be able to register to speak and ask questions, which will then be read out by the Governance and Democracy Case Manager during Public Question Time and will either be answered by the Chair of the Committee, or the relevant Portfolio Holder, or be followed up with a written response.

**4. To receive any communications or announcements from the Chair of the Council**

**5. To receive any communications or announcements from the Leader of the Council**

**6. To receive only in relation to the business for which the Extraordinary Meeting has been called any questions from Councillors in accordance with Council Procedure Rule 13**

**7. Local Government Reorganisation - Potential Residents Poll**

This matter is the responsibility of the Leader of the Council, Cllr Smith-Roberts.

This report recommends the holding of a local referendum to give residents a voice in the debate and help the Secretary of State in understanding and determining the level of support amongst residents for each of the options.

(Pages 5 - 16)

A handwritten signature in black ink, appearing to read "James Hasset". The signature is written in a cursive style with a large initial "J" and a long, sweeping underline.

**JAMES HASSETT**  
**CHIEF EXECUTIVE**

Please note that this meeting will be recorded. You should be aware that the Council is a Data Controller under the Data Protection Act 2018. Data collected during the recording will be retained in accordance with the Council's policy. Therefore unless you are advised otherwise, by taking part in the Council Meeting during Public Participation you are consenting to being recorded and to the possible use of the sound recording for access via the website or for training purposes. If you have any queries regarding this please contact the officer as detailed above.

Following Government guidance on measures to reduce the transmission of coronavirus (COVID-19), we will be live webcasting our committee meetings and you are welcome to view and listen to the discussion. The link to each webcast will be available on the meeting webpage, but you can also access them on the [Somerset West and Taunton webcasting](#) website.

If you would like to ask a question or speak at a meeting, you will need to submit your request to a member of the Governance Team in advance of the meeting. You can request to speak at a Council meeting by emailing your full name, the agenda item and your question to the Governance Team using [governance@somersetwestandtaunton.gov.uk](mailto:governance@somersetwestandtaunton.gov.uk)

Any requests need to be received by 4pm on the day that provides 2 clear working days before the meeting (excluding the day of the meeting itself). For example, if the meeting is due to take place on a Tuesday, requests need to be received by 4pm on the Thursday prior to the meeting.

The Governance and Democracy Case Manager will take the details of your question or speech and will distribute them to the Committee prior to the meeting. The Chair will then invite you to speak at the beginning of the meeting under the agenda item Public Question Time, but speaking is limited to three minutes per person in an overall period of 15 minutes and you can only speak to the Committee once. If there are a group of people attending to speak about a particular item then a representative should be chosen to speak on behalf of the group.

Please see below for Temporary Measures during Coronavirus Pandemic and the changes we are making to public participation:-

Due to the Government guidance on measures to reduce the transmission of coronavirus (COVID-19), we will holding meetings in a virtual manner which will be live webcast on our website. Members of the public will still be able to register to speak and ask questions, which will then be read out by the Governance and Democracy Case Manager during Public Question Time and will be answered by the Portfolio Holder or followed up with a written response.

Full Council, Executive, and Committee agendas, reports and minutes are available on our website: [www.somersetwestandtaunton.gov.uk](http://www.somersetwestandtaunton.gov.uk)

For further information about the meeting, please contact the Governance and Democracy Team via email: [governance@somersetwestandtaunton.gov.uk](mailto:governance@somersetwestandtaunton.gov.uk)

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*Report Number: SWT 34/21*

## **Somerset West and Taunton Council**

### **Full Council – 15 April 2021**

#### **Local Government Reorganisation – Potential Residents Poll**

**This matter is the responsibility of the Leader of the Council, Cllr Federica Smith-Roberts**

**Report Author: James Hassett, Chief Executive Officer**

#### **1. Executive Summary / Purpose of the Report**

- 1.1 The Secretary of State is currently conducting a consultation on the options for the future of local government in Somerset. Two alternative proposals exist. The Government has outlined that a factor in its considerations will be the degree to which a proposal has local support.
- 1.2 Concerns have been expressed about the consultation process and the lack of prominence given to the voice of the most important stakeholders, the actual residents of Somerset, within that consultation. There have been calls from Somerset residents for the councils to take steps to ensure residents' views on the proposed changes and their preference for the future of local government can be expressed in a clear and open manner.
- 1.3 This report recommends the holding of a local referendum to give residents a voice in the debate and help the Secretary of State in understanding and determining the level of support amongst residents for each of the options. If a referendum is to be held to inform the Secretary of State's considerations, it will need to take place in advance of the Secretary of State's decision, which is anticipated before Parliament's summer recess.

