

MANAGEMENT COMMITTEE

Members of Management Committee are invited to attend this meeting at Commercial Road, Weymouth, Dorset in the to consider the items listed on the following page.



Matt Prosser
Chief Executive

Date: Tuesday, 19 September 2017
Time: 9.30 am
Venue: Council Chamber

Members of Committee:

J Cant (Chair), R Kosior (Vice-Chair), F Drake, J Farquharson, C Huckle, C James, R Nowak, A Reed, G Taylor and K Wheller

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A G E N D A

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1 APOLOGIES

To receive apologies for absence.

2 MINUTES

To confirm the minutes of the meeting held on

3 CODE OF CONDUCT

Members are required to comply with the requirements of the Localism Act 2011 and the Council's Code of Conduct regarding disclosable pecuniary and other interests.

- Check if there is an item of business on this agenda in which the member or other relevant person has a disclosable pecuniary or the disclosable interest.
- Check that the interest has been notified to the Monitoring Officer (in writing) and entered in the Register (if not this must be done within 28 days).
- Disclose the interest at the meeting (in accordance with the Council's Code of Conduct) and in the absence of dispensation to speak and/or vote, withdraw from any consideration of the item where appropriate. If the interest is non-pecuniary you may be able to stay in the room, take part and vote.

4 PUBLIC PARTICIPATION

30 minutes will be set aside to allow members of the public to ask questions relating to the work of the Council. 3 minutes will be allowed per speaker. The order of speakers is at the discretion of the Chair and is normally taken in the order of agenda items, questions must relate to a report which is on the agenda for consideration. Notice is not required if you wish to speak at the meeting but if you require an answer to a question it is advisable to submit this in advance by contacting a member of the Democratic Services team or alternatively, by emailing kcritchell@dorset.gov.uk.

5 QUESTIONS BY COUNCILLORS

To receive questions from Councillors in accordance with procedure rule 12.

6 CONSIDERATION OF ONCE-OFF FUNDING TO PURCHASE TWO RESIDENTIAL PROPERTIES 5 - 10

To consider a report of the Head of Housing.

7 ADDRESSING ISSUES AFFECTING THE RESIDENTS OF MELCOMBE REGIS 11 - 94

To consider a report of the Housing Improvement Manager.

8 PROPOSAL FOR A COMMUNITY SAFETY ACCREDITATION SCHEME IN WEYMOUTH TOWN CENTRE 95 - 100

To consider a report of the Head of Community Protection.

9 MANAGEMENT COMMITTEE ACTION PLAN 101 - 112

To consider the Management Committee Action Plan

10 TREASURY OUTTURN REPORT 2016/17 113 - 124

To consider a report of the Financial Resources Manager.

11 INFORMATION GOVERNANCE 125 - 130

To receive a report from J Vaughan, Strategic Director.

12 LOCAL BUSINESS REVALUATION SUPPORT SCHEME 131 - 136

To consider a report of the Head of Revenues & Benefits.

13 IMPLEMENTING THE BROWNFIELD LAND REGISTER 137 - 146

To consider a report of the N Cardnell, Senior Planning Officer.

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To consider a report of the Head of Economy, Leisure & Tourism.

- 15 ASSET MANAGEMENT - HOTELS** 155 - 164
- To consider a report of M Hamilton, Strategic Director.
- 16 MEMBER AND OFFICER INDEMNITIES** 165 - 178
- To consider a report of the R Firth – Corporate Manager (Legal) and S Caundle, Assistant Chief executive and Monitoring Officer.
- 17 REVIEW OF CONSTITUTION - JOINT APPEALS COMMITTEE** 179 - 182
- To consider a report of the HR&OD Corporate Manager.
- 18 OUTSIDE BODIES REPORT** 183 - 186
- To consider a report of the Member Development & Support Officer.
- 19 4 MONTH FORWARD PLAN** 187 - 194
- To consider the 4 monthly Forward Plan.
- 20 URGENT BUSINESS**
- To consider any items of business which the Chair 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 specified in the minutes.
- 21 EXEMPT BUSINESS**
- To move the exclusion of the press and the public for the following items in view of the likely disclosure of exempt information within the meaning of paragraph 3 of schedule 12A to the Local Government Act 1972 (as amended)
- 22 WEYMOUTH PENINSULA DEVELOPMENT - UPDATE**
- To consider a report of M Hamilton, Strategic Director.
- ASSET MANAGEMENT - HOTELS (APPENDIX)**
- Exempt by reason of paragraph 3 of schedule 12A Local Government Act 1972 (as amended)

Management Committee

19 September 2017

Consideration of once-off funding to purchase two residential properties

For Decision

Brief Holder

Cllr Gill Taylor – Housing

Senior Leadership Team Contact:

S Hill, Strategic Director

Report Author: C Milone, Head of Housing

Statutory Authority

Local Government Acts 1972, 1988, 1992 and 2003, Housing Act 1085, Localism Act 2011

Purpose of report

- 1 To set out the rationale for the council to purchase two homes that can be used as an alternative to more expensive bed and breakfast accommodation to temporarily house homeless individuals, and seek approval to allocate funds to facilitate these purchases.

Recommendations

- 2 That Management Committee agrees to the release of up to £450,000 from capital receipts to fund the acquisition of two residential properties within the Borough for use as short-term temporary accommodation.
- 3 In order to speed up the offer and purchase process, that the Chief Executive's current delegated authority should be used to proceed with the purchase of suitable properties, in consultation with the Head of Housing, the Housing Briefholder and Section 151 Officer.
- 4 That the council's Steering Group for Democratic Improvement be asked at its earliest opportunity to consider that new delegations be added to the council's Scheme of Delegation as follows:

Delegations to the Head of Housing

In consultation with the Housing Briefholder and Section 151 Officer, and subject to funding having been agreed, to purchase properties suitable for short term temporary accommodation.

Manage a portfolio of owned and leased temporary accommodation.

Offer occupation agreements to homeless households in owned and leased accommodation.

Set charges for owned and leased accommodation.

- 5 That Management Committee agrees to the release of up to £16,000 from the Direct Leasing Reserve in order to equip and furnish the two properties prior to their being let.

Reason for decision

- 6 To allocate once-off funding that supports key corporate priorities.

Background and reason decision needed

- 7 Currently, the approximate net cost to WPBC of placing homeless households into bed and breakfast (B&B) is around £165,000pa (2016/17 figure). This is the difference between what can be claimed back for the accommodation through the benefits system when a homeless person is placed in B&B either in an emergency, because we have accepted a legal duty to them, or pending investigations into their circumstances, and the amount we pay to the B&B proprietor. Of this total, around £116,000 can be attributed to the cost of placing families with children into B&B, with a further £2,000 for couples and the remaining £47,000 for single people (including those expecting a child).
- 8 There have recently been significant changes to the benefits system. Single people under 35 years (the only affected group from April 2017, though others will follow in due course) can claim Housing Benefit while in temporary accommodation (which includes bed and breakfast) at a rate of £114.23pw. This applies whether or not they are in receipt of Universal Credit. For a typical B&B bill of £350pw, only £114.23 can therefore be claimed back from central government through the subsidy process. The difference cannot be clawed back from central government, and is a real cost to the council. In the last financial year, for the client group which might be able to be housed in the short term temporary accommodation proposed in this report, the difference referred to amounted to approximately £30,000.
- 9 If we do nothing except to continue as at present, placing single people into B&B as required, the council's net expenditure is expected to continue to be at least as much as at present, though the trend for homelessness is on the rise and the cost may therefore increase too.
- 10 If the council were to provide this short term temporary accommodation itself instead of placing people in B&B, we would be able to charge

occupants and recover around £154pw per occupant (which includes the maximum allowable £114.23pw Housing Benefit, plus an allowable management charge of £20pw called the Flexible Homeless Support Grant (FHSG) which is fully recoverable, plus a £20pw service charge to the occupant to cover the cost of gas and electricity, water and Council Tax) at no net cost to the council. If we were to acquire a property/ies with a capital sum provided by the council, we have the experience and staffing resources to manage these properties ourselves. This could reduce future costs and thus council expenditure by up to £30,000 a year.

- 11 A budgetary allocation of up to £450,000 from the council's capital receipts would enable Housing to purchase two houses on the open market for this purpose to meet local housing need. It is expected that these properties would enable eight occupants to be housed instead of being placed in B&B accommodation. This would allow significant year-on-year savings to accrue to Council Tax payers in the Borough. It is anticipated that one of these properties would include a bedroom/ bathroom that was suitable for wheelchair users, which is a group that we find difficult to move on from B&B and which therefore costs the council a disproportionate amount to house temporarily.
- 12 The council requires such a capital investment to provide a 4% return each year back in to the General Fund, which would amount to some £18,000pa if the full £450,000 is spent. The savings that would accrue to the council from providing this accommodation itself significantly outweighs £18,000.
- 13 Local authorities are empowered to build or acquire homes under section 9 of the Housing Act 1985, which states the following:

9 Provisions of housing accommodation.

(1)A local housing authority may provide housing accommodation —

(a)by erecting houses, or converting buildings into houses, on land acquired by them for the purposes of this Part, or

(b)by acquiring houses.

(2)The authority may alter, enlarge, repair or improve a house so erected, converted or acquired.

- 14 Local authorities with a stock of council houses provided under Section 2 of the Housing Act 1985 are required to maintain a Housing Revenue Account (HRA) for the costs and income. This proposal is to acquire two homes to provide short term temporary accommodation for homeless people only. This is provided for under Section 3 of the Housing Act 1985 and does not require a HRA. There would be significant financial implications if an HRA were required, therefore if any changes of use were proposed in the future, a full financial appraisal would be required.

- 15 In order to facilitate a timely offer and completion for the property/ies that it is decided to purchase, it will be necessary to move swiftly. To this end, Management Committee is asked to agree to the use of the Chief Executive's current delegated authority to proceed with these purchases, in consultation with the Head of Housing, Housing Briefholder and Section 151 Officer. The Head of Housing will subsequently report back to Management Committee with details of the purchase/s at the first possible opportunity following this.
- 16 The council's current scheme of delegation does not explicitly delegate to the Head of Housing authority for such purchases, nor the management of owned temporary accommodation, and this needs to be addressed to enable this scheme to proceed. Management Committee agreement is therefore sought to work with the council's Steering Group for Democratic Services to ensure that these delegations are added to the Scheme of Delegation:

Delegations to the Head of Housing

In consultation with the Housing Briefholder and Section 151 Officer, and subject to funding having been agreed, to purchase properties suitable for short term temporary accommodation.

Manage a portfolio of owned and leased temporary accommodation.

- 17 Currently, the Head of Housing has delegated authority (delegation ref 7) to offer occupation agreements to homeless households in leased accommodation. The council's Steering Group for Democratic Improvement will be asked to amend the Scheme of Delegation as follows:

Delegations to the Head of Housing

7 *Offer occupation agreements to homeless households in owned and leased accommodation.*

The Management Committee is asked to agree that this amendment be taken forward to the Steering Group for Democratic Improvement.

- 18 Currently, the Head of Housing has delegated authority (delegation ref 8) to set charges for leased accommodation. The Steering Group for Democratic Improvement will be asked to amend the Scheme of Delegation as follows:

Delegations to the Head of Housing

8 *Set charges for owned and leased accommodation.*

The Management Committee is asked to agree that this amendment be taken forward to the Steering Group for Democratic Improvement.

- 19 There are no 'change of use' issues arising from this proposal. A residential house which becomes shared accommodation for fewer than seven people does not require special permission, planning consent or an HMO license to operate. Each of the houses purchased by the council is expected to provide no more than four lettable rooms for occupation by fewer than seven people.
- 20 In addition to purchasing these homes, Housing will need to equip and furnish the properties for use as shared short term temporary accommodation. These revenue expenses will be picked up separately to the capital purchase costs of acquiring the homes. Housing have accumulated a surplus over the last few years from the efficient management of its leased properties portfolio (called the Direct Leasing Reserve) which could be used for this purpose. The reserve currently stands at £144,000. It is estimated that furnishing and equipping these houses will cost no more than £8,000 per house, or £16,000 in total. The agreement of Management Committee is required to allocate money from the reserve.

Implications

Corporate Plan

- 21 The budget allocates the financial resources of the councils and therefore directly impacts upon the delivery of the corporate plan.
- 22 Directly providing an alternative to bed and breakfast accommodation for vulnerable homeless people will help them feel supported, safe and able to live more independently while they are helped into long term accommodation. This will help us to build strong, inclusive and sustainable communities.

Financial

- 23 Available unallocated capital receipts currently stand at £1.45m. There is a report elsewhere on the agenda which requests £500,000 from capital receipts therefore, if both requests are agreed, they would reduce the unallocated capital receipts to £0.5m. There is a further aspiration to allocate £3m to harbour walls and flooding issues in the future. The use of funding for this scheme will reduce the investment income by up to £18,000 per annum, therefore the scheme will need to cover this loss of income. As capital receipts are a once-off source of funding, once allocated to a scheme they are not available to support other schemes. The scheme is supported by a business case which covers the loss of investment income and generates a small annual surplus which would be set aside in order to fund future liabilities such as replacement kitchens etc. The most significant savings will be seen within the Housing Benefit budget, estimated to be around £30,000 once both properties were operational.

Equalities

- 24 None directly from this report.

Environmental

25 None directly from this report.

Economic Development

26 None directly from this report.

Risk Management (including Health and Safety)

27 There are some risks to the council expanding its ownership and management of this type of accommodation, in terms of our ability to manage the properties effectively and protect the council's reputation, and also in terms of potential financial losses being made from the schemes. However, the experience already gained from our management of two leased schemes in Dorchester has been invaluable, and mean that we have the necessary experience and skills to do this well. The council's financial exposure is further mitigated by its ability to dispose of the acquired properties and realise any capital appreciation that has accrued.

Human Resources

28 Should this scheme proceed, a fully funded post in the Housing establishment (0.6FTE), which has been held vacant pending the expected expansion of our managed residential stock, will be appointed to.

Consultation and engagement

29 Not applicable.

Appendices

30 None.

Background papers

31 None.

Footnote

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

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Management Committee

19th September 2017

Addressing issues affecting the residents of Melcombe Regis

For Decision

Briefholder

Cllr Gill Taylor

Senior Leadership Team Contact:

S Hill, Strategic Director

Report Author:

G Joy, Housing Improvement Manager

Statutory Authority

Housing Act 2004

Purpose of Report

- 1 a) To advise the committee of work undertaken through the Melcombe Regis Board (MRB) to evidence issues confronting residents of Melcombe Regis.

b) To further advise of the Board's proposed objectives for the ward, designed to address those issues, and their assessment of options available to deliver the objectives.

c) Finally, to consider the Board's recommendation that a selective licensing scheme should be proposed for the ward.

Recommendations

- 2 a) The Committee endorse the five objectives for the ward proposed by the MRB.

b) The Head of Housing be authorised to progress work necessary to develop a discretionary licensing scheme for the Melcombe Regis ward in accordance with Section 80 of the Housing Act 2004, designed to deliver the agreed objectives for its residents.

c) The Head of Housing be requested to present to a future Management Committee a fully costed, risk assessed proposal for the licensing of privately rented housing within Melcombe Regis, this proposal to have

been reviewed by the Policy Committee prior to the Management Committee agreeing to the commencement of any formal consultation exercise.

Reason for Decision

- 3 The Housing Act 2004 provides the borough council, as the Housing Authority, with the power to determine discretionary licensing schemes covering the private rented sector. The council is obligated to meet specific criteria and to follow agreed procedures prior to implementation. Members are invited to authorise the work of developing a licensing scheme for the Melcombe Regis ward.

Background and Reason Decision Needed

- 4 In April 2016 the MRB was established in recognition of the serious issues facing the ward and an acceptance that no individual agency or group could achieve the impact needed. The MRB has recognised the great work being done already by the Team Around Melcombe Regis, community and voluntary groups; health providers; police and local councils but exists to provide some strategic leadership to the delivery of improved living conditions for residents. A key role of the MRB is to bring agencies together, often at senior level; to understand the complex relationships between the factors affecting health and well-being; help give direction; remove obstacles and enable change.

Representation on the MRB includes;

Dorset Councils Partnership
Dorset Police
Dorset & Wiltshire Fire & Rescue
Weymouth College
Public Health Dorset
Dorset County Council
Dorset Police & Crime Commissioner
Dorset Clinical Commissioning Group
Team Around Melcombe Regis, and
Aster Housing

5. The MRB's vision for Melcombe Regis is a 'safe, healthy and great place to live and work', with the following six priority themes adopted in development of its Strategic Plan:
 - Housing – residents live in good quality housing which is affordable
 - Community - a strong, integrated community with ready access to opportunities and services
 - Environment – a restored sense of pride
 - Health - everyone can lead healthier lives and support is provided for those in greatest need
 - Employment - more jobs for local people and barriers to education, training and employment challenged and removed
 - Crime - crime and anti-social behaviour is reduced and people feel safe.

The MRB's Strategic Plan is attached as Appendix 1 to this report.

6. The MRB expressed a desire to explore the options for a private sector housing initiative in the Melcombe Regis ward and the Management Committee supported expenditure on data analysis work at its meeting of 8 November 2016. An evidence pack was duly produced which identified issues within the ward and provided the MRB with an opportunity to consider the key objectives which any initiative should seek to deliver.
7. A summary of the findings within the evidence pack is presented below with the full evidence pack attached as Appendix II.

1. Summary of findings

- Melcombe Regis is one of 15 wards in the borough council area. It is often split into four Lower Super Output Areas (LSOAs) for survey purposes. Town Centre: Park District; Carlton Road and Lodmoor Hill.
- The ward's population (6,068) has risen by approx. 10% since 2001, which is a larger increase than the borough generally (2%) or across the county (8%). It is the 14th most populous ward in Dorset.
- The Melcombe Regis ward constitutes approx. 12.4% of the residential accommodation in the WPBC area.
- There is a relatively low level of owner occupation (43.5%) and a high level of privately rented property (46.2%)
- There is limited publicly rented property (8.6%) but a high level of usage of the PRS by various statutory agencies housing a range of client groups.
- The ward comprises a higher proportion of flats (purpose built and converted) than found in the rest of the borough, Dorset or nationally.
- The proportion of 'household spaces with no usual resident' is higher in the Town Centre and Park District than in other areas of the borough.
- The ward contains 30 of the licensable HMOs in the borough (60%)
- There is a high proportion (86%) of three storey (or more) properties in the Town Centre LSOA, while 38% of the properties in the adjacent Park District area are three storeys or more.
- There is a significant number of properties in the ward that have been converted to flats.
- Property with central heating in the ward is less prevalent than in the rest of the borough (90.8% compared to 97.2%)
- Approx. one in six households in the ward could be considered to be 'overcrowded'
- The proportion of pensioners living alone in the ward is higher than in the rest of the borough.
- The number of complaints relating to housing conditions is proportionally high for the ward; approx. a third of all enquiries, relating to an eighth of the borough's stock.
- The proportion of households considered to be in 'fuel poverty' is higher in the Park District and Town Centre LSOAs than the rest of the borough and the county.
- House prices in the ward are consistent with borough-wide prices for similar property, although house prices in the borough tend to be lower than the county average.
- Rental prices for one bedroom properties are lower in the ward than for the borough generally, but similar for two bedroom properties.
- A range of statutory agencies use PRS property in the ward to accommodate households. The WPBC Housing service accommodated 71 of 109 homeless households in the ward in 2016/17, with DCC currently accommodating 120 residents in the ward.
- Approx. 24% of applicants to the Housing Register currently reside in the ward, of which 74% (234) require one bed accommodation.
- The age profile for the ward is lower (42 yrs) than for the borough (44 yrs) but higher than that nationally (39 yrs)

- The ward has a higher proportion of 20 – 39 year old residents than the borough generally, Dorset or nationally.
- Within the 25-39 age bracket there are 57% males, a demographic not reflected across the borough but typical of similar seaside towns.
- There has been an increase in the number of children in the ward in recent years.
- The proportion of BME residents (11.3%) in the ward is higher than for the borough generally (5.1%) but lower than nationally (19.5%).
- The increase in BME groups between 2001 and 2011 (9.8%) reflects an increase in residents from Accession EU countries in 2004 and 2007.
- Average household income is assessed to be lower in the ward than for the borough generally or nationally.
- Approx. one in six residents in the ward receive Employment Support Allowance (ESA) indicating they are unable to work due to illness or disability. This is a higher proportion than for the borough generally.
- The proportion of low income pensioners in the ward in receipt of Pension Credit has decreased from 24% in 2009 to 19% in 2015. However this remains above borough-wide, county and national levels.
- Approx. 29% of the borough's Housing Benefit recipients reside in the ward.
- Half of the properties occupied by three or more HB recipients are within the ward, which may reflect the proportion of shared accommodation in the ward.
- Three of the LSOAs in the ward are considered to be in the top ten most deprived in the county and top 20% nationally.
- Melcombe Regis has a higher level of recorded ASB than any other ward in Dorset
- Total crime in the ward is recorded as 528.2 /1000 population compared to 122.6 for the borough and 103.7 for Dorset.
- Recorded total crime in the ward has increased by 46% between 2014 and 2016.
- Between 2014 and 2016 there were just under 1,600 criminal incidents across the county where the suspect lived in Melcombe Regis
- A high proportion of the crime including ASB (approx. 70%) occurs in the Town Centre where the night time economy is located.
- 84% of all anti-social behavioural incidents that occur in the ward are nuisance related; this figure is 10% higher than the proportion in Weymouth & Portland and Dorset as a whole, where nuisance incidents are recorded as 75%.
- Approx. 25% of residents in the ward have a limiting long term illness, compared to 22% across the borough and 20% for the county.
- Life expectancy at birth is lower in the ward than for the borough generally, Dorset or nationally.

8. Following a review of the 'evidence pack', the MRB agreed that the key issues affecting life in the Melcombe Regis ward were:

- i) Crime
- ii) ASB
- iii) Deprivation, and
- iv) Housing conditions

In response to those issues, the MRB proposed the following objectives:

- 1. To contribute to crime reduction and address criminal behaviour affecting residents of Melcombe Regis**
- 2. To reduce anti-social behaviour incidents associated with residents of Melcombe Regis.**
- 3. To improve resident satisfaction within their home.**
- 4. To improve housing conditions in the Private Rented Sector**
- 5. To improve the proportion of successful tenancies within the Private Rented Sector.**

Members are invited to endorse the objectives proposed.

9. A working party was set the task of assessing the potential for a range of 'housing-based interventions' to contribute to meeting the objectives. The working party consisted of nine members from the council's Housing Options and Housing Improvement teams; Dorset Police; Public Health Dorset; Dorset CC; and the Briefholder for Housing.
10. The Housing Act 2004 provides a range of duties and powers for local council intervention in the Private Rented Sector (PRS). Part 2 of the act deals with both mandatory and discretionary licensing of HMOs while Part 3 provides powers for discretionary licensing of the wider PRS. In addition, councils often develop local initiatives to deal with specific issues in their areas, e.g., accreditation schemes, grants and loans etc. The act requires that before making a discretionary licensing designation, a local authority must consider whether there are any other courses of action, including local initiatives, that might provide an effective method of dealing with the problem or problems in question. Government guidance has been produced to guide local authorities in assessing discretionary licensing as an option (see background paper No 7.).
11. The range of options available to the borough council as the Housing Authority, to address the issues identified in Melcombe Regis, were considered to be:
 1. No specific housing-based intervention. Agencies respond to complaints only
 2. Targeted promotion of the council's loan scheme and other assistance.
 3. Voluntary accreditation scheme / promotion of existing Landlords' Forum.
 4. Targeted use of Management Orders (Housing Act 2004)
 5. Await introduction of the revised mandatory licensing of HMOs
 6. Introduce additional licensing scheme
 7. Introduce selective licensing scheme(Note: options could be considered on a borough or ward basis)
12. Certain intervention options require criteria to be met determined either through regulation, government guidance, or simply to comply with accepted good practice, while others are purely locally determined. The criteria relevant to each option are detailed in Appendix III.
13. The MRB's working party considered the likely impact of each option on the five objectives proposed for the ward. The outcome from the assessment process was that formal intervention would most probably be required to deliver the objectives identified as being appropriate. The option considered most likely to deliver the objectives required was the introduction of a selective licensing scheme for the PRS. The options appraisal scoring of the group is attached as Appendix IV.
12. In recommending to the borough council that the option of selective licensing should be pursued, the group were mindful of the government's proposals to extend the range of HMOs that would require licensing under

the mandatory licensing provisions of the Housing Act 2004. The proposals which were initially timetabled for implementation in October 2017 will require licensing of many HMOs that do not currently have to be licensed and will potentially have a positive impact on the ward. There will however, also be considerable resource implications for the authority. It would clearly not be desirable to introduce a discretionary licensing scheme at the same time as a revised mandatory licensing scheme. The latest advice is that implementation of the proposed revisions to the mandatory scheme will be delayed, with April 2018 being the latest target date advised, but without any form of official confirmation.

14. **Selective licensing: criteria for adoption; procedures; considerations and obligations.**

The principal legislation governing the introduction of discretionary licensing schemes is The Housing Act 2004. Section 80 of the act provides the power to determine an area for selective licensing and sets out the criteria which must be met for such a determination to be made. Additional criteria and conditions are provided by the Selective Licensing of Houses (Additional Conditions) (England) Order 2015.

15. The criteria for designating an area for selective licensing are;

1. **Low housing demand.** House prices in the ward are consistent with borough-wide prices although lower than prices across the county. Rental prices are consistent with borough-wide prices for two bed properties but lower for one bed property, or,
2. **A significant and persistent problem caused by ASB.** There is considerable evidence of ASB in the ward with some evidence linking the issue to local residencies, or,
3. **A high proportion of property in the private rented sector** and,
 - a) **Poor property condition.** Privately rented property accounts for 42.6% of the stock compared to 19% nationally. The level of complaints to the council regarding housing conditions would support the need for a proactive inspection programme linked to a licensing scheme, or,
 - b) **High levels of migration.** While there is some evidence of a transient population in the ward there has not been a substantial change in the population sufficient to meet this criteria, or,
 - c) **High levels of deprivation.** Three of the LSOAs in the ward are considered to be in the top ten most deprived in the county and top 20% nationally, or,
 - d) **High levels of crime.** Total crime in the ward is recorded as 528.2 /1000 population compared to 122.6 for the borough and 103.7 for Dorset. Recorded total crime in the ward has increased by 46% between 2014 and 2016.

16. The evidence pack would suggest that the criteria for a selective licensing scheme are met in Melcombe Regis in that it has a **high proportion of property in the private rented sector** with concerns for the **condition of that property; the level of deprivation, and crime** recorded in the ward. There is also evidence of **significant and persistent ASB** within the ward linked to local residences.

17. If the council are content that the ward meets the criteria for licensing, it must then consider if licensing is likely to achieve the objectives it has set for the ward. The MRB have proposed five objectives relating to crime, ASB, deprivation and housing conditions based on the evidence pack which are all consistent with the criteria for licensing. The options appraisal process would indicate that selective licensing should have a reasonable impact on each of the objectives, although it is recognised that licensing will need to be part of a coordinated multi-agency approach to be successful.
18. Sec 81 of the Act requires that *'the authority must ensure that any exercise of the power to introduce a licensing scheme is consistent with the authority's overall housing strategy. The authority must also seek to adopt a co-ordinated approach in connection with dealing with homelessness, empty properties and anti-social behaviour, both –*
(a) as regards combining licensing under this Part with other courses of action available to them, and
(b) as regards combining such licensing with measures taken by other persons.'

Furthermore, *'the authority must not make a particular designation under section 80 unless -*
(a) they have considered whether there are any other courses of action available to them (of whatever nature) that might provide an effective method of achieving the objective or objectives that the designation would be intended to achieve, and
(b) they consider that making the designation will significantly assist them to achieve the objective or objectives (whether or not they take any other course of action as well).'

19. Members will be aware of a number of initiatives targeted at the ward over the years with varied success associated with each. The evidence pack would indicate that despite those initiatives, issues remain that could justify formal intervention by the council and its partners.
20. In considering the merits of selective licensing as a means of intervention by the council, it is necessary to consider the perceived benefits of selective licensing which are often purported to be:
- An overall improvement in housing conditions across the PRS
 - A drive towards better more effectively managed properties in the PRS
 - A means to tackle poor management practices and drive out rogue landlords
 - The potential for improved tenant / landlord relationships
 - The potential for improved communications between landlords and the council
 - A mechanism for landlords to be better able to access good advice and support
 - A means to reduce incidence of tenant exploitation and protect the tenancies of vulnerable groups
 - A means to reduce incidence of harassment and unlawful eviction
 - A means to reduce overcrowding of property

- An overall reduction in the turnover in tenancies leading to more settled communities
- A means to reduce the incidence of ASB
- Increased consistency in standards applied across the sector
- A positive impact on property values / rental yields and housing demand
- A drive towards reduced health inequalities
- A drive towards improved social and economic conditions in the area
- Potential for reduced environmental crime costs, such as street cleaning, tackling fly-tipping,
- Improved knowledge of the private rented sector available to the council to enable targeting of services.

These benefits are delivered by

- A requirement that landlords meet a 'fit and proper persons' test
- Requiring and promoting good and fair management of tenancy relations
- Providing support for landlords to tackle anti-social behaviour effectively
- Improving housing management standards generally
- Protecting vulnerable tenants from the worst housing conditions and from irresponsible landlords
- Supporting landlords to improve the worst properties by helping them to achieve decent minimum standards in housing conditions and management
- Securing strategic knowledge to support the local authority in targeting health and safety inspections and initiatives
- Partner agencies actively supporting and contributing to the licensing process and adopting complimentary initiatives across the ward.

21. However, as with any initiative there are also perceived risks and consequences that need regard, namely;

- Landlord organisations opposed to their members being required to fund improvements in community and social conditions.
- Displacement of irresponsible landlords to other areas within the borough.
- Good landlords boycotting the area
- Risk of increased rents if landlords pass on costs of improvements directly to tenants
- Licensing leads to a negative impact on the housing market
- The proposed fee is challenged or is insufficient to cover the cost of the scheme
- Failure to link licensing with other initiatives to address the full range of issues affecting the ward
- Risk of focusing on enforcement rather than on changing behaviour for both landlords and tenants
- Proposed licence conditions are not clear or enforceable
- Vulnerable individuals being unable to access housing in the area
- Inadequate resources (financial and personnel) available to deliver scheme, and potentially
- Confusion created by implementation coinciding with revisions to the mandatory licensing of HMOs.

22. Any scheme designated will last for up to 5 years and will require landlords or their agents to apply for a licence for which the council will charge a fee.

The licence holder is required to be a 'fit and proper person' and there will be a set of mandatory conditions attached to the licences which can be supplemented by further locally determined discretionary conditions. The council will be under an obligation to periodically review the scheme and to revoke, vary or renew it as appropriate.

23. Should members be supportive of pursuing a selective licensing scheme, it will be necessary to draft a fully costed proposal, having secured the support, cooperation and commitment of a range of key partners, most notably the Police, DCC Social Care, local housing associations, residents and ideally landlord organisations operating locally. The draft proposal will need to clearly articulate the aims and objectives to be met; the linkages to other initiatives led by the partner agencies; define the area covered, and the criteria for licensing; detail the proposed license conditions, fees, and rights of appeal. A risk assessment and Equalities Impact Assessment will need to be conducted for members to consider prior to agreeing to publish the proposal for formal consultation. There is a statutory 10 week consultation period which must be conducted before the council can confirm the scheme, and the consultation outcome must be published.
24. There is not sufficient resource within the council's housing team to conduct this exercise so members are asked to support the commissioning of additional resource from the budget already set aside for this initiative.
25. Should a draft scheme be approved following consultation, it will be necessary for the council to confirm the scheme which will become operative no sooner than 3 months after confirmation. The council are obliged to publish a notice of designation within 7 days of confirmation and to notify all consultees of the designation within 2 weeks.

26 **Implications**

Corporate Plan	This initiative will support Corporate Plan aims relating to Economy; Communities; and Environment.
Financial	A fully costed proposal will be required prior to consultation. £20k funding for this work was approved by the committee 8 th Nov 2016.
Equalities	A full EqIA will need to accompany any proposed scheme
Environmental	Any proposal will need to identify potential positive environmental impact
Economic Development	Any proposal will need to identify potential economic impact on the Housing market and residents generally.
Risk Management (including Health & Safety)	A full risk assessment will need to accompany any proposed scheme
Human Resources	A fully costed proposal will be required prior to consultation

Consultation and Engagement Any proposal agreed by the committee will be subject to a statutory 10 week consultation period.

Appendices

- I. Melcombe Regis Board Strategic Plan 2017-21
- II. The Evidence pack.
- III Housing based Interventions – Options
- IV Option Appraisal: Scoring of options

Background Papers

1. Report to the Management Committee 8th November 2016.
2. Report to the Melcombe Regis Board 24th July 2017
3. Report to the Melcombe Regis Board 15th May 2017
4. Report to the Melcombe Regis Board 30th March 2017
5. Report to the Melcombe Regis Board 10th June 2016
6. The Melcombe Regis Strategic Plan
7. DCLG Guide for local authorities. Selective Licensing in the Private Rented sector.
www.gov.uk/government/uploads/system/uploads/attachment_data/file/418551/150327_Guidance_on_selective_licensing_applications_FINAL_updated_isbn.pdf
8. Selective Licensing of Houses (Additional Conditions)(England) Order 2015

Footnote

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

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MELCOMBE REGIS BOARD

*'Helping make Melcombe Regis
a safe, healthy and great place to live and work'*

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STRATEGIC PLAN 2017-21



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MELCOMBE REGIS

Melcombe Regis is at the vibrant heart of Weymouth. Situated on the north shore of the harbour and extending to Lodmoor Hill, it includes Weymouth seafront, town centre and the residential areas of Greenhill and the Park District. Yet, despite its attributes it is the Borough ward with most evidence of multiple deprivation and is within the 10% most deprived neighbourhoods in the country (Public Health England Local Health Profiles 2015). It scores high levels of deprivation in living environment; education; skills and training; health; employment; income and crime. The area has seen few improvements since the previous index was published in 2010.

Melcombe Regis has many great features that are enjoyed by locals and thousands of visitors every year. But it is a ward with many constituent parts. The blend of private and rented housing, homes of multiple occupancy; hotels; guesthouses and retail; commercial and leisure activities make up a very diverse area. Despite performing relatively well, Melcombe Regis has suffered from the structural decline of seaside resort towns, low paid seasonal jobs and cheap, poorer quality housing has created a high transient population many with complex needs. Health and wellbeing is affected by a variety of factors, some of which are amenable to change, either by personal choice such as diet or by external influences, for instance changes to the local environment.

THE BOARD

The Board has been established in recognition of the serious issues facing Melcombe Regis and that no individual agency or group can achieve the impact needed, especially in the current harsh financial climate. The Board recognises the great work being done already by the Team Around Melcombe Regis, community and voluntary groups; health providers; police and local councils. A key role of the board is to bring agencies together, often at senior level; to understand the complex relationships between the factors affecting Health and Wellbeing; help give direction; remove obstacles and enable change. This is no 'quick-fix' and the Board commits itself to its vision. It is a social injustice that average life expectancy in the ward is up to 10 years less than other areas of the Borough, this must change.

Agencies that are represented at the Board are listed on the last page of this plan.

OUR VISION

Melcombe Regis is a safe, healthy and great place to live and work.

To achieve this we will;

- Identify priorities for action and work with partners who share our vision
- Ensure that local people are at the heart of what we do
- Seek and pool funding opportunities, working closely with the business community
- Challenge ourselves to be measurably successful

PRIORITY THEMES & PLAN

The Board has looked at work done prior to its establishment and from this agreed six priorities around which the plan is structured;

- Housing – residents live in good quality housing which is affordable
- Community - a strong, integrated community with ready access to opportunities and services
- Environment – a restored sense of pride
- Health - everyone can lead healthier lives and support is provided for those in greatest need
- Employment - more jobs for local people and barriers to education, training & employment challenged and removed
- Crime - crime and anti-social behaviour is reduced and people feel safe

The 5-year rolling plan recognises that meaningful change will take time to achieve. The plan contains some work already started or due to commence under the ownership of a Board agency or others and new work, but is by no means a comprehensive picture. The plan will evolve as work progresses and its success will be dependent upon Board agencies planning and working together; being inclusive with local communities and valuing the many that are already working locally to improve Melcombe Regis.

HOUSING

Residents live in good quality housing which is affordable

Why it is important

The linkage between housing and health is well proven - people should be able to have the expectation of decent affordable homes.

In Melcombe Regis there are a significant number of flats above retail and commercial premises and a higher concentration of houses in multiple occupation (HMO) within the main housing area, the Park District. Here, the housing is predominantly older, back of pavement stock in variable condition. Some of the HMO's fall within the limited mandatory licensing regime but others do not and again, the condition of the stock is variable.

Because of the relative low cost of housing (usually the more cramped, lacking facilities, in disrepair), there are a higher proportion of people living locally who live in poverty, without employment, have complex physical and mental health issues including substance abuse and addiction. A number of agencies supply 'supported' housing in the area and when not managed well, this can lead to problems for clients and the community.

As the town centre ward, homelessness and rough sleeping is visible and rising, as it is nationally. Despite this, there is some good work underway co-ordinating interventions.

Key features, such as over half the housing tenure being in the private rental sector; higher proportion of disrepair, poor facilities and overcrowding and people living with complex needs have to be addressed.



