



Place and Resources Overview Committee

Date: Thursday, 22 April 2021

Time: 10.00 am

Venue: MS Teams Live Event.

Membership: (Quorum 3)

Daryl Turner (Chairman), Les Fry (Vice-Chairman), Pauline Batstone, Ryan Hope, Sherry Jespersen, Carole Jones, Val Potheary, Andrew Starr, Roland Tarr and David Taylor

Chief Executive: Matt Prosser, South Walks House, South Walks Road, Dorchester, Dorset DT1 1UZ (Sat Nav DT1 1EE)

For more information about this agenda please contact Democratic Services on 01305 252209 / lindsey.watson@dorsetcouncil.gov.uk



For easy access to the Council agendas and minutes download the free public app Mod.gov for use on your iPad, Android and Windows tablet. Once downloaded select Dorset Council.

Due to the current coronavirus pandemic the Council has reviewed its approach to holding committee meetings. Members of the public are welcome to attend this meeting and listen to the debate online by using the following link: [Link to watch Place and Resources Overview Committee live on 22 April 2021 at 10.00am](#)

Members of the public wishing to view the meeting from an iphone, ipad or android phone will need to download the free Microsoft Team App to sign in as a Guest, it is advised to do this at least 30 minutes prior to the start of the meeting.

Please note that public speaking has been suspended. However Public Participation will continue by written submission only. Please see detail set out below.

Dorset Council is committed to being open and transparent in the way it carries out its business whenever possible. A recording of the meeting will be available on the council's website after the event.

AGENDA

Page No.

1 APOLOGIES

To receive any apologies for absence.

2 MINUTES

5 - 12

To confirm the minutes of the meetings held on 25 February and 9 March 2021.

3 DECLARATIONS OF INTEREST

To receive any declarations of interest.

4 CHAIRMAN'S UPDATE

To receive any updates from the Chairman of the Place and Resources Overview Committee.

5 PUBLIC PARTICIPATION

To receive questions or statements on the business of the committee from town and parish councils and members of the public.

Public speaking has been suspended for virtual committee meetings during the Covid-19 crisis and public participation will be dealt with through written submissions only.

Members of the public who live, work or represent an organisation within the Dorset Council area, may submit up to two questions or a statement of up to a maximum of 450 words. All submissions must be sent electronically to lindsey.watson@dorsetcouncil.gov.uk by the deadline set out below. When submitting a question please indicate who the question is for and include your name, address and contact details. Questions and statements received in line with the council's rules for public participation will be published as a supplement to the agenda.

Questions will be read out by an officer of the council and a response given by the appropriate Portfolio Holder or officer at the meeting. All questions, statements and responses will be published in full within the minutes of the meeting. **The deadline for submission of the full text of a question or statement is 8.30am on Monday 19 April 2021.**

6 QUESTIONS FROM MEMBERS

To receive questions submitted by councillors in accordance with procedure rule 13. The deadline for receipt of questions **is 8.30am on Monday 19 April 2021.**

7 DORSET HIGHWAYS POLICIES

13 - 40

To consider a report of the Community Highways Manager.

8 PLACE AND RESOURCES OVERVIEW COMMITTEE FORWARD PLAN

41 - 58

To review the Place and Resources Overview Committee Forward Plan.

To review the Cabinet Forward Plan.

9 URGENT ITEMS

To consider any items of business which the Chairman has had prior notification and considers to be urgent pursuant to section 100B (4) b) of the Local Government Act 1972. The reason for the urgency shall be recorded in the minutes.

10 EXEMPT BUSINESS

To move the exclusion of the press and the public for the following item in view of the likely disclosure of exempt information within the meaning of paragraph x of schedule 12 A to the Local Government Act 1972 (as amended).

The public and the press will be asked to leave the meeting whilst the item of business is considered.

There is no exempt business.

This page is intentionally left blank



DORSET COUNCIL - PLACE AND RESOURCES OVERVIEW COMMITTEE

MINUTES OF MEETING HELD ON THURSDAY 25 FEBRUARY 2021

Present: Cllrs Daryl Turner (Chairman), Les Fry (Vice-Chairman), Pauline Batstone, Ryan Hope, Sherry Jespersen, Carole Jones, Val Potheary, Andrew Starr, Roland Tarr and David Taylor

Apologies:

Also present: Cllr Tony Alford, Cllr Jon Andrews, Cllr Richard Biggs, Cllr Cherry Brooks, Cllr Ray Bryan, Cllr Beryl Ezzard, Cllr Spencer Flower, Cllr Matthew Hall, Cllr Jill Haynes, Cllr Nick Ireland, Cllr Rebecca Knox, Cllr Nocturin Lacey-Clarke, Cllr Laura Miller, Cllr Andrew Parry, Cllr Jane Somper and Cllr Peter Wharf

Officers present (for all or part of the meeting):

John Sellgren (Executive Director, Place), Jonathan Mair (Corporate Director - Legal & Democratic Service Monitoring Officer), Bridget Betts (Environmental Advice Manager), Karyn Punched (Corporate Director for Place Services), Graham Duggan (Head of Community & Public Protection), Tracy McGregor (Service Manager for Libraries), Bridget Downton (Head of Business Insight and Corporate Communications), Deborah Smart (Corporate Director – Digital & Change), Lisa Trickey (Service Manager for Digital Strategy and Design) and Lindsey Watson (Senior Democratic Services Officer)

29. Minutes

The minutes of the meeting held on 17 December 2020 were agreed as a correct record and would be signed by the Chairman at a later date.

30. Declarations of interest

There were no declarations of interest.

31. Chairman's Update

The Chairman reported that an additional meeting of the committee would be held on 9 March 2021 in order to review a report on 'APSE Review of Waste Services'.

The Chairman provided an update in respect of an issue raised by South West Audit Partnership (SWAP) relating to an operators license associated with waste operations, and following a meeting with the chair of the Audit and Governance Committee and the chairs of the Place and Resources Overview and Scrutiny Committees it was noted that the issues had been addressed and that the chairmen were content with the checks and balances introduced.

The Chairman noted that members were being sought to undertake some review work in respect of the future disposal of assets and the council's new website. Volunteers would be sought after the meeting.

32. Public Participation

One question had been received from a member of the public and had been made available to the committee and published on the council's website in advance of the meeting.

A copy of the question and the response provided at the meeting is set out in Appendix 1 to these minutes.

33. Options for the control of disposable barbeques and other fire related activities

The committee considered a report of the Environment Advice Manager which set out options to look at both the legislative as well as other alternatives available to control or prohibit barbeques and other fire related activities in the Dorset Council area. The options paper had been put together working with Dorset and Wiltshire Fire and Rescue and other partners.

Councillors discussed the issues arising from the report and reference was made to the importance of working with local members and town and parish councils to consider the particular circumstances of different areas, the use of signage and education in this area, enforcement issues and the need to review the approaches following the summer season.

It was proposed by R Tarr seconded by V Potheary

Recommendation to Cabinet

- (a) Cabinet are recommended to adopt a two-step approach to the control of disposable barbeques and other fire related activities firstly focussing on increasing public awareness about the risks and the wider impacts through campaigns, policies and schemes, then if necessary, introducing legislation which will result in penalties for those in contravention.
- (b) To achieve this Cabinet are recommended to approve the following options:
 - (1) Not to pursue designating areas or Dorset Council areas with a PSPO relating to BBQ's and fire related activities this year but evaluate 2022 (Option 1)
 - (2) Not to pursue having a specific byelaw at this current time (Option 2)

- (3) The Sky Lantern and Balloon Policy and the new BBQ and campfire/Wildfire Policy is adopted by Dorset Council (Option 3)
- (4) Moors Valley to investigate the gas/electric communal style BBQ option with Forestry England later (Option 4)
- (5) Officers to investigate partnership funding options to support having a new Firewise voluntary warden scheme delivered through the Dorset Firewise project (Option 5)
- (6) The campaign and communication work are supported and developed and taken forward for 2021 season in line with any recommendations from this report. (Option 6)
- (7) Dorset council initiate a coordinated approach to the banning of disposable BBQs in agreed high risk area's locations. This work should link with Option 3, 5 and 6 (Option 7).

34. Developing Dorset's Digital Vision

Further to the Place and Resources Overview Committee meeting in December 2020, the draft digital vision had been finalised, and reflected the comments, suggestions and ideas put forward.

