

WEYMOUTH AND PORTLAND BC – MANAGEMENT COMMITTEE ACTION PLAN AUGUST 2017

Project and lead officer	Councillor champion	Decision points & who makes decision	Anticipated delivery date	Funding & Source	Progress Update
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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

1.	Greenhill Chalets future management and renovation Sarah Cairns	Kate Wheller	Management Committee	Oct 2016 March 2017 Sept 2017	NA	Lease and transfer arrangements being negotiated. Aim to complete transfer September 2017
2.	Production of a Master Plan for the Marsh and its facilities Nick Thornley / Tony Hurley	Kate Wheller	Management Committee	February 2017 July 2017 Sept 2017 Oct 2017	NA	Stakeholder consultation on the draft plan is taking place in September and the results reported back to Policy Development Committee in early October and then to Management Committee in late October. All on track.
3.	Review of WC Estate Sarah Cairns	Kate Wheller	Management Committee	May 2017 July 2017 August 2017	NA	Review of seafront public conveniences completed and findings being considered. Review of wider portfolio to take place in July 2017.

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2. Community Safety - FRANCIS DRAKE

CCTV, Community Safety, Crime and Disorder, Emergency Planning, Environmental Health, Licensing, Police and Crime Commissioner, Police and Crime Panel

4.	Pan-Dorset CCTV proposals Graham Duggan	Francis Drake	Report to Management Committee with business case March 2017	April 2018	Office of Police & Crime Commissioner / Dorset Police / DCC / WPBC	June 17 – progress report made to MC. Delay due to a technical issues now resolved and specification for tender being completed
5.	Review licensing issues and ways of preventing drink-fuelled disorder Graham Duggan	Francis Drake	Management Committee Performance & Scrutiny Committee	March 2017 June 2017 July 2017 September 2017	NA	June 17 – report made to Performance & Scrutiny Committee and review agreed for later in 2017
6.	Tackling litter/dog fouling street trading activity and waste storage Graham Duggan	Francis Drake	Management Committee	July 2017 September 2017	Self funding	June 17 – progress report made to Performance & Scrutiny Committee. Evaluation report to MC with recommendations for extending to other offences
7.	Town centre space controls to impose bans on general antisocial behaviour Graham Duggan	Francis Drake	Management Committee (August 2017)	July 2017 Update at each MC required	TBA	June 17 – report made to Policy Development Committee to agree consultation which will take place from July- September 17

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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

8.	Steps required to inform a discussion about establishing a Weymouth Town Council Stuart Caundle	Alison Reed	Report adopting the terms of reference, followed by a report agreeing a proposal for consultation.	Update at each Management Committee	Agreed in budget 2017/18	Special full council agreed CGR terms of reference on 30/03/17. Awaiting DCLG minded too decision.
9.	Establishing the position of Portland Town Council Stuart Caundle	Alison Reed	Letter inviting the Town Council to submit a bid for the services it might wish to run after a Unitary Authority	August 2017		Letter to be sent to the Town Council inviting them to submit a bid having taken account of the views of Portland residents
10.	Combined Authority Stephen Hill	Jeff Cant	Delegated to CEO/Leader	Update July 2017	NA	DCLG to consider Combined Authority proposals alongside LGR proposals
11.	Local Government Reorganisation Matt Prosser	Jeff Cant/ Alison Reed	Reports on next stages	Update at each Management Committee	NA	Decision by the SoS awaited. Now expected by September the 15 th . A Cross County Committee has been set up and approved by full Council to oversee the project.

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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.