PRIORITIES

- **Provision of a mixed range of affordable housing**
- **Achieve a higher standard of housing conditions**
- **Making sure vulnerable residents are safe in their homes**

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1 Provide a mixed range of affordable housing through;

- Delivering new family housing
- Providing access to low cost home ownership initiatives
- Reducing the concentration of supported housing

Action in 2017-18

- Carry out a detailed analysis of licensing options for private rented sector (PRS) homes
- Report and recommendations to WPBC councillors about licensing options
- Work with Registered Providers to explore housing investment options, including PRS homes

2 Achieve a higher standard of housing conditions through;

- Innovating to secure improvements in the private rented sector
- Securing an external refurbishment programme for homes and street-scene
- Developing and adopting a new Housing Enforcement Policy for the area

Action in 2017-18

- Pilot housing advice sessions in GP surgeries and the community centre

3 Make sure vulnerable residents are safe through;

- Getting behind front doors to identify and tackle housing problems faced by vulnerable households
- Ensuring supported housing providers do a good job
- Getting homeless rough sleepers off the streets

Action in 2017-18

Task and finish group to review and improve response to rough sleeping

COMMUNITY

A strong, integrated community with good access to resources and opportunities

Why it is important

The Melcombe Regis Board wants to help reduce inequalities, particularly the impacts of unemployment, lower income and poor health outcomes. We hope to do this by building resilience within the community and improving access to resources such as information; skills; technologies and funding.

A strong community is one that is diverse and inclusive and has the ability and opportunity to make things happen. It is in the unique position to help identify what makes their community work and how it can be improved. With the right support, it can take on many grass roots activities and act as a design and delivery point for residents needs.

Melcombe Regis is a varied area with commercial, leisure, retail and residential features. This section focuses on the residents. The local community is very diverse with a core of older people who have lived in the area for a long time and a relatively high proportion of transitory people moving through short-term rented accommodation. Community cohesion is low and resources are under-utilised.

There is a lot of great local work going on through initiatives such as 'Working With You' and The Team around Melcombe Regis. The role of the Melcombe Regis Board is to support and develop such work and identify and pursue new opportunities.

A key challenge for the Board is how it engages and works with the local community.



PRIORITIES

- **Supporting a community that welcomes all and works together for the common good**
- **Supporting volunteering and enabling residents to celebrate and improve their own living and working environment**
- **Improved information on and access to opportunities and services that deliver quality of life improvements for local people**

1 Supporting a community that welcomes all and works together for the common good through;

- Identifying the range of different cultures, faiths, backgrounds and religions represented by the communities of Melcombe Regis
- Identifying the common and varying needs of these diverse communities
- Encouraging collaborative community events and projects to discuss and address community issues and celebrate achievements
- Supporting the Team Around Melcombe Regis in delivering their programme of work

Action in 2017-18

- Audit of resident community and identification of community leaders
- Establishment of a fully representative community forum
- Hold a community information event to introduce collaborative work in Melcombe Regis and encourage community input

2 Supporting volunteering and enabling residents to celebrate and improve their own living and working environment through;

- Encouraging use of the Park Community Centre and other community venues by a range of voluntary and community groups
- Facilitating communication between local community and voluntary groups and supporting collaborative community projects

Action in 2017-18

- Audit of voluntary & community groups established in the area & assess needs, hopes, connections and opportunities
- Produce Working with You project update
- Increased footfall at the Park Community Centre and other community venues

3 Improved information on and access to opportunities and services that deliver quality of life improvements for local people by;

- Getting useful information to all who would benefit from a range of information streams
- Ensuring the sustainability of The Park Community Centre as a mainstream community hub and The Lantern Centre as a crisis service hub
- Informing the development of the Weymouth Living & Learning Hub

Action in 2017-18

- Production of a community directory for new residents and on-line resource guide to key contacts and services
- Production of an easy-reference residents' advice card
- Production of a development plan for the Park Community Centre
- Enable the improvement and better use of the community website



ENVIRONMENT

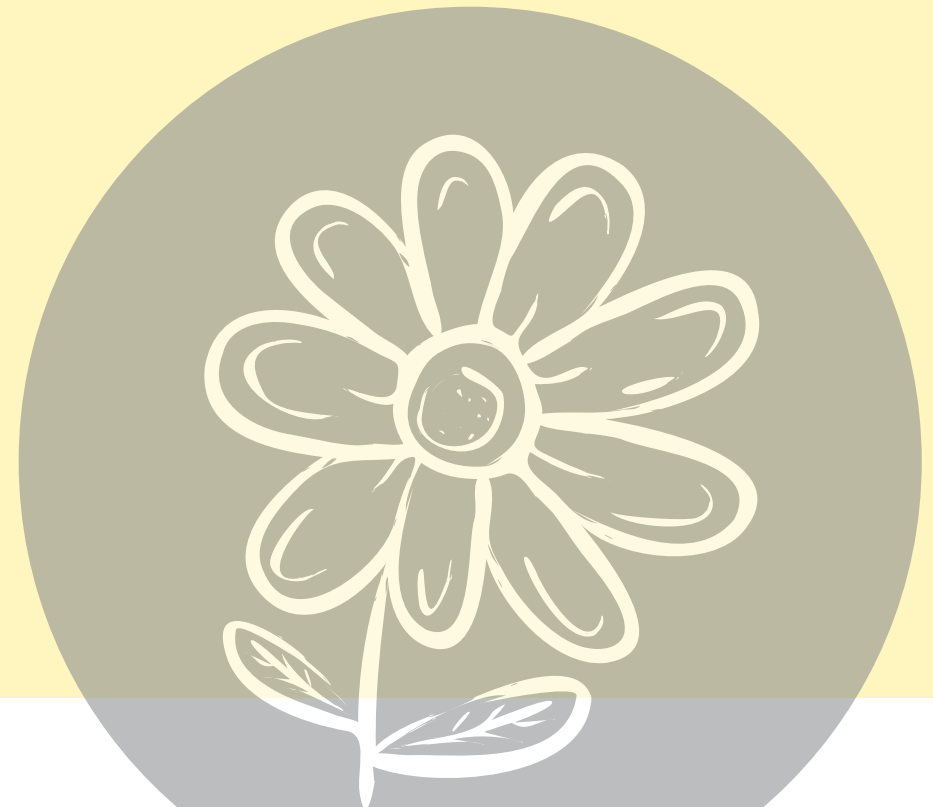
A restored sense of pride

Why it is important

The infrastructure of a neighbourhood and the provision of opportunities to enjoy outdoor space has a profound effect on physical, social and mental health. Melcombe Regis is fortunate to be surrounded by a great harbour and beach but some of the inner areas are less attractive and less well maintained. The health of people who live and work there is affected by issues such as air quality and noise; availability of accessible outdoor spaces that suit their needs; the look and feel of the streets; accessible travel arrangements and whether people feel connected with other communities. Neighbourhoods need to be safe, vibrant and viable.

Highlighted issues include the flooding that occurs at certain times of the year; a feel that some streets are unattractive and unsafe and small pockets of green and open space could be made more attractive to users. Regular maintenance of street infrastructure, pedestrian safety and targeted lighting is also important as is the general problem of rubbish and unwanted seagull activity.

As well as these immediate problems, the Melcombe Regis Board will work so that partner agencies, community and business groups consider environmental impacts in all future policy making and for the people who live and work here help shape what their environment looks and feels like.



PRIORITIES

- **Public space is clean, safe and accessible**
- **Twenty-first century facilities, building on great coastal and seafront attributes**
- **Economically active and well maintained retail and commercial property**

1 **Public space is clean, safe and accessible through;**

- Keeping pedestrian areas attractive, clean and well maintained
- Providing targeted lighting options to priority areas
- Ensuring good air quality
- Greening the urban environment

Action in 2017-18

- Run and evaluate the environmental enforcement project
- Win funding from Coastal Communities Fund to design and install new lighting
- Include Melcombe Regis in the Dorset Air Quality project

2 **Twenty-first century facilities, building on great coastal and seafront attributes through;**

- Implementing the Town Centre Master Plan to regenerate key sites
- Securing funding to improve flood protection measures
- Ridding the area of problem pockets of public land
- Making public space attractive, accessible and healthy places to be
- Improve play and recreation in the area

Action in 2017-18

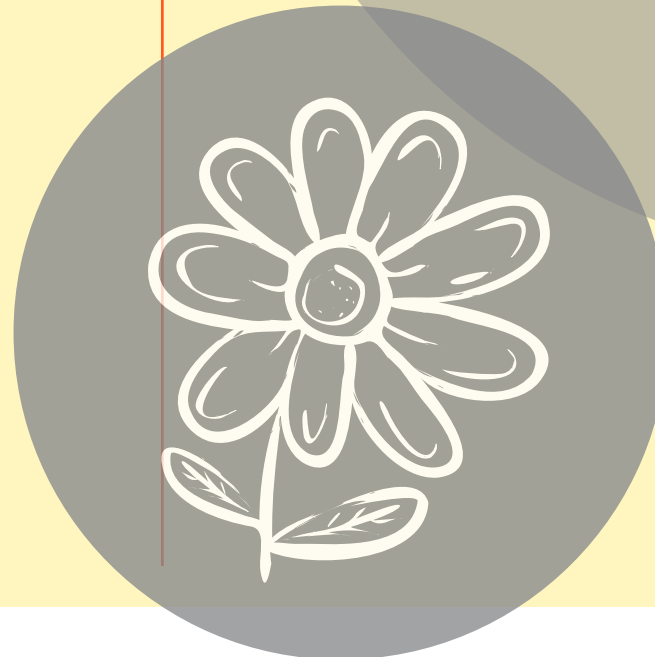
- Ensuring that our priorities are reflected in the Peninsula development plans
- Audit problem public land and improve at least 3 sites
- Work with the community to submit £1M+ Heritage Lottery Fund bid for Radipole Park Gardens
- Improve play and recreation in the area

3 Economically active and well maintained retail and commercial property through;

- Helping empty retail and commercial property back into use
- Requiring property owners and tenants to keep property maintained

Action in 2017-18

- Audit, and get to know where the problem properties are, plan and improve
- Raise awareness and use of business support and regulatory powers by relevant agencies



HEALTH

Everyone can lead healthier lives and support is provided for those in greatest need

Why it is important

Public Health England's Local Health Profile for Weymouth and Portland highlights stark health inequalities between residents of Melcombe Regis, other wards in the Borough and the rest of Dorset. For example, average life expectancy for men in the ward is 10 years less than a neighbouring area. The reasons for this are complex but are shaped by a higher transient population; low income; poorer lifestyle and housing and a higher proportion of people with complex mental health problems.

Many of the key determinants of health are being explored elsewhere in this plan and so here there is a more specific focus around prevention of ill health through lifestyle changes and where ill health or disease is present, living as well as possible with it. Key to prevention are diet and nutrition; physical exercise and smoking cessation programmes. Health screening programmes are important for early diagnosis and currently have low take-up in the area. Drug and alcohol and mental health interventions also need to be reviewed and strengthened.

It is about building upon lots of good work already taking place which includes the day to day delivery of GP and pharmacy services in a much stressed environment; the mental health outreach nurses project to our most vulnerable people; an exercise referral scheme and bids to Sport England to get funding to improve local provision.

PRIORITIES

- **Living well**
- **Improving heart health**
- **Improving mental health and wellbeing**

1 Living well;

- Empowering individual residents of Melcombe Regis to take care of their health. For example encouraging more take-up of the LiveWell Dorset referral and self-help schemes to support positive behaviour change in:
 - Physical activity
 - Weight management
 - Smoking cessation
 - Reducing alcohol consumption
- Delivery of a programme of initiatives to increase the amount of physical activity undertaken by local people
- Building health improvement into local planning policy and decisions to help reduce health inequality



Action in 2017-18

- Engagement with GP practices to encourage Livewell Dorset use and the Living and Learning hub project to promote health

2 Improving heart health, in particular cardiovascular disease and diabetes, through

- Using more targeted NHS health checks programme to improve early identification of disease
- Encouraging GPs to participate in the Right Care programme for a better and more consistent approach to diabetes care

Action in 2017-18

- Working with Public health Dorset to explore how the NHS health checks programme can be better targeted in the area

3 Improving mental health and wellbeing through;

- Commissioning of a new service provision for people with alcohol and drug related issues
- Supporting and implementing the recommendations of the Mental Health service review and provision of mental health first aid by appropriate staff
- Recognising the importance that physical environment plays upon mental health

Action in 2017-18

- Commissioning of a new service provision for people with alcohol and drug related issues
- Supporting and implementing the recommendations of the Mental Health service review and provision of mental health first aid by appropriate staff
- Recognising the importance that physical environment plays upon mental health

EMPLOYMENT

More jobs for local people and barriers to education, training & employment challenged and removed

Why it is important

Economic development resulting in good-quality, stable employment, is crucial to health and wellbeing for those able to work. This is especially important for young people as they are less likely to find work later in life and more likely to experience poor long-term ill health if they are unemployed at an early stage. More generally, unemployment increases the risk of fatal or non-fatal cardiovascular disease and all-cause mortality, by up to 2.5 times. Mental health and depression are significant risks of unemployment with studies showing one in seven develop clinical depression within six months of losing their job.

Health behaviours such as drinking, smoking and lack of exercise are far greater among the long-term unemployed than among people in employment; these effects can last for several years even after a person has found employment. Getting back into employment increases the likelihood of improved health by almost threefold, and significantly improves quality of life.

Weymouth and Portland is characterised by an ageing population, relatively stagnant population growth and a falling cohort of working age and younger people. Almost 50% of residents are classified as transient singles who are alone or poorly supported by family and neighbours. Data shows that people 'not being registered for work' is significant in this sector. A quarter of the employed sector are in low skilled employment, with only a third in a high skill occupation. In part this is due to the seasonal nature of work in the area. We need to make it easier for people to find the right support to increase their skill levels, become employment ready or start up their own businesses.

PRIORITIES

- **Providing a shared services centre as a one-stop local resource**
- **Supporting apprenticeship pathways**
- **Planning for growth and encouraging business start-ups**

1 Providing a shared services centre as a one-stop local resource through;

- Relocating the current service to a new location in-line with the living and learning hub project
- Enhancing the work of the service with a targeted approach to providing better focused skills training and career packages

Action in 2017-18

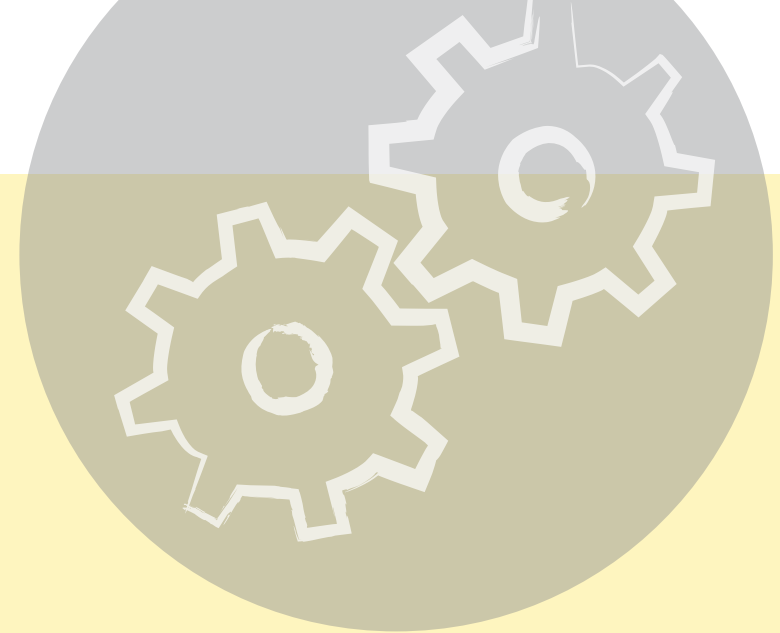
- Progressing the service relocation into a shared facility and develop the offer to Melcombe Regis residents
- Deliver a local road show promoting learning, skills, apprenticeships and employment opportunities

2 Supporting apprenticeship pathways through;

- Utilising the Dorset Public Sector Apprenticeship Framework to promote apprenticeship opportunities
- Promote Weymouth College Apprenticeship programme in conjunction with the Government's Enterprise Apprenticeship Levies and work with businesses to encourage take-up of the scheme

Action in 2017-18

- Number of apprenticeships taken up
- Promotion of apprenticeships to local people



3 Planning for growth and encouraging business start-ups through;

- Maximising the employment, training and work experience opportunities for local people that can be gained from major regeneration and redevelopment projects
- Providing more cohesive and comprehensive support for enterprise and start-ups including a comprehensive business support package
- Developing pop-up shop opportunities and support for artisan markets
- Establishing a business start-up and entrepreneur support service

Action in 2017-18

- Identify employment and community development opportunities from the 5 regeneration sites in the town centre and other major redevelopments, promoting these opportunities to local people
- Establish a dedicated communications plan that is focused on promoting employment, training and apprenticeship opportunities to local people
- In conjunction with Weymouth College, hold a Dorset Growth Hub workshop in Weymouth promoting business start-up and entrepreneurship career pathways
- Identify a facility or facilities that could be utilised for a Pop-Up Shop and establish a programme to encourage entrepreneurship
- Produce a business start-up and entrepreneurship digital brochure that identifies pathways, local advice and support



CRIME AND COMMUNITY SAFETY

Crime has been reduced along with anti-social behaviour. People feel safe.

Why it is important

Crime and the fear of crime are important determinants in health and wellbeing. Following sustained falling crime rates, Weymouth has recently seen significant rises in some crime categories, following national trends. Although some acquisitive crime continues to fall (burglaries and vehicle crime) there have been rises linked to the town centre including robbery, public disorder, violent crime, assault and serious sexual offences.

Anti-social behaviour (ASB) has increased within nuisance and environmental categories mainly associated with the night-time economy (NTE). There is also a continuing problem related to street drinking/ begging impacting upon public perception of the town centre.

Melcombe Regis has seen an increase in Dangerous Drug Networks (DDN) activity and significant resources from Dorset Police have been deployed, often under the radar, to tackle this criminality and the risk that it presents to vulnerable people.

There is a lot of good, collaborative work taking place. Some of this has been recognised nationally with schemes including Best Bar None; RU2 Drunk; voluntary earlier closing for licensed premises and the Street Pastors. The town has just been accepted into the Home Office Local Alcohol Action Area programme and a record number of Criminal Behaviour Orders have been gained to control offensive behaviour.

Keeping local people informed about the facts and on-going work is key to lessening the fear of crime.



PRIORITIES

- Preventing public place violent crime linked to the night-time economy
- Reducing the number of people seriously harmed including those linked to the supply of controlled drugs
- Reducing the number of victims of crime and anti-social behaviour

1 Preventing public place violent crime linked to the night-time economy through;

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- Improving our knowledge and intelligence of the NTE through better information sharing between agencies
- Generating economic growth by creating a vibrant and diverse NTE and working with businesses to maximise opportunities to improve look and feel at night
- Designing out crime and creating safe pedestrian routes

Action in 2017-18

- Develop an NTE strategy for delivery by partners of the NTE Group and/or submit an application for Purple Flag accreditation
- Ensure that the learning and best practice identified by the Local Alcohol Action Area Programme is embedded within a refreshed NTE action plan



2 Reducing the number of people seriously harmed including those linked to the supply of controlled drugs through;

- Developing a more co-ordinated and effective partnership approach to identifying and managing those individuals most at risk of harm from drug suppliers
- Ensuring those at highest risk of harm are provided with appropriate support by relevant agencies
- Implementing a multi-agency strategy to guide tactical actions to reduce vulnerability of those at risk of harm from drug suppliers

Action in 2017-18

- Through case studies, understand and improve multi-agency practice to reduce harm
- Improve our understanding of the community intervention services available and referral processes
- Continue development of the information sharing and case management meetings between Police, Housing, Community Safety, Community Mental Health and the Clinical Commissioning Group to reduce the vulnerability of people at risk

3 Reducing the number of victims of crime and anti-social behaviour through;

- Maintaining a focus on reducing street drinking, rough sleeping and begging in the town centre

Action in 2017-18

- Develop a consensus on tackling street drinking and the multi-agency response to it – ensuring learning and best practice from the Alcohol Concern Workshop is incorporated within the approach
- Improve our understanding of the community intervention services available and referral processes
- Continue development of information sharing and case management meetings between agencies to reduce the vulnerability of persistent street drinkers
- Review commissioned services to ensure they work effectively in reducing street drinking
- Explore the viability of a Community Safety Accreditation Scheme for Weymouth supported by the Dorset Police & Crime Commissioner
- Apply for Home Office Police Transformation Funding to develop a placed based approach to reduce the vulnerability of persistent street drinkers, rough sleepers and those begging

MEASURING HOW WE DO

It's important to know how well we are doing. Each of the priorities in this plan has a performance measure and these will be tracked to ensure good progress and inform the work ahead. The Board will monitor progress and recommend that partner agencies report progress to their leadership teams. Over time, and by working better together, we are committed to improving people's lives in Melcombe Regis.

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BOARD MEMBERS

Dorset Councils Partnership

Dorset Police

Dorset & Wiltshire Fire & Rescue

Weymouth College

Public Health Dorset

Dorset County Council

Dorset Police & Crime Commissioner

Dorset Clinical Commissioning Group

Team Around Melcombe Regis

Aster Housing

Evidence Pack for options appraisal:

The following analysis looks at a range of specific areas that provide an insight into the characteristics of Melcombe Regis ward, its housing, health, crime levels, community satisfaction and the demographic profile of the area.

Section 1 - Housing and Living Environment

1.0 Table 1 highlights the proportion of total housing¹ in Weymouth & Portland which is located in Melcombe Regis. The data illustrates that just under one in eight residential properties in the Borough are located in the Ward.

Table 1

Area	Number of residential properties	Proportion of residential properties
Melcombe Regis	4,079	12%
Weymouth & Portland	32,760	100%

Address Base Data 2016, Ordnance Survey and Dorset County Council

Melcombe Regis ward can be broken up into four smaller geographies 'Lower Super Output Areas²'. The Lower Super Output Areas in Dorset have been named and the four that are within Melcombe Regis have been defined as: Melcombe Regis Lodmoor Hill, Melcombe Regis Park District, Melcombe Regis Carlton Road and Melcombe Regis Town Centre. Table 1a illustrates the number of residential properties in each of the areas and highlights more properties in the town centre (one in three).

Table 1a

Area	Residential Address	Proportion of residential addresses
Lodmoor Hill LSOA	1,019	25.0%
Carlton Road LSOA	797	19.5%
Park District LSOA	875	21.5%
Town Centre LSOA	1,388	34.0%
Melcombe Regis (Total)	4,079	100.0%

1.1 Table 2 shows the very high proportion of privately rented property in the ward with almost half the homes in the area rented privately in comparison to 18% for the borough as a whole. Table 2 and 2a illustrate the very high proportion of privately rented households in all four LSOAs (59.3% in Town Centre LSOA) and the corresponding low proportion of owner occupied and publicly rented property in the Ward itself (43.5% and 8.6% respectively).

¹ Ordnance Survey Address Base, Dorset County Council 2016

² Lower Super Output Areas are census geographies with on average 1,500 population

Table 2 Tenure for Melcombe Regis 2011³

Tenure						
Geography	Area	All Households	% Owner Occupied	% Publically Rented	% Privately Rented	% All others
Ward	Melcombe Regis	2,983	43.5	8.6	46.2	1.6
District	Weymouth and Portland	28,535	67.4	13.6	17.8	1.2
County	Dorset	180,213	72.7	12.4	13.3	1.6
County	Dorset, Bournemouth and Poole	326,117	68.7	11.9	18.1	1.3
National	National (England and Wales)	23,366,044	64.3	17.6	16.7	1.4

Table 2a Tenure for Melcombe Regis LSOAs 2011

Area	All Households	% Owner Occupied	% Publically Rented	% Privately Rented	% All Others
Lodmoor Hill LSOA	744	54.8	5.9	37.6	1.6
Carlton Road LSOA	579	43.5	16.2	38.2	2.1
Park District LSOA	669	48.5	7.0	43.2	1.2
Town Centre LSOA	991	31.6	7.4	59.3	1.7

1.2 Table 3 illustrates the change in the proportion of owner occupation in the Ward and across Weymouth and Portland, Dorset and England. The proportion of Owner occupied property in the Ward has historically been lower than that in the borough but did rise to almost 60% in the 1981 census before falling down to 43% by 2011 (15 percentage points) decrease compared to the Borough which saw a slight increase over the same period.

Table 3 Variation of proportion of Owner Occupiers from 1971 to 2011⁴

Area	% Owner Occupiers				
	1971	1981	1991	2001	2011
Melcombe Regis	48.1	58.2	56.9	51.8	43.5
Weymouth and Portland	58.1	64.1	72.7	73.2	67.4
Dorset	59.2	66.8	75.6	75.8	72.7
England & Wales	50.1	58.1	67.8	68.2	64.3

³ ONS Census 2011- All Households are classified as properties with one usual resident and exclude empty properties (this data even with empty households added is 10% different to the 2016 address data – and is a reflection of the different data sources used)

⁴ ONS Census 2011, 2001, 1991, 1981 and 1971

1.3 Table 4 highlights the relatively low proportion of publically rented properties in the Ward. The proportion of properties has remained around 8% since 2001 after rising from 3% in 1981. This is very different to the Borough as a whole which has much higher proportions of social housing but has fallen from approximately 20% in 1971 and 1981.

Variation of proportion of Publically Rented from 1971 to 2011⁵

Table 4

Area	% Publically Rented				
	1971	1981	1991	2001	2011
Melcombe Regis	5.8	3.2	3.7	8.5	8.6
Weymouth and Portland	20.6	21.4	14.1	13.3	13.6
Dorset	15.8	16.4	10.0	12.6	12.4
England & Wales	28.3	28.8	19.8	19.8	17.6

1.4 Table 5 illustrates the very significant proportion of properties in Melcombe Regis that have been rented privately over the period from 1971 to 2011. The proportion of properties in the private rented sector has risen by over ten percentage points since the Census in 2001, and has consistently been much higher than the Borough, County and country as a whole.

Variation of proportion of Privately Rented Properties from 1971 to 2011⁶

Table 5

Area	% Renting Privately				
	1971	1981	1991	2001	2011
Melcombe Regis	45.8	34.2	36.3	35.0	46.2
Weymouth and Portland	21.2	14.4	9.4	10.5	17.8
Dorset	25.0	16.8	8.2	7.7	13.3
England & Wales	21.6	13.1	7.3	8.7	16.7

⁵ Ibid.

⁶ Ibid

1.5 Table 6 highlights a number of characteristics in relation to the dwellings in the ward including a much higher proportion of purpose built flats and/or bed-sits than the comparators. This table doesn't include Guest Houses and Bed & Breakfast properties that are classified separately as 'other communal establishments'. Data from the Census 2011 indicates that there are 42⁷ of these properties in Melcombe Regis which represents 64% of all these property types across the Weymouth & Portland borough.

One in six properties in Melcombe Regis are either second homes or holiday homes or being used by very short term residents, being recorded as having 'no usual resident'. This figure is much higher than for Weymouth, Dorset and England and Wales.

Table 6 Dwelling Type⁸

Dwelling Type	Melcombe Regis		Weymouth and Portland		Dorset		England and Wales	
	number	%	number	%	number	%	number	%
All categories: Dwelling type	3,588	100.0	30,997	100.0	194,944	100.0	24,359,880	100.0
All categories: Household spaces	3,626	100.0	31,043	100.0	195,059	100.0	24,429,618	100.0
Household spaces with no usual residents	643	17.7	2,508	8.1	14,846	7.6	1,063,574	4.4
Whole house or bungalow: Detached	143	3.9	7,094	22.9	79,079	40.5	5,512,289	22.6
Whole house or bungalow: Semi-detached	163	4.5	6,580	21.2	43,026	22.1	7,506,350	30.7
Whole house or bungalow: Terraced (including end-terrace)	781	21.5	9,487	30.6	38,467	19.7	6,028,348	24.7
Flat, maisonette or apartment: Purpose-built block of flats or tenement	1,358	37.5	5,144	16.6	23,911	12.3	3,987,968	16.3
Flat, maisonette or apartment: Part of a converted or shared house (including bed-sits)	931	25.7	1,928	6.2	5,747	2.9	1,017,335	4.2
Flat, maisonette or apartment: In a commercial building	248	6.8	504	1.6	2,379	1.2	271,315	1.1
Caravan or other mobile or temporary structure	2	0.1	306	1.0	2,450	1.3	106,013	0.4
In order to protect against disclosure of personal information, records have been swapped between different geographic areas. Some counts will be affected, particularly small counts at the lowest geographies.								

A household space with no usual residents may still be used by short-term residents, visitors who were present on census night, or a combination of short term residents and visitors. Vacant household spaces, and spaces that are used as second addresses, are also classified in census results as 'household spaces with no usual residents'.

⁷ Ibid.

⁸ ONS Census 2011

Table 6a considers the same characteristics across the four LSOAs in the Ward and highlights the very high proportion of flats in Melcombe Regis Town Centre LSOA (80%) and Lodmoor Hill LSOA (75%) and also the high proportion in Carlton Road LSOA (66%) and Park District LSOA (52%). Almost one in five of all properties in Melcombe Regis Town Centre are either second homes or holiday homes or being used by very short term residents (recorded in the census as having 'no usual resident').

Table 6a Dwelling Type

Dwelling Type	Melcombe Regis Carlton Road		Melcombe Regis Town Centre		Melcombe Regis Park District		Melcombe Regis Lodmoor Hill	
	number	%	number	%	number	%	number	%
All categories: Dwelling type	673	100.0	1,251	100.0	829	100.0	835	100.0
Household spaces with no usual residents	100	14.7	280	22.0	165	19.8	98	11.6
Whole house or bungalow: Detached	32	4.7	10	0.8	16	1.9	85	10.1
Whole house or bungalow: Semi-detached	49	7.2	31	2.4	35	4.2	48	5.7
Whole house or bungalow: Terraced (including end-terrace)	151	22.2	203	16.0	348	41.7	79	9.4
Flat, maisonette or apartment: Purpose-built block of flats or tenement	241	35.5	512	40.3	188	22.5	417	49.5
Flat, maisonette or apartment: Part of a converted or shared house (including bed-sits)	194	28.6	299	23.5	232	27.8	206	24.5
Flat, maisonette or apartment: In a commercial building	12	1.8	214	16.8	15	1.8	7	0.8
Caravan or other mobile or temporary structure	0	0.0	2	0.2	0	0.0	0	0.0

Figure 1 illustrates where the highest **number** of flats that are part of a shared house or bed-sit are located across the Ward and LSOA. The map highlights the highest number are found in the Town Centre and the Park District. Data has been mapped by Census Output Area (the smallest census geography made up on average of 130 households).

Figure 1

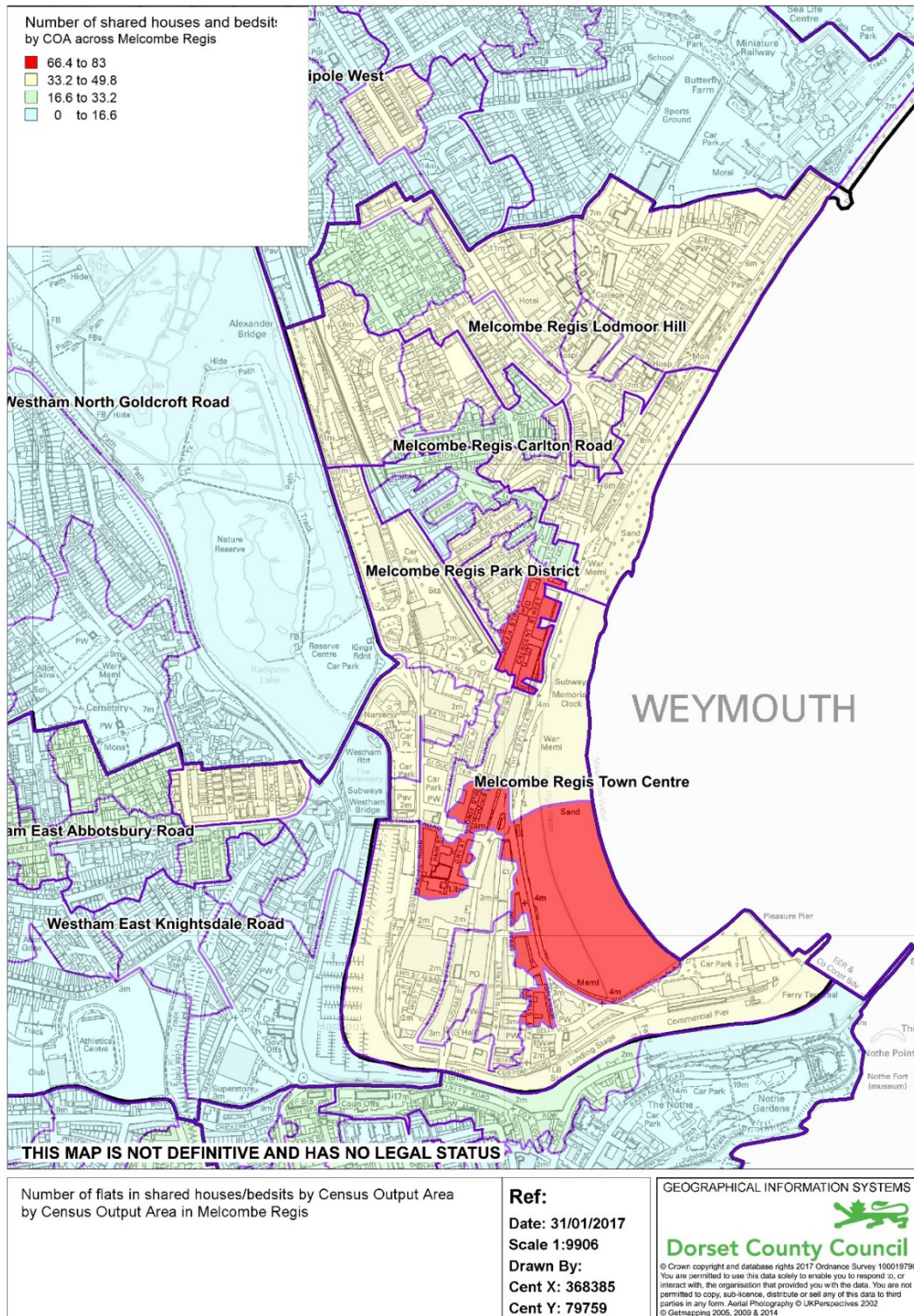
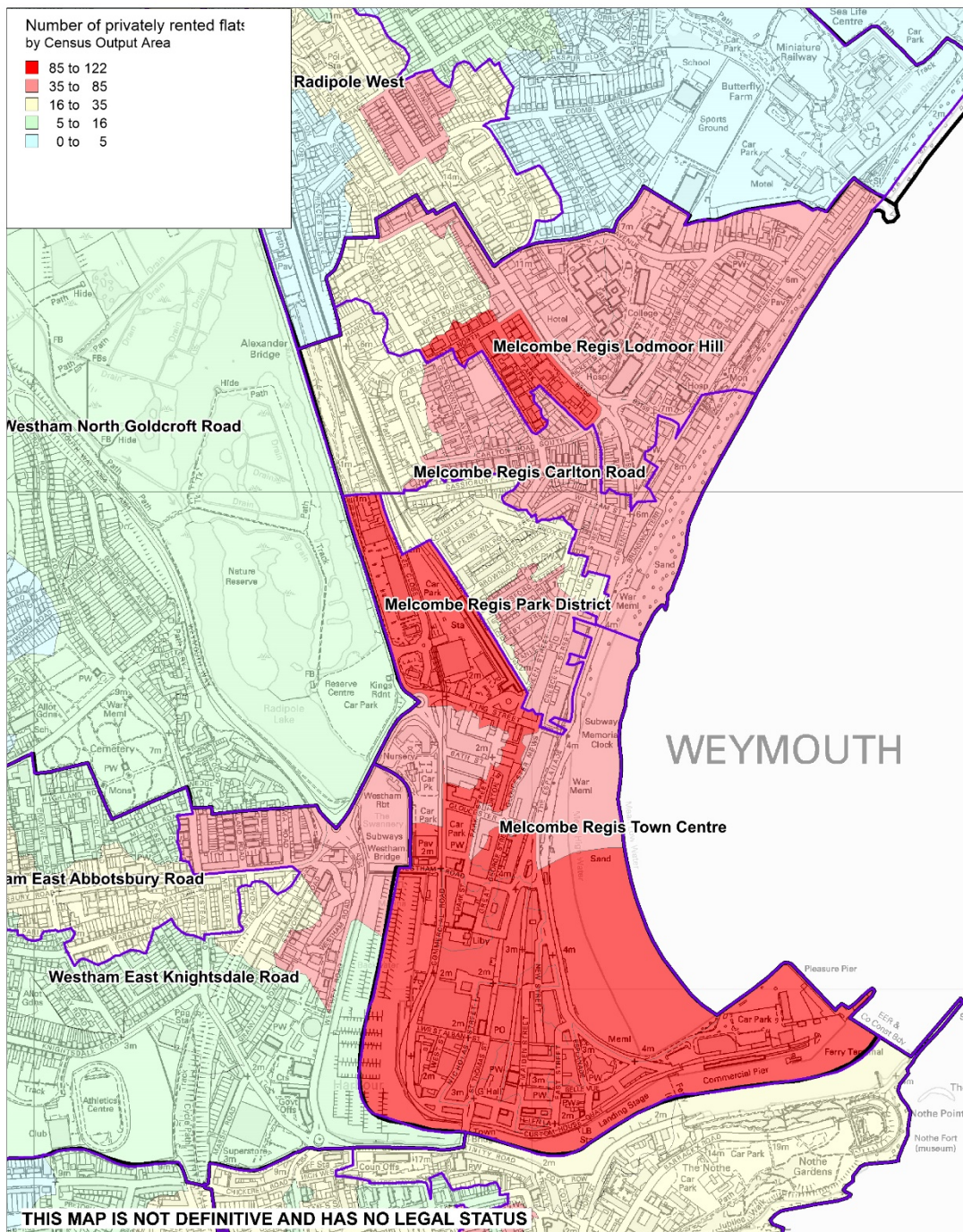



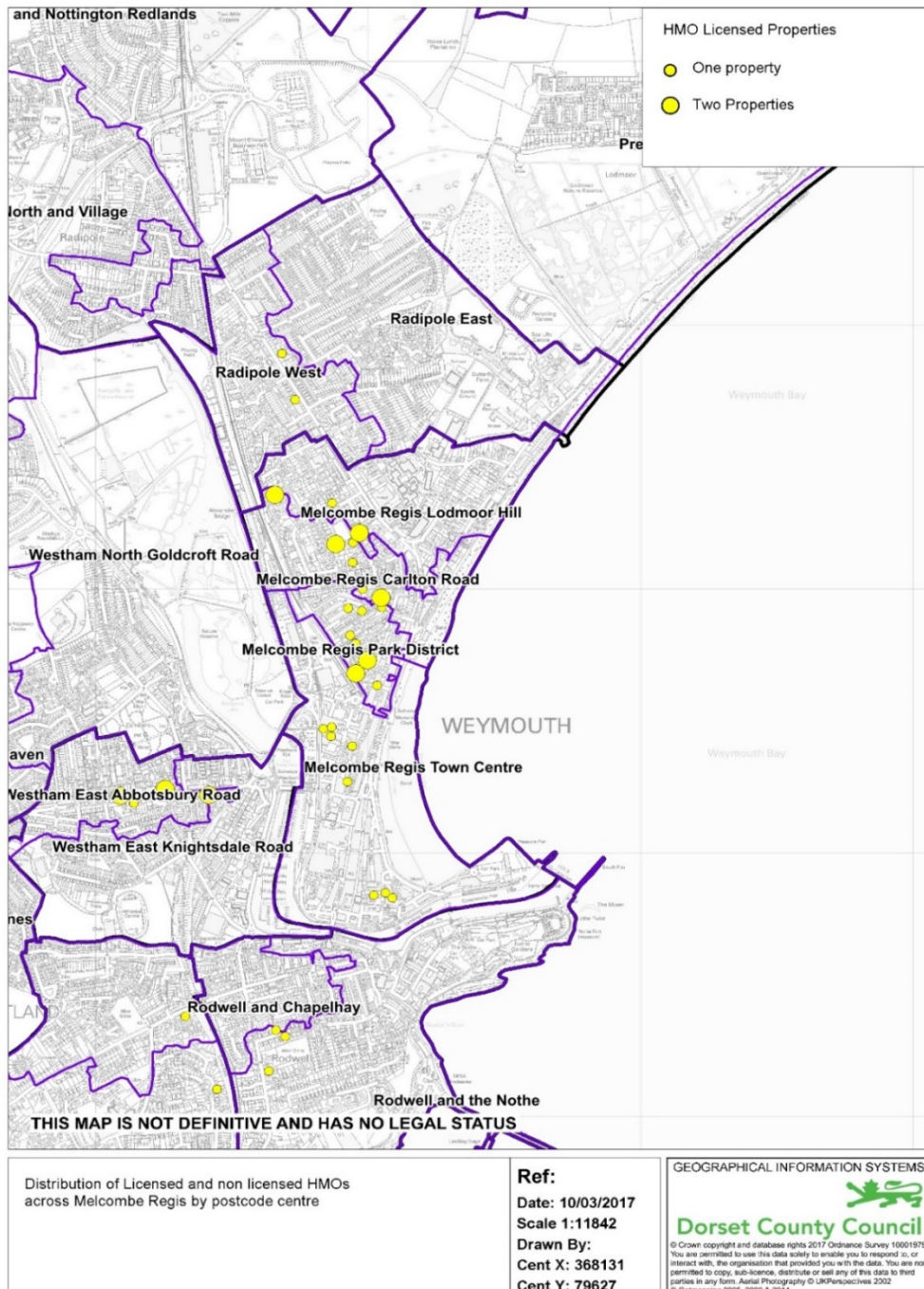
Figure 1a highlights areas with the highest numbers of **private** rental flats across Melcombe Regis based on data from the census and particularly highlights the town centre as an area with high numbers of privately rented flats.