The committee considered the issues arising from the report and particular reference was made to connectivity issues and levels of digital access across the Dorset Council area and the important role played by councillors.

It was proposed by L Fry seconded by R Hope

Recommendation to Cabinet

That the Digital Vision and accompanying delivery plan be adopted.

35. Dorset Council Tourist Information Centres - Service Review: Consultation responses and next steps

The committee received a joint report of the Service Manager for Libraries and Head of Business Insight and Corporate Communications, which sought support on the way forward for Dorset Council in respect of its approach to funding and managing tourist information centres. In introducing the report, the Chairman noted that tourist information centres were a discretionary service and there was currently disparity across the council area. Consultation had been undertaken and alternative delivery models were being investigated.

The committee considered the issues arising from the report and strong support was raised in respect of opportunities to look at the 'Visit Dorset' website including how rural areas away from the coast were marketed and the

potential to develop an app for mobile phones. If the recommendations were agreed, existing funding levels would cease at the end of the current financial year, however, there would be continued support and negotiations moving forward.

It was proposed by S Jespersen seconded by A Starr.

Recommendation to Cabinet

That the following recommendations are endorsed:

1. Dorset Council stops directly funding tourist information centres (TICs) in Dorchester, Sherborne and Wareham.
2. Dorset Council continues to work with the Town Councils and/or other local services and will consider one-off support funding for suitable transitional arrangements to reduce the impact of the closure of the TIC on local people.
3. Authority is delegated to the Portfolio Holder for Customer and Community Services, in consultation with the Executive Director for Place, to agree any support payment arrangements agreed.
4. Dorset Council continues to promote Dorset as a visitor destination through its Visit Dorset website.

36. Place and Resources Overview Committee Forward Plan

Councillors noted the committee's forward plan and the Chairman reported that work was being undertaken to prioritise items for future review by the committee.

Reference was made to a 'Wheels to work' transport scheme. Further discussion would be held between the Chairman and relevant lead member in respect of transport issues generally and how the committee could be involved in this work.

37. Urgent items

There were no urgent items.

38. Exempt Business

There was no exempt business.

APPENDIX 1 - PUBLIC PARTICIPATION

Question from John Calvert

Item 8 Tourist Information Centre Funding

The Executive Summary comments that TICs provide the following key services: ~ free information including maps, local attractions and events, general information about the local area, bus/transport provision and

information about accessibility ~ ticket sales for some transport providers and for local events ~accommodation information and booking for the local area.

As a resident of Dorchester for over 10 years I have used the Dorchester Tourist Information for all these when they were available and I use them in other towns every time my wife and I visit for the first time.

This situation is not recent, there were plans for the TIC to go into the Shire Hall but then there weren't. The obvious next place was the new Library but no plans there. Finally the reorganisation of the Corn Exchange surely offered possibilities.

The response from Dorchester Town Council is sympathetic but seemingly at an early stage.

My question is this - If Tourism is so important for Dorset and in particular for Dorchester why is the Council stopping the funding and releasing the expert staff before agreeing a replacement service?

Some transitional funding is no substitute for proper planning.

Response from the Service Manager for Libraries

Thank you for the question about the TICs. As you have mentioned, the two TICs that were part of the former West Dorset District Council (Dorchester and Sherborne) were part of a service review commenced in 2014/15 by the district council. During an extended review period, some changes were made to the TICs operated by West Dorset District Council including relocating the Dorchester TIC into the town's library in order to reduce the cost to the council in supporting the TIC function. The review was not fully completed before the Local Government Re-organisation work to create the new Dorset Council took priority. Dorset Council has undertaken a review of the Council managed TICs to consider how best to provide this type of service in the future in a fair and equitable way.

Tourism remains important to Dorset Council and the council's Economic Growth Strategy includes support for the tourism sector by developing the 'Visit Dorset' brand and service to support the visitor economy and promote sustainable tourism in Dorset. Dorset Council currently operate and fund three TICs across the county with other TICs being operated at a local level by town/parish councils and/or volunteer support. There is disparity in terms of the council support for TICs across the area and Dorset Council cannot afford to fund TICs across the whole of the area.

In terms of implementing this change, there have already been some initial discussions with the three Town Councils and these discussions will continue particularly once we have a decision about the future provision of TICs. In addition, there is a period of organisational change management process with the workforce that will take a period of several months to complete which provides time for any alternative arrangements with the Town Councils to develop and be implemented.

Duration of meeting: 10.00 - 11.21 am

Chairman

.....

DORSET COUNCIL - PLACE AND RESOURCES OVERVIEW COMMITTEE

MINUTES OF MEETING HELD ON TUESDAY 9 MARCH 2021

Present: Cllrs Daryl Turner (Chairman), Les Fry (Vice-Chairman), Pauline Batstone, Sherry Jespersen, Carole Jones, Val Potheary, Andrew Starr and Roland Tarr

Apologies: Cllrs Ryan Hope and David Taylor

Also present: Cllr Tony Alford, Cllr Jon Andrews, Cllr Shane Bartlett, Cllr Cherry Brooks, Cllr Ray Bryan, Cllr Robin Cook, Cllr Beryl Ezzard, Cllr Barry Goringe, Cllr Jill Haynes, Cllr Ryan Holloway, Cllr Rob Hughes, Cllr Stella Jones, Cllr Paul Kimber, Cllr David Morgan, Cllr Andrew Parry, Cllr Molly Rennie, Cllr Mark Roberts, Cllr Maria Roe, Cllr David Tooke, Cllr Jane Somper and Cllr Peter Wharf

Officers present (for all or part of the meeting):

John Sellgren (Executive Director, Place), Karyn Punchard (Corporate Director for Place Services), Gemma Clinton (Head of Commercial Waste and Strategy), Michael Moon (Head of Waste Operations) and Lindsey Watson (Senior Democratic Services Officer)

39. Declarations of interest

There were no declarations of interest.

40. Public Participation

There were no questions or statements from members of the public or local organisations.

41. Urgent items

There were no urgent items.

42. Exempt Business

It was proposed by A Starr seconded by C Jones

Decision

That the press and the public be excluded for the following item in view of the likely disclosure of exempt information within the meaning of paragraph 3 of schedule 12 A to the Local Government Act 1972 (as amended).

**The Chairman closed the public element of the meeting and the MS
Teams Live Event ended**

43. APSE Review of Waste Services

The committee received and considered a report of the Head of Waste Operations, which outlined the contents of reports from the Association for Public Service Excellence (APSE) and actions being taken.

The committee noted the contents of the report and made a number of comments. Further discussion would be required as to how the actions would be progressed.

Duration of meeting: 2.30 - 4.23 pm

Chairman

.....

Place & Resources Overview Committee 22nd April 2021 Dorset Highways Policies

For Review and Consultation

Portfolio Holder: Cllr R Bryan, Highways, Travel and Environment

Local Councillor(s): All

Executive Director: J Sellgren, Executive Director of Place

Report Author: Michael Westwood

Title: Dorset Highways Policies

Tel: 01305228167

Email: Michael.Westwood@DorsetCouncil.gov.uk

Report Status: Public

Recommendation:

That the Place and Resources Overview Committee support the following action, in line with the decision of the highways & transport task and finish group: Adoption of the revised policies listed in this report.

Reason for Recommendation:

The policies listed were previously adopted by Dorset County Council. The task and finish groups view is that they did not require further change currently, though they may be reviewed further in the future.

Only minor amendments have been made to the policies to reflect changes in the council and staffing.

We have taken advice on the process for adopting the policies. As only minor amendments have been made to the policies it is not seen as a key decision, so does not need a report to full council. The leader has delegated to individual members of the cabinet the ability to make executive decision of this type. Any recommendations made by the overview committee will be to the portfolio holder, Cllr Ray Bryan.

1. Executive Summary

A longer list of Policies has been reviewed by Cllr Daryl Turner and it has been agreed that only the following require to be brought forward to the committee.

1, A-Board Advertising Signs Policy

Dorset Council, as the Highway Authority, has a duty to promote the safe use of the highway by keeping it clear of obstruction. Whilst the Council has limited legal powers to authorise the erection of A-Boards on the highway, it can choose the degree to which it actively enforces against their placement. Dorset Council recognises that many local businesses use A-Boards to advertise their goods and services and wishes to support this as long as certain conditions are met to avoid nuisance and hazard to highway users.

