

**WEYMOUTH AND PORTLAND BC – MANAGEMENT COMMITTEE ACTION PLAN MAY 2017**

<b>Project and lead officer</b>	<b>Councillor champion</b>	<b>Decision points &amp; who makes decision</b>	<b>Anticipated delivery date</b>	<b>Funding &amp; Source</b>	<b>Progress Update</b>
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**1. Community Facilities - KATE WHELLER**

Allotments, Cemeteries and Crematorium, Clubs, Community Centres, Parks and Open Spaces, Leisure Centres, Sports Grounds, Swimming Pool, Chalets, Play Areas, Local Plans and Infrastructure, Public Conveniences

<b>1.</b>	Greenhill Chalets future management and renovation <b>David Brown</b>	<b>Andy Blackwood</b>	Management Committee	Oct 2016 March 2017	NA	Awaiting a Business Case from the community association. Alternative options under consideration. MC have indicated their commitment
<b>2.</b>	Production of a Master Plan for the Marsh and its facilities <b>Nick Thornley / Tony Hurley</b>	<b>Andy Blackwood</b>	Management Committee	February 2017 July 2017	NA	Production of a Master Plan for the Marsh & its facilities Report to Policy Development Committee in April 2017. Brief holder to clarify this statement.
<b>3.</b>	Review of WC Estate <b>David Brown</b>	<b>Andy Blackwood</b>	Management Committee	May 2017	NA	Scoping of this work is underway.

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<p><b>2. Community Safety - FRANCIS DRAKE</b></p> <p>CCTV, Community Safety, Crime and Disorder, Emergency Planning, Environmental Health, Licensing, Police and Crime Commissioner, Police and Crime Panel</p>						
4.	Pan-Dorset CCTV proposals <b>Graham Duggan</b>	<b>Francis Drake</b>	Report to Management Committee with business case March 2017	April 2018	Office of Police & Crime Commissioner / Dorset Police / DCC / WPBC	Jan 2017 – Consultant appointed to produce procurement specification
5.	Review licensing issues and ways of preventing drink-fuelled disorder <b>Graham Duggan</b>	<b>Francis Drake</b>	Management Committee  Policy Committee	March 2017  June 2017	<b>NA</b>	Policy Committee to review effectiveness of current alcohol licensing controls. Report to Policy and Committee in June 2017.
6.	Tackling litter/dog fouling street trading activity and <b>Graham Duggan</b>	<b>Francis Drake</b>	Management Committee	July 2017	<b>Self funding</b>	Enforcement project starts Jan 2017. Review and possible new enforcement targets to include street trading in July 2017
7.	Town centre space controls to impose bans on drinking/general antisocial behaviour <b>Graham Duggan</b>	<b>Francis Drake</b>	Management Committee	July 2017	<b>TBA</b>	Consultation on new public space controls Spring 2017.

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**3. Corporate Affairs and Continuous Improvement - ALISON REED**

Democracy, Elections, Policy, Member Services, Risk Management Services, Legal Services, Public Relations and Publicity, Audit, Performance and Improvement, Personnel, Shared Services Project, Local Strategic Partnership, Weymouth & Portland Partnership, Relationships External to the Borough, Twinning, Relationship with Portland Town Council

<b>8.</b>	Steps required to establish Town Council <b>Stuart Caundle</b>	<b>Kevin Brookes</b>	Report adopting the terms of reference, followed by a report agreeing a proposal for consultation.	Update at each Management Committee	<b>Agreed in budget 2017/18</b>	Special full council agreed CGR terms of reference on 30/03/17. Awaiting DCLG minded too decision.
<b>9.</b>	Combined Authority <b>Stephen Hill</b>	<b>Jeff Cant</b>	Delegated to CEO/Leader	Update July 2017	<b>NA</b>	DCLG to consider Combined Authority proposals alongside LGR proposals
<b>10.</b>	Local Government Reorganisation <b>Matt Prosser</b>	<b>Jeff Cant/ Kevin Brookes</b>	Reports on next stages	Update at each Management Committee	<b>NA</b>	Decision by the SoS awaited.
<b>11.</b>	Scrutiny review of performance measurement and reporting <b>Jason Vaughan/Chris Evans</b>	<b>Kevin Brookes</b>	Scrutiny then to Management Committee in April	April 2017	<b>NA</b>	Chris Evans presented to the Joint Advisory Overview and Scrutiny Committee on 13 March 2017. The committee supported suggested changes. Chris Evans to seek Management Committee agreement.