<p>Number of privately rented flats by Census Output Area in Melcombe Regis</p>	<p>Ref: Date: 31/01/2017 Scale: 1:9906 Drawn By: Cent X: 368385 Cent Y: 79759</p>	<p>GEOGRAPHICAL INFORMATION SYSTEMS</p>  <p>Dorset County Council</p> <p><small>© Crown copyright and database rights 2017 Ordnance Survey 100019790 You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-licence, distribute or sell any of this data to third parties in any form. Aerial Photography © UK Perspectives 2002 © Geomapping 2005, 2009 & 2014</small></p>
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1.6 Figure 2 highlights the location of Licensed Houses of Multiple Occupancy (HMOs) across the Ward. In order to require licensing, a building must be of three or more storeys and contain five or more people not in a single household sharing amenities. The map highlights the 30 HMO properties within the Ward that are licensed, plus other licensed HMOs within the surrounding wards. There are 48 licensed HMOs in the Borough⁹.

Figure 2



⁹ Dorset Council Partnership 2016

Table 7 highlights data from a survey¹⁰ conducted by the Borough Council. The survey which was limited to an external inspection of properties revealed a very high proportion of properties in the Town Centre area with three or more storeys (86%) and also a high proportion of buildings converted to flats (41%). The proportion of three storey properties and converted flats was lower in the Park District area. The data also highlights that one in four properties in the Town Centre require external decorative work.

Table 7

Property types in the Park District and Town Centre				
			Park District	Town Centre
Properties of 3 storeys or more			38%	86%
Properties converted to flats			25%	41%
Properties requiring decorative works			16%	26%
Properties requiring maintenance work			4%	6%
Properties requiring repairs to structural elements			1%	2%

note: external only inspection of 939 addresses in the Park District and 753 Town Centre addresses as part of Condition Survey 2016/17

1.7 In relation to housing condition, Melcombe Regis has a lower proportion of properties with central heating than Weymouth & Portland, Dorset and England. Approximately one in six households are overcrowded¹¹ much higher than any of the comparators. The data in Table 8 and displayed in Figure 3 also highlights a high proportion of pensioners living alone in the ward.

Table 8 – Housing Living Indicator¹²

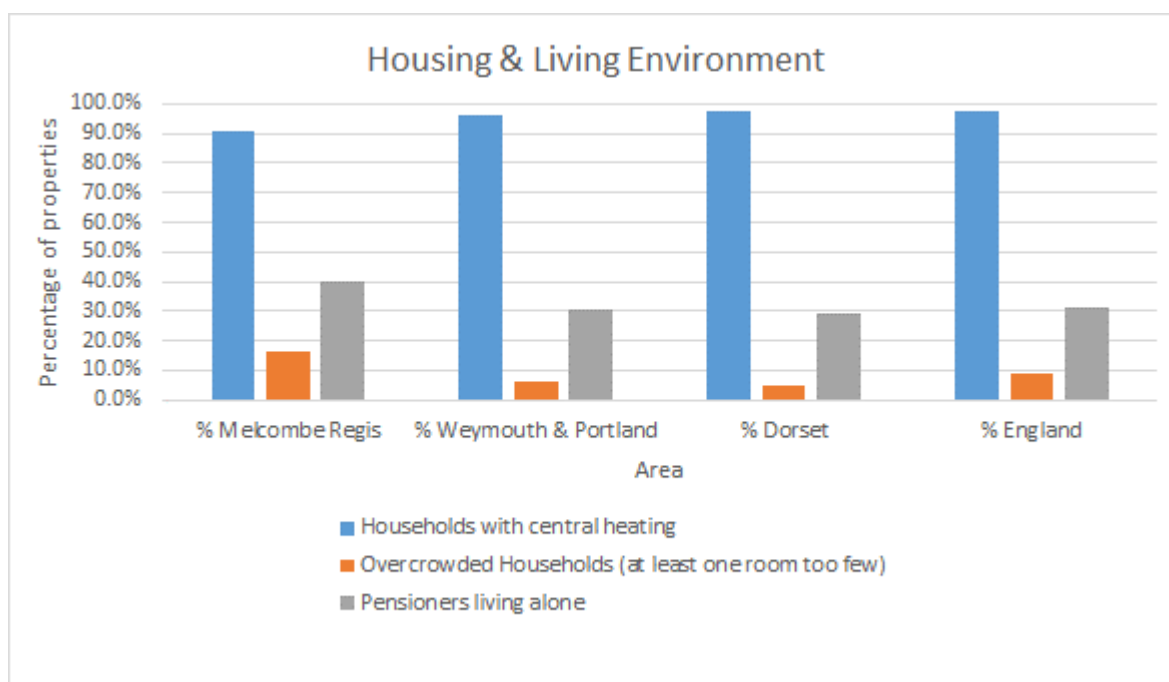
Housing Living Indicator 2011	% Melcombe Regis	% Weymouth & Portland	% Dorset	% England
Households with central heating	90.8%	96.1%	97.2%	97.3%
Overcrowded Households (at least one room too few)	16.4%	6.4%	4.6%	8.7%
Pensioners living alone	39.7%	30.8%	28.9%	31.5%

¹⁰ Borough council survey for HMOs conducted 2016/17

¹¹ Having fewer bedrooms than the notional number recommended by the bedroom standard section 324 (definition of overcrowding) of the Housing Act 1985.

¹² ONS Census 2011

Figure 3



1.8 Table 9 illustrates activity by the Borough Council Housing Department in response to service requests from residents concerned by their living conditions. The data illustrates a high proportion of enquiries in 2016 (33%) and complaints (43%) arising from within Melcombe Regis. The table also shows that in 2016 40% of the formally recorded Cat 1 hazards¹³ removed were from Melcombe Regis.

Table 9

	2016		2015		2014	
	WPBC	Melcombe Regis	WPBC	Melcombe Regis	WPBC	Melcombe Regis
All enquiries	209	69 (33%)	210	49 (23%)	250	71 (28%)
Formal complaints	72	31 (43%)	92	24 (26%)	173	54 (31%)
Cat 1 hazards removed	32	13(40%)	48	12(25%)	52	17(33%)
H Act Notices served	11	6(55%)	20	12(60%)	6	0

¹³ Category 1 Hazards are defined by the Housing Act 2004.

1.9 Another important issue in relation to housing conditions is fuel poverty. A household is considered fuel poor if (1) their required fuel costs are above average, and (2) if they were to spend that amount, they would be left with a residual income below the official poverty line¹⁴. Fuel poverty in Dorset and Weymouth and Portland is in line with the national average, however there are several places with high incidences of fuel poverty. The Park District, Melcombe Regis, is the most notable, in spite of a focus on improving housing in the area in the past few years. Table 10 illustrates Fuel Poverty Statistics from the ONS in 2014 and highlights the very high proportion of properties in the Park District suffering from Fuel Poverty.

Table 10

Area	Estimated number of households	Estimated number of Fuel Poor Households	Percentage of households fuel poor
England	22,542,270	2,379,357	11%
Dorset	189,624	20,074	11%
Weymouth and Portland	30,031	3,544	12%
Melcombe Regis LSOAs:			
Melcombe Regis Carlton Road	612	84	14%
Melcombe Regis Town Centre	1,031	159	15%
Melcombe Regis Park District	709	151	21%
Melcombe Regis Lodmoor Hill	777	71	9%

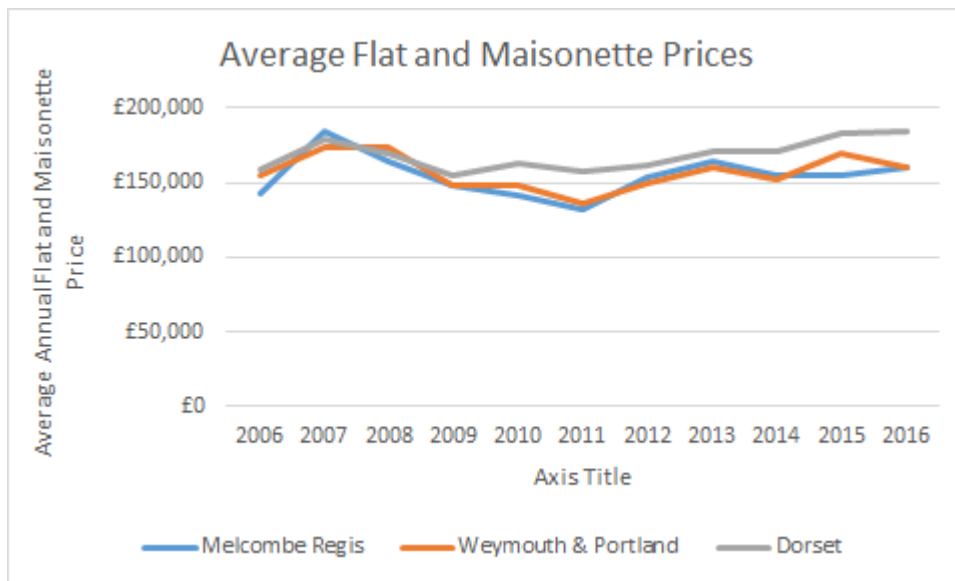
1.10 House Price and Rental data

Like the rest of the country, property prices have fluctuated somewhat since the world economic crisis in 2008. Average prices paid for flats and maisonettes in Melcombe Regis currently sit at just over £160,000¹⁵ (Figure 4) which is virtually identical to the figure for Weymouth and Portland and £25,000 lower than the figure for Dorset.

¹⁴ Fuel Poverty Briefing Note Dorset County Council 2017

¹⁵ HM Land Registry 2016

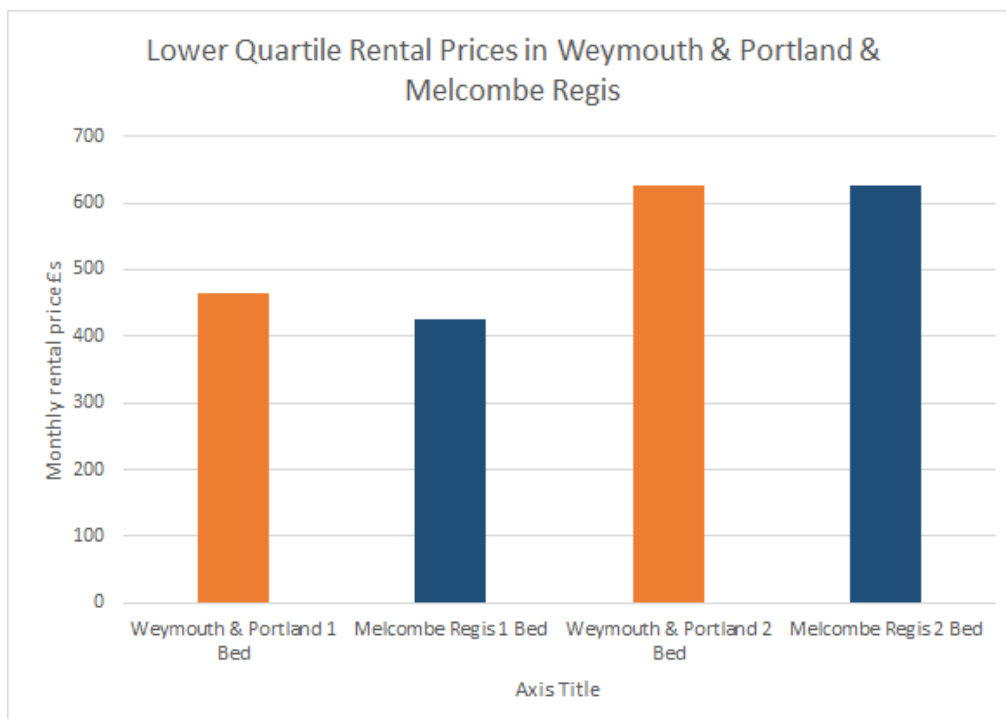
Figure 4



Rental prices¹⁶ (Figure 5) for cheaper one and two bedroom properties in Melcombe Regis indicate that for one bedroom properties Melcombe Regis monthly rental prices are 10% lower than for Weymouth and Portland as a whole. The price for cheaper two bedroom properties is currently the same as for the Borough as a whole.

Rental prices in Weymouth for cheaper one bedroom properties has risen from £400 per month in 2007 to £465 in 2017 and the price of two bedroom cheaper properties has increased from £500 in 2007 to £625 in 2017.

Figure 5

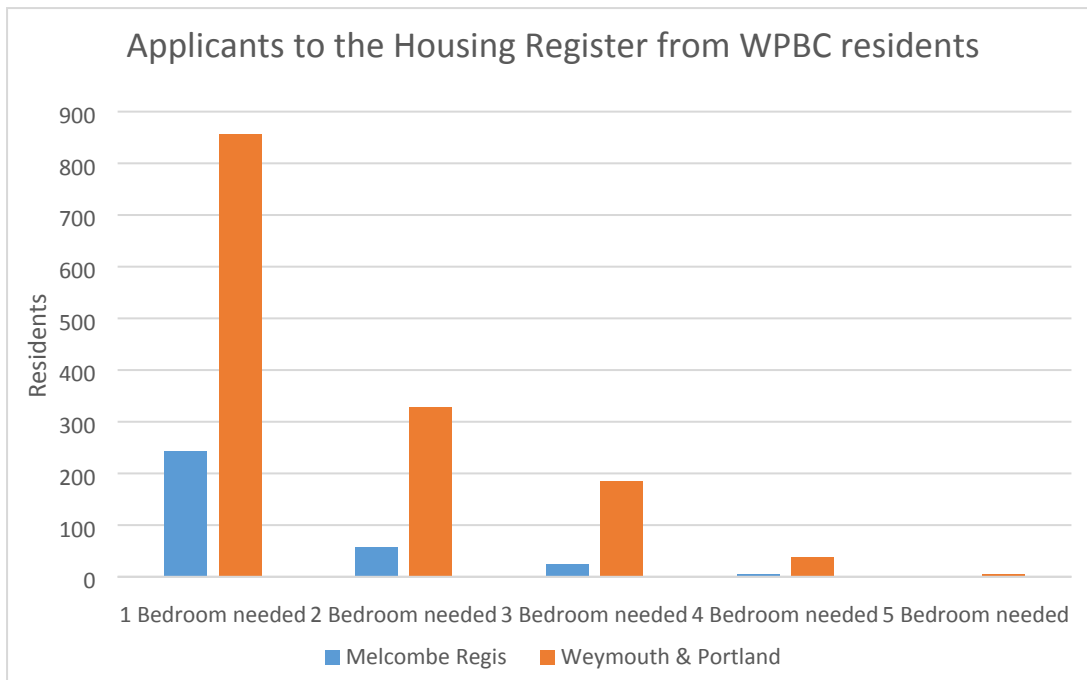


¹⁶ Online Estate and Letting Agents Survey 2007, 2011 and 2017

1.11 Demand for Social Housing / Supported Homes

Figure 6 illustrates applications to the housing register in Weymouth and Portland¹⁷ and highlights the relatively high proportion (28%) of applicants for one bedroom properties in Weymouth & Portland from applicants currently residing in Melcombe Regis Ward. This compares to lower overall demand for two, three, four and five bedroom properties more likely to accommodate families.

Figure 6



Data from Weymouth and Portland Borough Council indicates that between 1/4/2016 and 28/2 2017 there were 105¹⁸ decisions made on homelessness applications in the Borough of which 17 (16%) of them showed the applicants last address as being within Melcombe Regis. As an outcome of the decisions, 109 households are accommodated in temporary accommodation in Weymouth of which 71 (77%) are within Melcombe Regis. West Dorset District Council also placed 17 households in B&B in Melcombe Regis during the period.

In addition, the County Council and their partners provide assistance in placing vulnerable adults in temporary accommodation. Currently there are 100 residential units in Melcombe Regis providing accommodation for approximately 120 residents.¹⁹ This short term accommodation provides support for residents with learning difficulties, mental health issues and single homeless with support needs. There are also a number of properties that offer temporary offender accommodation and that are not included in the properties described above.

¹⁷ Dorset Council Partnership 2017

¹⁸ Ibid.

¹⁹ Dorset County Council 2017

2.0 Demographic Profile

2.1 Melcombe Regis has a younger age profile than for Dorset and Weymouth and Portland as a whole. The median age for the Ward is 42 years old compared to 44 for Weymouth & Portland and 47 for the County²⁰. The average age however is still slightly higher than for England and Wales which is 39 years old.

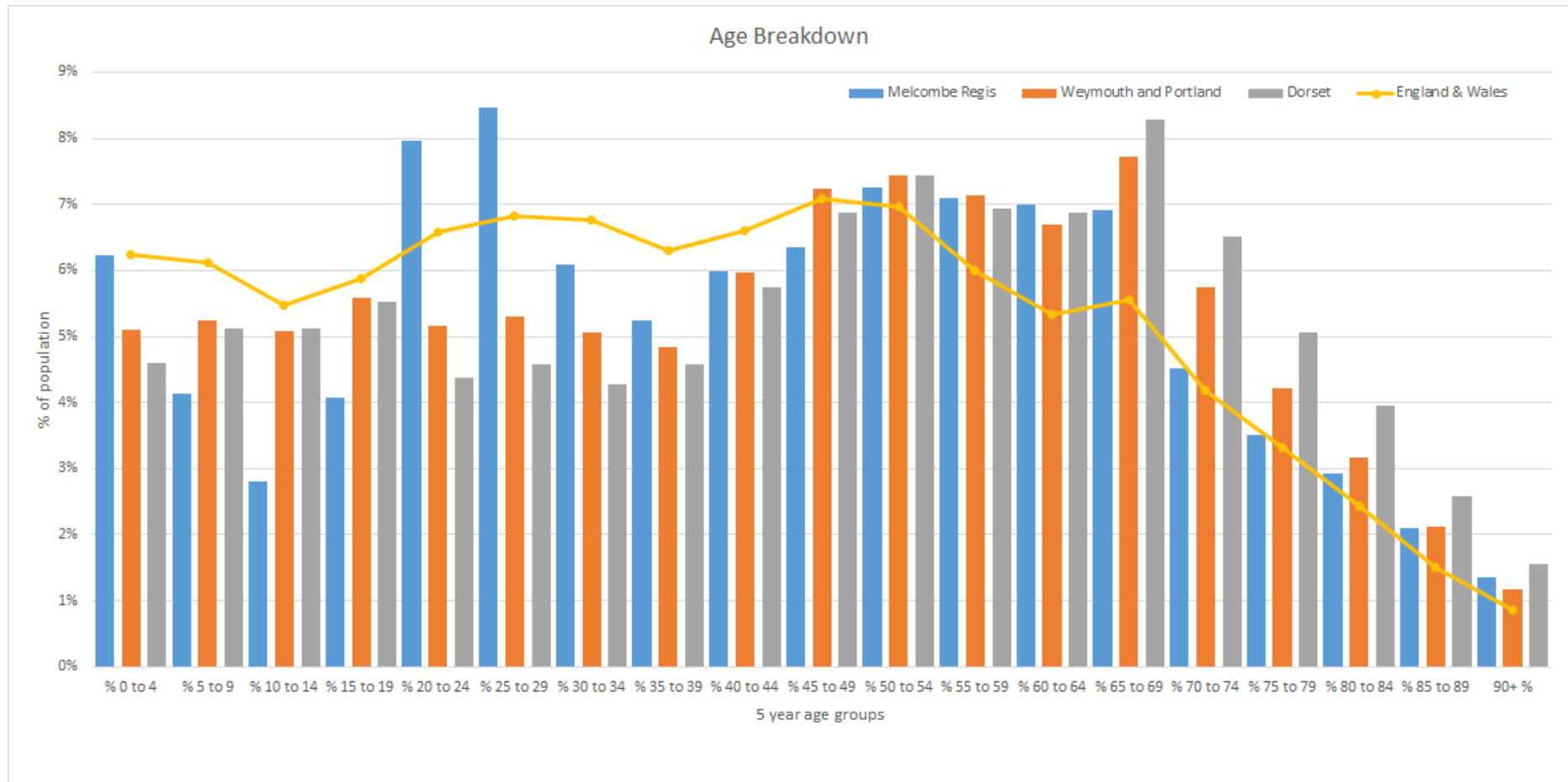
Figure 7 illustrates the age breakdown within the Ward and compares it with local and national comparators, and highlights a high proportion of residents aged between 20 and 39 particularly when compared to Weymouth and Portland and Dorset²¹.

²⁰ ONS Census 2011

²¹ ONS Mid-Year Estimates 2015

Age Breakdown – Mid Year Estimates 2015

Figure 7

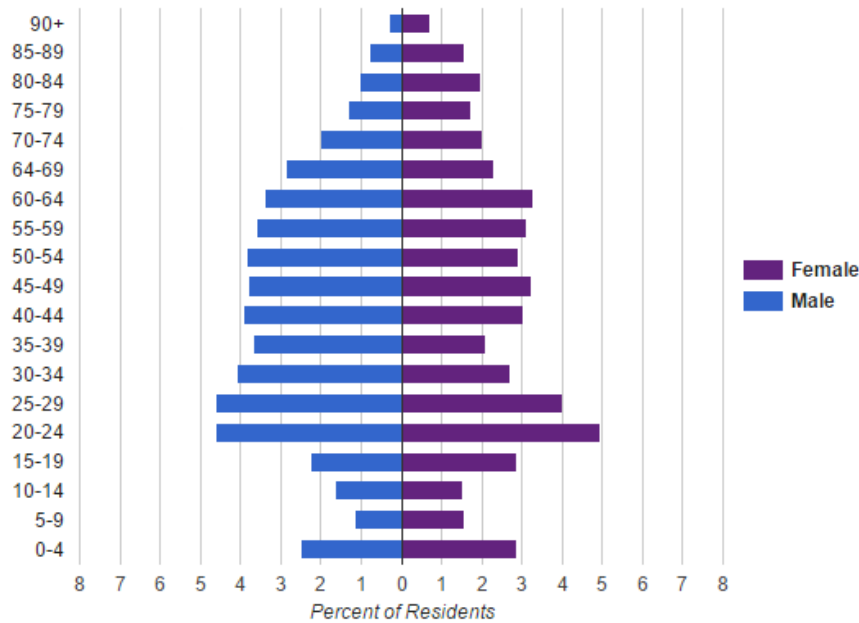


2.2 Figure 8 clearly illustrates a higher proportion of Males 57% to Females 43% in the 25 to 39 age bracket within the ward of Melcombe Regis²². This is atypical for Dorset and contrasts significantly with the population pyramid for Weymouth & Portland which has a much more proportional split between the genders. The gender division is, however, typical of a deprived seaside area and is similar to areas such as Hastings and Boscombe.

Figure 8

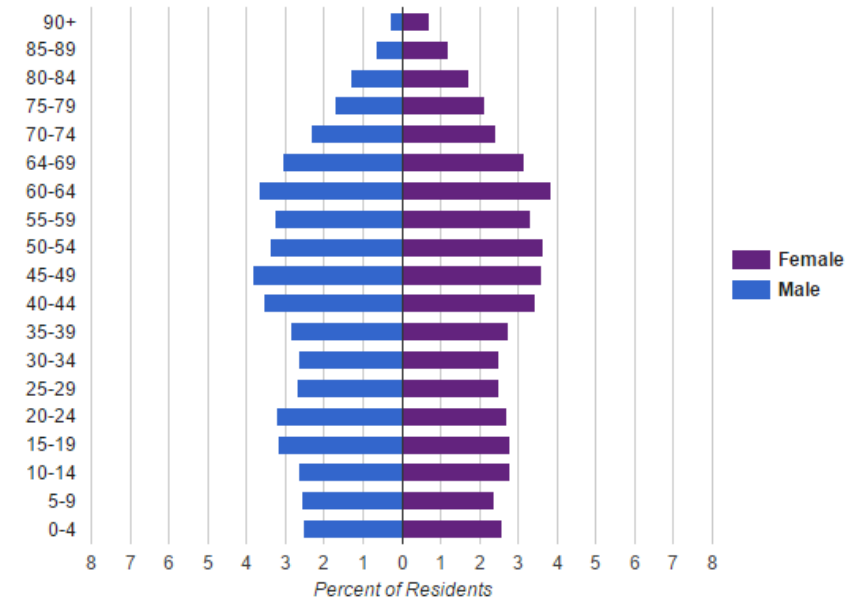
Melcombe Regis

Age Structures



Weymouth & Portland

Age Structures

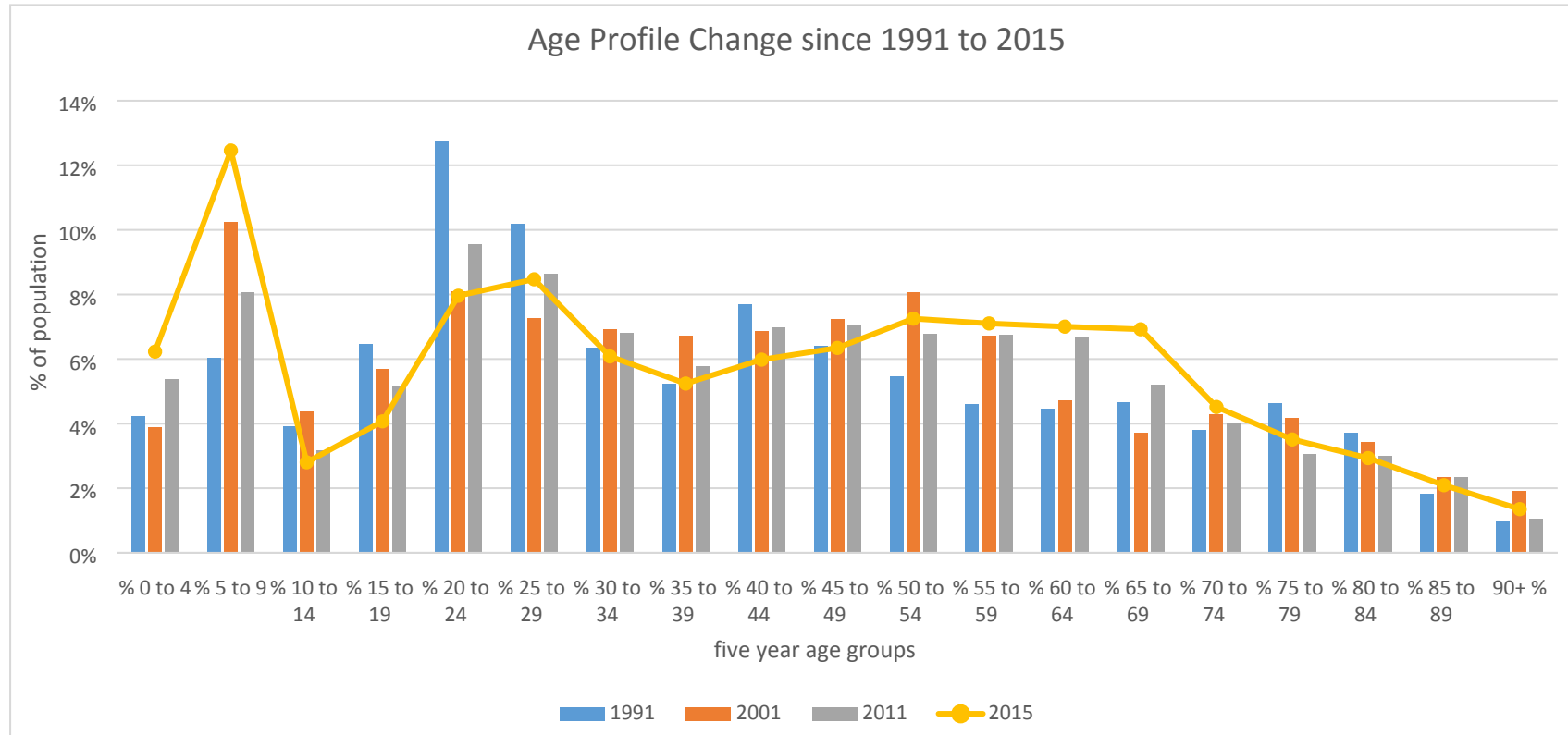


2.3 Historical Trends in Age Breakdown

²² ONS Census 2011

Figure 9 highlights the changes in the age profile of the Ward since 1991²³. The data shows the higher proportion of young children in Melcombe Regis in 2015 when compared to previous years. The data also illustrates a slightly higher proportion of people aged 55 to 74. There has also been a fall in those aged between 20 and 29 since 1991 where this age group was the most significant proportion of the population.

Figure 9



²³ ONS Census 1991, 2001, 2011 and ONS MYE 2015

Tables 11 and 11a illustrate the current population and the total increase in population within Melcombe Regis since 2001²⁴ and compare this with the Borough as a whole and the County. The data highlights a rise in the Melcombe Regis population from 5,510 in 2001 to 6,068 in 2015 which reflects an increase of 10%. This figure is much higher than for the Borough (2%) and slightly higher than Dorset County (8%).

Table 11

Area	2015 MYE Population
Lodmoor Hill LSOA	1,508
Carlton Road LSOA	1,361
Park District LSOA	1,464
Town Centre LSOA	1,735
Total	6,068

Table 11a

Area	2001 Population	2011 Population	2015 Population
Dorset	390,980	412,905	420,590
Weymouth & Portland	63,648	65,167	65,170
Melcombe Regis	5,510	5,878	6,068

2.4 Ethnicity in Melcombe Regis

Data from the Census in 2011 shows the ethnicity data for the Melcombe Regis area in comparison with ethnicity figures for Weymouth & Portland, Dorset, Dorset, Bournemouth and Poole; and England & Wales. The data (Table 12) illustrates that the proportion of the BME population (Black and Minority Ethnic) in Melcombe Regis is significantly higher than for both the Borough and the County but much less than for England and Wales. 'White British' make up 88.7% of the population of the area in comparison to 80.5% for England and Wales and 91.9% for Bournemouth Dorset & Poole²⁵.

The BME Category 'Other White' represents 54% of Melcombe Regis's BME population. Other significant ethnic groups include Asian/Asian British which make up one in five of the BME Population and Mixed Multiple Ethnic Groups which comprise one in eight of the BME population.

²⁴ ONS 2001, 2011 and 2015

²⁵ ONS Census 2011

Table 12

Geography	Area	All Usual Residents	% White British	% BME (Black or Minority Ethnicity)
Ward	Melcombe Regis	5,878	88.7	11.3
District	Weymouth and Portland	65,167	94.9	5.1
County	Dorset	412,905	95.5	4.5
County	Dorset, Bournemouth and Poole	1,340,437	91.9	8.1
National	National (England and Wales)	56,075,912	80.5	19.5

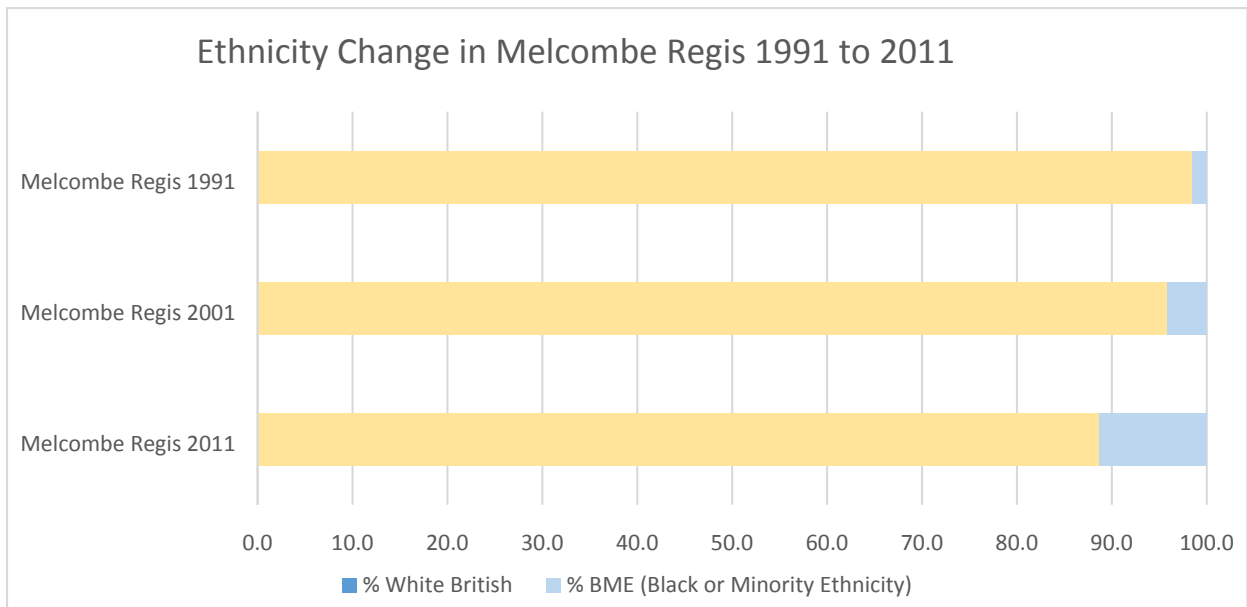
Data from previous Censuses²⁶ (Table 13 and Figure 10) indicate a significant increase in BME Groups from 1.5% in 1991 to 11.3% in 2011. The most dramatic increase occurred between 2001 and 2011 and reflects an increase in residents from the Accession EU countries which occurred in 2004 and 2007.