2, Highway Improvements Policy and Procedure

To secure the safe and cost-effective delivery of Highway Improvement projects that meet LTP objectives having due regard to the built and natural environmental considerations, sustainable construction methods, risk, the community, heritage and other key influences.

We have taken advice on the process for adopting the policies. As only minor amendments have been made to the policies to reflect changes in the council it is not seen as a key decision, so does not need a report to full council. The leader has delegated to individual members of the cabinet the ability to make executive decision of this type. Any recommendations made by the overview committee will be to the portfolio holder, Cllr Ray Bryan.

2. Financial Implications

No financial implications have been identified.

3. Well-being and Health Implications

No well-being or health implications have been identified.

4. Climate implications

No climate implications have been identified.

5. Other Implications

There are no other implications to different areas of the council.

6. Risk Assessment

Having considered the risks associated with this decision, the level of risk has been identified as:

Current Risk: Low

Residual Risk: Low

As the policies have had no major changes all risks associated to them have not changed.

7. Equalities Impact Assessment. There are no equalities implications arising from this report.

8. Appendices

Appendix 1 - A-Board Advertising Signs Policy and requirements

Appendix 2 - Highway Improvements Policy and Procedure

9. Background Papers None

Footnote:

Issues relating to financial, legal, environmental, economic and equalities implications have been considered and any information relevant to the decision is included within the report.

This page is intentionally left blank

Dorset Highways

A-Board Advertising Signs



Policy Statement

Dorset Council, as the Highway Authority, has a duty to promote the safe use of the highway by keeping it clear of obstruction. Whilst the Council has only very limited legal powers to authorise the erection of A-Boards on the highway, it can choose the degree to which it actively enforces against their placement.

Dorset Council recognises that many local businesses use A-Boards to advertise their goods and services and wishes to support this as long as certain conditions (See A-Board Advertising Sign Requirements) are met to avoid nuisance and hazard to highway users.

Policy Authorised by:

Date of Authorisation:

A-Board Advertising Signs

Policy Objectives

- To ensure that A-Board signs are erected in a safe manner and do not obstruct the highway
- To support Dorset's economy by helping local companies to advertise their business and services
- To ensure a consistent approach is taken across the County to the "management" and the use of A-Board advertising signs

Key Influences

- The need to support Dorset's economy
- Highway Act 1980
- Town and Country Planning Act 1990
- Equalities Act 2010
- Dorset Council's Unauthorised Signs Policy

Legal Basis

Dorset Council has the power to remove any items, including signs, placed within the highway that are a nuisance or a danger to highway users (including causing a danger by obstructing view) under section 149 of the 1980 Act. If the sign constitutes a danger to highway users, the sign may be removed under section 149 even if it is not in direct contravention of this policy.

It is an offence under section 137 of the Highways Act 1980 to wilfully obstruct free passage along the highway. This would make the sign owner liable for a fine, but does not entitle the Highway Authority to remove the sign.

It is also an offence under section 132 of the Highways Act 1980 to "affix a sign, picture or letter onto the surface of the highway, a tree, structure or works in or under the highway". The owner would be liable for a fine and the Highway Authority could remove the sign. The sign cannot be destroyed or sold unless a court order is first obtained under section 149 of the Highways Act 1980, as above.

This Policy is linked to the Dorset Council Unauthorised Signs Policy.

This policy is written with the Equality Act 2010 and Dorset Council's Equality Policies in mind.

A-Board Advertising Signs

Definitions and Scope

All A-Boards are a type of unauthorised sign with the potential to cause a nuisance or obstruction to highway users, especially those with visual impairment or other disability. However, if certain conditions are met when A-Boards are erected by local businesses it may be possible to balance their commercial needs with the needs of the wider public using the highway.

When the required conditions are met (see A-Board Requirements), the Council will not actively enforce the removal of A-Boards unless the board is felt to constitute a nuisance or a danger.

If the conditions are not met, the council will take reasonable steps to remove these signs and recover all reasonable expenses incurred in accordance with their powers under the Highway Act 1980.

The erection of A-Boards in certain locations can cause friction between traders and highway users, therefore it is important that this policy is enforced consistently across the county whilst retaining a degree of sensitivity to local needs.

Outline of Process

Dorset Council will not grant licences for A-Boards, therefore there is no defined process.

Related Documents

- Equality Impact Assessment Screening Record
- A-Board Advertising Sign Requirements (includes Instruction Pro Forma and Section 149 Notice Pro Forma)

Measures of Effectiveness

- Fewer numbers of complaints received about A-Boards
- A limitation on the use of A-Boards and evidence that those being used are erected in more appropriate locations
- Records that show a consistent approach to A-Board enforcement across the county

This page is intentionally left blank

Dorset Highways

A-Board Advertising Sign Requirements

Conditions

These conditions are non-negotiable and failure to meet these requirements will result in the removal of the A-Board in accordance with the Highway Authority's powers under the Highways Act 1980.

- 1 A-Boards must be in good condition and appear professionally made (e.g. proper sign writing, painting / printing) and will not contain offensive content.
- 2 Boards should not exceed a maximum height of 1.2m and width of 0.6m.
- 3 The A-Board must be 2 sided, or otherwise freestanding, creating an "A" shape or easel effect. Other designs which achieve the same purpose, such as a board suspended from a top-rail within a frame, is also acceptable. The structure must be of sufficient weight or design to prevent it being blown over in strong winds. It should not be on trailer wheels or other trailer-type device, leant against a wall or be a rotating cylinder.
- 4 A-Boards must allow a minimum of 1.8m of free passage (increased to 3.5m in pedestrianised areas) when placed on the pavement and the position must be consistent on a day-to-day basis. A-Boards should not be placed on grass verges.
- 5 A-Boards must not impede vehicular and/or emergency access or impede sightlines.
- 6 Only one A-Board will be allowed per customer entrance in the premises.
- 7 Where a business has its own private forecourt adjacent to the highway, any A-Board shall be placed wholly within this forecourt.
- 8 When erected on the highway, A-Boards must be positioned immediately outside the premises and as near to the premises as possible.
- 9 A-Boards on roundabouts, pedestrian refuges or central reservations will be considered a danger and will be removed immediately in accordance with section 149 of the Highways Act 1980.

- 10 A-Boards must be taken in at night or when the business is closed.
- 11 A-Boards must not be attached to street furniture, trees or other items of infrastructure within the highway (including pavements).
- 12 Where an accumulation of A-Boards and / or other advertising techniques result in the pavement not being easily accessible, all must be removed until agreement is reached as to what is acceptable.

Guidance for Officers

If you identify an A board which contravenes the above conditions and would like to take action to remove this sign under section 149 of the 1980 Act then the first step is to decide if the sign constitutes a danger or merely a nuisance.

If the sign constitutes a danger you may remove the sign immediately, but it must be stored until a court order is obtained, or it may be returned to the owner. To obtain a court Order please complete the Instruction pro forma at Appendix 1 and pass it to legal services with any supporting documentation.

If the sign constitutes a nuisance you must identify the person who erected the sign and contact them once in writing. If you receive no response the next step is to instruct legal services to serve a notice, following which a removal and disposal order will be applied for through the court.

To instruct legal services please complete Instructions pro forma at Appendix 1, the Notice pro forma at Appendix 2 and the attached Certificate of Hand Delivery, if appropriate. These should be sent to legal services with a copy of the written correspondence.

If you would like to take action to prosecute under section 132 or 137 please contact legal services who will give you detailed advice on what actions must be taken.