#### **2. Recommendations**

It is recommended that Full Council:-

- 2.1 Endorse the holding of a local authority poll (local referendum) of all residents of Somerset West and Taunton on the Electoral Register at 6 May 2021 who are eligible to vote in local elections, on the two options for the future of local government in Somerset i.e. the two Unitary Councils proposal from Stronger Somerset and the one Unitary Council proposal from One Somerset.

2.2 Approve funding of up to £220,000 to meet the costs associated with the local authority poll (local referendum) and SWT's estimated share of further unitary programme delivery funds. The supplementary budget of £220,000 is proposed to be funded from General Reserves, with delegated authority to the Leader of the Council and/or the Chief Executive to approve individual items of expenditure against the budget.

2.3 Note that the decision to hold the Referendum requires an executive decision to be made before proceeding with the poll. It is proposed that following Full Council's decision as to whether to endorse the holding of the local authority poll (local referendum), the Leader of the Council will make the following executive decision:-

- a) to hold the local authority poll (local referendum) of all residents of Somerset West and Taunton on the Electoral Register at 6 May 2021 who are eligible to vote in local elections, on the two options for the future of local government in Somerset poll including:-
- b) The conducting of the local authority poll as a postal and online referendum (option set out in 6.9ii) utilising Civica Electoral Services with the poll commencing on Friday 7 May 2021 and closing at 5pm on Friday 28 May 2021.
- c) The holding of the local authority poll alongside such other Somerset Councils that agree.
- d) The poll will follow the single non-transferable vote system and the question to be asked will be:  
*“Which of the two options for change in local government in Somerset to replace the existing five councils do you support (select one only):*
  - a. **One council for Somerset** (*“One Somerset” - the plan for a single council proposed by Somerset County Council*)
  - b. **Two councils for Somerset: Eastern Somerset and Western Somerset** (*“Stronger Somerset” the plan for two councils for Somerset – an Eastern and a Western Somerset council –proposed by Somerset West and Taunton Council / South Somerset District Council / Mendip District Council / Sedgemoor District Council and the other district councils of Somerset*)
- e) That the Executive delegate the role of Counting Officer to Civica Electoral Services.
- f) That the Executive make such resources, including staff resources, as necessary to the Counting Officer to enable the referendum to be conducted;
- g) To delegate to the Chief Executive, the authority to take any further action necessary in relation to this matter

- h) To write to the Secretary of State to inform him of the referendum and its dates and ask that the result of the referendum be properly considered as part of the decision making process on the future of local government in Somerset.

### **3. Risk Assessment**

- 3.1 As the Local Government Reorganisation decision will impact on the residents of Somerset for many years to come, it is crucial that they are given the opportunity to give their feedback to the proposals from Stronger Somerset and One Somerset, and that the Secretary of State takes this feedback into account when making the final decision.

### **4. Background and Full details of the Report**

- 4.1 All councils in Somerset have recognised the need to change in the way local government works in the county if services are to be sustainable and the challenges the county and our communities face are to be met. In addition, the government signalled that it wanted to see change within Somerset local government and invited all councils in Somerset to submit proposals for change in October 2020.
- 4.2 In response to that invitation two alternative proposals have been submitted to the Secretary of State for consideration. These proposals are the **Stronger Somerset** proposal for two new unitary councils – Eastern Somerset and Western Somerset - replacing the existing five councils together with reform, put forward by the four Somerset District Councils and the **One Somerset** proposal for one new unitary council for Somerset, replacing the five existing councils, put forward by Somerset County Council.
- 4.3 The government has made it clear that local support will be one of the key criteria in any decision on the future of local government in Somerset. The Secretary of State launched a consultation on 22 February 2021 which closes on 19 April 2021.