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**4. Economic Development - JAMES FARQUHARSON**

Economic Regeneration, Employment Sites, Inward Investment, Market, Business Development and Promotion, Local Shopping Centres, Town Centre.

<b>12.</b>	Inward investment programme for Weymouth & Portland <b>Martin Hamilton</b>	<b>James Farquharson / Jeff Cant</b>	Management Committee	May 2017	<b>TBC</b>	W&P presence at event in London late 2017
<b>13.</b>	Western Dorset Growth Strategy detailed action plan for economic growth <b>Martin Hamilton</b>	<b>James Farquharson</b>	Management Committee  Councillor briefing and feedback to DCC	May 2017  June 2017	DCC, WDDC, WPBC, LEP	Tactical plan for delivery of strategy being developed and will be presented to MC in May.
<b>14.</b>	Relocation of Museum collection <b>Martin Hamilton</b>	<b>James Farquharson</b>	Management Committee	June 2017	<b>TBA</b>	Briefholder to feed back to MC at June meeting
<b>15.</b>	Liaison group with BID and WPCC to be set up <b>Martin Hamilton</b>	<b>James Farquharson/ Jeff Cant</b>	Management Committee	June 2017 Approval required	<b>TBC</b>	Quarterly meetings arranged. Agreement to work collaboratively on the Town Manager project ratified at April BID Board. Proposals for a Town Centre Manager finalised and job description prepared.

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16.	Town Centre Manager <b>Martin Hamilton</b>	<b>James Farquharson/ Jeff Cant</b>	Management Committee	June 2017 Approval to budget required	Joint funding with BID finalised £20k contribution balance to be approved by MC	Paper to June MC costing Council contribution

**5. Environment and Sustainability - RAY NOWAK**

Building Control, Cleansing, Coast Protection and Policy, Conservation, Development Control, Environmental Education and Initiatives, Forward Planning, Flooding, Local Development Plan, Recycling and Refuse Collection, Sea Defences, Sustainable Development, World Heritage

17.	Early review of Local Plan <b>Hilary Jordan</b>	<b>Ray Nowak</b>	Full Council Jan 2017  Management Committee December 2017	First consultation February 2017 Mc Approval December 2017 Final adoption late 2019/2020	<b>N/A</b>	The consultation document for the Local Plan Review was agreed by the Committee in December 2016 and Full Council in January 2017. The eight week public consultation has taken place. The 'preferred options' will come back to Management Committee at the end of 2017 or early in 2018 to be agreed.
18.	First Phase Flood Defences <b>Martin Hamilton</b>	<b>Jeff Cant / Ray Nowak</b>	Management Committee subject to LEP bid	Review position at the March MC in the light of the	Case to be submitted to the DCLG & DEFRA.	No funding from Growth Deal 3 Bids £11m. Reviewed the way forward at the March MC and

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				failed bid	agreed a case to be put directly to DCLG for economic funding and to DEFRA for flood defence support. Being arranged post June election	
<b>19.</b>	Listed Building and Conservation Area process and policy review <b>Hilary Jordan</b>	<b>Ray Nowak</b>	Refer to Scrutiny Committee	Awaiting Scrutiny Committee programme timetable	<b>NA</b>	The listed building requirements are perceived as seriously inhibiting town centre regeneration. Update report by Briefholder in March. A draft report to Scrutiny has been prepared.
<b>20.</b>	Gypsy and Traveller DPD <b>Stephen Hill</b>	<b>Ray Nowak</b>	<b>Dorset County Council</b>	April 2017 Update	<b>NA</b>	An updated needs assessment is expected in early 2017. All partner councils have agreed to take forward the DPD using in-house resources. Work will start on this once the updated needs assessment has been finalised.

