



Candidate Statements

NALC Larger Councils Committee Co-opted Clerk for the period January 2016 – December 2017

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To vote - <https://www.surveymonkey.com/r/Co-optedClerk>

Christopher Wayman, Town Clerk Buckingham Town Council, Buckinghamshire & Milton Keynes

I have been Town Clerk for nearly 6 years (Jan 2016) in Buckingham. Over that time I have helped lead the Council through massive change. This includes new Town Council Offices, a near doubling of staffing numbers, new property and services while also carrying out refurbishment and renovation of existing services and assets.

These include taking on devolved services from the County Council including cutting of grass verges – and working with an enterprise agency to employ young people to carry out the work, we have taken over the operation of an additional play area from the District Council as well as refurbishing 4 additional children's play spaces since 2010 (with a 5th currently out to tender).

I am currently negotiating a purchase of a Council depot, transfer of new sports pitches, community centre and play fields, purchase of an additional community centre and the construction of public toilets and shop mobility.

For the last two years I have been Buckinghamshire's representative on the Nation Executive Council of the Society for Local Council Clerks.

My work on the Buckingham Neighbourhood Development Plan has also resulted in myself winning a Locality Public Sector Heroes award. The Neighbourhood Plan has now been made and progressed through referendum with a yes vote of greater than 90%.

Outside of work and my family I compete in cycling time trails, in addition I am currently Chairman of Swan Wheelers cycling club and also Racing Secretary of Bicester Millennium Cycling Club (BMCC). As part of my duties as Racing Secretary I run the time trail events throughout the summer. Since I have taken over this it has grown in popularity. Initially there was a discussion that due to low numbers that we should stop running these events. In the last 3 years it has now grown to be (we believe) the biggest weekly time trail series in the country.

In addition this year I have been chairman of the BMCC Silverstone Committee where we run the biggest Team Time Trial in the country with 80, 9 person teams taking part. This is for charity and the event raised over £13,000 for three charities including Handcycling UK and the Princes Trust.

I also play American Football and have just started helping to coach young players.

Give Details Of Any Professional Qualifications:	2:1 Degree in Community Engagement and Governance from the University of Gloucestershire CiLCA (including revised section 7 for the General Power of Competence)
Are You A Member Of A Professional Institute Or Body?	Yes
If Yes, Please Specify Which	Society of Local Council Clerks (NEC member) Institute of Local Council Managers



Shar Roselman, Clerk Newport Pagnell Town Council, Buckinghamshire & Milton Keynes ALC

I have been both a Councillor and a clerk (for 6 years) and have experience of three large councils, Leighton-Linslade Town Council, Fleet Town Council and Newport Pagnell Town Council. I have also been the internal auditor for several smaller councils.

I am an experienced Town Clerk and Responsible Finance Officer and have dealt with many large tenders, including an EU tender, several play area tenders valued at up to £108,000, a ground maintenance tenders to the value of £132,000 and a capital build tender valued at £94,000. I have achieved the transfer of assets worth £11.3M from our principal authority, including a swimming pool, sports ground and community centre. I work with many partnership organisations, including the voluntary sector, the business community, Localities, Places for People, and local and national sporting bodies to achieve improvements in the town. The net result of such partnership arrangements has been significant grant funding obtained (£202,000) as well as capital enhancements to the town to the value of £1,1M.

I am competent at producing business plans, latent demand surveys, long term maintenance plans, and in managing CAPEX and budgets to the value of £1.2M. I have helped my Council achieve a clear vision for the future, and have written the Procurement Toolkit for NALC.

We have just submitted our Neighbourhood Plan to our Local Planning Authority. It is a most unusual plan, calling for 3 times the number of homes required by the Local Plan and Core Strategy. Unusually our Council did not pay for a consultant to draw up the plan, but completed it ourselves, and the burden of the preparation of the plan fell to me directly.

My Council has engaged in much public consultation and community engagement of recent years, not only for the Neighbourhood Plan, but also on play areas, sports and leisure requirements, greening of our neighbourhood, communications strategies and other subjects.

I manage a team of employees and am competent at Human Resource issues, up to and including TUPE. In addition, as the competent person for my Council, I have a solid and broad understanding of all Health and Safety Issues affecting Councils.

I have sat on the NALC Larger Council's Committee for two years as a co-opted member, and thoroughly enjoyed the process. I am also attending the All Party Local Devolution Group meeting at the House of Commons on 18th November, and giving a brief presentation on how devolution has been achieved in Newport Pagnell and what more can be done to achieve further devolution.