### **5. The Consultation**

- 5.1 In the 9 October 2020 invitation letter to councils to submit proposals for change to local government in Somerset, the Secretary of State for Housing & Communities outlined that there were three key criteria that would be used in reaching his decision around the options for change. The second of these criteria is that the reforms must 'command a good deal of local support in the round'.
- 5.2 In launching the consultation, the Government wrote to a number of stakeholder organisations. It also set out that anyone, inside and outside of Somerset, including residents, was able to respond to the consultation but that no approach would be made or publicity undertaken in this regard.
- 5.3 Somerset's district councils have made representations to the government

outlining their concerns with the consultation process and its ability to support the Secretary of State in determining how each of the proposals meets the second criteria around the level of local support. These concerns can be summarised as:

- a. There is too limited a number of named consultees to determine the level of support for any proposal
  - b. The list is dominated by statutory bodies and excludes other key organisations that are important to community life and well-being and have proved to be essential in responding to the pandemic such as:
    - a. Somerset's highly active city, town and parish councils and their representative bodies
    - b. Somerset's voluntary and community organisations
  - c. There are too many bodies on the list which are either led by or form part of Somerset County Council and this may inadvertently skew the process.
  - d. Organisations such as Yeovil College and Bridgwater & Taunton College, who are key to improving skills, developing the economy and supporting improvements in outcomes and quality of life in our communities were omitted
  - e. Almost as many organisations outside the county are on the consultation list as inside the county, all with an equal say on the future of local services and local communities.
  - f. Whilst any individual or organisation can respond, narrowing the official list invited to respond risks the perception of a hierarchy where some voices are fundamentally much more important than others and therefore may have deterred residents and organisations of Somerset from responding.
  - g. Should a resident of Somerset wish to respond, the process and the structure of the consultation makes it particularly hard: the consultation makes no provision for people without easy access to the internet during the lockdown; and for those who are able to be online, the language is exclusionary and the questions asked are unclear.
  - h. That the available evidence suggests that the overall response rate from people and organisations in Somerset is low and the consultation process will therefore not allow the Secretary of State to make a fully informed decision in cognisance of the true picture as regards criteria 2 and the level of support for each proposal amongst the people who will be affected the most, the residents of Somerset.
- 5.4 At the District Council's Network meeting on 10 March 2021, the Secretary of State underlined the importance of residents' views in the reorganisation and reform process, stating that it must be right for residents to have equal footing in terms of responding to the consultation and that although there is a legal list of stakeholders that must be engaged, residents' views and what is popular and supported by the communities are vital. Unfortunately, neither the representations made to government nor the Secretary of State's support for residents' views have resulted in any changes to the consultation process.
- 5.5 There has been a call from some groups and sections of the community to let



all residents have their say on the future of local government in Somerset through the holding of a referendum. These calls have increased in recent weeks, possibly due to the concerns around the consultation process.

- 5.7 In the light of the above, this report recommends the holding of a Local Authority Poll or what is commonly known as a Local Referendum as a means of supporting the Secretary of State in making his decision, particularly in respect of criteria 2 of the decision making process in determining the level of local support.

## **6. The Holding of a Local Authority Poll (Local Referendum)**

### **The Power to Hold a Local Authority Poll**

- 6.1 Section 116 of the Local Government Act 2003 provides a specific power for local authorities to hold a local advisory poll (referendum). The Act does not provide for local electors to be able to demand a referendum.
- 6.2 The result of a section 116 poll is not binding on the council or any other entity. It is purely advisory. It does however provide clear evidence of the public views on the matter being put before the voters. If the Council decides to hold a section 116 poll to ascertain the views of its residents on the future of local government in Somerset, that poll would be a purely advisory indication of residents' views to assist the Secretary of State in making a decision by providing evidence in respect of local support (the second of the government's assessment criteria).
- 6.3 Under section 116 it is up to the Council to determine who to poll and how the referendum is to be conducted. Accordingly, the Council needs to decide: -
- a. does it wish to hold such a local advisory referendum?

And if it does:

- b. the franchise (who will have a vote)  
c. the question; and  
d. how the poll is to be conducted.

### **Franchise**

- 6.4 It is proposed that those to be included in the section 116 poll will be all those on the Somerset West and Taunton Electoral Register on 6 May 2021 who are entitled to vote in local elections.