Table 13

Area	All Usual Residents	% White British	% BME (Black or Minority Ethnicity)
Melcombe Regis 2011	5,878	88.7	11.3
Melcombe Regis 2001	5512	95.8	4.2
Melcombe Regis 1991	4415	98.5	1.5

²⁶ ONS Census 1991, 2001 and 2011

Figure 10

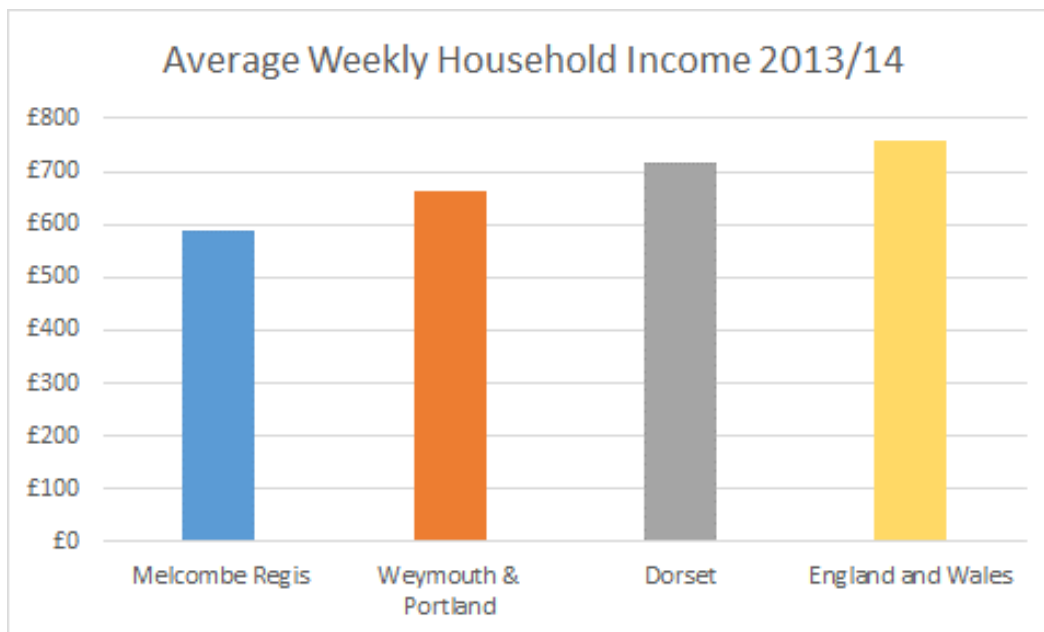


3.0 Income and Deprivation

3.1 Income

Experimental data from ONS²⁷ (Figure 11) puts the average annual household income in Melcombe Regis and Rodwell as £30,680 which is much lower than for Dorset as a whole which is £37,257 and Weymouth and Portland which is £34,551. The figure for England and Wales is £39,500.

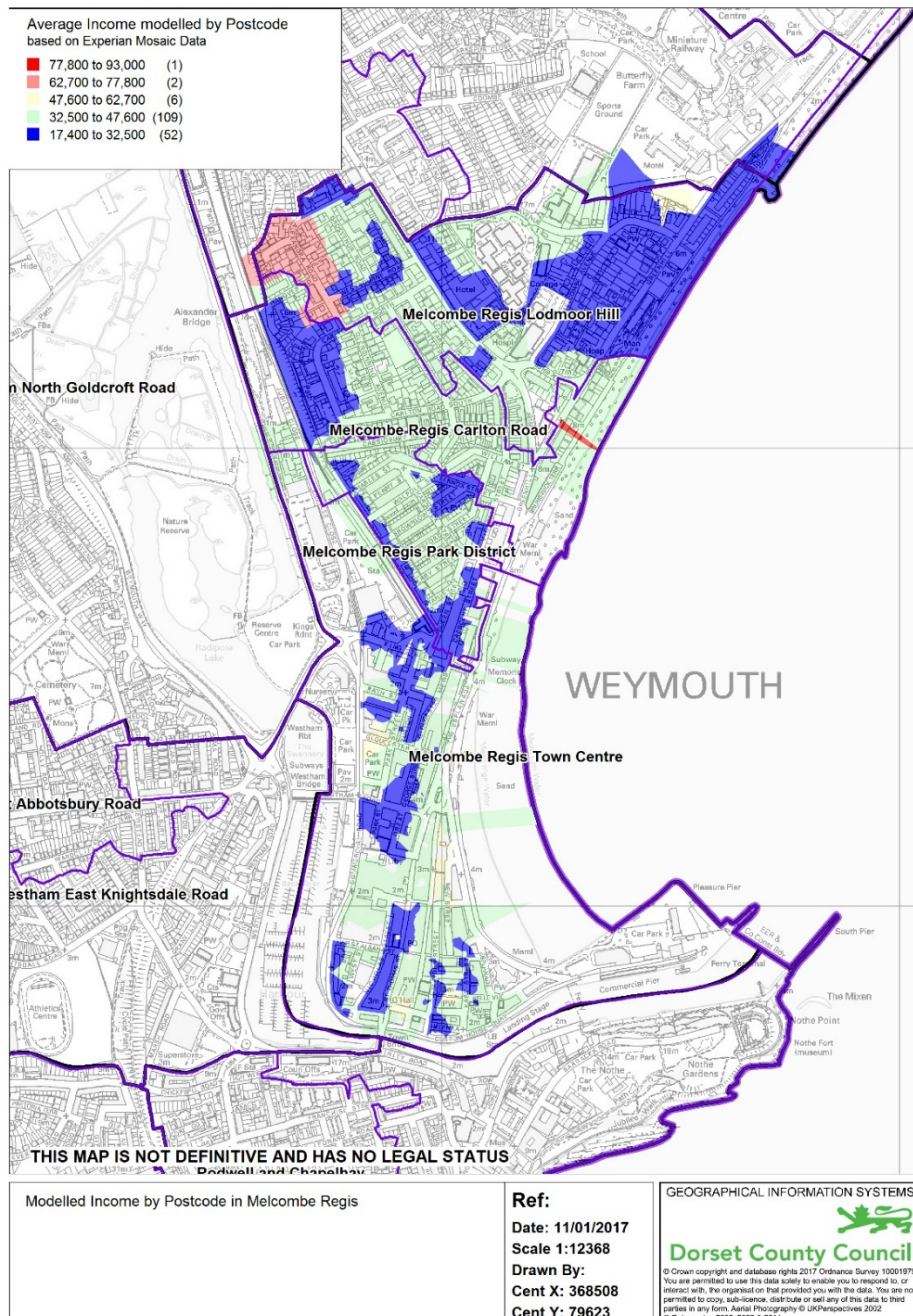
Figure 11



²⁷ ONS 2016 Small area model-based income estimates, England and Wales: financial year ending 2014
Experimental statistics are not National Statistics but are statistics which are undergoing evaluation with a view to their becoming National Statistics.

Based on modelled data from Experian Mosaic,²⁸ the average annual household income per postcode is illustrated in the map in figure 12 below. This gives a better indication of likely distribution of household income across the ward. It should be borne in mind that all the income data and the Experian data is modelled and is an estimate and should be treated with a degree of caution and used as a guide only.

Figure 12



²⁸ Experian Mosaic 2014

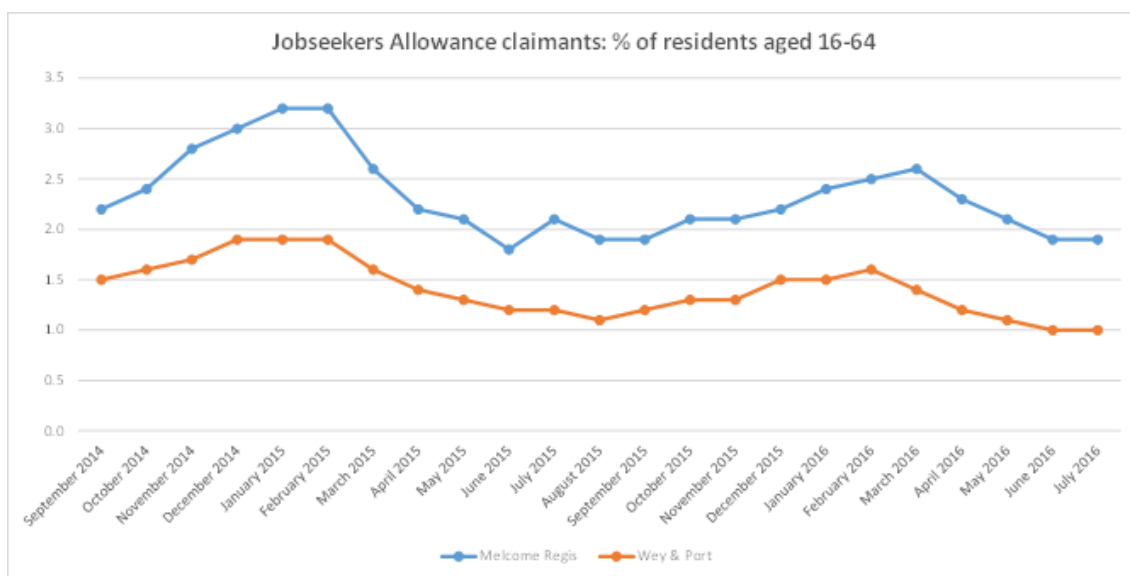
3.2 Benefit Data

The chart (Figure 13) below illustrates relatively low levels of residents claiming Job Seekers Allowance²⁹. The proportion has fallen from just over 3% in March 2015 to just below 2% in July 2016.

These figures are certainly affected by seasonal trends that highlight a fall in those claiming Job Seekers Allowance during the summer months when more jobs are available throughout the holiday season. The data also illustrates that the proportion of the population claiming job seekers allowance is consistently higher in the Ward than for the borough as a whole.

3.2.1 Job Seekers Allowance

Figure 13



3.2.2 Employment Support Allowance³⁰

Whilst Job Seekers Allowance has fallen slightly, the proportion of people claiming Employment Support Allowance has risen significantly in Melcombe Regis from 2.1% in May 2009 to 16.1% in May 2015. This suggests that one in six of the working age population are unable to work due to illness or disability. The rise in Employment Support Allowance reflects similar rises across the County and in the country. However, the levels are much higher in Melcombe Regis (Table 14 and Figure 14).

Table 14

²⁹ Which looks at those people who are unemployed but actively seeking employment (ONS 2016)

³⁰ **Employment and Support Allowance (ESA)** is a benefit for people who are unable to work due to illness or disability. ONS 2016.

Date	Melcombe Regis ESA Numbers	Melcombe Regis % ESA	Weymouth and Portland ESA Numbers	Weymouth & Portland % ESA	Dorset ESA Numbers	Dorset % ESA	England and Wales ESA Numbers	England & Wales % ESA
May 2009	85	2.1%	400	1.0%	1,460	0.6%	256,940	0.7%
May 2010	130	3.2%	680	1.7%	2,430	1.0%	472,800	1.3%
May 2011	185	4.6%	890	2.2%	3,180	1.3%	592,000	1.6%
May 2012	315	7.8%	1,580	4.0%	5,640	2.4%	1,009,430	2.8%
May 2013	480	11.9%	2,350	5.9%	8,590	3.6%	1,547,290	4.3%
May 2014	545	13.8%	2,760	7.1%	10,210	4.3%	1,897,950	5.2%
May 2015	635	16.1%	3,070	7.9%	11,330	4.8%	2,080,890	5.7%

Figure 14

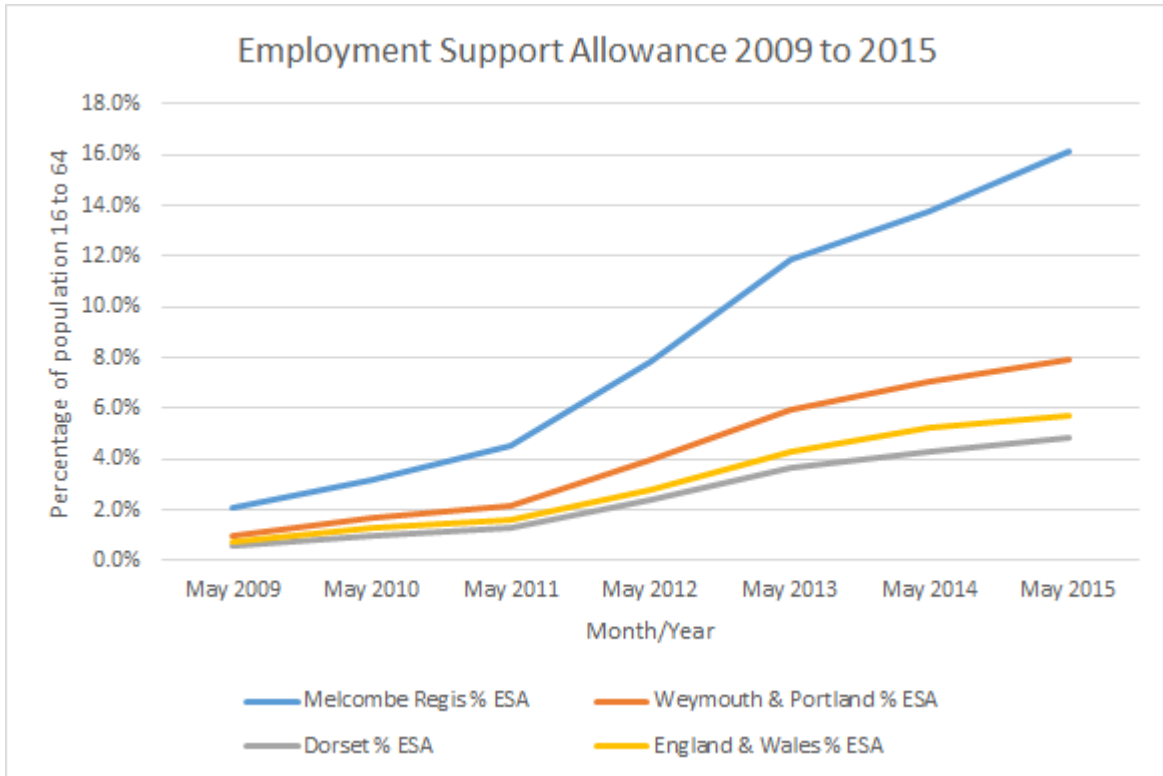
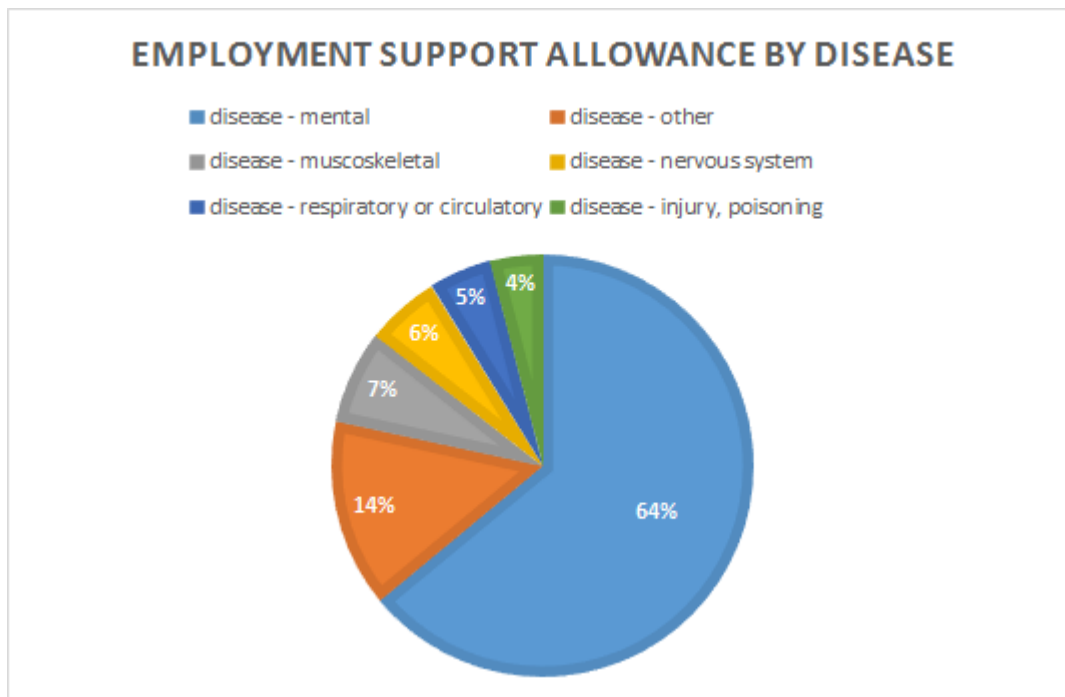


Figure 15 illustrates the latest Employment Support Allowance data for August 2016³¹ and highlights that two-thirds of those claiming ESA have mental health related illness that prevents them from working.

³¹ ONS 2017

Figure 15



3.2.3 Pension Credits

Employment Support Allowance and Job Seekers Allowance look at benefits for those of working age. If benefits for pensioners are considered, then Figure 16 illustrates that the proportion of older people in receipt of Pension Credit³² (paid to low income pensioners) has fallen in Melcombe Regis from 24% in 2009 to 19% in 2015. However, this is still significantly higher than for Weymouth and Portland, Dorset and England and Wales and shows that one in five of those aged 60 and over in Melcombe Regis are on low income.

Figure 16

³² ONS 2016

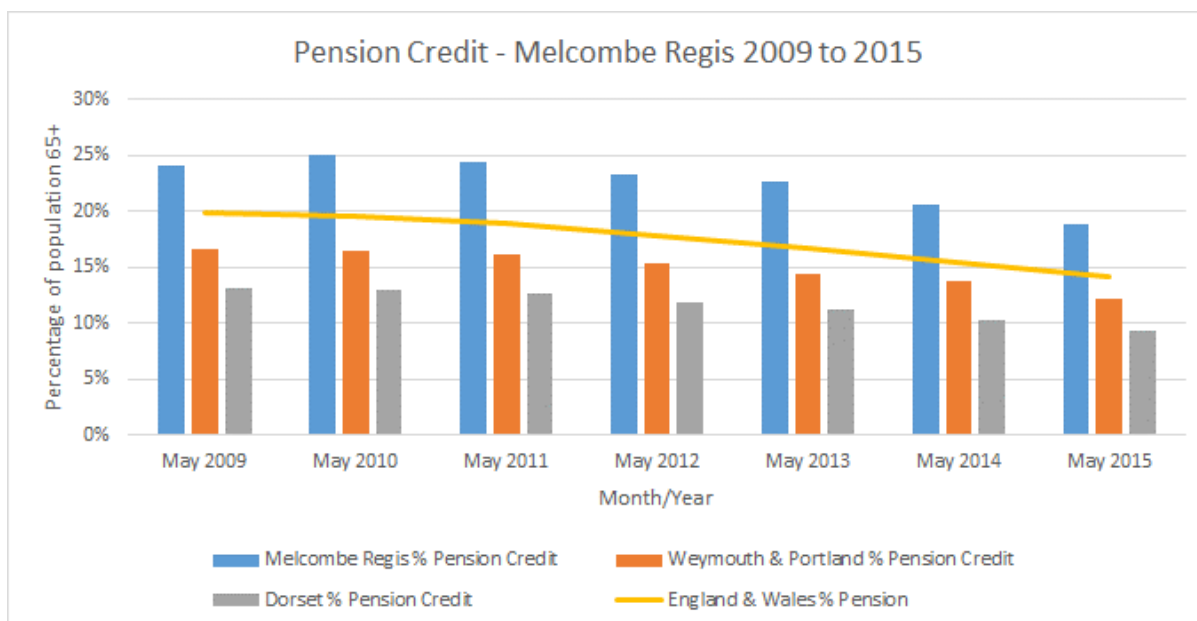


Table 15 highlights the high proportion of Housing Benefit Recipients living in Melcombe Regis (29%) in 2017 which compares to approximately 9% of the Borough’s population that live in the Ward. It also indicates that almost 50% of all the properties with three or more Housing Benefit Recipients are within Melcombe Regis. The data also illustrates that there are 72 properties in the ward that are classed as long term empty for Council Tax purposes which represents 30% of such properties within the borough.

Table 15

Property/Benefit Data	Melcombe Regis Ward Numbers	Melcombe Regis Ward %	Weymouth & Portland
The number of HB recipients	1,135	29%	3,913
Numbers of Long Term Empty	72	30%	240
Number of properties with 3 or more HB recipients	28	49%	57
Number of properties where Council Tax paid by 'landlord' living elsewhere	60	50%	120
Number of recipients with enhanced Housing Benefit for 'Support'	5	28%	18

3.3 Deprivation

Melcombe Regis ward is one of the most deprived areas in Dorset. The national measure for deprivation measured at a local level is the Indices of Deprivation 2015³³. This looks at deprivation at Lower Super Output Area (average of 1,500 residents). There are 32,844 LSOAs in England, 249 in Dorset and 452 in Bournemouth, Dorset and Poole.

³³ Indices of Deprivation 2015, DCLG

There are four LSOAs in Melcombe Regis: Melcombe Regis Town Centre, Melcombe Regis Park District, Melcombe Regis Carlton Road and Melcombe Regis Lodmoor Hill. Three of these areas (Carlton Road, Park Centre and Town Centre) are in the top ten most deprived in the County and the top 20% most deprived nationally. Table 16 illustrates the areas in Dorset including Bournemouth and Poole that are within the top 20% most deprived nationally for deprivation. The data highlights levels of deprivation that exist particularly in the Melcombe Regis and Boscombe area. *More information on deprivation can be found in the appended report: Appendix1 ID2015 Report.*

Table 16

LSOA code (2011)	LSOA name (2011)	Local Authority District code (2013)	DORSET_LSOA_Name	Local Authority District name (2013)	Index of Multiple Deprivation (IMD) Score	Index of Multiple Deprivation (IMD) Rank (where 1 is most deprived)
E01015282	Bournemouth 019E	E06000028	Boscombe West Ward	Bournemouth	71.162	226
E01015281	Bournemouth 019D	E06000028	Boscombe West Ward	Bournemouth	59.371	978
E01020569	Weymouth and Portland 008D	E07000053	Fortuneswell North	Weymouth and Portland	54.27	1564
E01020554	Weymouth and Portland 004B	E07000053	Melcombe Regis Town Centre	Weymouth and Portland	53.455	1673
E01020555	Weymouth and Portland 004C	E07000053	Melcombe Regis Park District	Weymouth and Portland	51.266	2005
E01020552	Weymouth and Portland 001B	E07000053	Littlemoor West	Weymouth and Portland	50.229	2187
E01015309	Bournemouth 005B	E06000028		Bournemouth	48.854	2446
E01015307	Bournemouth 005A	E06000028		Bournemouth	45.524	3077
E01015279	Bournemouth 019B	E06000028	Boscombe West Ward	Bournemouth	45.441	3096
E01015313	Bournemouth 005D	E06000028		Bournemouth	44.784	3229
E01015290	Bournemouth 021D	E06000028		Bournemouth	44.71	3246
E01015338	Bournemouth 008A	E06000028		Bournemouth	44.202	3367
E01015280	Bournemouth 019C	E06000028	Boscombe West Ward	Bournemouth	43.993	3420
E01020575	Weymouth and Portland 003B	E07000053	Westham North Westhaven	Weymouth and Portland	43.937	3434
E01015288	Bournemouth 021B	E06000028		Bournemouth	43.734	3481
E01015312	Bournemouth 005C	E06000028		Bournemouth	43.713	3489
E01020582	Weymouth and Portland 004F	E07000053	Rodwell and Chapelhay	Weymouth and Portland	42.853	3694
E01015430	Poole 014D	E06000029		Poole	42.217	3859
E01015384	Poole 007E	E06000029		Poole	41.847	3958
E01020553	Weymouth and Portland 004A	E07000053	Melcombe Regis Carlton Road	Weymouth and Portland	40.475	4378
E01015379	Poole 002A	E06000029		Poole	39.785	4570
E01015304	Bournemouth 002B	E06000028		Bournemouth	39.461	4669
E01032662	Poole 015I	E06000029		Poole	39.333	4707
E01032659	Poole 015F	E06000029		Poole	37.188	5384
E01015341	Bournemouth 008D	E06000028		Bournemouth	36.765	5526
E01033200	Weymouth and Portland 008E	E07000053	Fortuneswell South	Weymouth and Portland	36.688	5548
E01015367	Bournemouth 024A	E06000028		Bournemouth	36.429	5621
E01020573	Weymouth and Portland 005B	E07000053	Westham East Knightsdale Road	Weymouth and Portland	36.07	5740
E01020348	Christchurch 005C	E07000048	Somerford West	Christchurch	35.682	5886
E01015277	Bournemouth 016E	E06000028	Boscombe West Ward	Bournemouth	35.402	5995
E01020347	Christchurch 005B	E07000048	Somerford East	Christchurch	35.382	6005
E01020499	West Dorset 006B	E07000052	Bridport Court Orchard	West Dorset	34.283	6420

4.0 Crime Data

Melcombe Regis has higher recorded levels of anti-social behaviour than any other ward in Dorset County Council's authority area. Total crime is also very high in the Ward with a figure of 528.2 crimes per 1,000 population compared to 122.6 for Weymouth and 103.7 for England and Wales³⁴.

High crime rates can often be exacerbated by comparatively small resident population figures in an area, although the population of Melcombe Regis is actually larger in comparison to most other

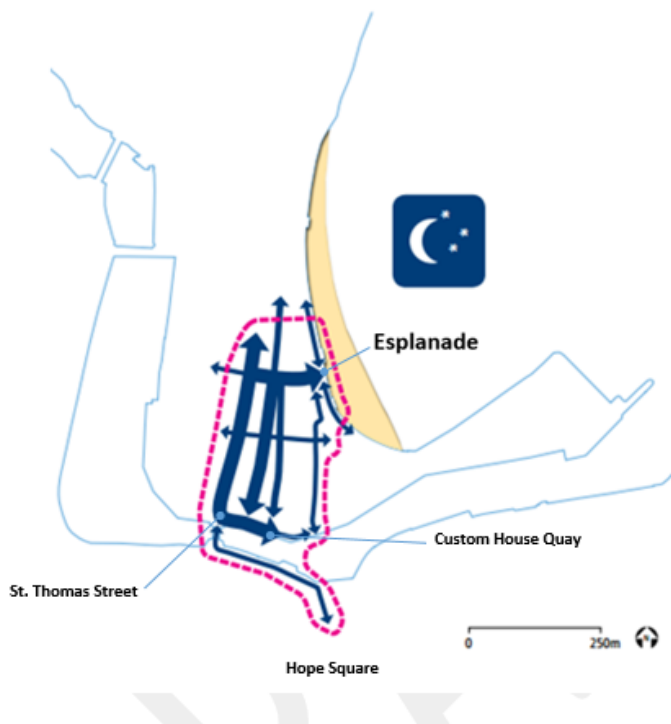
³⁴ www.ukcrimestats.com

wards in Dorset, (2015 population figures show that Melcombe Regis was the 14th most populous ward in the County, with 6,070 residents). However, the high crime rate is undoubtedly a reflection of the varied physical make-up and dynamic of the Ward – at least in part. Melcombe Regis contains both the commercial core of Weymouth, an extensive night-time economy, high proportions of transient rental residents and a predominantly younger demographic. The Ward also covers the main built-up part of the Esplanade and beach front area.

These varied characteristics present greater opportunities for the committal of a wider range and higher volume of crimes, certainly in comparison to wards that are predominantly residential in character.

A compact town centre is characterised by a peninsula land form, surrounded on three sides by water. With the railway station a key landmark in the north, the western, southern and eastern edges of the town centre all have a waterside. Within the town centre, there is well-connected network of streets, focused around a central spine connecting the station with the Town Bridge that comprises Park Street and St Thomas Street. The peninsula form is significant in that the town centre requires bridge crossings to connect it with the surrounding area. These are the Westham Bridge, Town Bridge and the A354 Bridge. These bridges have a bearing on the after dark experience in that it concentrates pedestrian movement onto just a few key routes as people make their way back home to the nearby residential areas (Figure 17). This has implications for noise and other disturbances³⁵.

Figure 17



³⁵ After dark consultation report - Weymouth & Portland Borough Council 2010

It has been possible to undertake a limited analysis of Melcombe Regis offender data. This illustrates that between 2014 and 2016 there were just under 1,600 criminal incidents across Dorset County where the suspect lived in Melcombe Regis³⁶ (this could, of course, include repeat offenders). Analysis of the data also indicates that over this period there were 500 criminal incidents³⁷ reported in postcodes where HMOs³⁸ operate and just over 1,000 crimes³⁹ in postcodes that have properties that have been designated by the police as 'Welfare Check Addresses'⁴⁰.

These Welfare Check Addresses fall into just eleven postcodes across Melcombe Regis, but the incidents that have occurred in these areas represent a huge number of crimes (one in five, 22%, of all crimes committed in Melcombe Regis). It is important to clarify that the crimes have not necessarily occurred at the welfare address or HMO but within the same postcode. Probation statistics also show that a disproportionately high share of the overall number of offenders in the Dorset County area are attributable to Weymouth & Portland. During the period Jul 2012-Jun 2013, approximately 25% of all offenders in the Dorset County offending caseload (247 individuals in total) were drawn from the DT4 postcode district (which covers much of the urban area of Weymouth south of Radipole, and Portland). This is a noticeably higher proportion than the share of the adult resident population of Dorset – those aged 18 and over – attributable to the Weymouth & Portland local authority area (just under 16% of the total)⁴¹.

Figure 18 illustrates crime within the ward of Melcombe Regis or where a resident of Melcombe Regis has been identified as a suspect⁴².

The data shows a rise in total crime within the ward since 2014 (45% increase) and a fluctuation in the levels of anti-social behaviour. Crimes committed in postcodes with Houses of Multiple Occupancy⁴³ (HMOs) have also increased (almost doubling since 2014). There has also been a significant increase in crimes reported in postcodes that are known to accommodate Welfare Check Addresses⁴⁴ from approximately 370 in 2014 to just over 1,150 in 2016⁴⁵.

³⁶ Dorset Police Analysis, 2017

³⁷ Ibid.

³⁸ Data on location of HMOs provided to Dorset Police by WPBC Housing based on an external survey (this is a guide only)

³⁹ Ibid.

⁴⁰ Classified as properties where Dorset Police undertake a welfare check where they believe the resident or residents are vulnerable to criminal activity

⁴¹ Dorset Community Safety Partnership, Nov. 2013

⁴² Dorset Police Analysis, 2017

⁴³ Please note these crime occur in the same postcode rather than necessarily at the property (HMOs)

⁴⁴ Please note these crime occur in the same postcode rather than necessarily at the property (Welfare Check)

⁴⁵ Dorset Police Analysis, 2017

Figure 18

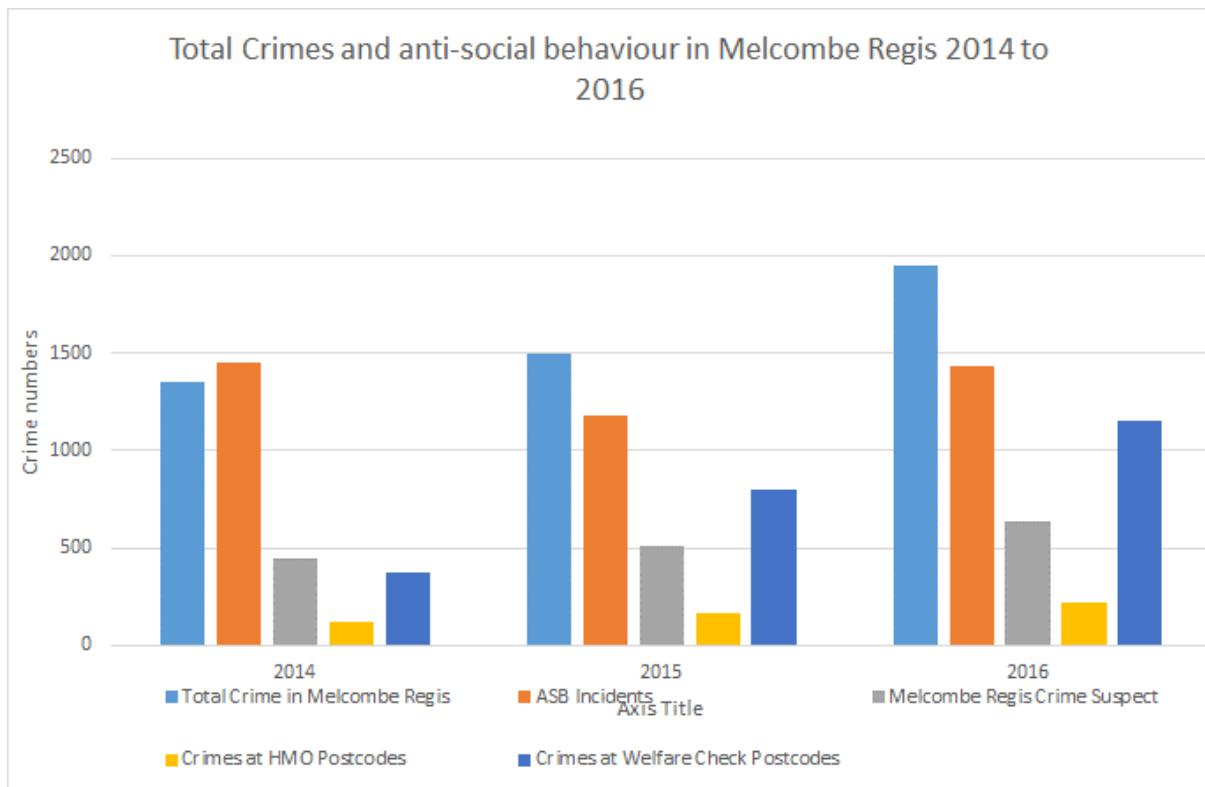


Figure 18a illustrates the very high proportion of total crime and anti-social behaviour in the town centre.

Figure 18a

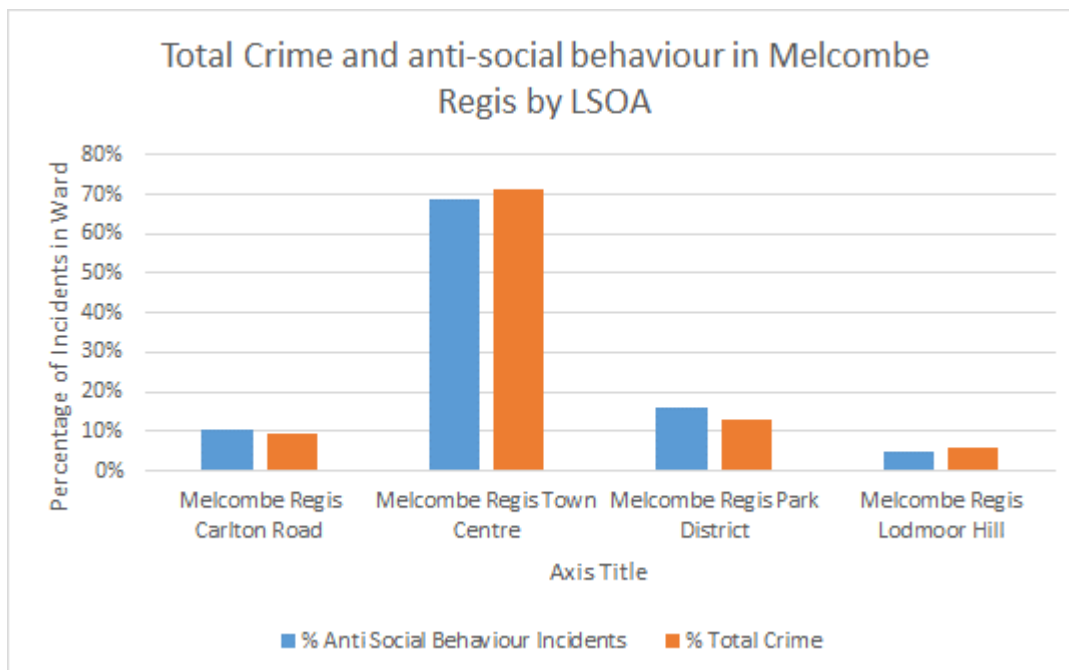
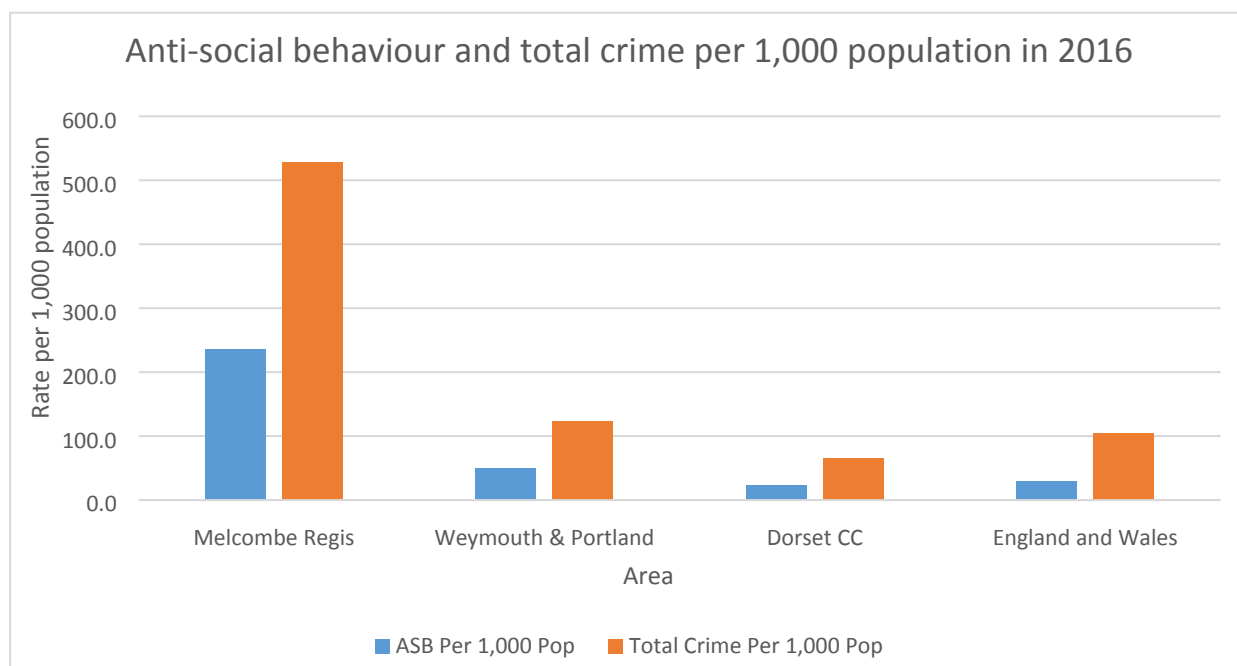


Figure 19 highlights the rate of anti-social behaviour and total crime compared to the Borough, County and National figures⁴⁶.