12.	Inward investment programme for Weymouth & Portland Martin Hamilton	James Farquharson / Jeff Cant	Management Committee	May 2017 November 2017	TBC	W&P presence at event in London late 2017
13.	Western Dorset Growth Strategy detailed action plan for economic growth Martin Hamilton	James Farquharson	Management Committee Councillor briefing and feedback to DCC	May 2017 June 2017 August 2017	DCC, WDDC, WPBC, LEP	Tactical plan for delivery of strategy being developed and will be presented to MC in May.
14.	Start up units for new businesses Nick Thornley	James Farquharson		July 2017		To be part of a more comprehensive list of actions taken from wider West Dorset Strategy and fed back to MC at July meeting
15.	Bid for additional funding support from Council for Jurrassica/Memo Nick Thornley	James Farquharson	Management Committee	August 2017	From WPBC balances	Needs to be considered by Finance working group in the context of the projects list

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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

16.	Early review of Local Plan Hilary Jordan	Ray Nowak	Full Council Jan 2017 Management Committee December 2017	First consultation February 2017 MC Approval December 2017 Final adoption late 2019/2020	N/A	Consultation has been and the 'preferred options' will come back to MC at the end of 2017 to be agreed
17.	First Phase Flood Defences Martin Hamilton	Jeff Cant / Ray Nowak	Management Committee subject to LEP bid	Review position at the March MC in the light of the failed bid	DEFRA/LEP	No funding from Growth Deal 3 Bids £11m. Reviewed the way forward at the March MC and agreed a case to be put directly DEFRA for flood defence support. A meeting is expected in September 2017

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18.	Listed Building and Conservation Area process and policy review Hilary Jordan	Ray Nowak Scrutiny Committee report to be considered by Management Committee Management Committee	July 2017 September 2017	£200,000 bid requested from reserves to enhance enforcement	The listed building requirements are perceived by some potential investors as inhibiting town centre regeneration. A report from Scrutiny Committee will directly engage the business community
19.	Gypsy and Traveller DPD Stephen Hill	Ray Nowak	Dorset County Council	September 2017 Update	NA All partner councils have agreed to take forward the DPD using in-house resources.

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

20.	Sale of North Quay Sarah Cairns	Jeff Cant	Management Committee	June 2017 July 2017 August 2017	Capital receipt of c£4.3m expected on completion	Contracts exchanged and awaiting final completion,
21.	Applying surplus revenue and capital balances to legacy projects and community support Jason Vaughan	Jeff Cant/Group Leaders/Briefholders	Management Committee	Ongoing	Surplus revenue and capital balances	The Budget Working Group has considered the bids with Briefholders prioritised a list and is bringing forward projects for approval by the MC.

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22.	Town Centre Regeneration Martin Hamilton	Jeff Cant	Management Committee	Overall project timetable June 2017 July 2017 August 2017	Consortium with possible Council participation	Five Zones identified. Proposals for Zone 1 Peninsula all year leisure development approved. £200,000 agreed for detailed proposal work starts 2017. Remaining Zones 2 to 5: An outline delivery timetable will be presented to the August MC
23.	Active Property Asset Management Plan required to deliver capital receipts for reinvestment in the Borough Martin Hamilton/Sarah Cairns	Jeff Cant	Management Committee	Rolling programme of reports to come forward.	N/A	Initial list of properties for disposal/development considered by Assets & Regeneration Group in April and approved at April MC. Timetable for further reports to follow.
24.	Strategy for management of the hotel portfolio Martin Hamilton	Jeff Cant	Management Committee	June 2017 July 2017 Sept 2017	N/A	Update on next steps to given to the July MC by Discussed with hoteliers group and way forward agreed
25.	Appoint a Town Centre manager to actively engage in the improvement of the town centre and take action on poorly maintained assets. Martin Hamilton/Nick Thornley	Jeff Cant/ Richard Kosior	Management Committee	July 2017 Then monthly verbal update	Revenue Balances	The post has been filled and the appointee starts in August. A verbal progress report will be made to the MC monthly for the first six months of the initiative