I have been very pleased over the last few years to see NALC going from strength to strength and fully support the aims in its manifesto. The role played by NALC in lobbying is a most important one, and is very well undertaken. There is now much more understanding by Councils of this role, and in particular of how NALC has contributed significantly to the debate on referendum principles on precepts for Parish Council. I would very much like to continue working with the Larger Council’s Committee as a co-opted clerk, and believe that the future debate on devolution to Parishes will prove both fascinating and challenging. I look forward to the time when more planning powers are devolved to Parish Council.

Skills I would bring to the Larger Council’s Conference are:

Accounting Skills

Procurement Skills

Strategic Planning Skills including vision setting, management of objectives, CAPEX, Financial Forecasting

Project management Skills

Human Resource knowledge

Health and Safety knowledge

Planning Skills

Direct experience as both a clerk and a councillor

Public speaking Skills.

Previous experience in working with Government at a very senior level: As principal director of the Sentrachem Leadership Centre in Africa, I was responsible for much of the training, development and strategy of the ANC, working alongside Nelson Mandela, both before and during his period in office.

Give Details Of Any Professional Qualifications: BSC (H), Institute of Personnel Management (Dipl.) Institute of Financial Management (Dipl.) CiLCA, Power of General Competence, numerous relevant course qualifications.

Are You A Member Of A Professional Institute Or Body? Yes

If Yes, Please Specify Which Institute of Personnel management (IPM); International Institute of Municipal Clerks (IIMC); Society of Local Council Clerks (SLCC)

Carl Hearn, Local Government Officer, Tavistock, Devon

Tavistock is an active larger Council with 25 permanent staff and an annual budget of approximately £1.65m (principally commercially generated) operating a significant capital programme together with other community assets and services. The Council is presently utilising the General Power of Competence to deliver a £2.2m town centre regeneration scheme and has also received a stage 1 pass from the Heritage Lottery Fund for a major capital project linked to the Mining World Heritage Site.

I am now in my fifth year as Clerk and RFO, a role which includes responsibility for these projects alongside the effective day to day operation of the Council. I am Vice-Chairman of my County SLCC, deputy on the NEC and an active contributor to our County Association Larger Councils Committee. More generally I have approaching 30 years experience in local government including in senior management positions across the other tiers of local authorities with responsibilities including - District (governance/electoral/community services and support to 65 town/parish councils), County (as lead officer on the development of governance arrangements for a new County Unitary), Unitary (with responsibility for the Cabinet support and Scrutiny services). I have worked extensively with, and in the past served on, a County Association Executive Committee as well as being actively engaged with my present Council in a number of recent NALC initiatives, most especially those affecting larger Councils in the sector.

Additionally I have been sector representative in the emerging local county led localism initiative and was part of the team which successfully bid to DCLG and MoJ for the Devon County Council 'Delivering Differently' project (in which Tavistock was a pilot). This government funded initiative was structured to develop national good practice on how local councils and their communities could become best placed to deal with the impact of localism and public service cuts.

My career has been characterised by effective partnership working at all levels and I would welcome the opportunity to work with and on behalf of larger local Councils to help develop and promote our offer in this time of opportunity and change.

Give Details Of Any Professional Qualifications:

ACIS, AEA Cert, CiLCA, GDL.

Are You A Member Of A Professional Institute Or Body?

Yes

If Yes, Please Specify Which –

Only those with membership by exam listed Institute of Chartered Secretaries & Administrators, Association of Electoral Administrators, Society of Local Council Clerks



Laurie Wiebe, Clerk Heybridge Parish Council Essex

I started my involvement in Local Government as an interested resident which eventually led to being elected as a Parish Councillor in 2008. After a few years, I stood down as a Councillor and embarked on a career change – from biological sciences to Parish Clerk in 2012. The Parish Council has changed considerably over the last 3 years.

Some of the accomplishments:-

I am actively playing a part in the SLCC both for the Essex Branch and also as reserve Essex rep for the National Executive Council. Continued professional development is very important and I regularly attend SLCC conferences and EALC Larger Local Council Forums. I am also currently reading Law at University of London part-time.

Increased community engagement which has led to a full membership of the Parish Council for the second time since it was established in 1987. I was also involved with getting the annual Community Festival off the ground which is now in its 5th year. The Parish Council has recently embarked the Neighbourhood Plan process.

With an interest in law, governance, and community, I hope to be able to add a professional and balanced view to the NALC Larger Council Committee.

Other interests: western horsemanship, dog walking, quilting, history, reading, films, airplanes, and animals in general.