Appendix 1 – Instruction Pro Forma



Highways File Ref: *(insert reference number)*
Area Officer: *(insert name)*

Matter: *(insert brief heading)*

**Instructions (for service of a notice regarding the removal of things deposited on the highway so as to be a nuisance and to obtain a removal and disposal order)
OR (for obtaining a disposal order in respect of things deposited on the highway so as to be a nuisance and a danger where the things have already been removed from the highway)**

To:
Legal and Democratic Services

Authority: Delegated powers under the scheme of delegation to the Community Highways Manager.	
Statutory Powers (Acts): s149 Highways Act 1980	
Cost Codes: <i>(cost centre and GL, these are required for us to undertake work)</i>	
Highway affected: <i>(A description, with reference to a plan, of the highway affected by the thing deposited)</i>	
Plan No: <i>(Plan must be computer generated and have a plan reference number)</i>	



<p>Details of person to whom notice is to be served and/or who will be the Defendant to the Complaint (<i>in this context a Complaint is the process by which the Magistrates Court is asked for an Order</i>)</p> <p><i>(i.e., the details of the person who deposited the thing on the highway)</i></p>	<p>The basis for knowing that the named person deposited the thing on the highway: <i>i.e., Land Registry result if land owned, admission from the person that the sign is their responsibility, proof of their association with the event or business being advertised.</i></p>
<p>Confirmation that the area is a highway and the basis on which that status is asserted:</p>	
<p>A description of the thing deposited on the highway land or deposited and removed from the highway land:</p>	
<p>Why is it considered that the ‘thing’ is a nuisance?</p>	
<p>If removed without notice, why is it considered that the ‘thing’ was a danger?</p>	
<p>Details of approaches made to the person before the instructions are sent to legal:</p>	

Where the ‘thing’ has not already been removed, what action/works will be required if a removal order is granted by the Magistrates Court?

Approximate cost of removal of the thing: £

Approximate value of the thing (if known): £

IMPORTANT NOTES

If there are reasonable grounds for considering that the thing constitutes a danger (including a danger caused by obstructing the view) to users of the highway, **and** the thing ought to be removed without the delay involved in giving notice or obtaining a removal and disposal order from a Magistrates’ Court, the thing may be removed without notice. A complaint must then be made to the Magistrates Court for a disposal order.

If the above does not apply and the thing is not removed following receipt of the notice a complaint must be made to a Magistrates Court for a removal and disposal order before the thing can be removed by the Council.

In either case, the information provided in the instructions will form the basis of a statement to the court. The officer providing the instructions may be required to attend the Magistrates Court in person in order to give evidence of the matters referred to.

In both cases, the Council can recover the costs involved in removal of the thing from the proceeds from disposal of the ‘thing’; any additional cost can be recovered from the person who deposited the ‘thing’. In the event of dispute or challenge that money claimed is due, the information provided in the instructions will form the basis of a statement in support of the Council's claim for the money. The officer providing the instructions may be required to give evidence of the matters referred to in the event that the debt is disputed.



**Dorset
Council**

.....
Signed by the case officer to confirm the information contained above

Date:

.....
**Signed in accordance with the Scheme of Delegation by the Community Highways
Manager or Team leader.**

Date:



Appendix 2 - Section 149 Notice Pro Forma

Notice requiring removal of thing so deposited on highway as to be a nuisance

Dorset Council

Highways Act 1980 Section 149

To *(name and address of person depositing thing)*

(describe deposited material or thing) has been deposited by you on the highway known as *(name)* at *(location)* so as to constitute a nuisance.

Dorset Council as highway authority for the highway requires you to remove the above described item within two weeks of the date of service of this notice.

If you fail to comply with this **notice** the council may make a complaint to a magistrates court for an order authorising the council to remove and to dispose of the thing causing the nuisance and to apply the proceeds to the expenses of removal and the maintenance of highways and if the proceeds are insufficient to pay for the expense of removal the council may recover the balance from you.

Authorised Signatory

Dated:

Date of Service:

Guidance for serving a notice:

- The full name and address, including post code of the sign owner should be included even if the notice is to be delivered by hand
- The notice must be signed by the proper officer, currently this is either the Director for Corporate Resources or Head of Legal and Democratic Services. If you require assistance with this, please contact legal services
- “Dated” should be followed by the date on which it was signed by the proper officer
- “Date of Service” should be followed by either the date the notice is to be hand delivered, or the date on which the notice is to be sent recorded delivery
- It is important that there is proof that the notice was delivered; it may be sent by registered post or an officer may be asked to deliver it by hand to the person in question and the officer must complete the certificate below.



Certificate of Hand Delivery of Notice

(legal reference)

(Highways reference)

To:- Legal Services

**Notice requiring removal of thing so deposited on highway as to be a nuisance
Dorset County Council
Highways Act 1980 Section 149**

Of *(description of material or thing, identical to description stated in the notice)*

At *(description of location, identical to that stated in notice)*

I, _____ confirm that I have delivered by hand letter to *(full address)* in respect of the above Notice under Section 149 of the Highways Act 1980 on the day of _____ 2013

Signed.....

Date.....

Guidance for completing this certificate:

- At least two copies of this certificate should be produced. One to be kept on the Highways file and one to be sent to Legal Services
- Formatting may be altered, and 'guidance' sections should be removed from these documents when used

This page is intentionally left blank

Dorset Highways

Highway Improvements Policy and Procedure



Policy Statement

Dorset Council (DC), as the Highway Authority, will improve the highway to benefit the community and meet the objectives of the Local Transport Plan (LTP). This is in accordance with part V of the Highways Act (1980). Highway improvements range from small junction upgrades to a major relief road, cycling and walking schemes, town and village speed management, public transport infrastructure or other environmental enhancements.

Projects also delivered can include schemes off the highway that are externally sponsored such as household recycling centres, housing infrastructure and drainage schemes. Consultation is an integral and important part of scheme delivery. Elected councillors, local residents, businesses and other stakeholders will be consulted on the programme and individual projects.

Policy Authorised by: Cabinet
Date of Authorisation: February 2013

Revision	Details	Date
O	Initial Issue	February 2013
A	Appendix 3 added	July 2013
B	Minor Revisions	November 2013
C	Appendix 2 amended	April 2016
D	Updates to reflect new processes	January 2019
E	New corporate branding and authority name changes	April 2019

Highway Improvements Policy

1. Policy Objectives

- To secure the safe and cost-effective delivery of Highway Improvement projects that meet LTP objectives having due regard to built and natural environmental considerations, sustainable construction methods, risk, the community, heritage and other key influences
- To ensure that the annual improvement programme is prioritised and applied consistently according to a clear set of criteria that is communicated to all interested parties
- To ensure that we consult on the programme of Highway Improvement schemes annually and notify those schemes for construction during the coming financial year
- To ensure that with reference to the protocol on involving local members, we consult on the proposals for individual schemes with Members, the public and take account of the responses to these consultations
- To ensure that the council's policy is communicated clearly and effectively to Elected Councillors, town and parish councils and the public
- To ensure that we report on progress and budgets to council members throughout the year
- To minimise the risk of any discrimination on the highway

2. Key Influences

Highways Act 1980

To improve the highway under part V of the Highways Act (1980) as amended

<http://www.legislation.gov.uk/ukpga/1980/66>

Bournemouth, Poole and Dorset Local Transport Plan 2011 to 2026 (LTP3)

Sets the five key goals that guide our priority assessment process for highway improvement schemes and our approach to transport in Dorset

<http://www.dorsetcouncil.gov.uk/localtransportplan>

Local Plans

Set out and identify development and transport improvements
Identify funding mechanisms for transport improvements.

3. Definitions and Scope – Inclusions and Exclusions

Definition

A highway improvement scheme can be any work to enhance or augment the highway network maintainable at public expense, excluding maintenance and repair work.

Highway Improvement schemes are funded from a range of sources including the Local Transport Plan Integrated Transport Block (LTP), DC Corporate Capital Programme, the Department for Transport, private developers, external grants, or combinations of the above.

Inclusions

- Any highway within the administrative area of Dorset Council and any land acquired to further improve or construct new highway
- An externally sponsored and funded project that has been identified for delivery by Dorset Highways irrespective of location. (Subject to there being no established conflict of interest with other DC policies or procedures)

Exclusions

- Trunk roads such as the A31, A303 and A35 west of Bere Regis which are managed by Highways England or its agents
- Privately owned roads or military roads

4. Outline of process

The process, which starts with scheme identification, is illustrated on the flowchart in **Appendix 1**.

Scheme Identification

Highway improvement schemes are identified, but not exclusively, from the following sources:

- Schemes identified by DC officers that meet current spatial planning policy or LTP3 goals and priorities
- Schemes identified in Local Plans neighbourhood, parish and town plans
- Traffic Engineering schemes that require more significant design beyond signs and marking measures to address traffic issues, road traffic collision cluster sites and Traffic Regulation Orders
- Schemes that meet wider DC Corporate priorities
- Traffic signal schemes identified by Network Traffic Control officers.
- Externally funded or developer led schemes, including those funded by Section 106 contributions (and or Community Infrastructure Levy from 2014) Sustrans or Department for Transport specific grant - led priorities

- Requests by the public, if they have the support of the appropriate Parish or Town Council. Requests from Members, Towns and Parishes can be made by use of a form (**see Appendix 2**)

Pre Feasibility

All identified schemes (sometimes with the exception of low complexity, low cost ‘walk – talk- build’ (WTB) solutions) should be the subject of a pre-feasibility report which will outline and compare possible solutions, advise on their deliverability in terms of cost and any other constraints and provide a recommendation. Schemes that are only suitable for WTB will be subject to meeting qualifying criteria and are outside the scope of this policy.