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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.	Melcombe Regis Board Improving Melcombe Regis as a place to live and work Graham Duggan	Gill Taylor/ Francis Drake/ Jeff Cant	Report to Management Cttee	March 2017 April 2017 June 2017 Monthly updates from CEO/ Briefholder	Joint funding from the participating bodies	Board's Action Plan now received and welcomed. A communications strategy has been requested to inform the community
27.	Review the controls over HMO's Stephen Hill	Gill Taylor	Report to Management Cttee August 2017	September 2017		New legislation has been significantly delayed. It was originally anticipated to be implemented in October 2017 As soon we have more information on the timetable, a report will be prepared for members.
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 Stephen Hill	Gill Taylor / Jeff Cant / Ray Nowak	Report to Management Cttee August 2017 following review of funding by Finance Group.	March 2017 Update May 2017 July 2017	Joint funding from the three Councils; WPBC will be agreed to contribute at July 2017 MC	A comprehensive strategy is being prepared which includes Housing Associations. A WPBC steering group has been formed,. They are progressing the delivery of an Accelerating Home Building Action Plan

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8. Social Inclusion - CHRISTINE JAMES

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 & Wellbeing Board, Voluntary Bodies and Groups

29.	Review Corporate Equality Policy Jane Nicklen	Christine James	All Members	October 2017	N/A	Revised policy to be considered by DCP Corporate Equality Group and Policy Development Committee for recommendation to MC. Date October 2017
30.	Review of council resources allocated to local partnerships and community/voluntary organisations Jane Nicklen	Christine James	Management Committee	Funding approval request to MC July 2017 August 2017 Launch September 2017	Council Reserves	Leaders' Group will prioritise funding targets. Plain English guide to accessing grant to be launched to Community leaders in September 2017.
31.	Revised Policy for making grants required Jane Nicklen	Christine James	Management Committee	April 2017 July 2017 August 2017	Council Reserves	Report to July MC agreed.
32.	Armed Forces Covenant project to be investigated	Christine James	Management Committee	July 2017 September 2017	Council Reserves	Member Briefing on the Armed Forces Covenant provided on 12 June. Project with The Lantern Centre being investigated.

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9. Tourism and Culture (including Harbour) - RICHARD KOSIOR

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 Tony Hurley/Nick Thornley	Richard Kosior/Jeff Cant	Management Committee	July 2017 September 2017	Combination of Council and Arts body funding under review.	Report to MC July 2017 following Finance Group balances review. An Arts Panel of Members has been formed and will seek funding from various sources including Coastal Community. Council funding will be considered at the Finance Group in August for a sculpture trail using local artists.
34.	Business case for illuminations on the Esplanade Nick Thornley/David Brown	Richard Kosior/ Jason Osborne	Management Committee	April 2017 October 2017	Coastal Community Fund £200,000	The Coastal Community Fund has earmarked £200,000 for this. A delivery plan has been agreed with the Fund and will deliver from costed proposals in October 2017
35.	Developing the commercial potential of the Harbour Keith Howorth	Ian Bruce/ Richard Kosior	Management Committee	April 2017 May 2017 June 2017 July 2017 verbal update October 2017		Budget agreed without a deficit 2016/2017 and beyond. Commercial options for the future are being explored supported by a consultant

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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

36.	Review signage within the Borough in consultation with DCC and the BID report from 2016. Sarah Cairns/Nick Thornley/Graham Duggan/Trevor Hedge	Colin Huckle	Management Committee	July 2017 September 2017	Coastal Community Fund or Council balances	See Town Centre consultation group Officer report expected with firm costed proposals at the September MC
37.	Comprehensive review of all car parks to identify loss making sites and surplus assets Sarah Cairns	Colin Huckle/Jeff Cant	Management Committee	March 2017 August 2017		Referred back to officers by Management Committee from October 2016 . Review report expected at the August MC
38.	New Traffic management programme for the Town Centre to include pedestrianisation proposals and events' road closures. Review to include the DCC Park and Ride. Martin Hamilton	Colin Huckle/Jeff Cant	Management Committee	March 2017 April 2017 May 2017 June 2017 August 2017	Funding approved June MC for first phase of pedestrianisation	Pedestrianisation of St Marys and St Thomas St will be delivered in July/August as a first phase during peak hours. Further proposals to be reported to MC August 2017 and a wider traffic management plan in September 2017