Give Details Of Any Professional Qualifications:

BSc (honors) Animal Science; MSc Animal Biology and Welfare; PG Dip Veterinary Epidemiology; CiLCA

Are You A Member Of A Professional Institute Or Body?

Yes

If Yes, Please Specify Which

Society of Local Council Clerks (SLCC), Institute of Local Council Management (ILCM), International Institute of Municipal Clerks (IIMC)

Lee Jakeman Town Clerk Newport (Shropshire) Shropshire

I have been the Town Clerk and Responsible Finance Officer for Newport (Shropshire) Town Council for 7 and a half years. I have recently become CiLCA qualified and now a member of the ILCM. I am keen (and now in more of a position) to contribute to the wider community of local councils and help shape and provide understanding around future legislation, central government direction as well as advise on consultation.

I and my Council have benefited from work undertaken previously by NALC through its larger councils committee over a number of years. I see it as an important role to take on the baton of wider social responsibility from time to time, to enable those who came before are able to move aside before they wear out and for new blood to carry on the task. Involvement would also provide additional learning that will be of benefit to Newport Town Council

Newport Town Council provides a number of services including; a cemetery, street lighting, public toilets, allotments, CCTV and Christmas lighting. In addition the Council manages a variety of 'green spaces' including a closed churchyard and a number of flower beds and 'gardened' verges as well as a small stretch of canal. Furthermore, the Council is housed in a 500 year old Grade II star listed building which bring with it its own challenges and is host to some 20 weddings a year. The Council is currently submitting a planning application for a parcel of land (for use as a cemetery) on which it has an option, which is a detailed and costly activity requiring strong project management, when dealing with issues including ground water pollution, demanding landowners and public perception. In recent years the Council has produced a Town Plan and is currently in the process of producing a Neighbourhood Development Plan. The Town has been subject to a significant number of large scale housing and employment (supermarkets) planning applications which have generally met fierce public opposition and managing expectations has been difficult. Furthermore, The Council has worked closely with (and funded significantly) the Police & Crime Commissioner, the local police constabulary to deliver a pilot project to introduce an effective programme of parking enforcement to increase turnover of parking space in and around the High Street to help maintain a vibrant town centre.

Throughout my time as Clerk, as evidence in part above, I have been exposed to a wide range of activities undertaken by larger councils that are current or recent hot topics around our sector (e.g. public toilets rates, lack of cemetery space, loss of green space to development and the reduction in Council Tax Support Grants).

With a precept of nearly £400,000 and a budget of around £450,000 a significant part of my role has been around financial management. With considerate but robust contract renegotiations, realigning of services, embracing new technology and obtaining external grant funding I have managed to provide budgetary recommendations to the Council which has enabled them to increase reserves from £40,000 to over £250,00 in under 8 years with a rise in the precept of below 6%.

Prior to becoming Town Clerk, I worked for a short period as a team leader for 12 HR Managers for Accenture on its Carillion Plc contract across its health care and rail and road networks business. The role required me to travel throughout England and deal with a cross-section of stakeholders. However, the majority of my career (23 years) prior to clerking was in the Royal Air Force where I retired as commissioned officer, having progressed through the ranks. In my commissioned role I undertook and led a number of public ceremonial events e.g. Remembrance Sunday and other military anniversary commemorations. I did throughout support wide range of charitable causes and activities either through direct participation (e.g. half marathons and home help) or co-ordinated them. My service included 2 tours at 2 different NATO headquarters including working on the personal staff of the USA's most senior Air Force officer, where I was regularly involved with national and multi-national level military and political figures, to facilitate discussions on complex international matters. My final tour in the Royal Air Force saw me employed in the MOD providing direct support to senior civil servants on personnel policy matters which involved investigating and providing responses to parliamentary enquiries and questions. I therefore have some first-hand experience of working close to central government and knowledge of how it operates.

Outside of work I am a keen sportsman despite being closer to 50 years of age than I would like. I run regularly, play golf and cycle occasionally and enjoy a demanding hike. In the summer I play cricket for the Town's cricket team (3rd XI only I am afraid), I am on the cricket club committee and coach the juniors having recently qualified as an ECB cricket coach and spend much of the remainder of the year trying to fund raise for the Cricket Club and other local good causes.