Figure 19



4.1 When compared with other similar seaside towns across the UK, Melcombe Regis (Table 17 and Figure 20) shows higher levels of both anti-social behaviour and total crime⁴⁷.

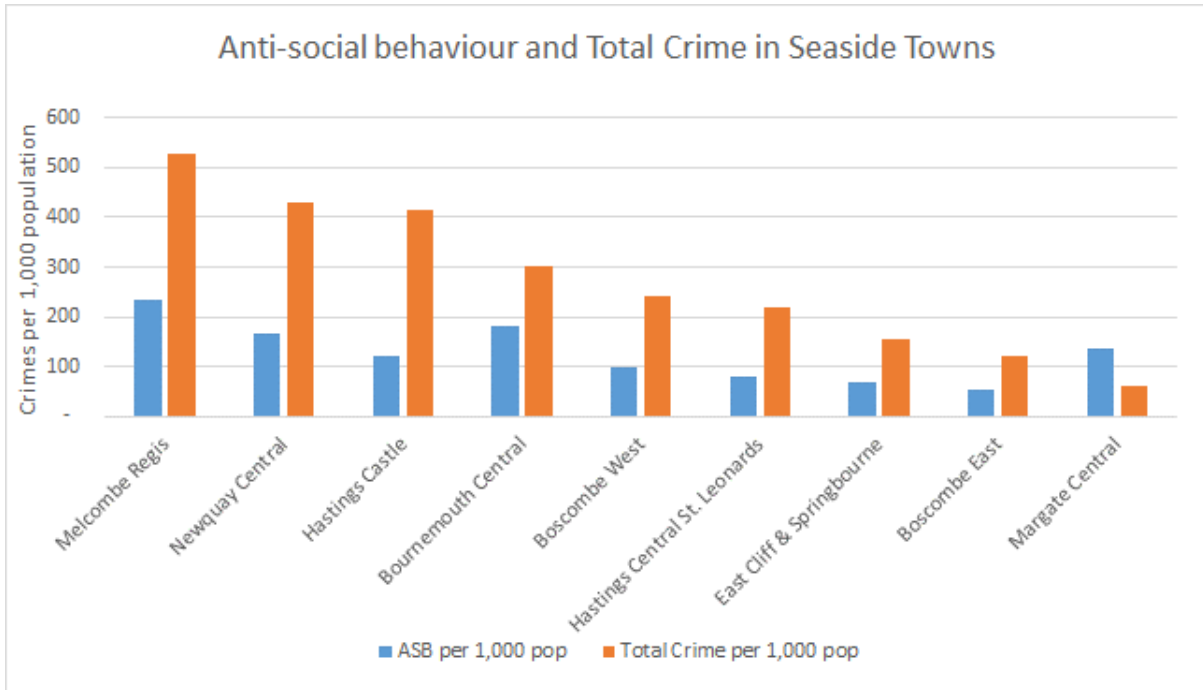
Table 17

Seaside Wards	ASB	Total Population	ASB per 1,000 pop	Total Crime	Total Crime per 1,000 pop
Melcombe Regis	1,430	6,068	236	3,205	528
Newquay Central	527	3,157	167	1,356	430
Hastings Castle	837	6,856	122	2,845	415
Bournemouth Central	2,240	12,428	180	3,738	301
Boscombe West	1,066	10,859	98	2,610	240
Hastings Central St. Leonards	559	7,047	79	1,531	217
East Cliff & Springbourne	970	14,261	68	2,215	155
Boscombe East	610	11,563	53	1,409	122
Margate Central	827	6,084	136	366	60

Figure 20

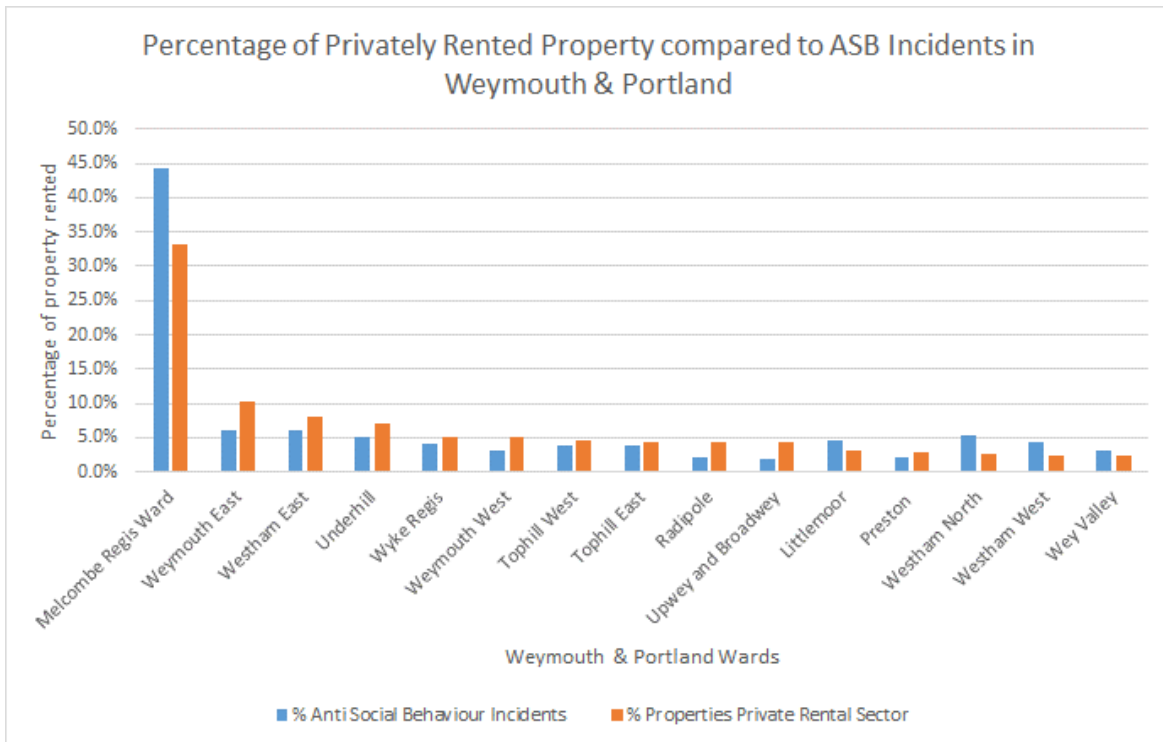
⁴⁶ Dorset Community Safety Partnership 2017

⁴⁷ www.ukcrimestats.com



4.2 Figure 21 looks at the proportion by ward of anti-social behaviour incidents in the Borough and compares this with the proportion of all privately rented homes in Weymouth & Portland by ward. The data⁴⁸ illustrates the very high proportion of both privately rented properties and anti-social behaviour incidents in Melcombe Regis.

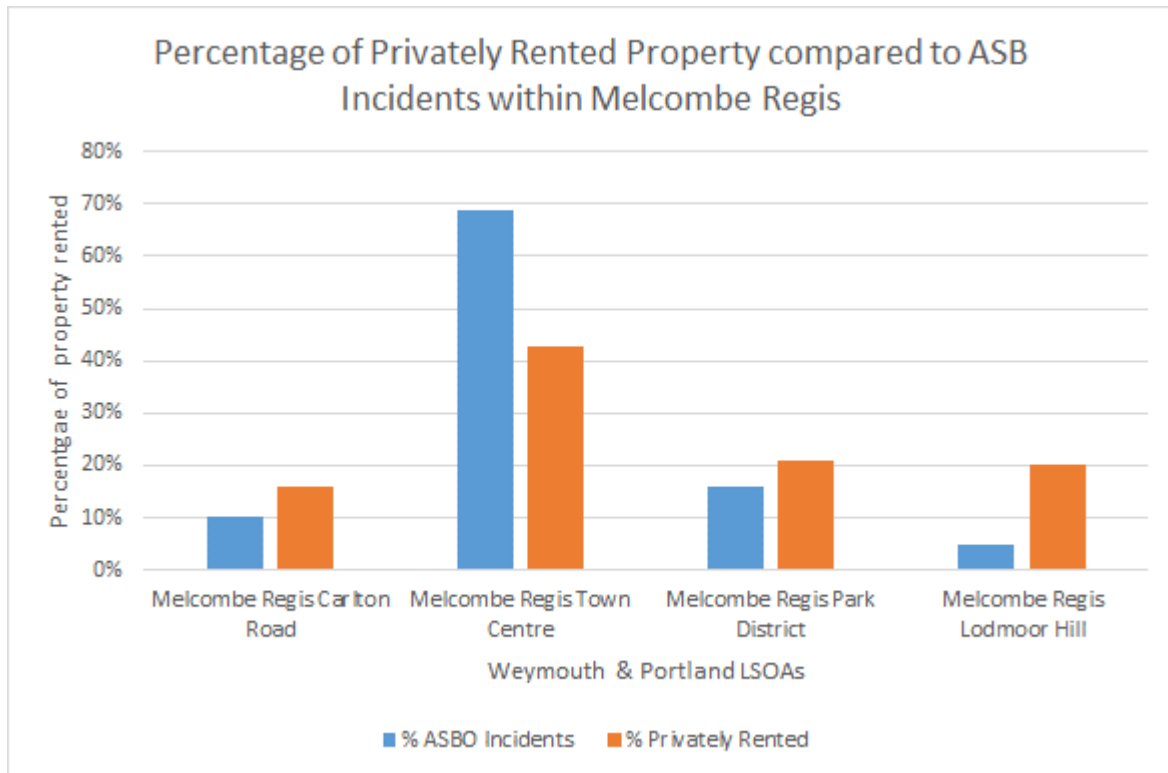
Figure 21



⁴⁸ ONS Census 2011 and www.ukcrimestats.com

4.2.1. Figure 22 looks at the proportion by LSOA of anti-social behaviour incidents in Melcombe Regis and compares this with the proportion of all privately rented homes in the Ward. The data⁴⁹ illustrates the high proportion of both privately rented properties and anti-social behaviour incidents in Melcombe Regis Town Centre.

Figure 22



4.3 Anti-social behaviour incidents are broken down into three constituent parts for recording purposes: Environmental, Nuisance and Personal.

Environmental anti-social behaviour is classified as Graffiti, Vandalism and Environmental Offences - including litter, fly-posting and dog fouling.

Nuisance anti-social behaviour is by far the most common form of anti-social behaviour in general and involves disputes with neighbours over noise. It also includes 'other noise' category: which can include construction noise, music from pubs and barking dogs. Another common complaint involves issues of people on the streets causing disorder, often alcohol related. Within this category are also: gangs, drugs and vehicle nuisance.

Personal anti-social behaviour covers a wide range of behaviour that is directed at a particular person such as violence, intimidation and hoax calls.

The data for 2015/16 illustrates that 84%⁵⁰ (Figure 23) of the anti-social behaviour incidents recorded in Melcombe Regis are classified as nuisance types. This is approximately 10% higher than for Weymouth and the County as a whole.

⁴⁹ ONS Census 2011 and www.ukcrimestats.com

⁵⁰ Dorset Community Safety and Dorset Police 2017

Figure 23

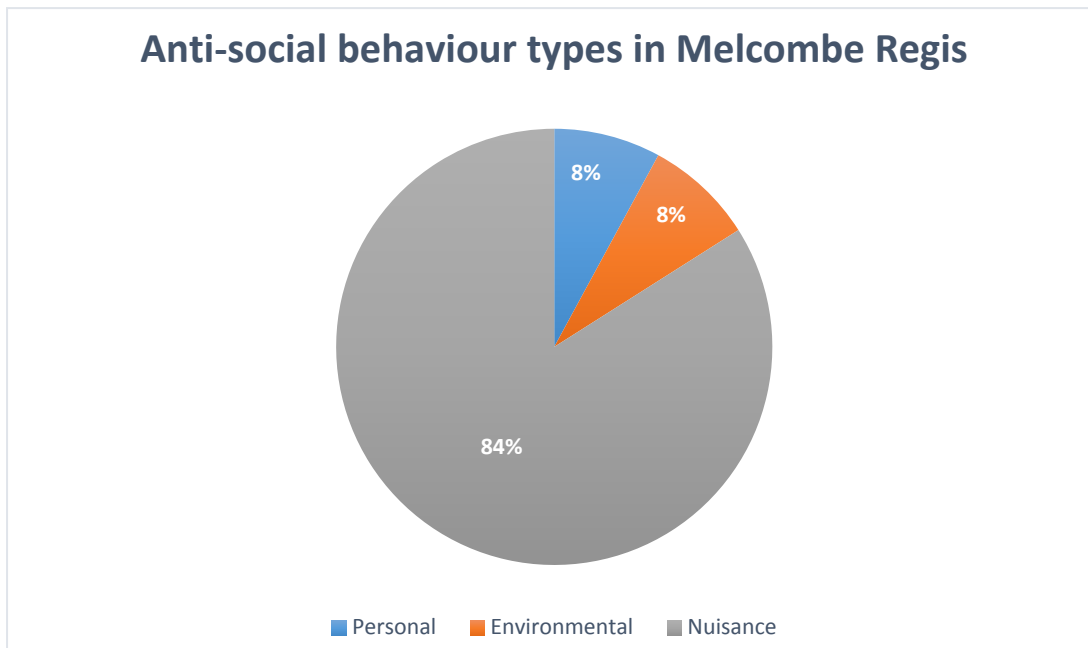
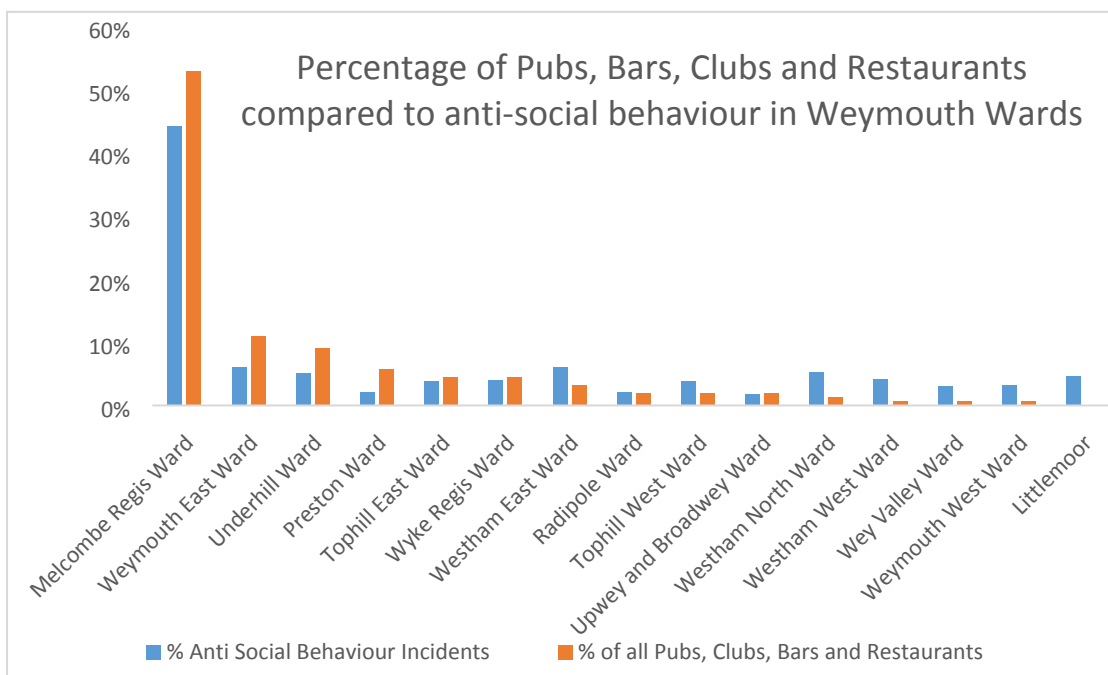


Figure 24 compares the proportion of pubs, clubs, bars and late night restaurants⁵¹ in Weymouth and Portland wards with anti-social behaviour incidents across Weymouth and Portland. The data illustrates a very high proportion of both of these in Melcombe Regis Ward.

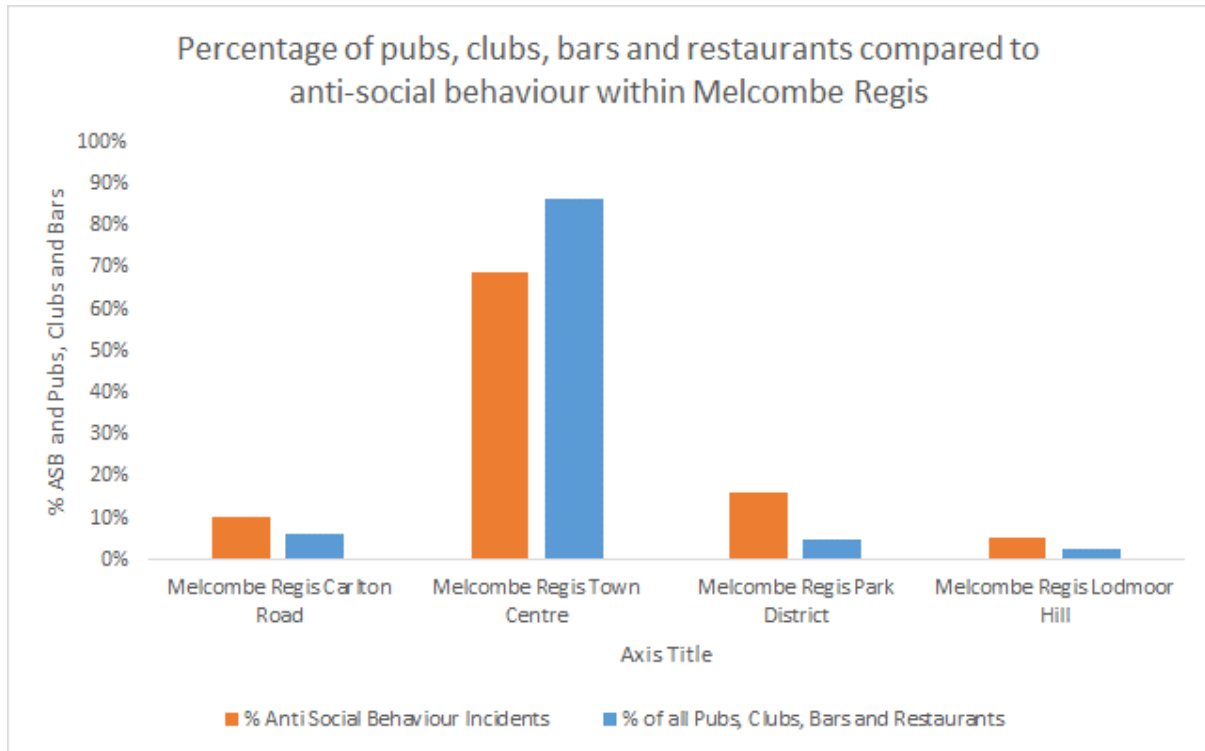
Figure 24



⁵¹ Calculated from OS Address Base data 2017 with tertiary classification: Pubs, Clubs, Bars and Restaurants discounting cafes and take aways not selling alcohol.

Figure 25 illustrates the data provided at a smaller geography – Lower Super Output Area level across Melcombe Regis and compares the density of these late night establishments with anti-social behaviour incidents across the ward⁵².

Figure 25



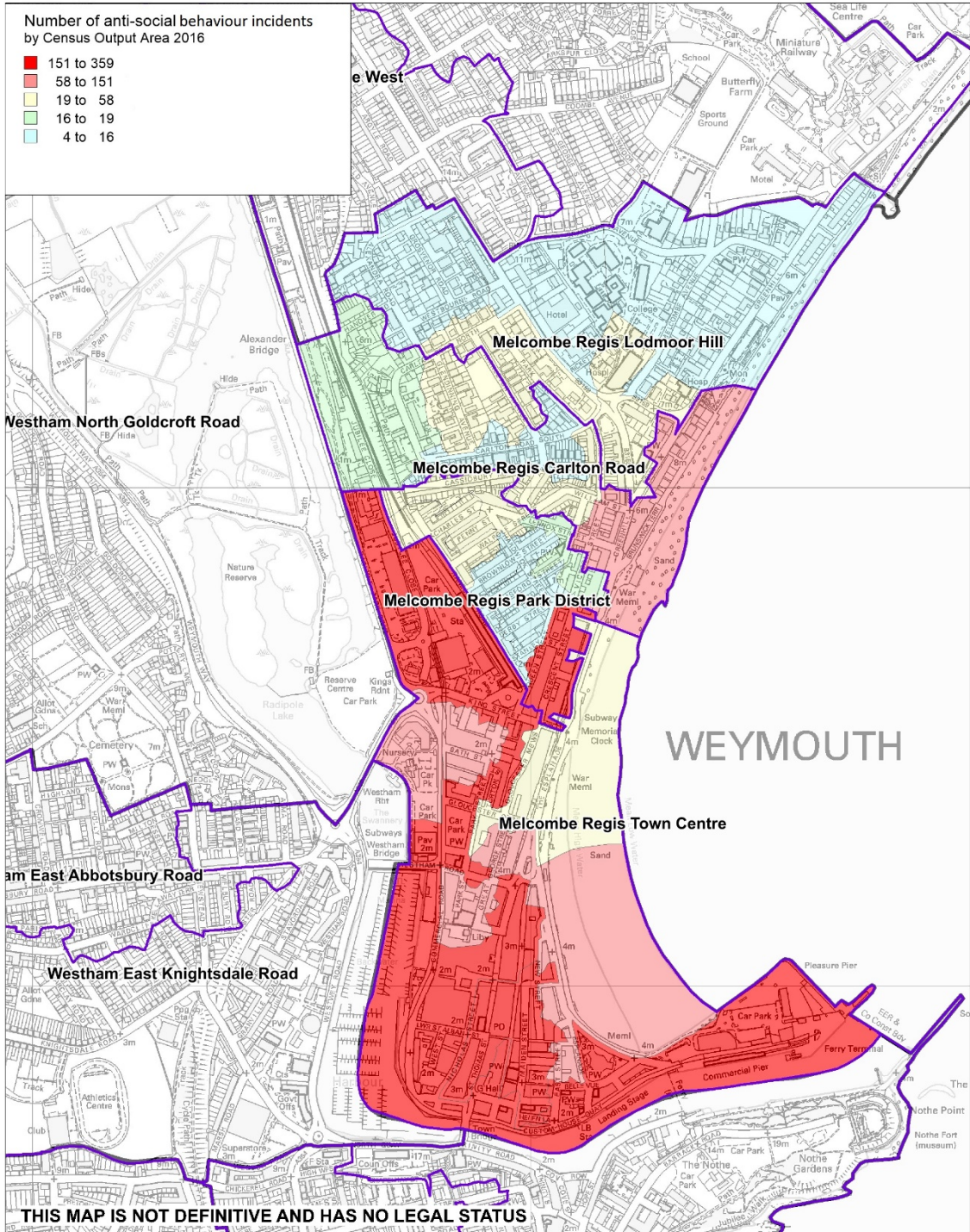
The data highlights the very high proportion of both pubs, clubs, bars and restaurants and anti-social behaviour within Melcombe Regis Town Centre particularly when compared to the rest of the ward.

4.4 Figures 26 and 27 look at the distribution of anti-social behaviour and total crime across Melcombe Regis ward⁵³ and highlight which areas of the Ward see most incidents of crime and anti-social behaviour.

⁵² Ibid.

⁵³ Dorset Police Crime Data via www.ukcrimestats.com

Figure 26



Number of anti-social behaviour incidents in Melcombe Regis Ward by COA

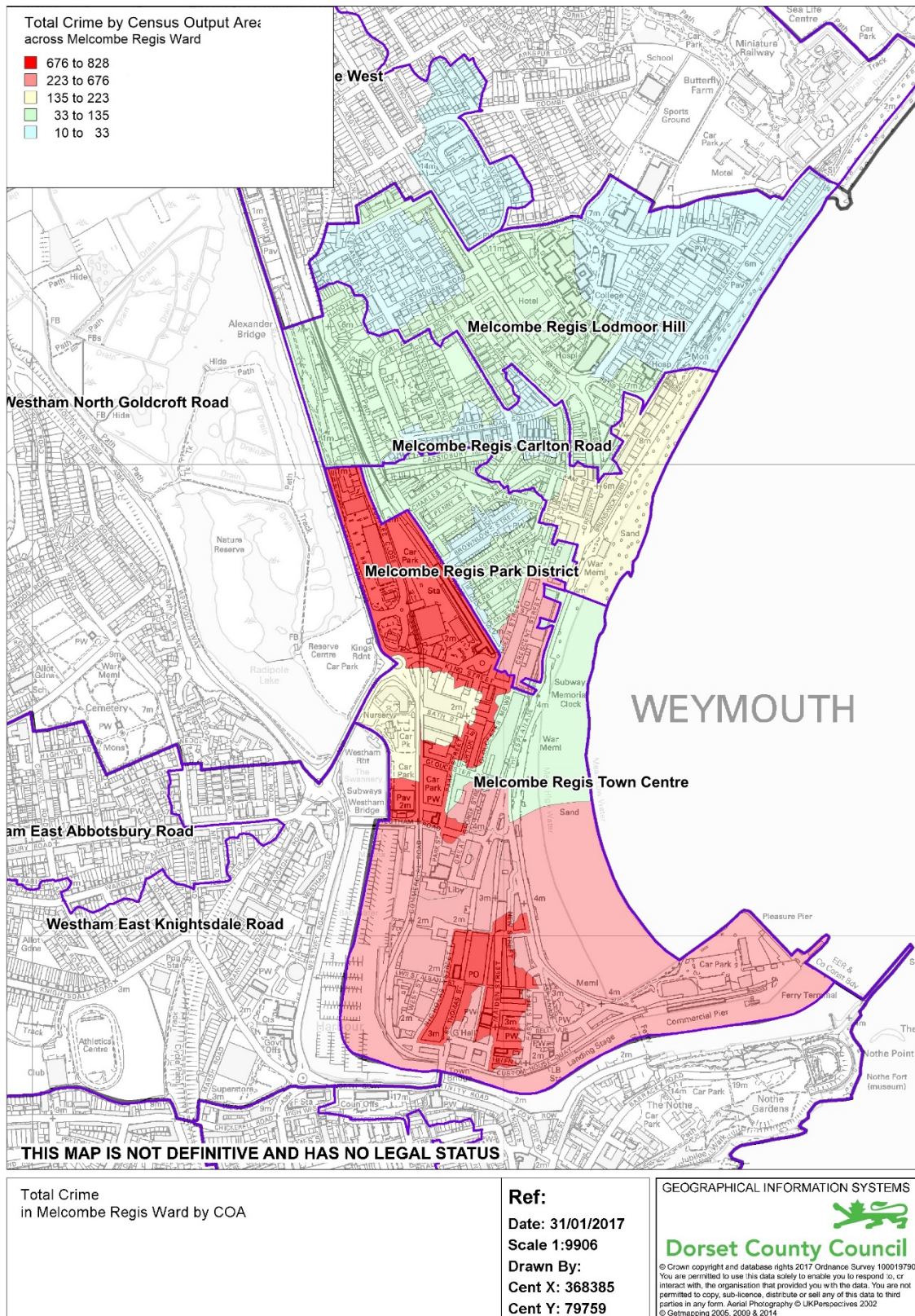
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Cent X: 368385
Cent Y: 79759

GEOGRAPHICAL INFORMATION SYSTEMS

Dorset County Council

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Figure 27

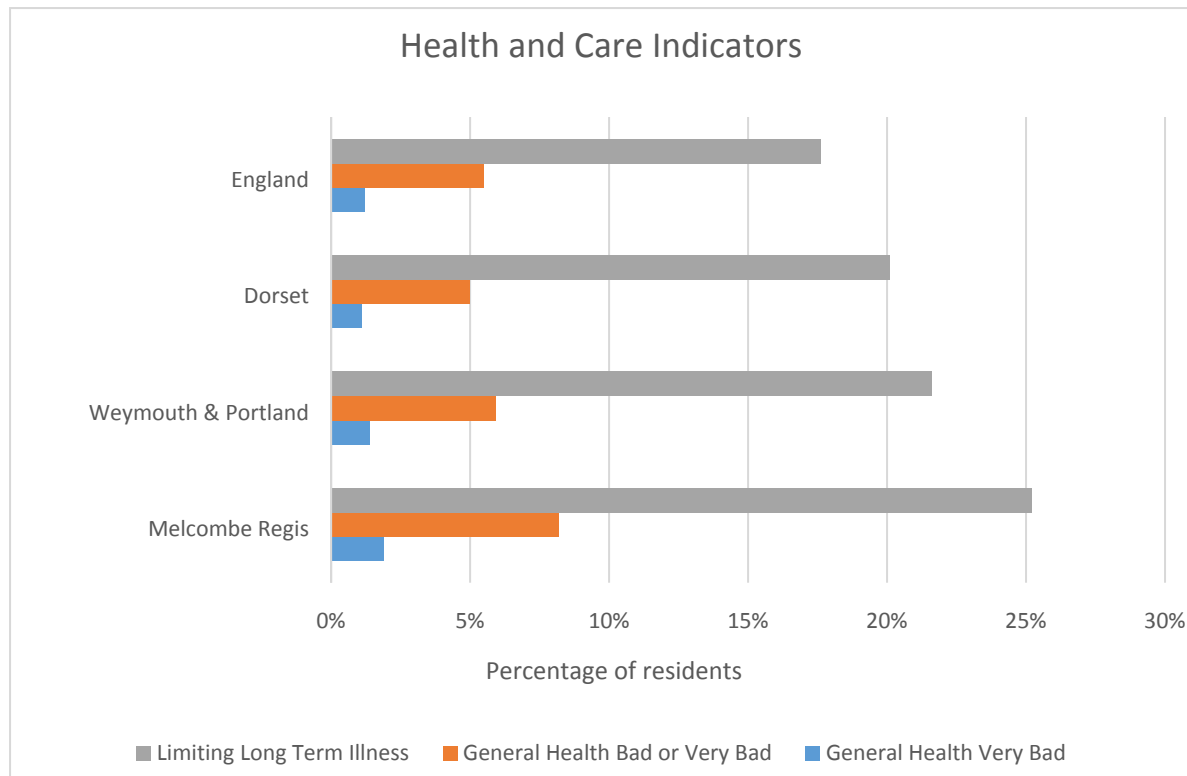


5.0 Health Data

5.1 Overall Health

Figure 28 indicates the higher levels of poor overall health in Melcombe Regis⁵⁴. One in four residents (25%) have a limiting long term illness in Melcombe Regis, compared to 18% for England and 22% in Weymouth and Portland, and 8% rate their health as being bad or very bad. This is more significant when the relatively young age profile of the ward is also considered.

Figure 28



5.2 Life expectancy at birth⁵⁵ in Melcombe Regis (Table 18 and Figure 29) for Males is eight years less than for Dorset as a whole and five years less than for Weymouth & Portland⁵⁶ and six years less than for England. Life Expectancy levels for Females are again lower, but not as significantly as for Males.

Table 18

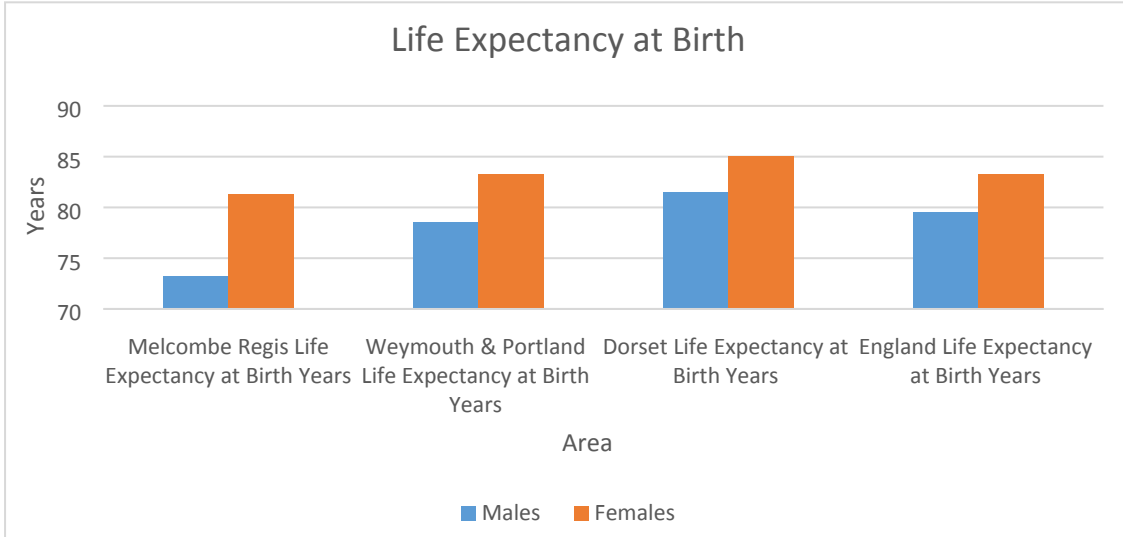
⁵⁴ ONS Census 2011

⁵⁵ Life expectancy at birth is defined as the average number of years that a new-born could expect to live if he or she were to pass through life subject to the age-specific mortality rates of a given period.(United Nations Population Division)

⁵⁶ Local Health.org Public Health England 2016

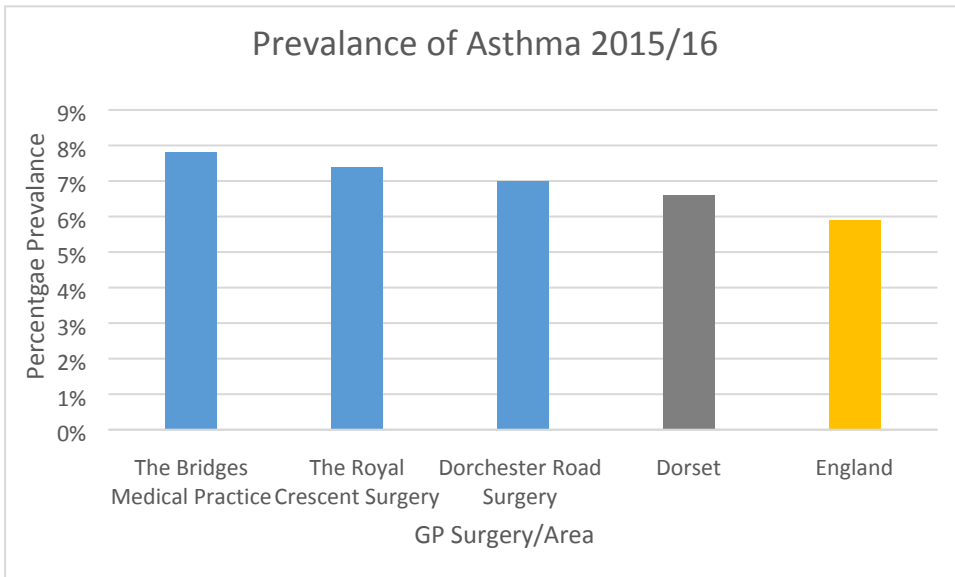
Gender	Melcombe Regis Life Expectancy at Birth Years	Weymouth & Portland Life Expectancy at Birth Years	Dorset Life Expectancy at Birth Years	England Life Expectancy at Birth Years
Males	73.2	78.5	81.5	79.5
Females	81.3	83.2	85	83.2

Figure 29



5.3 Figure 30 illustrates the prevalence of Asthma for patients and the data shows it is slightly higher in the GP Surgeries that serve Melcombe Regis when compared to Dorset and England as a whole⁵⁷.

Figure 30



Data is available at a local level for the percentage of births to teenage mothers and the percentage of binge drinking adults in the resident population. The data for Melcombe Regis indicates no significant differences in the results for the ward when compared to national data⁵⁸.

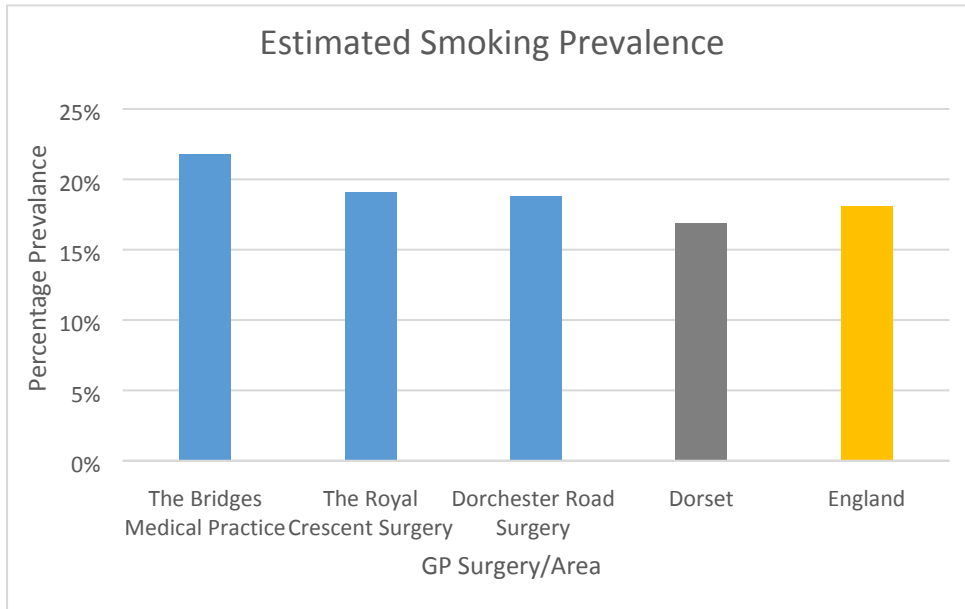
⁵⁷ National General Practice Profiles – Public Health England 2016/17

⁵⁸ Localhealth.org – Public Health England 2016/17

5.4 Smoking

The data from the GP Surgeries⁵⁹ in Melcombe Regis (Figure 31) indicates that smoking prevalence is significantly higher in one of the surgeries and slightly higher in the other two than for England as a whole and higher in all the surgeries than for Dorset generally.