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**6. Finance and Assets - JEFF CANT**

Budget Control, Corporate Property, Council Offices, Finance Consultation, Fees and Charges, Treasury Management, Procurement, Depot, Long Term Asset Management, Property Services, Collection of Local Taxes, Leasing, Regeneration

<b>21.</b>	Sale of North Quay <b>David Brown</b>	<b>Jeff Cant</b>	Management Committee	June 2017	Capital receipt of <b>c£4.0m</b> expected on completion	Contracts exchanged and awaiting final completion, expected by 30 <sup>th</sup> June 2017.
<b>22.</b>	Applying surplus revenue and capital balances to legacy projects and community support <b>Jason Vaughan</b>	<b>Jeff Cant/Group Leaders/Briefholders</b>	Management Committee	May 2017	Surplus revenue and capital balances	The Budget Working Group has considered the bids with Briefholders and will begin the process of bringing forward projects for approval by the Management Committee
<b>23.</b>	Town Centre Regeneration <b>Martin Hamilton</b>	<b>Jeff Cant</b>	Management Committee	Overall project by 2019/20 timetable <b>March 2017</b> <b>May 2017</b> <b>June 2017</b>	Consortium with possible Council participation	<b>Five Zones identified.</b> Proposals for <b>Zone 1 Peninsula</b> all year leisure development approved. <b>£200,000</b> agreed for detailed proposal work starts 2017. <b>Zone 2: Commercial Rd</b> to the June Cttee for decision in principle. More detailed options to follow <b>Zones 3 to 5:</b> Timetable to June MC

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24.	Active Property Asset Management Plan required to deliver capital receipts for reinvestment in the Borough <b>David Brown</b>	<b>Jeff Cant</b>	Management Committee	First asset disposal report approved by MC <b>April 2017</b> <b>Future timetable to June MC</b>	<b>N/A</b>	Initial list of properties for disposal/development considered by Assets & Regeneration Group in April and approved at April Management Committee. Timetable for further reports to follow.
25.	Strategy for management of the hotel portfolio <b>Martin Hamilton</b>	<b>Jeff Cant</b>	Management Committee	June 2017	<b>N/A</b>	

**7. Housing - GILL TAYLOR**

Affordable Housing, Homelessness, Housing Advice, Housing Benefit, Private Sector Leasing Scheme, Housing Assistance and Improvements through Grants, Loans, Advice and Enforcement

26.	<b>Melcombe Regis Board</b> Improving Melcombe Regis as a place to live and work <b>Graham Duggan</b>	<b>Gill Taylor/ Francis Drake/ Jeff Cant</b>	Report to Management Cttee	<b>March 2017/April 2017/June 2017</b>	Joint funding from the participating bodies	Board's Action Plan originally to be reported to MC in April 2017, now expected June 2017.
27.	Review the controls over HMO's <b>Stephen Hill</b>	<b>Gill Taylor</b>	Report to Management Cttee			

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28.	Accelerating Home Building strategy with the objective to increase number and pace of house building. Housing Strategy required bringing together Council and Housing Associations <b>Stephen Hill</b>	<b>Gill Taylor / Jeff Cant / Ray Nowak</b>	Report to Management Cttee	March 2017  Update May 2017  Strategy June 2017	Joint funding from the three Councils	A comprehensive strategy is being prepared which includes Housing Associations. A WPBC steering group has been formed, comprising Cllrs Cant, Nowak and Taylor. They are progressing the delivery of an Accelerating Home Building Action Plan
<p><b>8. Social Inclusion - CHRISTINE JAMES</b></p> <p>Social Inclusion, Customer Contact Centre, Localism Project, Community Regeneration and Development, People with Special Needs and Exclusions, People element of Bereavement Service etc., Safeguarding/vulnerable adults, Health service, Public health, Health &amp; Wellbeing Board, Voluntary Bodies and Groups</p>						
29.	Review Corporate Equality Policy  <b>Jane Nicklen</b>	<b>Christine James</b>	All Members	October 2017	<b>N/A</b>	Action Plan to be developed and adopted by Dementia Action Alliance'
30.	Review of council resources allocated to local partnerships and community/voluntary organisations <b>Jane Nicklen</b>	<b>Christine James</b>	Management Committee	Funding approval to <b>MC July2017</b>  Launch September 2017	<b>Council Reserves</b>	Leaders' Group will prioritise funding targets. Plain English guide to accessing grant to be launched to Community leaders in September 2017.