Give Details Of Any Professional Qualifications:	Certificate In Local Council Administration
Are You A Member Of A Professional Institute Or Body?	Yes /
If Yes, Please Specify Which	ILCM and the SLCC

Catherine Tobin, Parish Clerk Southwater, West Sussex

I have been Clerk to Southwater Parish Council in West Sussex for 18 years and I am a member of the Society of Local Council Clerks. I received the Certificate in Higher Education – Local Policy in 2001 from Gloucestershire University, Section 7 Power of Well Being and General Power of Competence, with the Council having resolved to use this Power. I am also a Fellow of the Institute of Local Council Management. Prior to working in local government, my main role was a PA/Assistant to the Strategic Director of an International Company. I am keen to represent the town and parish council sector and have served the Sussex Branch of the Society of Local Council Clerks as Chairman for five years, stepping down to concentrate on three major projects in 2014. The Sussex Branch of Local Council Clerks works extremely closely with the Sussex and Surrey Association of Local Councils in the delivery of continuous professional development and training through the Three Counties Training Partnership. I regularly attend both local SLCC and NALC conferences and other training opportunities.

Southwater Parish Council is an extremely active Council, having previously achieved Quality Status twice and is regarded by principal authorities as a progressive and capable council. The Village of the Year in 2006 followed partnership delivery with the County and District Councils of a new village centre for the community of Southwater (Population c.11,500). The project encompassed the provision of: 19 Retail Shop Units, 103 Apartments (private and affordable mix), 6 Small Office Units, Supermarket, Restaurant/Bar, Medical Centre and a new Community Building. The Parish Council negotiated a rent free period of 125 years on the new parish office and chamber. The Council are now the landlords of the community building having finalised negotiations after a 9 year period. The Parish Council is currently working on a Partnership Project with the County Council in relation to the devolution of certain highway services having already successfully delivered a number of projects in 2014.

The Council operates a Leisure Centre and three other community buildings and owns major land within the parish having obtained these assets through the development gain process and employs 35 staff including 5 volunteers. During 2014 it delivered three building projects, reconfiguration of the new community building at the heart of the village, extension of another building plus a Multi User Games Area.

The Council continues to be successful if obtaining funding through Lottery, development gain and partnership work to enable such projects.

We also organise in partnership various community events, this year a summer event was organised to promote our Country Park and its new feature 'Southwater Dinosaur Island' with our annual Christmas event planned for the end of November mainly paid for through sponsorship from local retailers and businesses.

Working with local business is a major objective of the Parish Council in promoting the economy of the area, and as such we have taken steps to promote our work and local area through Gatwick Diamond as well as extensive use of social media in promoting the work of the parish council and business community. As Clerk I am tasked with taking the lead on such projects.

The Council is also working with unemployed young people over an eight week cycle enabling them with career skills and advice. The Parish Council remains a major partner in the youth project, joining with local church organisations to provide this service; demographics show that 38% of the population of Southwater are under 18.

The Council are in the process of carrying out a Neighbourhood Plan and in relation to the initial consultation received a 31% response rate. As Clerk, I represented the Council at one of the meetings in relation to the local Examination in Public regarding the Horsham District Local Plan.

My reason for standing for nomination on the Larger Council's Committee is that, I am a passionate supporter of what the Town & Parish Council sector stands for and that we can by working together meet the challenges being set by Government and principal authorities in delivering greater opportunities and improving our local communities.

Give Details Of Any Professional Qualifications:

Certificate in Higher Education Local Policy

Are You A Member Of A Professional Institute Or Body?

Yes

If Yes, Please Specify Which

- **Society of Local Council Clerks**
 - **Institute of Local Council Management and,**
 - **International Institute of Local Council Management**
-



SUSAN WILTHEW, CHIEF EXECUTIVE, CHIPPENHAM TOWN COUNCIL, WILTSHIRE

New leadership, new plans, new NALC.

As a larger council practitioner with an extensive portfolio of cross sector understanding I want to help support the new visions for our sector.

I am the Chief Executive of Chippenham Town Council, one of NALC's Super Councils Network. I have worked in this sector for 11 years, five with Chippenham and the previous six as Clerk/RFO of a larger council in Somerset. I have also worked at a senior level with a Scottish unitary authority. I am not a one trick local government pony. Research scientist; international events manager; CEO of a disability led voluntary sector organisation are just some of the other sector skills in my saddle bag.

Chippenham is a very active town council with 24 Councillors serving around 45,000 residents. We have just opened the Neeld Community and Arts Centre following a six-month, £680k refurbishment of the Town Hall complex. We see this as instrumental in the town centre regeneration and a major contribution to enhancing our night time economy offer. As well as being central to the community life of Chippenham, we are looking for this multi-use resource to raise the town's profile and recognition regionally and nationally. A perfect demonstration of a town council already putting into action NALC's call for larger town councils to lead on the local economic development of their town centres in a time of economic challenges and opportunities.