Figure 31



6.0 Resident Satisfaction and priorities

6.1 In 2008, residents of Dorset including those in Melcombe Regis took part in a 'Place Survey' to gather benchmark data on levels of satisfaction, priorities and issues (Table 19).

The data for Melcombe Regis indicated that affordable decent housing, levels of crime and clean streets were the top priorities for residents in the area. The data also indicates a high proportion of residents in the area concerned about anti-social behaviour (the last five questions).

Table 19

⁵⁹ National General Practice Profiles – Public Health England 2016/17

Place Survey Question	Melcombe Regis	Borough	Rank ⁶⁰
Percentage of respondents satisfied with their local area as a place to live?	82%	85%	10
Percentage of respondents that feel they belong to their neighbourhood?	51%	60%	12
Percentage of respondents who think public services in their area are working to make the area safer?	70%	69%	7
Percentage of respondents who feel that they can influence decisions affecting their local area?	30%	25%	5
Percentage of respondents who agree that their area is a place where people from different backgrounds get on well together?	77%	77%	6
Percentage of respondents who think there is a problem with people not treating each other with respect and consideration in their local area?	43%	29%	13
Percentage of respondents that feel safe when outside in their local area after dark?	40%	56%	14
Percentage of respondents who agree that the police and other local public services seek people's views about anti-social behaviour and crime issues in their local area?	27%	27%	6
Percentage of respondents who agree that the police and other local public services are successfully dealing with anti-social behaviour and crime issues in their local area?	39%	30%	2
Percentage of respondents who feel there is a problem with the following, in their local area?			
Teenagers Hanging around streets	60%	42%	13
Rubbish or litter lying around	47%	35%	12
Vandalism, graffiti and other deliberate damage to property or vehicles	46%	31%	12
People using or dealing drugs	66%	32%	15
People being drunk or rowdy in public places	69%	35%	15

Worse than borough average



within 10% of borough average



better than borough average



7.0 In Summary

⁶⁰ The individual wards are ranked from 1 to 15 with the highest (most satisfied residents) ranked 1 and the least ranked 15.

7.1 Housing & Living Environment

In terms of housing, Melcombe Regis ward is substantially different to many of the wards in Dorset; with a significantly high proportion of private rental stock. Not only is this the case when compared to the local Weymouth and Portland average but also in comparison to the national figure. The Ward has a very high level of bedsits and flats (70%). There are 30 licensed HMOs in Melcombe Regis most of which are within the three LSOAs outside the town centre. One bedroom flats are cheaper to rent in the Ward than elsewhere in the Borough. The condition of housing in Melcombe Regis is poorer than the rest of the Borough with one in six households in the Ward classified as overcrowded and the proportion with central heating in the Ward is lower than the Borough and the County. In addition one in three of all enquiries to the Housing Department come from properties in Melcombe Regis.

The Ward is also an area where there are high levels of supported temporary housing offered to vulnerable adults by partner organisations with 100 residential units providing accommodation for 120 residents. The Ward is also known to host temporary accommodation for probation services, although details of that provision are not available.

7.2 Population and Health

The overall demographic profile for the Ward highlights a younger age profile when compared to the Borough and the County but slightly older than the national average. Melcombe Regis has a significantly greater proportion of males than females in the 25 to 39 age group. There is also a higher proportion of young children (under 10) in the Ward compared to the Borough and County as a whole.

There is a higher number of residents from Black and Minority Ethnic Groups in Melcombe Regis than for Weymouth as a whole. The highest proportion of these is classified as White Other.

Poor levels of health have seen a very high proportion of the working age population claiming Employment Support Allowance. Life expectancy is significantly lower in Melcombe Regis than elsewhere in Weymouth and particularly so for males.

7.3 Deprivation

Much of the Ward is within the top 20% most deprived in the country when measured by the national indices of deprivation 2015. Three out of four of the LSOAs in the Ward are within the top 20% most deprived nationally: Melcombe Regis Carlton Road, Town Centre and Park District. In addition 29% of the borough's Housing Benefit claimants live in Melcombe Regis.

7.4 Crime

The Ward is also subject to much higher Anti-social Behaviour Incidents and Total Crime when compared to the Borough, County, England & Wales. Total Crime has risen in the Ward over the past three years. And crime rates are also higher when compared to a selection of seaside resorts.

The geographical distribution of crime and anti-social behaviour indicates particular areas of the Ward with very high numbers of these incidents - particularly around the railway station and in the

commercial heart of the town. 84% of all anti-social behavioural incidents that occur in the Ward are nuisance incidents, this figure is 10% higher than the proportion in Weymouth & Portland and Dorset as a whole where nuisance incidents are recorded as 75%. The greatest proportion of these are within the town centre. Levels of crime occurring in postcodes with HMOs are significant and those occurring in postcodes with 'Welfare Check Properties' are very high (over 1,000 incidents) and both have risen over the past three years.

The area has a much higher proportion of pubs, bars, clubs and restaurants than the other wards in the Borough – within the Ward the greatest concentration (87%) of these is within Melcombe Regis Town Centre.

7.5 Community Satisfaction

Perception of the local area from residents, albeit from a survey in 2008, illustrates a ward where 82% of residents are satisfied with the area as a place to live only slightly lower than for Weymouth as a whole. But there are particular concerns over anti-social behaviour and community safety, however, residents do feel that public services are trying to tackle the issue. The highest priorities for the residents in 2008 were affordable decent housing, levels of crime and clean streets.

Produced by Research and Policy, Dorset County Council, May 2017

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Options for a Housing based intervention

Option	Criteria
<p>1. No specific Housing based intervention</p>	<p>N/A. Existing powers and duties are implemented based on locally adopted policy</p>
<p>2. Targeted promotion of the council's loan scheme and other assistance available.</p> <p><i>The Council's loan administrator attended a M R Community Involvement Event on 17th May. Loans have previously been targeted at the PRS in the ward.</i></p>	<p>N/A This option is available at the council's discretion subject to locally adopted policy.</p>
<p>3. Voluntary accreditation scheme / promotion of Landlords' Forum</p> <p><i>The council currently operates a forum for Landlords willing to declare their commitment to good standards of management in their rented property. Further promotion of the benefits of the scheme may increase membership and encourage better standards within the PRS.</i></p>	<p>N/A This option is available at the council's discretion.</p>
<p>4. Targeted use of Management Orders (including Empty Property) (Housing Act 2004)</p> <p><i>The Housing Act provides the council with powers to take control of the worst properties ,to manage them and improve conditions before handing back to the owner.</i></p>	<p>Strict criteria apply to use of this power. Management Orders apply to individual properties and as such must be determined on a case by case basis.</p>
<p>5. Await introduction of the revised Mandatory licensing of HMOs.</p> <p><i>The government intends to extend the criteria for mandatory licensing to include HMOs of < 3 storeys. A substantial increase in licensed HMOs can be anticipated as a result of this legislative change.</i></p>	<p>This will be a mandatory scheme with government set criteria, but with provision for local conditions to be incorporated into license conditions.</p> <p>Implementation was originally anticipated for October 2017 but is now likely to be delayed until the new year..</p>

<p>6. Introduce Additional licensing scheme</p> <p><i>Discretionary licensing scheme for HMOs.</i></p>	<p>Preliminary criteria: Evidence of</p> <p>1.) Significant proportion of HMOs being managed sufficiently ineffectively as to give rise to 'problems' for residents or the public.</p> <p>Evidence of:</p> <ul style="list-style-type: none">a) Poor repairb) Lacking amenitiesc) ASBd) Poorly managed with implications to welfare ,health and safety of residents / community. <p>Must:</p> <ul style="list-style-type: none">a) Consider all other possible courses of action to address problem.b) Ensure consistent with Housing Strategyc) Be part of a coordinated approach addressing, homelessness, ASB, combining actions.d) Licensing must meet set objectives.e) Consultf) Seek SofS approval
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<p>7. Introduce Selective licensing scheme</p> <p><i>Discretionary licensing scheme for the PRS.</i></p>	<p>Preliminary criteria: Evidence of</p> <ul style="list-style-type: none">a) <i>Low housing demand,</i>b) A significant and persistent problem caused by anti-social behaviour, <p>Plus,</p> <ul style="list-style-type: none">c) If high proportion of PRS property;i) Poor property conditionsii) High levels of migrationiii) High levels of deprivationiv) High levels of crime. <p>Must</p> <ul style="list-style-type: none">a) Consider all other possible courses of action to address problem.b) Ensure consistent with Housing Strategyc) Be part of a coordinated approach addressing, homelessness, ASB, combining actions.d) Licensing must meet set objectives.e) Consult
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Appendix IV: Melcombe Regis Board Options Appraisal

		OPTIONS						
		1	2	3	4	5	6	7
OBJECTIVES	1. To contribute to crime reduction and address criminal behaviour affecting residents of Melcombe Regis (Max score= 4)	0.33	0.44	0.56	2.00	2.00	2.00	2.00
	2. To reduce anti-social behaviour incidents associated with residents of Melcombe Regis. (Max score= 4)	0.44	0.44	0.78	2.25	2.22	2.22	2.33
	3 To improve resident satisfaction within their home. (Max score = 4)	0.78	1.22	1.22	2.13	2.11	2.33	3.00
	4 To improve housing conditions in the Private Rented Sector (Max score= 4)	0.78	1.11	1.00	2.25	2.44	2.56	3.22
	5 To improve the proportion of successful tenancies within the Private Rented Sector. (Max score= 4)	0.56	1.11	1.33	2.13	1.89	2.11	2.44
	Total All Objectives (Max score= 20)	2.89	4.33	4.89	10.75	10.67	11.22	13.00

Each option was assessed against each objective and scored according to the following criteria:

Over 1- 5 years

- 0 = will not impact
- 1 = very little impact
- 2 = reasonable impact
- 3 = significant impact
- 4 = very significant impact

Summary of assessments

Option 1 - No specific housing-based intervention (*status quo*)

The average scores for each objective were < 1 , indicating that it was not likely to have any impact.

Option 2 - Targeted promotion of the council's loan scheme and other assistance

The average scores for the crime and ASB objectives were also < 1 . The average scores for the housing and resident satisfaction objectives were $= 1 < 2$, indicating that it was likely to have very little impact on the objectives.

Option 3 - Voluntary accreditation scheme and promotion of Landlords' Forum

The average scores for the crime and ASB objectives were also < 1 . The average scores for the housing and resident satisfaction objectives were $= 1 < 2$, indicating that it was likely to have very little impact on the objectives.

Option 4 - Targeted use of Management Orders

The average scores were $= 2 < 3$ indicating that it was likely to have a reasonable impact on the objectives.

Option 5 - Await introduction of revised mandatory licensing of HMOs

The average scores for four of the objectives were $= 2 < 3$ indicating that it was likely to have a reasonable impact. However the average score for improving successful tenancies was < 2 , indicating very little impact is anticipated on that objective.

Option 6 - Introduce an 'additional licensing scheme'

This would be a discretionary licensing scheme for HMOs. The average scores were $= 2 < 3$ indicating that it was likely to have a reasonable impact on all objectives. The group had been advised to score options 5 and 6 identically, but were not instructed to do so. Three respondents considered that a locally tailored scheme was likely to be more successful than a nationally imposed one. An implementation date for the mandatory scheme is still awaited.

Option 7 - Introduce a 'selective licensing scheme'

This would be a discretionary licensing scheme across the private rented sector. The average scores for objectives relating to crime, ASB and successful tenancies were $= 2 < 3$ indicating that it was likely to

have a reasonable impact. For the objectives relating to housing conditions and resident satisfaction, the average scores were = 3 < 4 indicating that a significant impact would be anticipated.

5.2 General

Not surprisingly, the average scores indicate that the housing-based options considered are more likely to impact on housing conditions than crime or ASB within the ward. Scores of 2 or more (reasonable impact), which might be considered as a reasonable threshold for seriously considering an option, were only achieved for those options involving formal intervention.

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Management Committee 19 September 2017

Proposal for a Community Safety Accreditation Scheme in Weymouth Town Centre

For Decision

Portfolio Holder(s)/ Briefholder

Cllr F Drake – Community Safety

Senior Leadership Team Contact:

S Hill, Strategic Director

Report Author:

G. Duggan, Head of Community Protection

Statutory Authority

Anti-social Behaviour, Crime & Policing Act 2014

Purpose of Report

- 1 To outline what a Community Safety Accreditation Scheme (CSAS) is and the benefits that it could bring for community safety in Weymouth town centre. To propose how such a scheme could be implemented.

Recommendations

- 2 (i) To support in principle the introduction of a Community Safety Accreditation Scheme in Weymouth town centre for an initial period of two years.

(ii) To request that your officers, in conjunction Dorset Police and other agencies, develop a costed proposal and report the financial implications back to your committee.

Reason for Decision

- 3 To demonstrate that the council is working with its partners to reduce anti-social behaviour and crime and improve community safety in Weymouth town centre.

Background and Reason Decision Needed

- 4 The Melcombe Regis Board Strategic Plan 2017-21 aims to “*Reduce the number of victims of crime and anti-social behaviour*” through a number of measures including;
- *Maintaining a focus on reducing street-drinking; rough sleeping & begging in the town centre...*, and
 - *Exploring the viability of a Community Safety Accreditation Scheme for Weymouth supported by the Dorset Police & Crime Commissioner*”

The Melcombe Regis Board considered a report on CSAS at their meeting on 24 July 2017. The Board supported the establishment of a scheme and recommended that your committee receive today’s report.

- 5 As the most densely populated area in rural Dorset and as a seaside resort town, levels of alcohol related crime and ASB are proportionally higher than elsewhere but is more comparable to Bournemouth; Poole and other resort towns.

With the reduction in funding of public services from central Government, the visibility of Dorset Police in the town centre has reduced, their priority being the disruption of dangerous drug networks through intelligence gathering and targeted action. Residents; business owners and councillors have been concerned about the reduced Police visibility and the effect of alcohol related crime and ASB on town centre life.

- 6 The council and its partners work together to improve community safety and initiatives include;
- Monthly multi-agency meetings to assess priorities and agree actions
 - Voluntary Early Morning Restriction Order for licensed premises to create a buffer between the night-time and daytime economies
 - 3GS environmental enforcement patrols focusing predominantly in the town centre dealing with litter and dog safety issues
 - Draft Public Space Protection Order currently published for consultation dealing with drinking of alcohol in public places; begging; feeding of gulls and cycling provisions
 - Protocol for the removal and disposal of unattended rough sleeper belongings
 - Membership of the Local Alcohol Action Area programme, a national good practice group

However, concern remains about the reduced visibility of Police Officers and Police Community Support Officers, particularly during the daytime.

- 7 A Community Safety Accreditation Scheme enables the Police to accredit staff employed by a local authority to use limited and targeted powers to improve community safety. CSAS is being used elsewhere and locally, Bournemouth Borough Council has been running two services in

Boscombe and the town centre. The feedback from Bournemouth Borough Council; Dorset Police and the communities is that the scheme has been successful and is well regarded. In particular, feedback from local businesses was 'overwhelmingly positive' with footfall increasing where ASB had been addressed.

- 8 A Weymouth scheme would see two uniformed officers, Community Safety Patrol Officers, employed by the council but authorised and working very closely with Dorset Police during the daytime economy. They would;
- Deal with begging/rough sleeping
 - Require surrender of alcohol in a designated area
 - Require persons under 18 to surrender alcohol and under 16's tobacco
 - Deter street drug use
 - Deter shoplifting
 - Enforce Dog Control and ASB Orders & issue Fixed Penalty Notices (FPNs) for littering, graffiti, dog fouling, etc.
 - Require name and address for offences committed, or for anti-social behaviour
 - Liaise closely with the BID; Town Centre Manager; ShopWatch; businesses & the CCTV service

The benefits that could be expected include;

- increased public confidence from a greater uniformed presence in the town centre
 - reduction in crime and ASB affecting the town centre community
 - a saving of Police Officer time on lower-level issues allowing them to concentrate more on crime
 - greater engagement of business and other stakeholders, and better focus of resources
 - better partnership working and exchange of information between agencies
- 9 A CSAS requires an agency to be accredited by the Home Office before the local Chief Constable can authorise Community Safety Patrol Officers. Your officers are considering the merits of submitting an application to the Home Office or exploring an offer from Bournemouth Borough Council to act as the accredited agency on our behalf. The implications of both routes will be assessed and a decision made which best reflects the councils ambitions and financial implications.
- 10 The anticipated direct costs of a scheme are £50,000 per annum. The Dorset Police & Crime Commissioner is willing to make a contribution towards this so long as other agencies do the same. Other funding partners could include the council; Dorset Police; Dorset County Council and Weymouth BID. It is appreciated that the council is currently involved in making decisions about funding allocations for projects and your committee may want to consider whether there is potential to set aside a contribution.

- 11 Performance & Scrutiny Committee will be considering the outcomes of the 3GS Environmental Enforcement project to make a recommendation to your committee about whether the project should continue past its first year anniversary. If your committee approves the development of a CSAS, this will be taken into account during the 3GS review.

It is anticipated that the full business case including financial implications could be brought back to your committee in November 2017. However, your committee may wish Policy Development Committee to have the opportunity for comment which could delay the report to December or January 2018.

Implications

Corporate Plan

CSAS will contribute to these corporate plan objectives;

- Supporting vulnerable people so that they can live healthy and independent lives
- Enhancing the quality of life of people living and working in the borough
- Providing services that are shaped and focused on the needs of our customers

Financial

A further report will be made once a costed proposal has been developed and potential funding partners secured

Equalities

People with protected characteristics are often more likely to be affected by crime and ASB. Improving community safety in the town centre will have a beneficial effect.

Environmental

Some enviro-crime will be addressed by the CSAS.

Economic Development

Less crime and ASB is conducive to business growth.

Risk Management (including Health & Safety)

The council will ensure that Community Safety Patrol Officers are suitably trained and equipped.

Human Resources

Recruitment process if not managed by Bournemouth Borough Council.

Consultation and Engagement

Melcombe Regis Board member agencies

Appendices

Nil

Background Papers

Melcombe Regis Board Strategic Plan 2017-21

Footnote

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

Report Author: Graham Duggan

Telephone: 01305 252285

Email: gduggan@dorset.gov.uk

Date: 1 September 2017

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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.

Project and lead officer	Councillor champion	Decision points & who makes decision	Anticipated delivery date	Funding & Source	Progress Update
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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 Oct 2017	Self funding	Leaders group meeting to receive update on trial period and review additional powers.
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

Project and lead officer	Councillor champion	Decision points & who makes decision	Anticipated delivery date	Funding & Source	Progress Update
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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.	Oct 2017 update	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 Stephen Hill	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	Meeting 14/11/17	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 / Alison Reed	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	Delivery plans for alternatives in place	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.
12.	Review of grants from outside bodies	Alison Reed	MC	Oct 2017	NA	Initial review of the efficiencies of grant process – are we getting all we can?

WEYMOUTH AND PORTLAND BC – MANAGEMENT COMMITTEE ACTION PLAN SEPTEMBER 2017

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

13.	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
14.	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.
15.	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
16.	Bid for additional funding support from Council for Jurrassica/Memo Nick Thornley	James Farquharson	Finance working group / Management Committee	August 2017	From WPBC balances	Needs to be considered by Finance working group in the context of the projects list

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

17.	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
	18.	First Phase Flood Defences Martin Hamilton	Jeff Cant / Ray Nowak	Management Committee	Sept 2017	DEFRA/LEP

WEYMOUTH AND PORTLAND BC – MANAGEMENT COMMITTEE ACTION PLAN SEPTEMBER 2017

Project and lead officer	Councillor champion	Decision points & who makes decision	Anticipated delivery date	Funding & Source	Progress Update
19. Listed Building and Conservation Area process and policy review Paul Wyeth	Ray Nowak	Scrutiny Committee report to be considered by Management Committee	July 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
		Management Committee	September 2017		
20. 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.

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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						
21.	Sale of North Quay Sarah Cairns	Jeff Cant	Management Committee	June 2017 July 2017 August 2017	Capital receipt of £4.3m expected on completion	Enforcement of the contract underway
22.	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.

WEYMOUTH AND PORTLAND BC – MANAGEMENT COMMITTEE ACTION PLAN SEPTEMBER 2017

Project and lead officer	Councillor champion	Decision points & who makes decision	Anticipated delivery date	Funding & Source	Progress Update	
23.	Town Centre Regeneration Martin Hamilton	Jeff Cant	Management Committee	Overall project timetable June 2017 July 2017 August 2017 Sept 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 Sept MC
24.	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.
25.	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
26.	Appointment of 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

WEYMOUTH AND PORTLAND BC – MANAGEMENT COMMITTEE ACTION PLAN SEPTEMBER 2017

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

27.	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
28.	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.
29.	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

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

30.	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 November 2017 for recommendation to MC December 2017.
31.	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 in September 2017.
32.	Revised Policy for making grants required Jane Nicklen	Christine James	Management Committee	April 2017 July 2017 August 2017	Council Reserves	Revised Grants., Loans & Subsidies Policy agreed at July MC
33.	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.

WEYMOUTH AND PORTLAND BC – MANAGEMENT COMMITTEE ACTION PLAN SEPTEMBER 2017

Project and lead officer	Councillor champion	Decision points & who makes decision	Anticipated delivery date	Funding & Source	Progress Update
34. Make Weymouth Dementia Friendly Jane Nicklen	Christine James	All Members	March 2018 Nov 2017	N/A	July Members Briefing cancelled due to low numbers. No Alzheimers Society advisor available at present. Work to be picked up by November 2017 meeting of DCP Equality Working Group.

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

35.	Development of arts strategy for the council Tony Hurley/Nick Thornley	Richard Kosior/Jeff Cant	Management Committee	July 2017 September 2017 October 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 Sept for s sculpture trail using local artists.
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WEYMOUTH AND PORTLAND BC – MANAGEMENT COMMITTEE ACTION PLAN SEPTEMBER 2017

Project and lead officer	Councillor champion	Decision points & who makes decision	Anticipated delivery date	Funding & Source	Progress Update	
36.	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

Project and lead officer	Councillor champion	Decision points & who makes decision	Anticipated delivery date	Funding & Source	Progress Update	
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.	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 October 2017	Coastal Community Fund or Council balances	See Town Centre consultation group Officer report expected with firm costed proposals at the October MC
38.	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		Sites surplus to requirements currently being consulted with Local Members. Now with Asset Management Group..
39.	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	Bollards and Gate now in place. Further report expected in October. DCC park and ride to be examined.

Management Committee 19 September 2017 Treasury Outturn Report 2016/17

For Decision

Portfolio Holder(s)

Cllr Jeff Cant – Finance & Assets

Senior Leadership Team Contact:

J Vaughan, Strategic Director

Report Author:

John Symes, Financial Resources Manager

Statutory Authority

s.151 of the Local Government Act 1972

Purpose of Report

- 1 To present an update on treasury management activity and performance for the 2016/17 financial year in accordance with the Council's treasury strategy.

Recommendations

- 2 That Members note changes to the treasury portfolio.

Reasons for Recommendation

- 3 To ensure that Members are aware of developments within their remit.

Background Information

- 4 The Treasury Management Strategy has been underpinned by the adoption of the CIPFA Code of Practice on Treasury Management in Public Services. The Council is supported in this area by Arlingclose, its Treasury Management advisors, who provide expertise which the Council would not be able to resource itself.
- 5 The Code also recommends that members are informed of treasury management activities at least twice a year. This report therefore ensures this authority is embracing Best Practice in accordance with CIPFA's recommendations.
- 6 The Treasury Management Strategy Statement for the year commencing 1st April 2016 was adopted by Council on 23rd February 2016.

Report

7 Governance Structure

- 8 The annual Treasury Management Strategy Statement (TMSS) and annual report are considered and approved by Members. Other treasury management reporting includes a quarterly update as part of the Council's Business Review report to Management Committee and also through the treasury management briefings which are open to all members.
- 9 Treasury management responsibility is delegated to Jason Vaughan, Strategic Director, in his capacity as s.151 officer in order to be able to make reasoned and timely decisions with the objective of minimising risk to Council assets and to ensure compliance with statutory requirements.
- 10 The latest treasury management briefings took place in January 2017 and most recently in July 2017 to update Members on treasury management activity and will continue to meet on a regular basis. The next treasury management briefing is due to meet on 15th January 2018 which is open to all members.

11 Debt Management

	Balance on 01/04/2016 £000s	Debt Repaid £000s	New Borrowing £000s	Balance on 31/03/2017 £000s	Incr/(Decr) in Borrowing £000s
Short Term Borrowing	0	0	0	0	0
Long Term Borrowing	27,000	0	0	27,000	0
TOTAL BORROWING	27,000	0	0	27,000	0
Average Rate %	4.58%			4.58%	

- 12 The Council's debt position has not altered throughout the financial year 2016/17 and to the year to date, remaining at £27,000,000 at an average rate of 4.58%.
- 13 Interest paid in the last financial year totalled £1,232,732 against a budget of £1,232,732. Since the 1st April interest payments of £617,367 have been made.
- ### 14 Investment Activity
- 15 Both the CIPFA and DCLGs investment guidance requires the Authority to invest prudently and have regard to the security and liquidity of investments before seeking the optimum yield.

- 16 The Council’s strategy for investments was based upon minimising risk and safeguarding capital. This was maintained by following the Authority’s counterparty policy as set out in its Treasury Management Strategy Statement 2016/17 which defined “high credit quality” organisations as those having a long-term credit rating of A- or higher that are domiciled in the UK or a foreign country with a sovereign rating of AA+ or higher.
- 17 The Authority has adopted a voluntary measure in its exposure to credit risk by monitoring the value-weighted average credit rating of its investment portfolio, which is supplied by our advisors. This is calculated by applying a score to each investment (AAA = 1, AA+ = 2, etc) and taking an arithmetic average, weighted by the size of each investment.

	Target	Actual	Arlingclose Client Ave
Portfolio average credit rating	A-	AA	AA-

- 18 The Council held investments of £32,442,510 as at 01/04/16 with holdings of £38,777,510 by the year end. Current investments total £45,353,442 as at 31st July 2017.
- 19 Investment activity for the year included the following transactions having received external assessment and advice from the Authority’s Treasury Management adviser, Arlingclose:
- In year the GE Capital UK corporate bond held matured totalling £1,000,000.
 - The continued use of several Money Market Funds (MMFs) in order to provide diversification of exposure and also high liquidity which helps maintain our foremost priority of capital security.
 - As an indication of the level of activity investment purchases in the year totalled £101,689,000 (2015/16 £83,052,000) with corresponding receipts of £95,354,000 (2015/16 £82,539,000).
 - The use of Barclays Bank and Bank of Scotland for term deposits in year.
 - In an attempt to reduce the number of unsecured bank deposits and also in light of reducing returns an increasing use of the Debt Management Office for short term deposits of cash.
 - Currently, new investments in a total of eight funds are being processed. The fund types cover bond funds, equity income funds, multi asset income funds and also cash plus and short-dated bond funds. These new long-dated investments total £14,000,000.
- 20 For the financial year ending 31st March 2017 the Council received £972,092 (2015/16 £847,653) interest at an average income return of 2.24% (2015/16 2.38%) (see appendix 1).
- 21 Further detail of the comparative treasury position as at 31st March 2017 is available at appendix 2.

- 22 Counterparty credit quality was assessed and monitored with reference to credit ratings (the Council's minimum long-term counterparty rating of A-across rating agencies Fitch, S&P and Moody's); credit default swap prices; financial statements; information on potential government support and reports in the quality financial press.
- 23 Further economic background, as provided by our treasury advisor, is available at appendix 3.
- 24 **Compliance with Prudential Indicators**
- 25 The Council can confirm that it has complied with its Prudential Indicators for 2016/17, which were set in February 2016 as part of the Council's Treasury Management Strategy Statement.
- 26 In compliance with the requirements of the CIPFA Code of Practice this report provides members with a summary report of the treasury management activity during 2016/17. None of the Prudential Indicators have been breached and a prudent approach has been taken in relation to investment activity with priority being given to security and liquidity over yield.

Corporate Plan

- 27 Performance aim

Risk Management

- 28 Risk that ineffective governance arrangements will expose the council to significant financial or reputational risk and to the risk of non-compliance with statutory requirements.

Appendices

- 29 Appendix 1 – Income Return on Total Investments 2016/17
- 30 Appendix 2 – Treasury Investments: portfolio as at 31st March 2017
- 31 Appendix 3 – Arlingclose Economic Commentary

Background Documents (including relevant policy documents)

- 32 Treasury Management Strategy Statement and Investment Strategy 2016/17 - Full Council Agenda 23rd February 2016.

Footnote

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

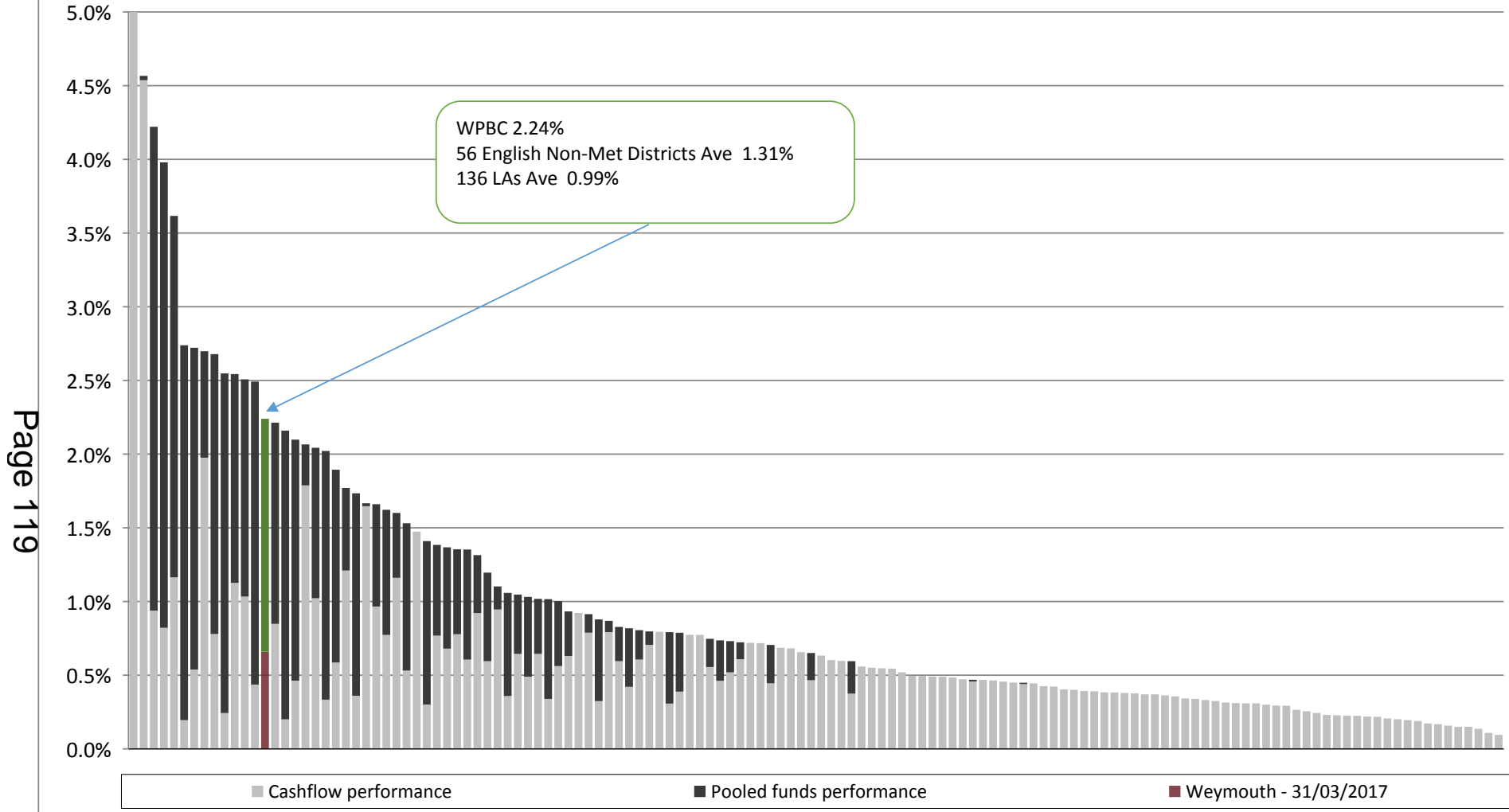
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Income Only Return on Total Investments



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31 st Mar 2016	Average Rate (%)	Current Portfolio	31 st Mar 2017	Average Rate (%)
£ 27,000,000	4.58	Debt LOBO (2) (Lenders Option Borrowers Option)	£ 17,000,000	4.46
-	-	Fixed Rate Loan (converted LOBO)	10,000,000	4.79
27,000,000	4.58	Total Debt	27,000,000	4.58
		<u>Current Investments</u>		
		Property Funds		
5,000,000	5.88	CCLA Property Fund	5,000,000	5.56
		Unit Funds		
1,000,000	3.39	HC Charteris Premium Income Fund	1,000,000	3.92
3,000,000	0.77	Payden Sterling Reserve Fund	3,000,000	0.75
2,500,000	3.77	UBS Multi Asset Income Fund	2,500,000	3.83
1,000,000	1.25	City Financial Diversified Fixed Interest Fd	1,000,000	4.78
2,000,000	7.51	Schroders Income Maximiser Fund	2,000,000	6.55
2,500,000	3.04	M&G Global Dividend Fund	2,500,000	3.78
		Corporate Bonds		
1,000,000	1.12	GE Capital UK Funding FRN (9/5/16)	-	-
		Covered Bonds		
2,226,844	2.12	Leeds Build. Society 4.25% (17/12/18)	2,226,844	2.12
2,211,666	2.13	Yorkshire BS 4.75% (12/04/18)	2,211,666	2.13
2,003,000	0.98	Leeds Build. Society FRN (01/10/19)	2,003,000	0.92
		Deposits		
1,000,000	0.35	HSBC instant access account	1,000,000	0.25
1,500,000	0.43	Handelsbanken liquidity account	1,500,000	0.32
-	-	Debt Management Office (DMO)	3,000,000	0.15
		Money Market Funds		
1,222,000	0.46	Standard Life MMF (formerly Ignis)	1,958,000	0.23
1,032,000	0.43	Deutsche Bank MMF	1,958,000	0.23
1,031,000	0.41	Blackrock MMF	1,957,000	0.20
1,031,000	0.43	Aberdeen MMF (formerly Scottish Widows)	1,957,000	0.17
1,185,000	0.52	Federated Investors MMF	2,006,000	0.27
32,442,510		Total Investments	38,777,510	
5,442,510		Net (Debt)/Investments	11,777,510	

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Arlingclose Treasury Advisors - Latest Economic Commentary and Outlook

UK Consumer Price Inflation (CPI) index rose over the quarter and the data print for May showed CPI at 2.9%, its highest since June 2013. The effect of the fall in fuel prices was offset by rises in a number of other categories in the CPI 'basket' as the fall in the value of sterling following June 2016's referendum result continued to feed through into higher import prices. The most recent labour market data for April 2017 showed that the unemployment rate at 4.6% remained at its lowest since July 1975 but that the squeeze on real wages (i.e. after inflation) is intensifying and resulting in negative real wage growth. Q1 GDP data released in April and revised in May showed economic activity growing at a much slower pace of 0.2%. However recent surveys indicate that the slowdown in the first quarter is being viewed as an anomaly and that Q2 GDP could rebound. Understandably, the Bank of England made no change to monetary policy at its meeting on 15th June.

Commodity prices slid back during the quarter with oil falling below \$50 a barrel. The primary factor in the oil price fall was oversupply and a lack of belief in OPEC's (Organisation of Petroleum Exporting Countries) ability to deliver on agreed production caps of members.

Having raised rates in March, the US Federal Reserve made no change to monetary policy at the conclusion of its meeting in May. The recent weakness witnessed in the first print of Q1 US GDP was noted in the accompanying statement but the Fed viewed this as a transitory issue and was of the view that the GDP path and household spending would recover during 2017. The US Federal Reserve then increased its target range of official interest rates in June for the second time in 2017 by 25bps (basis points) to between 1% and 1.25% and a further similar increase is expected during the second half of 2017.

Prime Minister Theresa May called an unscheduled General Election in June, to resolve uncertainty and in the hope of gaining an enhanced mandate to enter the forthcoming Brexit negotiations. The surprise result has led to a minority Conservative government in a confidence and supply arrangement with the Democratic Unionist Party. This political impasse clearly results in an enhanced level of political uncertainty, however the potential for a so-called hard Brexit is now diminished, reducing the associated economic headwinds for the UK economy from a 'no deal' or otherwise unfavourable trade agreement.