### **The Voting system and Question to be asked**

- 6.5 The Electoral Commission has produced guidance for central Government for assessing referendum questions, and this provides a useful guide for determining the question to be used on the ballot paper for a section 116 poll. These guidelines state that a referendum question should present the options

clearly, simply and neutrally, be easy to understand and to the point. It should be unambiguous, it should avoid encouraging voters to consider one response more favourably than another and it should avoid misleading voters. The question should be written in plain language (language that uses short sentences, is simple, direct and concise and uses familiar words while avoiding jargon or technical terms that would not be easily understood by most people).

- 6.6 The question should be written in neutral language, avoiding words that suggest a judgement or opinion either explicitly or implicitly. The information contained in the question should be factual, describe the question, the options clearly and accurately and the question should avoid assuming anything about voters' views.
- 6.7 In considering the question, the voting system needs to be taken in to account. Most polls in England utilise the single non-transferrable vote system, also known as first past the post. It is the system that voters are most familiar with when taking part in elections and polls. Therefore, it is proposed to utilise this system in the local authority poll.
- 6.8 Following independent advice from one of the country's leading elections and electoral law specialists it is proposed that the following question is put in the poll to the residents of Somerset:

*"Which of the two options for change in local government in Somerset to replace the existing five councils do you support (select one only):*

- a. **One council for Somerset** (*"One Somerset" - the plan for a single council proposed by Somerset County Council*)
- b. **Two councils for Somerset: Eastern Somerset and Western Somerset** (*"Stronger Somerset" the plan for two councils for Somerset – an Eastern and a Western Somerset council –proposed by the Somerset West and Taunton Council/ South Somerset District Council / Mendip District Council / Sedgemoor District Council and the other district councils of Somerset*)

#### **Conduct of the Referendum.**

- 6.9 There are three options that have been considered for running the referendum (all costs being the total cost across the four districts of Somerset):
- i. **Postal poll using a supplier but with the district councils administering the count**  
  
Estimated cost - £178,000 + return postage (approx. £55,000 to £110,000) plus staff time for administration and counting
  - ii. **Postal poll and internet poll using a supplier with the supplier also administering the counting process and verifying the result**

Estimated cost - £310,000

**iii. Traditional poll**

This would be a mixture of polling stations and postal votes, administered by the district council election teams.

Estimated Cost – up to £933,000

- 6.10 As well as cost, there are a number of other important considerations in the conducting of the poll.
- 6.11 Due to the Covid 19 restrictions the 6 May 2021 is the first day an election or referendum can be legally held.
- 6.12 On 6 May 2021, elections for the Police and Crime Commissioners are due to be held. These elections are being conducted in accordance with the Police and Crime Commissioner Elections Order 2012 which facilitates combined elections, but only those types of elections prescribed within the regulations. The list of elections capable of being combined with the PCC elections does not include a referendum to be conducted under Section 116 Local Government Act 2003 and therefore it is not possible to combine the poll with the existing elections.
- 6.13 Whilst the poll could be held as an in person poll on another day, councils would not have the power to force public venues such as schools, to provide rooms or other facilities for voters. In addition, this would require considerable resources and significant additional cost at a time when council resources are already stretched.
- 6.14 It will be important locally that the result of the poll is able to be regarded as a true reflection of locally expressed opinion. If the poll or part of it was administered by the district council electoral teams, they would undoubtedly uphold the highest standards and provide total impartiality in the process, and other safeguards such as independent observers would be in place. However, contracting out the entire poll to a third party with an excellent reputation for conducting impartial polls would give added assurance that the result is a true reflection of those who expressed a view in the poll.
- 6.15 Accordingly, it is recommended that the poll be conducted as a postal and on line ballot entirely conducted by a third party, Civica Electoral Services (formerly the Electoral Reform Services). It is further recommended that the poll be held commencing Friday 7 May 2021 to avoid any confusion with the Police and Crime Commissioner Election, and close at 5pm on Friday 28 May 2021, giving residents three clear weeks to return their ballot papers or vote on line. Information on the ballot papers and on line voting is included at Appendix A to this report.

## **7. Links to Corporate Aims / Priorities**

7.1 There are no linkages to the Council's current Corporate Aims / Priorities

## **8. Finance / Resource Implications**

8.1 The total cost of the poll will be approximately £310,000, assuming the option set out in 6.9ii is adopted, although there is likely to be variance dependent on turnout and the number of voters choosing to vote online rather than by post. This cost of for a poll covering the electors in all four districts of Somerset and would be shared with those councils in Somerset that agreed to a poll.