Note: For a scheme to be considered for construction in the next financial year the pre – feasibility report must be completed by the preceding October.

Priority Assessment

Schemes are assessed and ranked according to how well they contribute to the LTP3 goals and priorities relative to cost. This ensures value for money is achieved in the use of LTP funds and schemes that attract external funding can be given priority where they offer better value for money.

A priority list is prepared and consultation on the list is carried out with Members, District and Borough Councillors before a final decision is made on which schemes are brought into the three year improvements programme by Councillors at their January meeting.

Note: For a scheme to be considered for construction in the following financial year the scheme generally needs to have completed the Priority Assessment process and be in the proposed Highway Improvements programme by mid November.

Programme Consultation

Consultation on the proposed programme of Highway Improvement Schemes will be carried out as part of the wider consultation for the Dorset Highways Capital Programme (which includes Bridge, Structural Maintenance and Highway Improvement schemes). Specific consultation on individual schemes is carried out as part of the individual scheme delivery process.

Works for new estate road layouts that are subject to Section 38 and 278 of the Highways Act are covered by a separate policy and consultation on these schemes takes place during the planning permission process.

Budget Allocation and Management

Feedback from the Dorset Highways Capital Programme consultation is used to prepare a draft Highway Improvements programme that meets the available budget. The programme is taken through the committee process for approval.

5. Delivery Process

Delivery of each individual Highway Improvement scheme is managed through a gateway process with hold points at key stages.

The key gateways in the process are as below:

Gateway	Stage	Description
0	to Scheme Brief	Agreement of the scheme brief and budget
1	to Feasibility Study	Project registration
2	to Preliminary Design	Feasibility report agreed and options selected
3	to Consultation	Preliminary design options ready for scheme specific consultation
4	to Detailed Design	Consultation with stakeholders including Parish and Districts complete and design updated as a result of consultation
5	to Final Scheme Approval	Detailed design complete, roadspace booked, land acquired, contractor appointed
6	to Construction of Works	Contractors programme agreed. Residents notified in advance of the start of the works.
7	to Project Closure	Constuction complete, post project appraisal carried out
8	Project Closure	

Scheme Specific Consultation

Consultation will also be held for individual schemes. The scope of this will depend on the nature and extent of each scheme. For some projects this will take the form of a public exhibition where drawings and diagrams are shown and explained by officers. This may be backed up by a website and questionnaire to gather feedback. The purpose is to establish the level of support, preference to options and take suggestions (the design of the scheme is unlikely to be fixed at this stage, but it is found that people prefer to comment on suggestions rather than being faced with a blank canvas).

The scheme specific consultation process is illustrated by flowchart in **Appendix 3**.

Notification of consultation will usually be carried out two weeks before the event. This will be through either posters, Members, the website (www.dorsetcouncil.gov.uk) or through the press or a combination of these.

Borough and District Council Councillors will be given scheme details via their own Local Authority liaison officers. A copy of the consultation documents will be placed with a local library for the duration of the consultation period.

The feedback from Consultation will be reviewed / analysed by officers and considered against the scope and objectives of the scheme. Subject to Portfolio holder approval for sensitive schemes, the outcome and approved way forward will be communicated to Members via regular updates.

When a scheme is approaching construction, frontagers and people living in the vicinity of the work will be notified of the start date for the work. Any diversion routes will be detailed in the letter and the contact details for the Scheme Engineer will be provided.

Performance Monitoring

Highway Improvements are part of a group of capital funded highway projects delivered by Dorset Highways.

Schemes are included in the Dorset Highways Capital Programme for approval by DC Cabinet. Corporately funded Highway Improvement schemes and schemes with a value over £500,000 are reported individually.

Performance on the delivery of schemes is reported in the Budget Book and in internal monthly reporting within the Environment, Economy and Infrastructure Directorate. Exceptions or updates on more significant schemes are included in the Quarterly Asset Management Report to Cabinet.

A 'seek your views' questionnaire is issued to all frontagers, local Members and the Parish following completion of an improvement scheme on site. The responses are analysed and fed into the contractor's performance review and the post project appraisal process.

Outcomes from post project appraisals are taken into account for future scheme delivery through briefing the design teams and amending procedures and guidance notes if required.

Information available

This Policy together with the appendices, plus scheme specific details, frequently asked questions, on line forms and any current consultation documents (i.e SNAP surveys) are all available online on <http://www.dorsetcouncil.gov.uk/roads>.

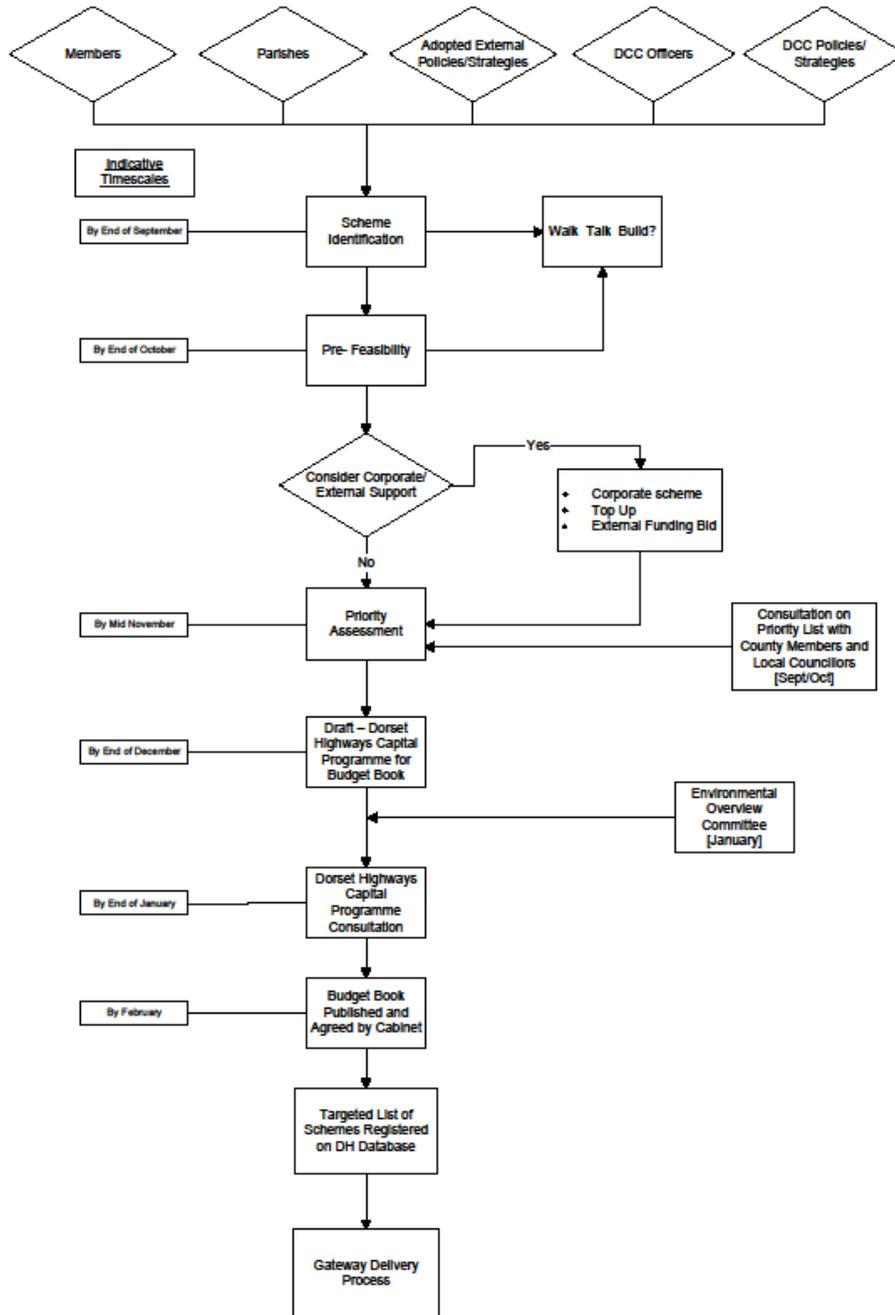
6. Related Documents

Documents related to the information provided in this Policy can be found on <http://www.dorsetcouncil.gov.uk/roads>.