Neeld Community and Arts Centre joins the long list of town assets we deliver – national award winning Stanley Park Sports Ground, Chippenham Museum and Heritage Centre, John Coles Park (enhanced this year by a £80k children's water play Splash Pad), cemetery, numerous play areas, allotments...and so on... with a budget of £2.6m and 45 staff you would not expect any less from a NALC Super Council.

On more strategic matters I have been instrumental in the introduction of a Business Improvement District into the town centre. I represent CTC on the Executive Committee of the Chamber of Commerce, Chippenham BID, Safe Places, a trustee of the Chippenham Victoria County History project; community liaison goes without saying.

My latest collaboration project is hopefully going to result in Chippenham being awarded Purple Flag status this year. We are currently looking at whether a Neighbourhood Plan is right for the town, having been an active partner in the delivery of the Chippenham Town Centre Masterplan. I am personally very active within the sector. I am the SLCC Wilshire Branch Clerks Mentor, was the SLCC Somerset Branch Secretary and regularly attend NALC, WALC, SLCC regional and national meetings and conferences as a delegate, Chair or speaker.

Raising the profile of Town / Parish Councils has from the start been one of my main objectives and is currently a strategic priority for Chippenham. As few residents come to council meetings we are going on tour for the first time to meet residents in their own community areas. Our new gazebo road show will be visiting each of the eight areas that make up the Chippenham parish over the next few months. Councillors from each of the wards will be on the road show when it visits their respective area. This will be residents' chance to meet their town councillor/s who are keen to hear what they have to say about where they live and about our town to help inform the work of the council.

Driving home the opportunity of 18 year olds to stand for election, the importance of understanding local democracy from an early age has also not been lost on Chippenham, and we are in the second year of our schools engagement project; every school in Chippenham having a link Town Councillor liaising with their pupil school councils.

Following through on this profile raising campaign at national level, in July I attended the Local Government Information Unit reception at the Houses of Parliament as a representative of the Super Council group. The lack of understanding and open hostility of our sector by some of the principle authority representatives at the gathering was disappointing but not unexpected. What was more concerning was that the DCLG's Secretary of State Greg Clark MP was taken aback by the size and activity of my council and was convinced that I must be representing a borough council. I was incredibly lucky to have had this 1 to 1 and hope that my personal outlining of some of the issues facing our sector may have helped his gaining a better understanding of what we are about.

I want to be involved. I want to help make a difference.

I understand what is affecting large councils. I want to help the Larger Councils' Committee identify what the cross organisational policy issues are to help inform the NALC Executive.

With decentralisation and budgetary deficits the really hot topics for all principle councils, there has never been a more important time for our sector to step up and grasp the opportunities for the devolution of assets and services to the sector closest to the communities it serves.

I also see this role with NALC as an opportunity to promote what Chippenham is doing and by raising awareness of the work we are delivering to improve the quality of town life help other councils see opportunity to also deliver similar to their communities.

Greg Clark MP wasn't that far off when he thought I was from a borough council. With the aspirations we have for taking on not just assets but also services traditionally associated with principle authorities, Chippenham and other larger councils are already leading the way on alternative forms of service delivery, and we need to make sure legislation and funding pathways follow fast enough to enable us to operate. We need central government

to wake up to the limitations there will be on decentralisation and devolution if our sector is too shackled by precept referendum which in reality is capping by another name.

With dialogue now gathering momentum on so many issues that we have been lobbying for – increasing the role of parishes in the planning system, getting a cut of the business rate being just a couple now making news, it is clear the work that has been driven by NALC and SLCC to get central government to understand that the town/parish sector really is an integral part of the local government structure and not just strange community groups is finally starting to reap the rewards it so clearly deserves.

We need to involve the best councils to drive the agenda.

I believe I am a proactive voice of one of those best councils and will make a positive contribution as a passionate advocate for the town/parish sector to support the work of the Larger Councils' Committee.

Ask a busy person...

Married with two grown up sons one of whom has just flown the nest to study in Ottawa I love to travel; no surprises why I have just returned from a tour of Canada.

I have a passion for live music volunteering at major events including Glastonbury; this was my 10th anniversary with the Cambridge Folk Festival.

A member of the management board of the flats where I live and a singing 'Semingtoner', I rock up to just about every community group in my village. More unusually I am also involved in the Great Bustard reintroduction project. Now that's something you don't hear about every day.

Give Details Of Any Professional Qualifications:

CiLCA

Are You A Member Of A Professional Institute Or Body?

Yes

If Yes, Please Specify Which

Institute of Local Council Management