8.2 The estimated costs of the poll attributable to Somerset West and Taunton Council (SWTC) is circa £86,000. It is proposed to include a contingency of £34,000 allowing for final contract costs and potential additional costs of issuing reminders before the poll concludes. The budget requested for the estimated total costs of conducting the poll is, therefore £120,000.

8.3 An additional budget allocation of up to £100,000 is requested to adequately fund associated work to support the referendum, which will cover legal fees, consultancy, communications, etc. It is proposed to delegate authority to the Leader of the Council and/or the Chief Executive to approve individual items of expenditure against the budget.

8.4 The total supplementary budget therefore requested within this report is £220,000, which is proposed to be funded from General Reserves.

8.5 If the Council endorses the holding of the poll, the contract award will need to be delivered as a matter of urgency to meet the needs of the project, and will be undertaken with a permitted exemption to the Council's Contract Procedure Rules, subject to the approval of the Director of Internal Operations and the Monitoring Officer.

## **9. Legal Implications**

9.1 The Local Government Act 2003 Section 116 provides a specific power for local authorities to hold a local advisory poll (referendum).

9.2 Section 61 of the Coronavirus Act 2020, relates to the power to postpone certain other elections and referendums in the period from 16 March 2020 to 5 May 2021, and this applies to a poll under Section 116 of the Local Government Act 2003. This means that the earliest date a local poll could commence is 7 May 2021 (as it cannot be combined with the PCC Elections being held on 6 May 2021).

## **10. Environmental Impact Implications**

10.1 None arising from this report

## **11. Safeguarding and/or Community Safety Implications**

11.1 None arising from this report

**12. Equality and Diversity Implications**

12.1 None arising from this report

**13. Social Value Implications**

13.1 None arising from this report

**14. Partnership Implications**

14.1 None arising from this report

**15. Health and Wellbeing Implications**

15.1 None arising from this report

**16. Asset Management Implications**

16.1 None arising from this report

**17. Data Protection Implications**

17.1 None arising from this report

**18. Consultation Implications**

18.1 The consultation implications are set out in the body of this report

**Democratic Path:**

- **Audit, Governance and Standards Committee** – No
- **Cabinet/Executive** – As legally this is an Executive decision, the Leader will complete a delegated decision once the Council has made the decision as to whether to endorse the proposal to carry out a local authority poll
- **Full Council** – Yes

**List of Appendices**

Appendix A	Ballot Paper

**Links:**

One Somerset full proposal can be accessed [here](#)

Stronger Somerset full proposal can be accessed [here](#)

**Contact Officers**

Name	Alison North, Director of Internal Operations
Direct Dial	0300 304 8000
Email	<a href="mailto:a.north@somersetwestandtaunton.gov.uk">a.north@somersetwestandtaunton.gov.uk</a>



# BALLOT PAPER



## Somerset West and Taunton Council

### Changes in Local Government

Cast your vote using one of the following methods:

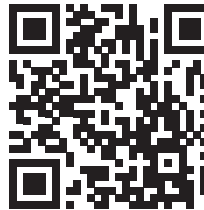


#### VOTE ONLINE

Go to:  
[www.cesvotes.com/somerset21](http://www.cesvotes.com/somerset21)

or scan the quick response barcode with your smartphone.

QUICK RESPONSE  
BARCODE



Security Code Part One

Security Code Part Two



#### VOTE BY POST

Vote by marking a cross 'X' in the box next to your chosen answer.

QUESTION	
<b>Which of the two options for change in local government in Somerset to replace the existing five councils do you support (select one only):</b>	
<b>a. One council for Somerset</b> ("One Somerset" – the plan for a single council proposed by Somerset County Council)	<input type="checkbox"/>
<b>b. Two councils for Somerset: Eastern Somerset and Western Somerset</b> ("Stronger Somerset" the plan for two councils for Somerset – an Eastern and a Western Somerset council – proposed by the Somerset West and Taunton Council and the other district councils of Somerset)	<input type="checkbox"/>



#### VOTING CLOSES

**NOON on FRIDAY 28 MAY 2021**

Your completed ballot paper should be returned in the pre-paid envelope provided and must be received by the Independent Scrutineer no later than the date and time shown above.