Relevant documents from other sources include:

- Design Manual for Roads and Bridges <http://www.dft.gov.uk/ha/standards/dmrb/>
- Manual for Streets [.http://www.dft.gov.uk/publications/manual-for-streets/](http://www.dft.gov.uk/publications/manual-for-streets/)
- Manual for Streets 2 2010 <http://www.dft.gov.uk/publications/manual-for-streets-2>
- Rural roads Protocol <http://www.dorsetaonb.org.uk/our-work/rural-roads/traffic-in-villages-toolkit.html>
- DC Stakeholder List by Area
- Equality Impact Assessment Screening Record

Appendix 1

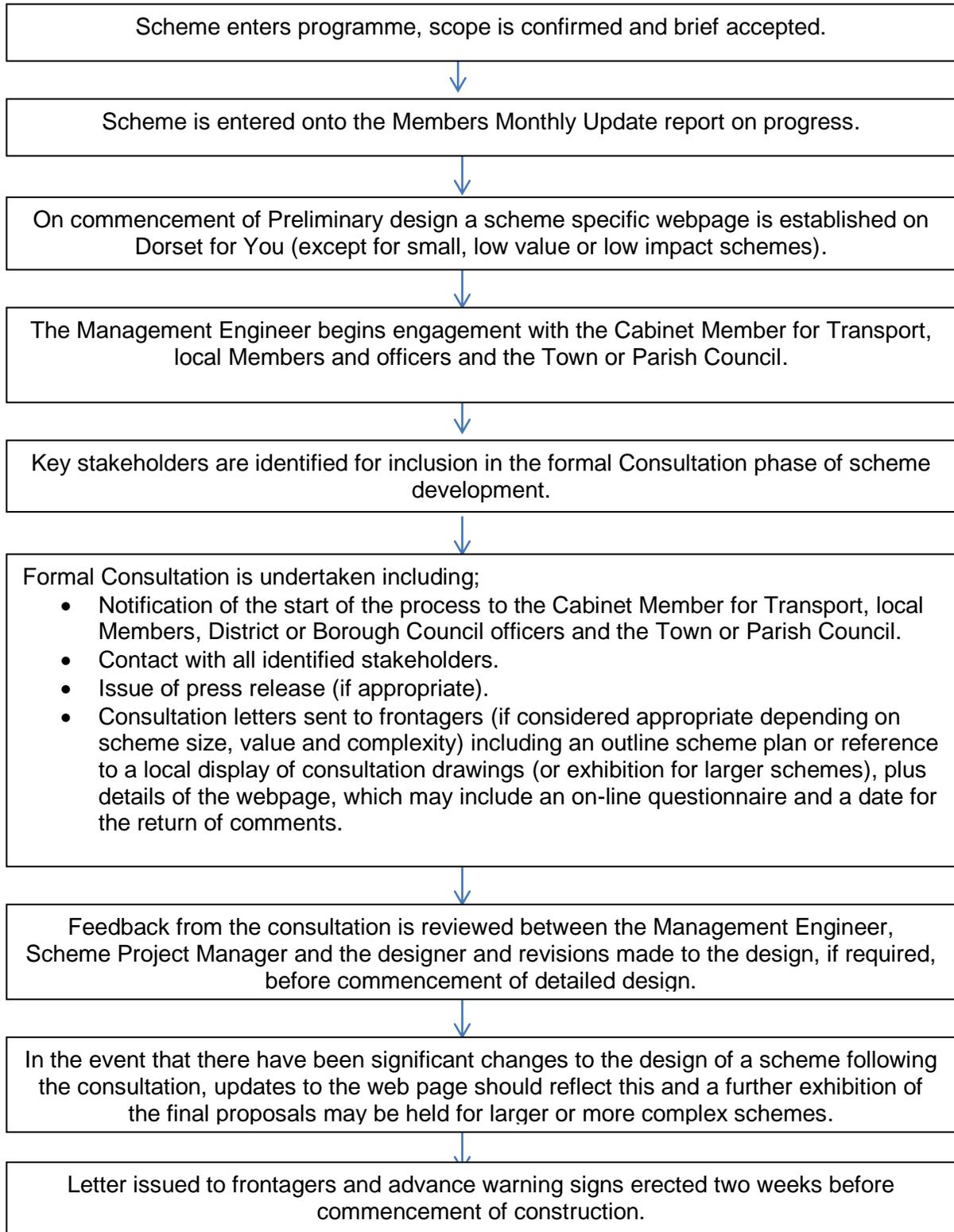


Appendix 2

Form for suggesting a highway improvement scheme for consideration by Dorset Council (DC). To be completed by the Parish or Town Council.

Details of suggested Highway Improvement scheme:		(continue overleaf if required; max one side A4)	
Location:		(Please attach any diagram or annotated sketch that may clarify your suggestion)	
Parish/ Town:		District:	
Contact details for Parish, Town or District:			
Name:			
Address:			
Phone Number:		email:	
Other supporters/ groups endorsing the application:			
Is the Community Highways Officer (CHO) aware of the suggested scheme			Yes/No
To contact the CHO, please phone Dorset Direct on 01305 221000			
Consultation with Parish / Town or District Council Members			
Discussed at Council meeting on Date.....			
Comments and background information (please use additional sheet if required)			
Parish / Town Clerk:			
Is the Parish / Town able to contribute financially to the scheme			Yes / No
Please email the completed form to ltp@dorsetcouncil.gov.uk or post to Transport Planning, Dorset Council, County Hall, Colliton Park, Dorchester DT1 1XJ You can also contact us by phoning Laura Russ (North Dorset, West Dorset, Weymouth and Portland) on 01305 228228 or Helen Jackson (East Dorset and Purbeck) on 01305 228503.			

Appendix 3 Highway Improvements Scheme Specific Consultation Process



Place and Resources Overview Committee – DRAFT Forward Plan

Item	Report due	Decision Maker	Portfolio Holder/s / other relevant councillors	Officer contact (Lead)
Dorset Highways Policies	22 April 2021	Portfolio Holder	Cllr Ray Bryan - Portfolio Holder for Highways, Travel & Environment	Michael Westwood – Community Highways Manager
Immobilisation and Removal of Vehicles Parked in Contravention of On-Street and Off-Street Parking Places	1 June 2021	Portfolio Holder	Cllr Ray Bryan - Portfolio Holder for Highways, Travel & Environment	Jack Wiltshire – Head of Highways
Asset Transfer Policy	1 June 2021	Cabinet – 22 June 2021	Cllr Tony Ferrari – Portfolio Holder for Economic Growth, Assets & Property	Dave Thompson – Corporate Director for Property & Assets
New Dorset Council Website and Customer Platform Progress	31 August 2021		Cllr Peter Wharf - Portfolio Holder for Corporate Development & Change	Deborah Smart – Corporate Director Digital and Change

Item	Report due	Decision Maker	Portfolio Holder/s / other relevant councillors	Officer contact (Lead)
<i>Review of policies from Policy Library – policies to be prioritised and allocated to committee dates</i>	31 August 2021			
	19 October 2021			
	16 December 2021			
	10 February 2022			
	21 April 2022			

Reset and Recovery – items requiring review

Item	Portfolio Holder/s	Officer contact (Lead)
Numbers and skills of workforce, options to redeploy and rebalance – People Strategy	Portfolio Holder for Corporate Development & Change	David McIntosh – Corporate Director for HR and OD
Economy 4 - Support the visitor economy and prepare for 2021, including appropriate promotional activity and business preparation	Portfolio Holder for Customer & Community Services	David Walsh – Service Manager for Growth & Economic Regeneration
Economy 7 - Stimulating new enterprise and business creation	Portfolio Holder for Economic Growth, Assets & Property	David Walsh - Service Manager for Growth & Economic Regeneration
Climate - Improve green transport (using new government money for new cycle routes)	Portfolio Holder for Highways, Travel & Environment	tbc
Climate - to increase greener public transport; hydrogen or electric buses	Portfolio Holder for Highways, Travel & Environment	tbc
Climate - A Green travel plan is being developed	Portfolio Holder for Highways, Travel & Environment	tbc