The reaction from the markets on the election's outcome has been fairly muted, business confidence now hinges on the progress (or not) on Brexit negotiations, whether new trade treaties and arrangements are successfully concluded and whether or not the UK continues to remain part of the EU customs union post the country's exit from the EU.

In the face of this uncertainty, Arlingclose expects the Bank of England will look through periods of high inflation and maintain its low-for-longer stance on policy interest rates for an extended period.

Financial markets: Gilt yields displayed some volatility with a marked uptick in late June. This was largely due to the expectation of tapering of Quantitative Easing (QE) in the US and Europe, which also had an impact on gilts. The yield on the 5 year benchmark gilt rose from 0.56% to 0.69% during the quarter, that on the 10-year gilt rose from 1.06% to 1.26% and the yield on the 20-year gilt rose from 1.65% to 1.78%.

The FTSE 100 reached a record high of 7548 in May but dropped off slightly towards the end of the quarter. The FTSE-250 and FTSE All Share indices also rose, the All Share index closing at 4002 at the end of June. Money markets rates have remained low: 1-month, 3-month and 12-month LIBID rates have averaged 0.25%, 0.33% and 0.66% in the quarter respectively.

Credit background: UK bank credit default swaps have continued their downward trend, reaching three year lows by the end of June. Bank share prices have not moved in any particular pattern.

There were a few credit rating changes during the quarter. Moody's downgraded Standard Chartered Bank's long-term rating to A1 from Aa3 on the expectation that the bank's profitability will be lower following management's efforts to de-risk their balance sheet. The agency also affirmed Royal Bank of Scotland's and NatWest's long-term ratings at Baa1.

Ring-fencing, which requires the larger UK banks to separate their core retail banking activity from the rest of their business, is expected to be implemented within the next year. In May, following Arlingclose's advice, the Authority reduced the maximum duration of its deposits at Bank of Scotland, HSBC Bank and Lloyds Bank from 13 months to 6 months as there is some uncertainty surrounding which banking entities the Authority will be dealing with once ring-fencing is implemented. Even where there has been a level of clarity provided regarding where local authority customers will sit within the proposed new legal structures of the banks, it is not yet known what the balance sheet structures of those banks will be.

Outlook for the remainder of 2017/18

Just over a year after the UK voted to leave the EU there is still a great deal of uncertainty on Brexit negotiations, even after Article 50 was triggered in April. To add to this, the Conservative party lost their overall majority after they called a snap election in June meaning that negotiations may be even harder going forward.

UK GDP growth is forecast to be around 1.6% for 2017 and 1.4% in 2018. Subdued consumer spending will be the main driver behind this period of weaker growth, along with muted business investment due to Brexit-related uncertainty. Arlingclose's central case for the path of Bank Rate over the next three years remains at 0.25%. Arlingclose believes that the high inflation reflects the impact of sterling's weakness on imports, and in the face of weaker growth prospects, will be looked through by Bank of England policymakers. The likely path for Bank Rate is for it to remain flat at 0.25%. However, there is downside risk for rates to be cut to 0.00% in the short-term and medium-term, and scope for rates to be increased from 2019 onwards, albeit modestly to 0.50%.

	Sep-17	Dec-17	Mar-18	Jun-18	Sep-18	Dec-18	Mar-19	Jun-19	Sep-19	Dec-19	Mar-20	Jun-20	Sep-20
Official Bank Rate													
Upside risk	0.00	0.00	0.00	0.00	0.00	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Arlingclose Central Case	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Downside risk	0.00	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25

In addition, Arlingclose believes that the Government and the Bank of England have both the tools and the willingness to use them to prevent any immediate market-wide problems leading to bank insolvencies. The cautious approach to credit advice means that the banks currently on the Authority's counterparty list have sufficient equity buffers to deal with any localised problems in the short term.

Management Committee 19 September 2017 Information Governance

For Decision

Portfolio Holder

Cllr J Cant

Senior Leadership Team Contact:

J Vaughan, Strategic Director

Report Author: J Vaughan, Strategic Director

Statutory Authority

The General Data Protection Regulation (GDPR)

Purpose of Report

- 1 The purpose of this report is to provide a high level summary of the progress towards compliance against the new General Data Protection Regulations (GDPR) which comes into effect in May 2018.

Recommendations

- 2 That Management Committee
 - a) note progress being made in order to comply with the requirement to the new General Data Protection Regulations
 - b) set aside £50,000 from the reserves set aside for once off projects to fund data preparation work.

Reason for Decision

- 3 To ensure that the Council complies with the new regulations.

Background and Reason Decision Needed

- 4 In May 2018, a new legal framework defining how Personal Data is processed will be introduced. This framework sets out requirements for organisations and individuals who process personal data to ensure adequate measures are in place for safeguarding information in their care. Major advances in technology since the Data Protection Act was introduced have necessitated the revision of Personal Data regulations and the General Data Protection Regulation is aimed at being more relevant to present day technological challenges.

- 5 This report sets out a high level summary of the work being undertaken and highlights some of the key risk areas that need to be prioritised on our compliance journey.
- 6 Good progress has been made on key tasks, e.g. completion of the Information Asset Register, Data Protection training for selected members of staff, an awareness campaign through team meetings etc., but more work needs to be done to ensure overall compliance is achieved.

Summary of actions completed so far

- In January 2017, a presentation was made to the Corporate Leadership Team (CLT) making them aware of the pending changes in Data Protection legislation. This is one of the Information Commissioner's requirements for obtaining decision makers' buy in.
 - The identification and nomination of Information Asset Management Roles across the organisation has now been completed.
 - Data retention rules have been streamlined across the 3 authorities. An updated and combined retention schedule has been published.
 - There has been Data Protection training for officers who regularly handle personal data.
 - Production and launch of new Information Governance framework documents across the organisation.
 - Regular and active communication activities promoting Information governance principles using blogs, newsletters and other DCP communication channels.
 - Reviewing and updating content on the Information Governance Intranet.
 - New database implemented for recording and monitoring information requests such as Freedom of Information Regulations (FOIs) Environmental Information Regulations (EIRs) and Subject Access Requests (SARs).
 - Cyber security campaign launched to promote cyber awareness across the partnership.
 - Compiling a corporate Information Asset Register.
- 7 Although there has been good progress made there are a number of further actions that need to be completed before May 2018 when the General Data Protection Regulations (GDPR) is introduced. The new legal framework introduces very severe financial penalties for non-compliance. A number of factors will be taken into account when determining the fine, for example:

- The organisational and technical measures in place at the time of a breach and whether these were sufficient to combat the risk;
 - Evidence of staff training including organisational policies on data protection;
 - The nature of personal data compromised and access control mechanisms in place etc.
- 8 Given the limited time frame and resources available, a risk based approach can be adopted to prioritise areas with high risk activities such as those that routinely process sensitive personal data. Some of the key actions to be undertaken by May 2018 include:-
- Appointment of a dedicated Data Protection Officer to lead the overall compliance program which is a new mandatory requirement of the new legal framework. This will be addressed as part of the current work on restructuring of the Information Services team.
 - Conduct Data Protection impact assessments for high-risk activities, (this will require data flow mapping to understand the movement of personal data within and outside DCP).
 - In-depth training on General Data Protection Regulations (GDPR) for corporate resources and knowledgeable service leads which requires a once off budget.
 - Establish and document the legal basis for processing personal data in all services and update privacy notices in line with new legislation.
 - Review current consent mechanisms and establish ways of recording consent in accordance with the new legislation. This will have to be done for all individual processes where consent is relied upon as the basis for processing personal data.
 - Conduct Information Risk Assessment for information held in storage. There is a particular issue with old planning data which needs to be scanned and digitised. Progress is being made on this but the costs of doing this are significantly higher than expected and require further resources in order to be completed.
 - Establish breach management processes and procedures to ensure all breaches are detected, reported and investigated effectively. The General Data Protection Regulations (GDPR) makes it mandatory to notify affected individuals and report all personal data breaches to the Information Commissioners Office (ICO) within 72 hours.
 - Developing mechanisms for encrypting personal data in different systems where personal data is held.

- Implementing secure mechanisms for transferring personal data e.g. through the Dorset Information Sharing Charter (DISC) and any other parties with whom such information is shared.

Given the above, further once off funding of £50,000 is required in order that we can implement the necessary changes to comply with the new regulations. This is funding for an external contractor to weed and digitise microfiche records. We will not be able to meet the requirements of the GDPR unless this work is undertaken. It is also of benefit to the ongoing Land Charges improvement project. Some funding towards this is already available from within budget, but having undergone a procurement exercise; the additional money will be required to fully fund the work.

Implications

Corporate Plan

9 None directly

Financial

10 Funding of £50,000 from the reserves set aside for once off projects is required in order to comply with the new regulations. There is currently £255,623 that is not yet allocated to a scheme and therefore could be available to support this request. There is another report on this agenda also requesting to use this funding. As reserves are a once off source of funding, once they are allocated to a project, they cannot be used to support other projects or schemes. Spending the reserves will result in a loss of investment income of approximately £2,000.

Equalities

11 None directly

Environmental

12 None directly

Economic Development

13 None directly

Risk Management (including Health & Safety)

14 There are several financial penalties for non-compliance with the new regulations. A risk based approach is being undertaken across services to ensure resources are focused upon the highest risk areas.

Human Resources

15 None directly

Consultation and Engagement

16 There have been various briefings and engagements with key staff who are impacted by the new requirement and further engagement is planned.

Appendices

17 None

Background Papers

18 Various reports and briefings including guidance from the Information Commissioners Office.

Footnote

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

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Date: 06/09/2017

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Management Committee 19 September 2017 Business Rates Relief

For Decision

Briefholder(s)

Cllr J Cant – Finance & Assets

Senior Leadership Team Contact:

J Vaughan, Strategic Director

Report Author:

S Dawson, Head of Revenues & Benefits

Statutory Authority

Local Government Finance Act 1988

Purpose of Report

- 1 For Committee to agree a discretionary rate relief scheme which looks to provide help to those local businesses which have faced with large rate bills as a result of the 2017 revaluation.

Recommendations

- 2 That Committee agrees to adopt the Business Rates Revaluation Support Scheme set out at Appendix 1.
- 3 That Committee agrees that any under spend in 2017/18 to be used to provide additional support for struggling businesses and that approval of such cases be delegated to the Head of Revenues & Benefits in consultation with the Finance & Assets Briefholder.
- 4 That Committee agrees that a further report is submitted later in the year recommending a scheme for 2018/19.

Reason for Decision

- 5 To ensure proper administration arrangements for the awarding of Rates Relief.

Background and Reason Decision Needed

- 6 Government has provided funding of £300m to enable councils to support those businesses who have been faced with significant rates increases as a result of the 2017 revaluation. The Council's share of this funding is

£179,000 in 2017/18; £87,000 in 2018/19; £36,000 in 2019/20 and £5,000 in 2020/21. Government has recently announced that any underspend in funding in a year would not be allowed to be carried forward to a following year.

- 7 At its meeting on 6 June 2017, Committee agreed that officers should look to develop a pan Dorset Discretionary Fund Scheme which supports those businesses which have faced significant increases in rates and which also takes into account the comments from the Federation for Small Businesses.
- 8 Officers across Dorset have been undertaking significant data modelling to help identify schemes which look to use all of the Government funding. They have also been able to agree some common principles in relation to their proposed schemes. These principles include:
 - That relief will only be awarded for those ratepayers who have a liability on both the 31/03/17 and 01/04/17.
 - No relief will be awarded in respect of unoccupied premises.
 - Relief will be automatically awarded. However, arrangements will also be introduced allowing those businesses which are not positively identified to still be able to apply if they think that they are entitled.
 - Relief would be awarded to local independent businesses and not to those businesses that are part of a franchise, national or multi-national in nature.
 - Relief would not be awarded to financial institutions, education establishments, health organisations and public bodies.

However, it has not been possible to agree identical schemes due to the fact that the business rate caseload and Government funding is different for each authority. In developing the proposed scheme for this Council, officers have had regard to the following principles established by the Federation of Small Businesses (FSB).

- I. Committing to focusing the funding on micro and small businesses, particularly those hardest hit by the revaluation.
 - II. Committing to ensuring that funds are distributed as soon as possible and automatically refunding any firm which overpays their business rates
 - III. Committing to a communications campaign to make sure that all affected firms know how they can benefit from the discretionary funds you provide, and proactively approach businesses most in need
 - IV. Committing to making any application process for funds as simple and straightforward as possible, so it is inclusive for the smallest firms in our area, and attaches no conditions aside from the size of a firm and how that firm is disadvantaged by the revaluation.
- 9 The proposed scheme at Appendix 1 looks to limit the maximum rates increase to 7.5% for those local businesses which have a rateable value of less than £200,000. The scheme would benefit 187 identified businesses by an average of £780.05 each and would look to use £145,869 of the £179,000 funding available Page 132 is also proposed that the

remaining £33,131 funding be held in reserve as a contingency for any other ratepayers coming forward and mitigate against the risk of a potential overspend.

- 10 Details of the agreed scheme will be made available on the Council's website to enable those businesses, who do not automatically receive relief, to apply if they believe that they are entitled. The information available will make it clear that, legally, any application for relief for 2017/18 must be received by 31/12/17 in order for it to be considered.
- 11 Relief awarded under the scheme will be subject to State Aid rules. Recipients will be made aware of their responsibility to notify the Council if their business has received State Aid of more than €200,000 over the last three years.
- 12 There is a possibility that there will be an under spend of grant due to recipient businesses relocating during the year. With this in mind it is proposed that the situation be monitored regularly and that any identified underspend of grant be used to provide additional support to those businesses which are struggling to meet their increased rates liability. This additional support would be considered on a case by case basis and determined by the Head of Revenues & Benefits in consultation with the Finance & Assets Briefholder.
- 13 Government requires that councils consult with major precepting authorities on their proposed scheme. The proposed scheme is currently being shared with Dorset County Council, Dorset Police Authority and Dorset and Wiltshire Fire & Rescue Authority and their feedback will be presented to Committee at its meeting.
- 14 As it is not possible to accurately predict future years' spend on this relief, it is also proposed that a review be undertaken later in 2017/18 and a report be brought to Council proposing a scheme for 2018/19 which would look to fully utilise the funding awarded in that year.

Implications

Footnote

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

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Date: 29 August 2017

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Weymouth & Portland Borough Council

Business Rates Revaluation Support Scheme 2017/2018

1. This scheme is designed to assist those ratepayers who have suffered a significant increase in their rate liability, specifically caused by an increase in their Rateable Value, due to the 2017 revaluation.
2. In assessing any potential entitlement to an award under this scheme, the Council will compare the following:
 - I. The rate liability of the ratepayer at 31 March 2017 after the award of any reliefs and reductions; and
 - II. The rate liability of the ratepayer at 1 April 2017 after the award of any reliefs and reductions.
3. Relief will be awarded where the calculation in 2 above would result in an increase of more than 7.5%.
4. If the premises are subject to a subsequent increase in rateable value, any relief awarded will continue to be based on the rateable value as at 1 April 2017. However, if the premises are subject to a subsequent reduction in rateable value the relief will be recalculated to take into account the reduced rateable value and its effective date.
5. Relief will only be given to premises which are liable for occupied rates. No relief will be granted under this scheme in respect of unoccupied premises.
6. Relief will only be granted to ratepayers who were in occupation at 31st March 2017 and in occupation on 1st April 2017 and for each day subsequently. Ratepayers taking up occupation after 1st April 2017 will not be eligible for relief on the basis that new ratepayers would not have suffered from increases due to a revaluation.
7. The scheme looks to target relief to local independent businesses and not those businesses that are part of a franchise, national or multi-national in nature. Relief will only be awarded to local businesses. Local businesses are, for the purposes of this scheme, those which have premises wholly in the Council's and adjacent councils' area.
8. Relief may be awarded to a rate payer for more than one premises as long as all criteria are met.
9. Relief will not be awarded in the following cases:
 - I. Where the ratepayer has applied for a reduction in rateable value under S44a of the Local Government Finance Act 1988 and the property has a subsequent increase in rateable value after the 1st April 2017 which increases the rate charge.
 - II. Where the rateable value of the property, as at 1 April 2017, exceeds £200,000.
 - III. Where the property is wholly or mainly used as or for:
 - Banks, Building Societies, cash points, bureau de change, payday lenders, betting establishments, pawn brokers;
 - Beach huts;
 - Schools, academies, universities or other higher education institutions;
 - National Health Service; including NHS & Foundation Trust and Practitioners who provide services under contract to the NHS;
 - Public bodies such as councils, fire authorities, police and crime commissioner, unions, legislative bodies and the armed forces.
 - IV. Where the relief for the financial year 2017/18 would be less than £5.01.

10. The Council will look to automatically award relief to those businesses which it believes qualify for the support. Those ratepayers who believe they may be entitled to relief may make an application in writing. Any such application should be received before 31 December 2017, in order for it to be considered.
11. Relief awarded under this scheme will be classed as state aid. Ratepayers will be required to ensure that they do not exceed state aid limits and should notify the Council if this is likely.

Management Committee 19 September 2017 Implementation of the Brownfield Land Register

For Recommendation To Council

Briefholder

Cllr Ray Nowak - Environment and Sustainability

Senior Leadership Team Contact:

S Hill, Strategic Director

Report Author:

N Cardnell, Senior Planning Officer

Statutory Authority

Following the Housing and Planning Act 2016, the Town and Country Planning (Brownfield Land Register) Regulations 2017 came into force on 16th April 2017, initiating the requirement for councils to produce Brownfield Land Registers. The Brownfield Land Register regulations follow the introduction of the Town and Country Planning (Permission in Principle) Order on the 15th April 2017 which will allow an 'in principle' determination of proposals on sites contained on the register.

Purpose of Report

- 1 The brownfield land register is a new duty on local planning authorities, and the first register needs to be published by 31 December 2017. The purpose of this report is to establish the approach to be taken on decisions in relation to the maintenance and addition of sites to the brownfield land register.

Officer Recommendations

- 2 That Members recommend to Full Council:
 - (a) the amendments to delegated powers of committees and officers as set out in the appendix attached to this report; and
 - (b) that power be delegated to the Monitoring Officer to amend the Constitution to reflect the principles and changes set out in the appendix.

Reason for Decision

- 3 Regulations require local planning authorities to prepare, maintain and publish registers of previously developed (brownfield) land by 31 December 2017, and then review the register at least once a year

thereafter. Brownfield sites that the local planning authority considers meeting the relevant criteria must be entered in Part 1 of the register.

- 4 Local authorities can grant 'permission in principle' for a site in Part 1 by following additional procedures and entering on Part 2 of the register. Following permission in principle, a site must be granted 'technical details consent' by the local planning authority before development can proceed.
- 5 As these are new duties, they are not currently covered in the council's scheme of delegation, and so a change to the Constitution is required. The recommended delegations are consistent with those already applying to other planning decisions.

Background and Reason Decision Needed

Brownfield Land Register

- 6 Brownfield land registers are intended to provide up-to-date and consistent information on brownfield sites that local authorities consider to be appropriate for residential led development. Registers will be in two parts, Part 1 will comprise all brownfield sites appropriate for residential development and Part 2 those sites granted permission in principle. Registers should be published locally as open data and will provide transparent information about suitable and available sites.
- 7 Brownfield registers complement the existing Local Plan processes for identifying sites that are suitable for housing. When preparing their plans, local planning authorities are required, through the preparation of Strategic Housing Land Availability Assessments (SHLAA) to identify housing sites on brownfield land and other land that is suitable for housing. The regulations ensure that the process of identifying suitable sites for the brownfield register is aligned to the SHLAA process, and so proactively supports the plan-making process.
- 8 Brownfield land registers must include all sites which meet the relevant criteria regardless of their planning status. This includes sites that have extant planning permission for development that has not been implemented.
- 9 Land must be entered onto Part 1 of the register where it meets the following criteria;
 - a) land falls within the local authority area and meets the definition of previously developed land as set out in Annex 2 of the National Planning Policy Framework (NPPF);
 - b) has an area of at least 0.25 hectares (or is capable of supporting at least 5 dwellings); and
 - c) is considered suitable; available and achievable for residential development.
- 10 The NPPF definition of previously developed land: Land which is or was occupied by a permanent structure, including the curtilage of the developed land (although it should not be assumed that the whole of the curtilage should be developed) and any associated fixed surface

infrastructure. This excludes: land that is or has been occupied by agricultural or forestry buildings; land that has been developed for minerals extraction or waste disposal by landfill purposes where provision for restoration has been made through development control procedures; land in built-up areas such as private residential gardens, parks, recreation grounds and allotments; and land that was previously-developed but where the remains of the permanent structure or fixed surface structure have blended into the landscape in the process of time.

- 11 The legislation states that local planning authorities must have regard to the development plan, national policies and advice and any guidance issued by the Secretary of State when preparing brownfield land registers.
- 12 Local planning authorities may but are not required to consult on sites they propose to include in Part 1 of the register. If they do consult then they must take into account any representations received.
- 13 Local planning authorities can decide to grant sites 'permission in principle' and enter them onto Part 2 of the register where:
 - a) The site meets the criteria for entry of Part 1 of the register; and
 - b) The necessary requirements for publicity, notification and consultation have been undertaken.
- 14 Land must not be entered onto Part 2 of the register where residential development of that land could be;
 - a) Schedule 1 Environmental Impact Assessment (EIA) development (this will not apply as this schedule refers to very large scale development). Or
 - b) Schedule 2 EIA development unless an EIA Screening Opinion has been adopted and concludes that the proposed development is not EIA development. Or
 - c) Habitats development. i.e. Conservation of Habitats and Species Regulations 2010
- 15 The register must be kept available for public inspection at the principal office of the local planning authority. The local planning authority may make the register available for inspection on a website maintained by the authority. The intention is for the register to be made available on the Council website.
- 16 The local planning authority must review the entries in the register at least once within each register year.
- 17 Where a site on a register is considered to be deliverable within 5 years it can be counted towards the 5-year housing supply. Local planning authorities will be required to indicate whether sites are 'deliverable' when entering data on their registers.

Permission in Principle

- 18 The permission in principle consent route is an alternative way of obtaining planning permission which separates the consideration of matters of principle for proposed development from the technical detail of the development. The permission in principle consent route has 2 stages: the

first stage or permission in principle stage establishes whether a site is suitable in-principle for residential development (similar to gaining outline planning consent), and the second 'technical details consent' stage is when the detailed development proposals are assessed (similar to a full planning application).

- 19 Permission in principle can be granted for housing-led development. Providing the main purpose of the development is the provision of housing, permission in principle can also be granted to other ancillary uses, including commercial, office, and community uses.
- 20 Once the necessary secondary legislation has been introduced, it will also be possible to obtain permission in principle through the local plan site allocation process or by an application for non-major development.
- 21 A decision on whether to grant permission in principle to a site must be made in accordance with relevant policies in the development plan unless there are material considerations, such as those in the NPPF and national guidance, which indicate otherwise.
- 22 Bodies with an interest in the land proposed for a grant of permission in principle may volunteer additional information to support decision-making, in particular, to give more certainty about how many dwellings the site is capable of supporting and whether mitigation of likely impacts that may result from development is possible.
- 23 There is no right of appeal where a local planning authority decides not to enter a site in Part 2 of a brownfield land register and trigger the grant of permission in principle. A person with an interest in a site has the option of submitting a planning application to the local planning authority.
- 24 Local planning authorities must specify the site, the type of development and provide an indication of the amount of development the site has permission in principle for. As permission in principle is only available for residential led development, the permission must state the amount of development expressed as a range, indicating the minimum and maximum net number of dwellings which are, in principle, permitted. Where non-residential development is proposed, local planning authorities are required to provide a description of the type of development (e.g. by indicating the use classes of the buildings or land) and the scale of development permitted.
- 25 Local planning authorities are encouraged to consider the environmental implications of registers at an early stage, and to consider whether the Environmental Assessment of Plans and Programmes Regulations 2004 are likely to apply.
- 26 Where permission in principle is granted through allocation on a brownfield land register, the default duration of that permission is 5 years.
- 27 The scope of permission in principle is limited to location, land use and amount of development. Issues relevant to these 'in principle' matters should be considered at the permission in principle stage.

28 Other matters should be considered at the technical details consent stage.

Technical Details Consent

- 29 Following a grant of permission in principle, the site must receive a grant of technical details consent before development can proceed. The granting of technical details consent has the effect of granting planning permission for the development and other statutory requirements may apply at this stage e.g. relating to protected species or listed buildings. Technical details consent can be obtained following submission of a valid application to the local planning authority.
- 30 An application for technical details consent must be decided in accordance with the terms of the permission in principle granted for the site.
- 31 A fee is payable for technical details consent.
- 32 The requirements for a valid technical details consent application are the same as those for an application for full planning permission.
- 33 Local planning authorities should take a proportionate approach to any information they request in support of applications for technical details consent, which should be relevant, necessary and material to the application in question.
- 34 Before granting technical details consent, the local planning authority must consult bodies identified in Schedule 4 to the Town and Country Planning (Development Management Procedure) (England) Order 2015 where they have notified the local planning authority, before it granted permission in principle to the site, that they wish to be consulted on the technical details consent application. Local planning authorities must also consult any body (not on Schedule 4) that they would have been required to consult in relation to an application for planning permission, for example under relevant consultation or safeguarding directions.
- 35 Once a valid application for technical details consent has been received, the local planning authority should make a decision on the proposal as quickly as possible, and in any event within the statutory time limit unless a longer period is agreed in writing with the applicant. The statutory time limits are 10 weeks for major development and 5 weeks for minor development (unless an application is subject to an Environmental Impact Assessment in which case a 16 week limit applies).
- 36 It is possible for the local planning authority to attach planning conditions to technical details consent providing they meet existing requirements around the use of conditions.
- 37 Local planning authorities may agree planning obligations at the technical details consent stage where the statutory tests have been met. Planning obligations cannot be secured at the permission in principle stage.
- 38 The Community Infrastructure Levy (CIL) may apply to development consented through the permission in principle route if technical details

consent has been granted. Charges will become due from the date that a chargeable development is commenced.

Conclusion

- 39 As the duties in respect of brownfield land registers are new, they are not covered by the scheme of delegation set out in the Constitution, and a change to the Constitution is required. The recommended approach is in keeping with the existing scheme of delegation for other planning decisions.
- 40 Part 1 of the register would be a factual list, similar to the existing Strategic Housing Land Availability Assessment, and its preparation is therefore proposed to be delegated to the Corporate Manager, Planning (Community & Policy Development). Decisions about the inclusion of sites on Part 2, and the granting of technical details consents, are akin to the granting of outline and reserved matters planning applications. It is therefore proposed that the same scheme of delegation to the Head of Planning (Development Management & Building Control), that already applies to the determination of planning applications, should also apply to these decisions.

Implications

Corporate Plan

- 41 Increase the number of new homes built within the borough.

Financial

- 42 New statutory instruments will require local planning authorities to prepare and maintain registers of previously developed land suitable for housing (brownfield land registers) and allow for the granting of permission in principle for sites allocated for housing-led development. Local planning authorities will receive new burdens grant payments to fulfil the new requirements.
- 43 Each local authority responsible for making planning decisions will receive a new burdens grant payment of £14,645 for 2016/17. Local planning authorities will receive further grant payments for 2017/18, 2018/19 and 2019/20; the amount of funding from 2016/17 onwards will be kept under review.
- 44 There may be consequential implications for planning application fee income. These implications are currently unknown but will be kept under review as the new system begins to be implemented.

Equalities

- 45 The brownfield land register and planning in principle will expand the supply of housing land and routes available for planning permission in the Borough increasing choice within the housing market.

Environmental

- 46 Local planning authorities must take into account the National Planning Policy Framework in identifying sites for inclusion onto the brownfield

register and in granting permission in principle for suitable sites. The National Planning Policy Framework has strong policies to protect the natural and built environment. It makes clear that planning policies and decisions should encourage the effective use of land by re-using brownfield land provided that it is not of high environmental value; it also requires authorities to ensure that a residential use is appropriate for the location and that a site can be made suitable for its new use.

Economic Development

47 Making brownfield land registers publicly available will increase transparency for developers and communities and help to encourage investment in local areas.

Risk Management (including Health & Safety)

48 No risks identified,

Human Resources

49 The on-going running of the brownfield land register will be provided from existing planning policy staff resources.

50 Planning in principle and technical details consent are considered processes similar to granting of outline and full permission and a function that can be carried out by existing development management staff.

Consultation and Engagement

51 Local planning authorities are required to undertake statutory consultation and publicity before permission in principle is granted by the entry of a site on Part 2 of the register. On applications for technical details consent local planning authorities are required to undertake publicity and must also consult statutory bodies in cases where they identify the need for further consultation at the permission in principle stage.

Appendices

Proposed changes to Constitution

Background Papers

None

Footnote

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

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Appendix

1. Amend delegations to powers of Planning Committee to make clear such committee can exercise all the functions of the Council including any relevant determinations relating to:
 - (a) any application for a permission in principle; and
 - (b) any application for technical details consent;but only to the extent that these are not executive functions (in the case of North Dorset District Council) or would not fall to be executive functions if the Councils were operating a Leader/Executive model (in the case of West Dorset District Council and Weymouth and Portland Borough Council)
2. Amend delegations to the Management Committee / Strategy Committee to make clear committee can exercise all the functions of the Council including any relevant determinations relating to:
 - (a) its duties to operate and maintain a brownfield land register including all relevant assessments and determinations relating thereto but only to extent these would fall to be executive functions (in the case of North Dorset District Council) or fall to be executive functions if the Councils were operating a Leader/Executive model (in the case of West Dorset District Council and Weymouth and Portland Borough Council)
3. Amend Officer scheme of delegation as follows.
 - a. Add new power to Corporate Manager (Community and Policy Development as follows):

Subject as provided for below, to undertake all action relating to the creation and maintenance of the Council's register of previously development land (Brownfield Land Register), including without prejudice to the generality of the foregoing:

- (a) all determinations associated with whether to enter land on to Part 1 of the Brownfield Land Register (for the avoidance of doubt including all relevant assessments as to whether land meets all the criteria for the purposes of being entered);
- (b) all necessary actions for the purposes of reviewing, amending, adding and removing entries from the Brownfield Land Register;
- (c) considering and determining:
 - (i) the nature and extent of any consultation, publicity and procedures (to the extent that the relevant legislation provides any discretion in relation to such matters) to be undertaken in relation to the entering and / or maintaining land on Part 1 of the Brownfield Land Register; and
 - (ii) how to proceed having regard to any representation received in relation to any such consultation, publicity and procedures; and
- (d) determining whether to propose land for residential development for a purpose (in whole or part) of enabling such land to be entered on to Part 2 of the Brownfield Land Register.

- b. Add the following new powers to Head of Planning (Development Management & Building Control):
 - A. For the purposes of the Town and Country Planning Legislation and all other relevant legislation, in relation to:
 - (a) any application for a permission in principle to consider and determine whether to decline to accept any:
 - (i) subsequent application;
 - (ii) similar and/or overlapping application; and/or
 - (iii) retrospective application; and
 - (b) any grant of a permission in principle to consider and determine whether to issue and the content of a direction as to when such permission in principle shall take effect.
- c. Amend the first part existing delegated power 28 of Head of Planning (Development Manager and Building Control) to read as follows:

“To consider and determine any application (including for the avoidance of doubt but without prejudice to the generality of the foregoing any reserved matter application, applications under section 73 or section 73A of the Town and Country Planning Act 1990, any application for listed building consent, any application for permission in principle and any application for technical details consent) submitted pursuant to the Town and Country Planning Legislation and all other relevant legislation (including any[*continue as previous*])”

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Management Committee 19th September 2017 MEMO project funding request

For Decision

Briefholder

Cllr Kosier

Senior Leadership Team Contact:

M Hamilton, Strategic Director

Report Author: Nick Thornley

Statutory Authority

Localism Act 2011 – ‘general power of competence’

Purpose of Report

1. To present a request for funding the Creative Director of the MEMO project.

Recommendations

2. That Members consider an appropriate response to the MEMO funding request.

Reason for Decision

3. To consider financial support towards the £1.6 million cost of developing the MEMO project.

Background and Reason Decision Needed

4. A request for £300,000 has been received from the MEMO project, detail attached at Appendix A. £1 million has been awarded to the development phase (feasibility, design and planning, fundraising, etc.) of the project by the Dorset LEP, providing £600,000 match funding can be secured. £80,000 has been awarded by the County Council.
5. The estimated cost of the project is £15.8 million.
6. The original MEMO project has evolved into a new project working with Albion Stone and the Eden Project and called ‘The Journey’. It is estimated

that there will be 325,000 visitors per annum and that 79 FTE and all year jobs will be created. Further project details are presented in the appendix.

Implications

Corporate Plan

Building a Stronger Economy

Financial

There is currently £255,623 from the reserves set aside for once off projects that is not yet allocated to a scheme, and therefore could be available to support this request. There is another report elsewhere on this agenda also requesting use of this funding. As Reserves are a once off source of funding, once they are allocated to a project, they cannot be used to support other projects or schemes. Spending the reserves will result in a loss of investment income of around 4%, or £4,000 for each £100,000 spent.

Equalities

No impact

Environmental

The project makes use of a disused quarry and has support for the environment as one of its key aims.

Economic Development

It is estimated that the project when complete will create 79 year round FTE jobs.

Risk Management (including Health & Safety)

Not relevant.

Human Resources

No impact.

Consultation and Engagement

The project will carry out further consultation and engagement as part of the development phase.

Appendices

Appendix A: Funding request from MEMO.

Background Papers

N/A

Footnote

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

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Date: 05.09.17

Appendix A

**'The Journey': £300K capital funding request to complete 16 month
£1.6m pre-contract phase May '17 – August '18**

- **£1m has been confirmed by the Dorset LEP, £220K by Canadian philanthropist, Sue Lyons, and £80K by Dorset County Council**
- **the £300K requested would see the pre-contract phase fully funded and thereby guarantee the full LEP grant of £1m for Weymouth & Portland**
- **If successful, a decision before 1st September 2017 would result in maximum efficiency of progress (by avoiding the possibility of a 'stop-start' process)**
- **funding required between Sept '17 and April '18 – with a positive decision there is possibility of flexibility on drawdown dates over the remainder of this and next financial years subject to agreement with LEP and other funders.**

Overview

'The Journey' is a new £15.8m project to create a world-class visitor attraction on the Isle of Portland set in a spectacular labyrinth of mine tunnels 17m underground and opening in spring 2020.

The project is the fruit of a new partnership between MEMO, Albion Stone and the Eden Project and represents an evolution of the original MEMO concept. 'The Journey' will be housed in 9m high tunnels of Albion's mines accessed from the original MEMO site (Bower's Quarry) and will present a unique ancient/modern, real/virtual, interpretative experience without parallel anywhere in the world. The project is dedicated to biodiversity, a subject which is destined to remain an important global issue into the long term and which is exquisitely appropriate to the evolutionary story embedded in the cliffs of the Jurassic Coast.

Outcomes

1. 325K visitors p.a. (75% new visitors);
2. 79 direct year-round tourism jobs created (fte);
3. £24m GVA p.a.;
4. ongoing programme for 30 apprentices in the Portland community which currently has incidence of NEETS among 16-24 year olds at more than 50% above the national average;
5. extension of tourist season;
6. 'genius loci' - authentically bring together stone industry and geological interest as otherwise disparate aspects of the heritage offer of the island;

7. showcase two complimentary interpretative art forms – stone carving and virtual & augmented reality – on which the Isle of Portland and Bournemouth’s two universities enjoy unquestionable international reputation;
8. private investment levered at a ratio of 1:3, thereby providing a new blueprint for culture-led regeneration projects (which in the past have been typically more than 80% funded from the public purse cf. Turner Gallery, Margate and Hepworth Gallery, Wakefield);
9. pioneering the post-extraction use of mines on Portland, thereby unlocking significant areas of new employment space over the coming decades in fulfilment of the aspirations of the Portland Economic Vision Board;
10. bringing the Eden Project brand to Dorset to the benefit of the tourism sector across the Borough and county-wide with considerable multiplier effect.
11. with Eden comes an exceptional culture of local procurement (in excess of 80% achieved at the Cornwall site) which will help support and protect up to 1000 jobs in the regional supply chain.

The project has been carefully scaled to the existing transport infrastructure of the island, and to the current fundraising climate and anticipates an opening in 2020. Visitor numbers are pegged to the comparator of Portland Bill which currently receives 350K annual visitors, and the business model structure is based on the seasoned (20 years +) performance of the Lost Gardens of Heligan which attracts similar annual visitor numbers.

Evolution from original MEMO concept to ‘the Journey’

The Journey has evolved from the original £30m MEMO concept to build an ongoing global Monument recording all modern species extinctions into the future against the backdrop of the international status of the Jurassic Coast. In that process, MEMO has over the past years galvanised high level, and international support and participation from: celebrated architect Sir David Adjaye, the UN, IUCN (the International Union for the Conservation of Nature), the Royal Society, HRH Prince Philip, Rohan Silva (former Senior Policy Advisor to David Cameron), Sir Tim Smit (co-founder of the Eden Project), Sir Ghillean Prance (former Director of Kew Gardens and MEMO Chair), Maria Wilhelm (head of James Cameron’s Avatar Alliance Foundation) and esteemed biologist E.O. Wilson (often described in the US press as the ‘heir of Darwin’).

Significant progress has been made on the original project:

- raising in excess of £500K (with over 90% from private sources) to reach a full planning application for David Adjaye’s spiral design;
- planning permission unanimously granted in 2012 and implemented, 2015;
- high profile events at St. Paul’s Cathedral, London Zoo, the UN Building in New York, UNEP Headquarters in Nairobi, and Buckingham Palace.
- securing a 125 year lease on the site for a peppercorn rent from the Crown Estate.