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31.	Revised Policy required <b>Jane Nicklen</b>	<b>Christine James</b>	Management Committee	April 2017	<b>Council Reserves</b>	Report to April Management Committee for decision.
32.	Armed Forces Covenant project to be investigated	<b>Christine James</b>	Management Committee			

**9. Tourism and Culture (including Harbour) - RICHARD KOSIER**

Arts, Attractions, Beach, Beach Cleaning, Culture, Esplanade, Events and Festivals, Museums, Pavilion, Tourism Publicity, Tourism Development (moved from 4), Tourist Information Centre, Seafront Management

33.	Development of arts strategy for the council <b>Tony Hurley</b>	<b>Jeff Cant</b>	Report to MC December 2016	December 2016 <b>March 2017</b> revised report to cover legacy art Strategy approved MC <b>May 2017</b> Funding report following Finance group review of balances <b>July 2017</b>	Combination of Council and Arts body funding under review	December MC agreed to develop community art and public art proposals. Included in bid list agreed by Group Leaders in May 2017.
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35.	Business case for illuminations on the Esplanade <b>Nick Thornley/David Brown</b>	<b>Jason Osborne</b>	Report to Management December 2016	April 2017	Coastal Community Fund. Has been reported to MC and included in bid list for use of balances by Finance Group.
36.	Harbour income generation <b>Keith Howarth</b>	<b>Ian Bruce</b>	Management Committee	April 2017 May 2017 June 2017	Budget agreed without a deficit 2016/2017 and beyond. Opportunities for new income being progressed with external support.

**10. Transport and Infrastructure - COLIN HUCKLE**

Highways and Traffic Management, Parking Policy and Enforcement incl. fees and charges, Public Transport, Taxis and Private Hire incl. fees and charges, Cycle Network, Footpaths and Rights of Way, Liaison with Utility Companies

37.	Install new car parking machines and	<b>Colin Huckle</b>	Approved by Management	July 2017	£300k was agreed by	Tender completed and awarded for 41 pay and
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destination signage. Trial in Park Street and Harbourside car parks July. <b>David Brown</b>		Committee		Management Committee to be taken from Reserves	display machines providing multiple payment channels which are likely to be installed shortly after Easter. Tenders out for maintenance work.
<b>38.</b> Review signage within the Borough in consultation with DCC. <b>David Brown/Nick Thornley/Graham Duggan/Trevor Hedge</b>	<b>Colin Huckle</b>	Management Committee	April 2017	Coastal Community Fund?	See Town Centre consultation group Officer report expected
<b>39.</b> Comprehensive review of all car parks to identify loss making sites and surplus assets <b>David Brown</b>	<b>Colin Huckle/Jeff Cant</b>	Referred back to officers by Management Committee from October report	<b>March 2017</b>		This will be part of the charges review report. Review to include the DCC Park and Ride
<b>40.</b> New Traffic management programme for the Town Centre to include pedestrianisation proposals and events' road closures. Review to include the DCC Park and Ride. <b>Martin Hamilton</b>	<b>Colin Huckle/Jeff Cant</b>	Management Committee	<b>March 2017</b> <b>April 2017</b> <b>May 2017</b> <b>June 2017</b>		Includes review of DCC road closures for events. Early wins required such as pedestrianisation during peak hours. Proposal on this was expected in March. <b>Phased proposal now promised for June MC</b>