Item	Portfolio Holder/s	Officer contact (Lead)
Climate - Review bus links and connections so people use public transport more. Maintain reduced level of business mileage	Portfolio Holder for Highways, Travel & Environment	tbc
Digital - Future plans include re-introducing business as usual items, continuing with virtual meetings in light of advice received, with a view to a hybrid approach in the long term	Portfolio Holder for Corporate Development & Change	Deborah Smart – Corporate Director for Digital and Change

DRAFT

Other potential areas for review – to be reviewed by committee

Topic	Raised by	Notes	Contacts
Policies from the Dorset Council Policy Library <i>To include policies identified below</i>	Chairman	Policies to be prioritised for review	Rebecca Forrester – Business Partner – Policy, Research & Performance
Tree Policy	Chairman	To include: - trees on council land - trees by highway - County Farms	Karyn Punchard – Corporate Director for Place Based Services
Taxi Licensing Policy	Officers		Graham Duggan – Head of Community & Public Protection
Climate & Ecological Emergency	Former Executive Advisory Panel	Future role for Place & Resources Overview Committee	Matthew Reeks – Service Manager for Coast & Greenspace
Dorset Environment	Former Executive Advisory Panel	Work to be passed to Place and Resources Overview Committee to progress	tbc
Local Plan	Committee at meeting in September 2020	Executive Advisory Panel is continuing to support the delivery of the Dorset Council Local Plan	Matthew Piles – Corporate Director for Economic Growth & Infrastructure

Topic	Raised by	Notes	Contacts
Guidance associated with 20mph speed limit approach	Committee at meeting in December 2021	To continue to develop the initial Draft Guidance at Appendix C of the report, on the principles and criteria for 20mph limits and to enable officers and members to assess and prioritise requests objectively through the Highways Board; returning the final version to this committee at a later date.	Michael Potter – Road Safety Team Leader
EU Exit implications	Chairman	<i>Audit and Governance Committee receives regular updates</i>	John Sellgren – Executive Director of Place
Ensuring the Council is commercially aware (including contract management)	Brought forward from former Resources Scrutiny Committee		Aidan Dunn – Executive Director of Corporate Development
Household Recycling Centre Policy Review			Gemma Clinton – Head of Commercial Waste & Strategy
PSPO (alcohol)	Officers	Timing tbc	John Newcombe – Service Manager for Licensing & Community Safety

Topic	Raised by	Notes	Contacts
Transport issues Including 'wheels to work scheme'	Raised at committee – February 2021	Lead member to speak to Chairman	tbc
Waste Services items arising from APSE Review tbc	APSE report discussed at committee 9 March 2021	Meeting to be held to determine items to be brought forward	Karyn Punchard – Corporate Director for Place Based Services

This page is intentionally left blank



**The Cabinet Forward Plan - March - June 2021 (Published on 5 March 2021) updated 17 March 2021
For the period 1 APRIL 2021 to 31 JULY 2021
(Publication date – 5 MARCH 2021)**

Explanatory Note:

This Forward Plan contains future items to be considered by the Cabinet and Council. It is published 28 days before the next meeting of the Committee. The plan includes items for the meeting including key decisions. Each item shows if it is 'open' to the public or to be considered in a private part of the meeting.

Definition of Key Decisions

Key decisions are defined in Dorset Council's Constitution as decisions of the Cabinet which are likely to -

- (a) to result in the relevant local authority incurring expenditure which is, or the making of savings which are, significant having regard to the relevant local authority's budget for the service or function to which the decision relates (**Thresholds - £500k**); or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the relevant local authority."

In determining the meaning of "*significant*" for these purposes the Council will have regard to any guidance issued by the Secretary of State in accordance with section 9Q of the Local Government Act 2000 Act. Officers will consult with lead members to determine significance and sensitivity.

Cabinet Portfolio Holders 2020/21

Spencer Flower	Leader / Governance, Performance and Communications
Peter Wharf	Deputy Leader / Corporate Development and Change
Gary Suttle	Finance, Commercial and Capital Strategy
Ray Bryan	Highways, Travel and Environment
Tony Ferrari	Economic Growth, Assets & Property
David Walsh	Planning
Jill Haynes	Customer and Community Services
Andrew Parry	Children, Education, Skills and Early Help
Laura Miller	Adult Social Care and Health
Graham Carr-Jones	Housing and Community Safety

Subject / Decision	Decision Maker	Decision Due Date	Other Committee Date	Portfolio Holder	Officer Contact
April					
<p>Our Digital Vision</p> <p>Key Decision - Yes Public Access - Open</p> <p>To adopt the Dorset Council's Digital Vision and action plan.</p>	Dorset Council - Cabinet	6 Apr 2021	Dorset Council - Place and Resources Overview Committee 25 Feb 2021	Deputy Leader - Corporate Development and Change	<p><i>Deborah Smart, Corporate Director – Digital & Change</i> <i>deborah.smart@dorsetcouncil.gov.uk</i> <i>Executive Director, Corporate Development - Section 151 Officer (Aidan Dunn)</i></p>
<p>Barbeques and other related fire activities options paper</p> <p>Key Decision - Yes Public Access - Open</p> <p>To address legislative and other alternatives available to control or prohibit barbeques and other fire related activities relating to the Dorset Council area.</p>	Dorset Council - Cabinet	6 Apr 2021	Dorset Council - Place and Resources Overview Committee 25 Feb 2021	Portfolio Holder for Highways, Travel and Environment	<p><i>Bridget Betts, Environmental Advice Manager</i> <i>bridget.betts@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (John Sellgren)</i></p>
<p>Transfer of Pinemoor Allotments and Open Green Space to Weymouth Town Council</p> <p>Key Decision - No Public Access - Open</p> <p>Dorset Council stepped in to complete the works to create allotments at Pinemoor which were required, as a result of a Section 106, Town & Country Planning Act 1990, to be provided by a developer of a adjoining property development after they fell into financial difficulty. Work to the allotments is now almost completed and terms have been agreed with Weymouth Town Council for the transfer of the asset. "</p>	Dorset Council - Cabinet	6 Apr 2021		Portfolio Holder for Economic Growth, Assets and Property	<p><i>Dave Thompson, Corporate Director for Property & Assets</i> <i>dave.thompson@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (John Sellgren)</i></p>

Subject / Decision	Decision Maker	Decision Due Date	Other Committee Date	Portfolio Holder	Officer Contact
<p>Extension of ASB-Related Public Spaces Protection Orders (PSPO's)</p> <p>Key Decision - Yes Public Access - Open</p> <p>The existing ASB-Related Public Spaces Protection Orders (PSPO) for West Dorset (Dorchester, Bridport, West Bay and Lyme Regis) are due to expire on 23rd April 2021 and the Weymouth & Portland PSPO is due to expire on 20th August 2021. A 12-month extension to the Orders is being sought to enable appropriate consultation and development of new Order(s) to effectively address ASB. The extension proposal has the support of Dorset Police and the relevant Town Councils.</p>	Dorset Council - Cabinet	6 Apr 2021		Portfolio Holder for Customer and Community Services	<p><i>John Newcombe, Service Manager, Licensing & Community Safety</i> <i>john.newcombe@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (John Sellgren)</i></p>
<p>Capital Programme 2021/22</p> <p>Key Decision - Yes Public Access - Open</p> <p>To consider a Capital Programme for 2021/22.</p>	Dorset Council - Cabinet	6 Apr 2021		Portfolio Holder for Finance, Commercial and Capital Strategy	<p><i>Jim McManus, Corporate Director - Finance and Commercial</i> <i>J.McManus@dorsetcc.gov.uk</i> <i>Executive Director, Corporate Development - Section 151 Officer (Aidan Dunn)</i></p>
<p>Dorchester Office Strategy</p> <p>Key Decision - Yes Public Access - Part exempt</p> <p>To review and agree the strategy for the Dorchester Office estate.</p>	Dorset Council - Cabinet	6 Apr 2021	Dorset Council - Place and Resources Committee Scrutiny 25 Mar 2021	Portfolio Holder for Economic Growth, Assets and Property	<p><i>Dave Thompson, Corporate Director for Property & Assets</i> <i>dave.thompson@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (John Sellgren)</i></p>

Subject / Decision	Decision Maker	Decision Due Date	Other Committee Date	Portfolio Holder	Officer Contact
<p>Leisure Services Future management Arrangements</p> <p>Key Decision - Yes Public Access - Fully exempt</p> <p>To consider future management arrangements</p>	Dorset Council - Cabinet	6 Apr 2021		Portfolio Holder for Customer and Community Services	<p><i>Paul Rutter, Service Manager for Leisure Services</i> <i>paul.rutter@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (John Sellgren)</i></p>
<p>Letting of the Sherborne Hotel, Weymouth</p> <p>Key Decision - Yes Public Access - Fully exempt</p> <p>To seek approval for the letting of the Sherborne Hotel.</p>	Dorset Council - Cabinet	6 Apr 2021		Portfolio Holder for Finance, Commercial and Capital Strategy	<p><i>Dave Thompson, Corporate Director for Property & Assets</i> <i>dave.thompson@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (John Sellgren)</i></p>
<p>Public Sector Decarbonisation</p> <p>Key Decision - Yes Public Access - Open</p> <p>Following the award of grant aid of £19 million from (BEIS), this project needs to be delivered at pace and procurement procedures need to be agreed.</p>	Dorset Council - Cabinet	6 Apr 2021		Portfolio Holder for Finance, Commercial and Capital Strategy	<p><i>Dawn Adams, Service Manager for Commercial and Procurement</i> <i>dawn.adams@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (John Sellgren)</i></p>
<p>Dorset Council Climate and Ecological Emergency Strategy</p> <p>Key Decision - Yes Public Access - Open</p> <p>Following public consultation, this report will present the results of the consultation and the post consultation updated final version of the Climate and Ecological Emergency Strategy for approval.</p>	Dorset Council	15 Apr 2021	<p>Dorset Council - Place and Resources Scrutiny Committee Dorset Council - Cabinet 25 Mar 2021 6 Apr 2021</p>	Portfolio Holder for Highways, Travel and Environment	<p><i>Antony Littlechild, Community Energy Manager</i> <i>antony.littlechild@dorsetcouncil.gov.uk</i>, <i>Matt Reeks, Service Manager for Coast and Greenspace</i> <i>matt.reeks@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (John Sellgren)</i></p>

Subject / Decision	Decision Maker	Decision Due Date	Other Committee Date	Portfolio Holder	Officer Contact
April - Additional meeting					
Outcome from consultation on provision in Shaftesbury Key Decision - Yes Public Access - Open To report on the outcome of the consultation.	Dorset Council - Cabinet	29 Apr 2021		Portfolio Holder for Children, Education, Skills and Early Help	<i>Executive Director, People - Children (Theresa Leavy)</i>
May					
Dorset Council Budget Quarterly Performance Report - Q4 Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	18 May 2021	Dorset Council - Audit and Governance Committee 19 Apr 2021	Portfolio Holder for Finance, Commercial and Capital Strategy	<i>Jim McManus, Corporate Director - Finance and Commercial</i> <i>J.McManus@dorsetcc.gov.uk</i> <i>Executive Director, Corporate Development - Section 151 Officer (Aidan Dunn)</i>
Dorset Cultural Strategy 2021 - 2026 Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	18 May 2021	Dorset Council - People and Health Overview Committee 4 May 2021	Portfolio Holder for Customer and Community Services	<i>Paul Rutter, Service Manager for Leisure Services</i> <i>paul.rutter@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (John Sellgren)</i>
Youth Justice Plan Key Decision - Yes Public Access - Open To approve the Youth Justice Plan.	Dorset Council	15 Jul 2021	Dorset Council - People and Health Scrutiny Committee Dorset Council - Cabinet 20 Apr 2021 18 May 2021	Portfolio Holder for Children, Education, Skills and Early Help	<i>David Webb, Service Manager - Dorset Combined Youth Offending Service</i> <i>david.webb@bcpcouncil.gov.uk</i> <i>Executive Director, People - Children (Theresa Leavy)</i>

Subject / Decision	Decision Maker	Decision Due Date	Other Committee Date	Portfolio Holder	Officer Contact
<p>Annual Children's Services Self-Evaluation Framework</p> <p>Key Decision - Yes Public Access - Open</p> <p>To consider the annual Children's Services Self-Evaluation Framework.</p>	Dorset Council - Cabinet	18 May 2021	Dorset Council - People and Health Scrutiny Committee 20 Apr 2021	Portfolio Holder for Children, Education, Skills and Early Help	<p><i>Claire Shiels, Corporate Director - Commissioning, Quality & Partnerships</i> <i>claire.shiels@dorsetcouncil.gov.uk</i> <i>Executive Director, People - Children (Theresa Leavy)</i></p>
June					
<p>Dorset Care Framework</p> <p>Key Decision - Yes Public Access - Open</p> <p>To review and approve the new framework for Adult Social Care</p>	Dorset Council - Cabinet	22 Jun 2021		Portfolio Holder for Adult Social Care and Health	<p><i>Jeanette Young, Interim Head of Commissioning & Improvement</i> <i>jeanette.young@dorsetcouncil.gov.uk</i> <i>Executive Director, People - Adults</i></p>
<p>Encompass Contract</p> <p>Key Decision - Yes Public Access - Fully exempt</p> <p>To consider a review of encompass contract</p>	Dorset Council - Cabinet	22 Jun 2021		Portfolio Holder for Adult Social Care and Health	<p><i>Jeanette Young, Interim Head of Commissioning & Improvement</i> <i>jeanette.young@dorsetcouncil.gov.uk</i> <i>Executive Director, People - Adults</i></p>
<p>Tricuro Options Paper</p> <p>Key Decision - Yes Public Access - Fully exempt</p>	Dorset Council - Cabinet	22 Jun 2021		Portfolio Holder for Adult Social Care and Health	<p><i>Jeanette Young, Interim Head of Commissioning & Improvement</i> <i>jeanette.young@dorsetcouncil.gov.uk</i> <i>Executive Director, People - Adults</i></p>

Subject / Decision	Decision Maker	Decision Due Date	Other Committee Date	Portfolio Holder	Officer Contact
July					
<p>Dorset Council Homelessness & Rough Sleeper Strategy</p> <p>Key Decision - Yes Public Access - Open</p> <p>A Homelessness & Rough Sleeper Strategy for Dorset Council replacing previous district and borough strategies. To determine, prioritise and explain the Council's strategy and action plan to meet our objectives to reduce homelessness and rough sleeping and improve services available to those households.</p>	Dorset Council - Cabinet	27 Jul 2021	Dorset Council - People and Health Overview Committee 6 Jul 2021	Portfolio Holder for Housing and Community Safety	<p><i>Sharon Attwater, Service Manager for Housing Strategy and Performance</i> <i>sharon.attwater@dorsetcouncil.gov.uk</i> <i>Executive Director, People - Adults</i></p>
<p>Dorset Council Budget Quarterly Performance Report - Q1</p> <p>Key Decision - No Public Access - Open</p> <p>To consider the Budget Performance report for Quarter 1.</p>	Dorset Council - Cabinet	27 Jul 2021		Portfolio Holder for Finance, Commercial and Capital Strategy	<p><i>Jim McManus, Corporate Director - Finance and Commercial</i> <i>J.McManus@dorsetcc.gov.uk</i> <i>Executive Director, Corporate Development - Section 151 Officer (Aidan Dunn)</i></p>
Sept					
<p>Annual Safeguarding Board Report</p> <p>Key Decision - Yes Public Access - Open</p> <p>To receive the Annual Safeguarding Board Report from Anthony Douglas Independent Chair and Scrutineer of the Pan-Dorset Safeguarding Partnership</p>	Dorset Council - Cabinet	7 Sep 2021		Portfolio Holder for Children, Education, Skills and Early Help	<p><i>Executive Director, People - Children (Theresa Leavy)</i></p>

Subject / Decision	Decision Maker	Decision Due Date	Other Committee Date	Portfolio Holder	Officer Contact
---------------------------	-----------------------	--------------------------	-----------------------------	-------------------------	------------------------

Private/Exempt Items for Decision

Each item in the plan above marked as 'private' will refer to one of the following paragraphs.

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the shadow council proposes:-
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

This page is intentionally left blank