However in straitened times the scale of the £30m fundraising task, combined with the lack of plausible options for phasing the architectural development, proved difficult. In response in Spring 2015, the Trustees began to look at the possibility of housing the visitor experience in Albion’s mines. The mine offers multiple additional advantages, without jeopardising the value of progress already made, and led to the adoption of ‘the Journey’ concept by the Trustees and the forging of the new partnership with Albion in May 2016.

Advantages of the mine

- nearly 50% reduction in the capital cost together with a much higher ratio of commissioned content to building infrastructure;
- the mine has inherent 'Indiana Jones' charisma and therefore 'pulling power' with projected visitors approximately double the original scheme.
- accessibility from Bower's Quarry, thereby securing the value of the existing lease and planning permission;
- geologically stable, free of gas, above the water table, and entirely free of vertical shafts – all ideal characteristics for successful tourism after use;
- the mine is perfectly suited for the deployment of chosen media: stone carving and projected digital media;
- mine allows for better scalability of the project;
- mine has inspired and engaged the Eden Project thus precipitating the shift in their position from supporters to participating partners & site operator.

Outline delivery timetable

1. May '17 – August '18: £1.6m, 16-month pre-contract phase.
2. Sept '18 – April '20: 20-month fit out phase leading to soft opening in May '20.

Spending plan May 2017 – August 2018

1. Feasibility: May '17 – August '17 — total budget £250K (**LEP contribution: £250K**)

Deliverables:

- 1. Project Delivery Plan including risk register.
- 2. Overall Master Programme.
- 3. Content journey and proposed mix of media formats.
- 4. Site layout with covering information on visitor logistics, visitor flow, showing back of house locations, project workability etc.
- 5. Key Business assumptions summary – blended spend, visitor profile, spread of visitors (weekly, monthly, annually) dwell time, repeat visitor, regional multiplier effect etc.
- 6. Outline business plan/model for 1/5/10 year cycles plus sensitivity review.
- 7. Heads of Terms with five parties being three landowners and two Partners.
- 8. Health and Safety: 'public in the mines' report by independent authority.
- 9. LA Planning Pre-Application, formal update and understanding.
- 10. Wrap-up document / brochure of IFS including content workshops outputs. Soft and hard copies.

2. Development: Sept '17 – March '18 – total budget £787.5K
Full business case / Design up to Planning / Fundraising

3. Planning and Procurement: April '18 – August '18 – total budget £562.5K
Resubmit and amend planning permission / Procurement / Fundraising

Conditions of LEP grant

The full LEP grant of £1m is contingent on raising matched funding of £600K. Pledges amounting to £300K have now been confirmed. Therefore the £300K requested from the Borough Council is the last piece of the 'funding jigsaw' for the pre-contract phase and would guarantee that the LEP grant comes to Weymouth and Portland in full.

Pre-contract phase May '17 – August '18 funding summary

- £1m – LEP grant
- £220K pledge confirmed by Canadian philanthropist and MEMO Trustee, Sue Lyons
- £80K pledge confirmed by Dorset County Council
- £300K *requested from Weymouth and Portland Borough Council*
- **£1.6m total**

The £1.6m total is additional to the value already built up in the project with the Crown Estate lease, the implemented planning permission, proof-of-concept events and the high profile and international constituency of support.

Sebastian Brooke
MEMO, Creative Director
2nd July 2017

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Management Committee 19 September 2017 Asset Management - Hotels

Confidential Appendix is NOT FOR PUBLICATION – by reason of paragraph 3 of schedule 12A Local Government Act 1972 (as amended)

For Decision

Briefholder

Cllr Jeff Cant

Senior Leadership Team Contact:

M Hamilton, Strategic Director

Report Author:

M Hamilton,

Statutory Authority

Purpose of Report

- 1 This report forms part of a suite of reports through which Management Committee has been addressing the regeneration of Weymouth. The report develops the current hotel management policy to enable a greater recognition of the contribution of the hotel portfolio to the local economy. The report enables Management Committee to authorise action to improve the diversity and quality of the borough's hotel stock, and to facilitate investment in the Council's hotel stock which will be crucial to improving the tourist accommodation offer, increasing the proportion of visitors who stay overnight, and to increasing the spending profile of tourists attracted to the town.

Recommendations

- 2 (a) To authorise officers to negotiate the surrender of existing hotel leases drafted on internal repairing terms and the grant of new Full Repairing and Insuring replacement leases of sufficient duration to enable private sector investment in the individual businesses, underpinned by robust individual business plans;
- (b) To delegate to the Strategic Director, in consultation with the Briefholder for Assets and Finance and the Section 151 Officer, to review the Council's hotels and to instigate appropriate action to diversify and

improve the overall tourist accommodation offer in the borough, including taking back leases and/or changing use where appropriate, undertaking or enabling capital investment, re-letting or disposal;

(c) To otherwise retain the current hotel policy in respect of the remaining hotels subject to amendments listed at paragraph 14 below

(d) To permit flexible use of existing budgets to achieve accommodation stock improvements.

Reason for Decision

- 3 To encourage and facilitate investment in the development of the town's tourist accommodation offer.

To provide an improved tourist accommodation offer in the borough and improve the quality of the Council's hotel portfolio.

To reduce maintenance and management liabilities.

Background and Reason Decision Needed

- 4 The Council own 60 hotels in Weymouth which are leased on a variety of terms as set out below:

- 8 are held on 125 year leases at peppercorn rents; with full repairing and insuring terms;
- 35 are held on full repairing leases, of which for a number the Council is responsible for external decorations with ability to recharge;
- 9 are on up to 60 year internal repairing leases, where the Council retain responsibility for external maintenance.
- 8 are on 10 year internal repairing leases, where the Council retain responsibility for external maintenance.

- 5 The hotels are all in Grade 2 Listed buildings and across this portfolio there is a range of building condition. The listing of the buildings presents specific challenges regarding maintenance and refurbishment costs which are a significant consideration in the management of the stock. The hotel stock needs to be considered in at least four contexts:

- Economic impact – as a leisure destination and holiday resort, the provision of a quality and diverse accommodation offer plays an important role in the economy of the town as a whole.
- Business Vitality - the majority of the Council owned hotels are operated as small businesses, the success of which is important to the operators, the local economy, and the Council;

- Financial – The Council secures a revenue income from its hotel stock which forms a core part of the annual revenue budget. The total gross income from hotel leases was in 2016/2017 £1,062,660 with the net income of £645,000 after management costs.
- Built Environment – the Grade 2 Listed hotels are important in defining the physical appearance of the town centre and sea front.

6 This report seeks to establish an approach to managing the hotel stock which will see the Council retain and increase net revenue, and will to improve the diversity and quality of the tourist accommodation offer. The approach also seeks to encourage investment that will improve the economic outcome for the hoteliers and the Council alike by increasing room rates and occupancy levels.

Economic Impact

7 To inform the implementation of the Town Centre Master Plan the Dorset LEP funded a number of studies including a review of the borough's tourism product offer, which was undertaken by Blue Sail. The consultants engaged with a range of businesses and stakeholders, reviewed market intelligence and undertook a detailed look at existing tourist accommodation. Blue Sail also engaged with hotel companies to explore investment potential. The study makes a number of observations which should inform the Council's approach to managing its hotel stock:

- Whilst employment in the hospitality and leisure sectors has grown in many seaside resorts in England (in the 5 years to 2014), in Weymouth it has declined. Weymouth is under performing relative to its peers, despite its natural assets.
- Tourism growth in Weymouth is constrained by the need for more accommodation stock, and the need for some of the existing stock to be improved.
- Although there are examples of good practice, the overall presentation of much of the hotel and guest house stock is dated. Elements of the Council owned hotels and guest houses are in the low rated coach holiday market or low value leisure break market. Operators are struggling to make the investments needed to attract higher spending visitors.
- In terms of tourist accommodation, Blue Sail recommend:
 - Upgrade hotels and guest houses, including repositioning some as boutique hotels and B&Bs
 - New branded budget and limited service hotels, and possibly a 3 or 4 star hotel on the Peninsula site
 - Enable the acquisition of sea front hotel by coach holiday companies
 - Development of luxury holiday apartments, including through the conversion of some hotels and guest houses.

8 Whilst the development of hotel accommodation on the peninsula is being progressed, the other recommendations will require the Council taking a

different approach to the management of its hotel stock in order to make progress as explored later in this report.

- 9 Blue Sail observed that some of the local hotel operators are struggling to make investments required to upgrade their offer. Officers are acutely aware from discussions with hotel operators that the viability of some of the businesses is fragile.
- 10 At any point there will be a number of the hotel businesses being marketed for sale, where tenants are seeking to transfer their leases to a new operator in exchange for a substantial capital payment for “the business” often without regard to current lease liabilities and the capital required to make further investment to sustain and enhance those businesses.
- 11 In discussion with lease holders and their agents it is apparent that there are aspects of some of the leases which militate against business success, with lease term being prime amongst these, with banks being reluctant to lend to businesses if the lease is of insufficient length. Lack of security by virtue of the businesses being leasehold is also an issue.

Financial Issues

- 12 The Council’s hotel stock generates an important revenue stream for the Council.
- 13 The Council derives the majority of its gross income (currently of £1,062,660 pa) from letting 52 hotels on commercial leases but much of its costs appertain to the management of just 17 hotels where it retains maintenance responsibilities. After management and maintenance costs the net income is around £645,000 on average but has varied dependant on actual levels of planned maintenance expenditure year on year. A provisional projected planned maintenance spend for the hotels over the next 10 years is assessed at £2.26 million and this compares with a current base budget of £1.55 million albeit that much of this expenditure falls towards the end of this period. The above figures also reflect a current budget of £18,115 for response maintenance and excludes depreciation.

Proposed changes to current Hotel Policy

- 14 The Council’s existing Hotels Policy is framed almost exclusively from an asset management perspective, and does not address economic development opportunities. In terms of lease options, the policy identifies the following parameters and should be amended to state the following:
 - To retain the freehold interest in the portfolio of hotels and guesthouses currently owned by the Council;
 - To encourage tenants to convert from internal repairing leases to full repairing leases and to adopt the conversion of all leases to full repairing terms as a strategic objective;
 - To permit the grant of three alternative types of future lease

a) 125 year leases - to no longer grant 125 year leases in return for a premium and at less than market rent except in exceptional circumstances where the benefit to the Borough outweighs the retention of the income;

b) To grant leases of between 25 and 60 years on equivalent full repairing (including external painting) and insuring terms at market rents.

In parallel existing tenants could now be offered an opportunity to vary their leases to allow them to insure their premises directly. A series of changes would be required to be documented in a Deed of Variation. The principle requirements would include covenants changes to insure, to supply copies of all new or altered insurance policies, to note the Council's interest on each policy, to expending all insurance monies on reinstatement and failing that to hand over all insurance monies to the Council.

c) Renewal of existing internal repairing leases only in accordance with statutory rights albeit that the Council will seek full repairing leases on the grounds of good estate management having regard to the fact that 67% of the existing commercial leases have already taken full repairing terms on renewal.

- 15 From discussions with representatives of the hotel trade in the town, it is clear that leases of up to 60 years are generally required if the business is to be able to borrow funds to invest.

Opportunities

- 16 If the Council is to facilitate an increase in the number, quality, and diversity of tourist accommodation in Weymouth, it will need to manage its existing hotel stock in a new way. To date, the hotel stock has been managed very much from a "property" perspective, with a focus on maximising revenue return. Whilst this approach is hugely important, we also need to recognise the role of the hotel stock in driving the local tourism economy. At times it will be necessary to take decisions regarding the stock which are more about driving economic development than driving revenue return.
- 17 Through the work undertaken to progress the development of the Peninsula it is clear that there is strong interest from the major hotel chains in investing in Weymouth. As the work on the Peninsula progresses, so it is timely to take steps to drive up the quality and diversity of the hotel offer elsewhere in the town. This will serve to maximise the additionality of the Peninsula development, rather than see it displace trade from the traditional guest houses and smaller hotels.
- 18 The Council has a number of strategies at its disposal through which it might secure improvement in holiday accommodation stock, improvement in business sustainability, and maintenance or improvement in asset performance. This needs to focus on the 17 units which are currently

undermining overall asset performance, albeit opportunities in other units should not be discounted.

19 Opportunities include:

- Renegotiating lease terms with existing lease holders where there is a clear business plan for investment and improvement. Such renegotiations would include lease durations necessary for investment and direct control of all maintenance by businesses (to a prescribed standard to protect the listed assets), with leases of up to 60 year full repairing leases becoming the norm. In order to meet the aim of improving the overall offer, it is considered essential that such renegotiations be dependent on robust plans for improvement and investment
- Where there is a clear business case, to acquire and invest in hotels with a view to securing a higher return for a better quality product, or disposal of selected hotels on long leasehold or freehold basis for residential or business uses to release capital receipt for ring fenced reinvestment in other stock. This will be of particular relevance in those small hotels with the most limited of existing facilities such as en-suites.
- Where there is a clear business case, redeveloping a number of hotels as high quality holiday apartments as a new element of the Council's tourist accommodation stock.

20 There are a number of sites which might be considered for early action in the context of the above:

21 7 hotels are at or near the end of their internal repairing leases. Officers are already commissioning terminal schedules of dilapidation to identify outstanding tenant liabilities as well as updating external condition surveys to ensure future liabilities are properly assessed. Officers are also assessing, in consultation with tenants, the opportunities to improve the existing accommodation. This enables effective investment management and several examples are cited from current investigations in the attached confidential appendix where options to progress opportunities are identified and recommendations as to the way forward in these cases are included.

22 Several other hotels have approached the Council with a view to extending existing leases and seeking consents for assignment. These are opportunities to again engage with tenants to address current liabilities and to identify improvement opportunities. A similar process is adopted here with officers providing standard requirements issued to those seeking lease assignment consents.

23 Implementing many of these proposals will enable tenants to assign their leases without overburdening new tenants by making sound provision for proposals to address liabilities and improve accommodation or bring forward opportunities for the Council or tenants to promote change of use plans in a structured and properly financed manner. The outcome for the Council will often be increases in net revenue, reductions in landlord and tenant maintenance liabilities and improvements in the accommodation offer. It will also generate capital to address existing liabilities or support investment in new accommodation offers.

Supporting Investment

- 24 Recently there have been reported underspends on maintenance year on year. This results from a combination of issues including tenants resisting requests for scheduled works to their property to limited time windows and from changing circumstances when work has been scheduled such as tenant moves and renegotiated tenant leases transferring obligations onto tenants. In many instances tenants would prefer in particular to organise their external decoration directly. This is being addressed because the current Hotel Policy already permits tenants to vary their leases to address these issues but often the request to do so only arises when decorating years fall due.
- 25 Officers are actively encouraging tenants to take on external repairing decorative liabilities and to make the requisite lease changes because the Council believes that both parties benefit and the decorative standards will be maintained. It is evident that resource directed towards achieving this and the other policy recommendations in this report is likely to reduce the workload for maintenance in future. However, budgets will need to be retained for a few years while these transitions are funded and staff are required to deliver them.
- 26 Officers consider deployment of existing budgets to address the above recommendations is an option alongside ring fencing of some capital receipts to enable further investment and this will both support tenant improvements to accommodation as well as provision of new accommodation.

Other Considerations

- 27 The financial model for implementing these strategies will vary from strategy to strategy and will need to be assessed on a case by case basis. For example, in determining whether to dispose of a particular hotel, it will be necessary to balance likely capital receipt against lost revenue stream and ongoing maintenance liabilities. Any disposals will therefore require a clear business case approved by the Strategic Director and the Section 151 Officer;
- 28 Sensitive engagement with existing leaseholders will be required to secure their support for both the overall strategy and for individual changes;
- 29 In disposing of selected stock, conditions will need to be applied to ensure that quality provision results, and that we do not see the introduction of houses in multiple occupations or other undesirable outcomes.

Implications

Corporate Plan

- A1. Facilitating inward investment to create more better-paid jobs
- A3. Supporting businesses through the recession and recovery
- A4. Regenerating and supporting vibrant town centres

- B3. Facilitating sustainable leisure, culture and community activities
- C2. Protecting and enhancing the built and natural environment
- D2. Adapting service delivery to the changed financial environment

Financial

The Council will over time reduce its future maintenance liabilities, secure increased net revenues and reduce its management costs. Lease conversions and surrenders may require financial incentives such as rent free periods and accelerated revenue spend to bring forward some identified repairs.

Equalities

None directly arising from this report.

Environmental

None directly arising from this report.

Economic Development

The Council will over time improve the range and quality of holiday accommodation in the Borough with concomitant benefit for all.

Risk Management (including Health & Safety)

All individual improvement and development proposals will be subject to provision of robust Business Plans and will require approval by the Strategic Director and the Section 151 Officer;

Human Resources

None directly arising from this report. Continued staff resourcing is required in Estates, Buildings and Facilities and Legal Teams to resource these proposals. Although this may not in itself require additional resources a view has been taken already to additionally resource the property team to address this alongside other workplan and project requirements but there may be implications for Legal resourcing too.

Consultation and Engagement

None directly arising from this report.

Appendices

Example scenarios of opportunities to improve the Weymouth Hotel and Guest House offer and the Council's management

Footnote

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

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**Management Committee
19 September 2017
Member and Officer Indemnities**

For Recommendation To Council

Portfolio Holder(s)/ Briefholder

Cllr Ms Alison Reed

Senior Leadership Team Contact:

S Caundle, Assistant Chief Executive

Report Author:

R Firth – Corporate Manager – Legal; S Caundle – Monitoring Officer

Statutory Authority

Public Health Act 1875; Local Government Act 1972; Local Government Act 2000; Localism Act 2011; Local Authorities (Indemnities for Members and Officer) Order 2004

Purpose of Report

- 1 To advise of indemnity powers relating to members and officers and recommend various provisions in relation to such powers.

Recommendations

- (1) The Council grant an indemnity to members and officers of the authority in the terms set out in the Appendix to this report and that the terms of the indemnity are incorporated within the Constitution.
- (2) In so far as it has not already been obtained, the Section 151 Officer be given the delegated authority:
 - (a) to secure insurance cover for members and officers in respect of the indemnities to which (1) refers and also insurance to protect the Council against such liabilities but in either case only to the extent that this is possible and that the Section 151 Officer considers to be financially prudent; and
 - (b) that any such insurance ensures that the insurance company agrees not to pursue action against an officer or member as a result of any liability arising in consequence of the Council's indemnity (i.e.

the insurer expressly agrees to waive all subrogation rights it might possess enabling it to take action against the member or officer).

- (3) That the Corporate Manager – Human Resources and Organisation Development be delegated power to agree with the recognised unions and then to implement any amendment:
 - (a) to Officer job descriptions as necessary to incorporate provision for Officers to work for external bodies subject to relevant agreement by or on behalf of the Council; and
 - (b) to Officer terms and conditions of employment to be amended as necessary to incorporate the indemnity as may from time to time be adopted by the Council.

Reason for Decision

3. To enable Members and Officers to fully and effectively perform their functions on behalf of the Council and avoid the need for such person(s) to secure their own insurance for such purposes and seek to recover such costs from the Council.

Background and Reason Decision Needed

4. Members and officers of local authorities can incur personal civil and criminal liability as a consequence of their actions within the Council and those carried out on behalf of a wide range of outside bodies.
5. Some limited statutory immunity exists in relation to certain liability where actions are in good faith and without negligence (e.g. section 265 of the Public Health Act 1875). This however does not therefore extend to matters such as negligent action, acting for outside bodies to which a person has been appointed by the Council, or criminal liability e.g. fraud.
6. Power exists to give officers indemnity as part of their terms and conditions of employment. This includes taking out insurance centrally to cover the risk rather than pay each officer individually to secure their own personal insurance. However, Members do not have contracts of employment and until 2004 any ability to provide indemnity has been very limited.
7. Legislation was brought into force in 2004 to enable the law to be clarified and provide capacity to offer protection against various liabilities, recognising that the absence of the same can act as a serious deterrent to participation. Such protection can take the form of both insurance and/or indemnities.
8. Both North Dorset and Weymouth and Portland Borough Councils have already previously agreed indemnities for their Officers and Members (although such agreements would benefit from some update); it is unclear if West Dorset has ever entered into such an indemnity.
9. Indemnities of a kind identified within this report have also already been put in to place by various other authorities around the country.
10. The Councils already have in place some insurance relating to these matters. The purpose of this report is therefore:
 - to confirm member's wish to maintain and secure appropriate insurance provision, to formalise the terms (and in the case of West Dorset the adoption) of relevant indemnities;

- in so far as the Section 151 Officer considers it financially prudent to do, secure additional insurance cover for existing gaps in the indemnity; and
- in so far as it is necessary so to do seek to update Officer job descriptions and terms of employment to reflect these arrangements.

MEMBER INDEMNITIES

Actions / inactions by members on behalf of the Council acting within the Council's powers

11. As identified above, existing statutory provision already exists to provide certain immunity. The 2004 regulations (regulation 5 to 7 inclusive of the 2004 regulations) make clear that a Council, subject to certain limitations, can provide indemnity to members in relation to actions, or failures to act on matters:
 - authorised by the Council; or
 - that form part of or arise from powers conferred or duties placed upon that member as a consequence of any function exercised by that member –
 - (1) at the request of, or with the approval of the Council; or
 - (2) for the purposes of the Council.
12. Regulations also clarify that notwithstanding any limitation on the powers of the Council, the indemnity can be applied to certain actions (or lack of action) outside the powers of the Council or the powers of the Member.
13. There is obvious public interest in enabling members so far as possible to undertake duties provided to them by the Council without fear of incurring potential significant legal cost to defend the exercise of those duties. In so far therefore as the law allows, it would therefore seem appropriate for the Council to provide such indemnity to members.

Acting fraudulently or as a deliberate (including malice and for an ulterior purpose) or reckless act of wrongdoing.

14. There is a clear difference between a member acting in malice etc, and being accused of such action. Whilst the former could not be condoned, a member should not be concerned about performing relevant duties on behalf of the Council for fear of being put to significant legal expense
15. It would therefore appear reasonable in the public interest to provide indemnity against costs of representation in such circumstances, provided that the member was ultimately cleared of the allegation (provision would be made for repayment if an allegation was substantiated).

Acting in a manner constituting a criminal offence.

16. As with malice above, a distinction can be drawn between acting in a criminal manner and an allegation of such behaviour. In public interest terms, a member should not be deterred from fulfilling their duties for fear of costly legal actions to justify their steps taken in good faith.
17. Again therefore, an indemnity for costs of legal representation in defending any prosecution would seem justifiable on such a basis, provided that the member was not ultimately found guilty of the alleged criminal conduct

(provision would provide for repayment in the event of conviction of a criminal offence, without the matter being overturned in any subsequent appeal (if any)).

18. It is possible that a criminal offence may also give rise to civil liability. In such circumstances although the indemnity in relation to the criminal matter would only cover legal representation, indemnity in respect of the civil action would extend to both legal representation and civil liability (subject to a finding of fraud etc as set out above).

Defamation

19. If a member, acting in their capacity as a member, makes a statement honestly believed to be true, in the absence of malice a defence of “qualified privilege” may exist. This does not stop a third party alleging defamation and it is in the public interest to ensure that there is honest debate by members of matters of interest to the Council without fear of incurring significant legal costs in defending a defamation action.
20. On this basis, there seems justification to providing indemnity to members in relation to this issue. Such an indemnity is however by regulation restricted to the defence of such proceedings; it is not suggested that the indemnity would in this instance include any damages that may be incurred should a case against a member be upheld.
21. The regulations also expressly exclude from their scope the power to provide indemnity for the costs of pursuing a defamation action against a third party where the member considers s/he has been defamed. Case law suggests that there may be existing power to grant such indemnity at least to an Officer. It is not however suggested that the indemnity should cover such a situation but rather, if such circumstances arose, it ought to be considered by the Council on a case by case basis.

Working outside the Council

22. Members often are appointed to a wide range of external bodies. Such appointments can arise in a variety of ways. The Council itself may appoint a member to an external body. A member may be invited to join an organisation that is seeking a link to the Council or perhaps the local community. The member may at their own choice opt to join an organisation.
23. The regulations allow for an indemnity to be provided where the appointment is:
“at the request of... with the approval of... or for the purposes of the authority”.
24. It can be seen to be in the public interest to have members of the Council acting as representatives on outside bodies. In order to facilitate the application of this position it is suggested that an indemnity be provided where appointments have been made by the Council, or in consequence of a nomination by the authority, or where the Council has specifically approved the appointment as advancing its interests.
25. This approach should mean that the indemnity is reasonably available whether or not any particular action is conducted at the request or with the approval of the authority although a few caveats would seem desirable. Therefore, once a member is appointed, the aim is that the indemnity will generally provide cover even where an action is not specifically related to

- the reasons for appointment to that outside body provided they are being performed as part of that member's participation with the organisation.
26. As is the case when undertaking Council functions, the regulations do not allow cover:
 - for any criminal liability;
 - for liability arising from fraud, deliberate wrongdoing or recklessness; and
 - for the costs of pursuing a defamation action.
 27. Furthermore, any indemnity would not cover liability for actions outside the powers of the outside body, irrespective of whether the member believed the body had the power.
 28. Members' risks of personal liability can vary depending upon the nature of the outside body and might differ according to whether that body is solvent or insolvent. In certain cases, the outside body can take out insurance to protect its members from liability whilst carrying out its activities. In a case where adequate insurance has been taken out for, and was available to, the member, it is suggested that the indemnity should not apply in such a circumstance.
 29. When determining whether to act for an outside body, a member should therefore have regard to his/her potential personal liability and might always like to determine whether a body is properly incorporated and if it carries insurance for its members.

Breach of Code of Conducts relating to Members

30. The regulations allow the Council to grant indemnity to members for legal representation costs in "Part 3 Proceedings" i.e. investigations, hearings or other proceedings for an alleged failure to comply with the Code of Conduct for Members. They do however require the reimbursement of sums expended should any legal action be unsuccessful.
31. The Code of Conduct provisions that existed at the time of the regulations have been abolished and replaced with a new system. The primary legislative sanction that now exists in relation to a breach is criminal prosecution. As such, following the principles of the regulations, it is suggested that the indemnity extend in accordance with the principles above; as such potential criminal liability would be covered (provided a member is not found guilty). The indemnity will not however extend to decisions or actions by the Council itself in relation to member code of conduct matters.

Co-opted Members

32. One of the previously adopted indemnities did seek to provide cover for co-opted members on to two specific committees (one being Standards Committee which is not a committee now operated by any of the Councils).
33. It is not clear whether it is even legally possible to extend such an indemnity to cover any co-opted member. It is not proposed to therefore automatically provide such cover to any co-opted member; however, the code does provide that in so far as the law allows, the Council can consider applying such an indemnity on a case by case basis.

OFFICER INDEMNITIES

Acting within the Council

34. If a third party suffers loss as a result of an officer's action, whether or not they can directly pursue the officer, they can potentially take action against the Council which would be vicariously liable for the actions or inactions of the officer in its employment. A Council that suffered such loss might then seek to sue its employee.
35. In practice, local authorities have provided indemnity for their officers against such losses not least because it is potentially far more cost effective for the Council to insure a risk centrally than cover the costs of each officer securing their own professional indemnity insurance.
36. Public interest suggests that its officers should be able to conduct the business of the Council which the Council can lawfully exercise without fear of legal action. This includes circumstances where an issue of negligence might arise. It would seem appropriate therefore to secure that the practice of providing indemnity in this respect be secured.
37. Indeed, as the Council looks to identify and develop opportunities available to it e.g. offering services to external bodies (such as community organisations), it becomes even more important to ensure that appropriate measures are in place to facilitate such initiatives.
38. The regulations enable indemnity to a certain extent to be extended to cover actions outside the power of the Council or outside the power of the Officer, provided the Officer reasonably believed that the action was within the power of the Council.
39. This is therefore similar to the powers now available for members. The public interest reasons for providing indemnity to members in such circumstances are equally relevant to cover any liability which an officer may incur by unintentionally acting outside the Council's powers, including legal and other costs in defending a claim that s/he has exceeded those powers.
40. The 2004 regulations provide the same restrictions on indemnifying officers as for members i.e. (in summary) the indemnity –
 - cannot cover any criminal liability;
 - cannot cover liability arising from fraud or deliberate wrongdoing; and
 - cannot cover the costs of pursuing a defamation action.
41. Save for these exceptions however, the same public interest reasons identified above for providing various indemnities to Members are equally applicable to officers.
42. Although case law suggests that separate power might enable the Council to indemnify officers pursuing claims of defamation, it is not suggested that a general indemnity is provided, however this is available to consider on a case by case basis.

Acting externally to the Council

43. Like members, officers also can act for external bodies, and such participation can be of benefit to the Council in exercising its functions and responsibilities. As for members therefore, public interest appears to support the granting of indemnity. To enable this to be effectively managed, it seems appropriate to adopt a similar approach to that proposed for members, namely that such indemnity extends to those outside appointments of officers where the Council has made the

appointment, it arises through nomination by the Council, or where the authority has approved the appointment as advancing its interests. It would not however extend to circumstances where the organisation already had adequate insurance in place to protect the appointed officer.

Disciplinary action for acts or failure to acts

44. Although it might be appropriate for the Council to indemnify an officer in relation to a variety of his/her actions / omissions, it does not mean that the Council should not be able to undertake its own internal steps in relation to any such action or inaction. Accordingly, it is suggested that the indemnity should make clear that whilst the Council will provide an indemnity, such indemnity will not act to prejudice the Council in taking its own disciplinary action should it consider it appropriate to do so.

Insurance; Officer terms and other general provisions

45. The Council already has insurance provision relating to various actions by members and officers. This report gives power to the Section 151 Officer to secure that appropriate insurance is in place to cover such matters unless he considers it is not financially prudent to do so.
46. Initial investigations suggest that the adoption of these indemnities may not necessitate a formal change of officer terms and conditions but revisions to job descriptions may be required. The report therefore recommends power be given to the Corporate Manager – Human Resources and Organisation Developments to progress any changes that may be necessary.
47. It is also worth noting that the indemnity is only intended to apply to officers i.e. persons directly employed directly by the Council under a contract of employment. It is not therefore proposed that it should extend to agency workers/locums or external bodies/persons providing a service to the Council under a specific service contract.
48. For the purposes of clarity it is suggested that the terms of the indemnity be incorporated within the Council's constitution.
49. When a member or an officer uses his/her own car for Council business s/he should already have in place motor insurance. It is suggested therefore that in such circumstances this indemnity should not apply.
50. In addition to all the matters set out above, there are certain general provisions that it is considered would be sensibly incorporated into the indemnity. In particular these include the following.
 - It is possible that a claim against a member or officer might not actually be identified until after the member or officer had ceased such a role. It is therefore considered appropriate for the indemnity to extend its cover to issues arising during the time the person was a member or officer even if, by the time the claim is progressed, that role has ceased.
 - As the Council is potentially taking on a liability in providing the suggested indemnity, it is appropriate that the Council should be given suitable control in relation to any matter to which such liability might attach. It is therefore considered appropriate for the indemnity to contain relevant terms securing such control e.g. that the member or officer notifies the Chief Executive of the action as soon as reasonably practicable, the Council or its insurer has the right to

take over the defence of any proceedings and that the indemnity will not automatically apply if the member or Officer admits liability, attempts to negotiate a settlement or fails to reasonably follow relevant legal advice.

- If a claim or other proceedings went against a member or officer the temptation might be to appeal or challenge the decision irrespective of the prospects of success. It is therefore suggested that the indemnity be not extended to such further actions unless the Monitoring Officer felt there was a reasonable prospect of success.

51. It is self evident that some parts of this report and the indemnity inevitably has an impact on both Members and all Officers of the Council including the author of this report; to that extent therefore it should be noted that all Officers have an interest to a greater or lesser in the recommendations of this report and the indemnity proposed.

Implications

Corporate Plan

52. It is considered that the following corporate priorities are considered relevant to this report:
- Develop a modern, innovative workforce that is motivated and empowered to deliver lean and agile customer focused services;
 - Improve organisational effectiveness and ensure that the strategic priorities of the partnership are met;
 - Work with our partners across Dorset to reform and shape the future of local government to ensure that it is sustainable

Financial / Risk Management (including Health & Safety)

53. By providing the indemnities to which this report relates, the Council will undoubtedly be exposed to financial risk should liabilities arise in relation to the indemnity. However, this risk can and currently already is limited through insurance and in the case of Weymouth and Portland Borough Council and North Dorset District Council versions of the indemnity are already in place. Furthermore, any costs arising under such circumstances must be balanced against the consequences of not providing appropriate indemnities. This would include the potential impact upon the operation of the Council and the possible need for individuals to secure their own professional insurance, including individual Members and Officers.
54. The recommendations empower the section 151 Officer to secure a level of insurance that he considers financially prudent to minimise the Council's risk in any event.

Economic Development

55. The existence of an indemnity should reduce concerns of Members and Officers regarding their potential liabilities whilst performing their duties including working for and in partnership with other organisations.

Human Resources

56. The recommendations empower the Corporate Manager – Human Resources and Organisational Development to progress as necessary changes to Officer job descriptions and terms and conditions of employment to reflect the updated indemnity wording.

Consultation and Engagement

57. The Corporate Manager – Human Resources and Organisational Development will need to consult with Unions as necessary in order to facilitate the incorporation of any necessary changes to job descriptions and Officer terms and conditions.

Appendices

Proposed Member and Officer indemnity.

Background Papers

Previous indemnities adopted by Weymouth and Portland Borough Council and North Dorset District Council.

Footnote

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

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Date: 7th August 2017

Appendix

TERMS OF INDEMNITY

INDEMNITY OF MEMBERS AND OFFICERS

1. INDEMNITY PROVIDED UNDER THE LOCAL AUTHORITIES (INDEMNITIES FOR MEMBERS AND OFFICERS) ORDER 2004, LOCAL GOVERNMENT ACT 1972; LOCALISM ACT 2011 AND ALL OTHER RELEVANT ENABLING LEGISLATION

(1) In this Indemnity:-

“Council”, means the Council that has resolved to adopt this indemnity;

“employee” means a person employed by the Council at the time of any neglect, act, error or omission, provided that for the avoidance of doubt this does not include a person undertaking work for the Council whilst engaged via an agency or a person performing a service for the Council pursuant to a contract entered into by or on behalf of the Council for the provision of that service (as opposed to a contract of employment relating to that person), and any reference in the plural shall be similarly construed;

“member” means an elected member of the Council at the time of any neglect, act, error or omission save to the extent provided for below in relation to co-opted members; and

“purposes of the Council” in the context of an employee for the avoidance of doubt includes circumstances where the employee can reasonably be regarded as exercising duties in the normal course of his/her employment whether such powers have been expressly delegated to that officer or otherwise.

- (2) (a) The Council hereby indemnifies its employees and members to the extent as set out in paragraph (3) below, subject to the exceptions set out in paragraph (4) below but only on the terms set out in paragraph (5) below. It will not itself make any claim or join in any action against them in relation to any matter by which they are hereby indemnified.
- (b) The indemnity contained herein shall continue to apply after the member or employee has ceased to be a member or employee of the Council as well as during his/her membership of or employment by the Council.
- (3) (a) Subject as provided in paragraphs (3)(b), (c) and (d) below, the indemnity shall extend to any actual or prospective claim (including a claim for damages) and/or any other proceedings against the member or employee together with any associated costs and expenses that arises from, or is in connection with, any action of, or failure to act by, the employee or member in question, which:-
- (i) is ,or has been, authorised by the Council; or
 - (ii) forms part of, or arises from, any powers conferred, or duties placed, upon that employee or member, as a consequence of any function being exercised by that employee or member (whether or not when exercising that function he or she does so in his or her capacity as an employee or member of the Council):-

- (A) at the request of, or with the approval of, the Council; or
 - (B) for the purposes of the Council.
- (b) Notwithstanding any limitation on the powers of the Council, this indemnity shall be construed as extending to where the employee or member in question:-
 - (i) believed that the action, or failure to act, was within the powers of the Council; or
 - (ii) where the action or failure comprises the issuing or authorisation of any document containing any statement as to the powers of the Council, or any statement that certain steps have been taken or requirements fulfilled, believed that the contents of that statement were true,provided that in either case it was reasonable for that employee or member to hold that belief at the time when he or she acted or failed to act.
- (c) To the extent that the indemnity would otherwise be available to a member or officer for the avoidance of doubt the indemnity shall also be construed as extending to:-
 - (i) any action or omission by a member or employee that is subsequently found to be beyond the powers of the member or employee but only to the extent that the member or employee believed that the act or omission was within his/her powers at the time of the act or omission; and / or
 - (ii) any negligent act or negligent failure to act by an employee of the Council.
- (d) Additionally, to the extent that the indemnity would otherwise be available to a member or officer for the avoidance of doubt,
 - (i) the indemnity shall extend to the defence by that employee or member of any allegation of defamation made against him or her; and
 - (ii) nothing in this indemnity shall prevent the Council from separately resolving to indemnify a member or officer for bringing a claim in defamation to the extent that the law allows.

(4) The exceptions are that:

- (a) subject as provided for below, no indemnity is given in relation to any action, or failure to act, by any employee or member which:-
 - (i) constitutes a criminal offence; or

- (ii) is the result of fraud, or other deliberate wrongdoing (including malice) or recklessness on the part of that employee or member.

Notwithstanding the provision above, but subject as otherwise provided herein, the indemnity does relate to –

- (iii) the defence of any matter to which paragraph 4(a) above relates that is brought against the member or employee; and
 - (iv) any civil liability arising as a consequence of any action or failure to act which also constitutes a criminal offence.
- (b) Where an act or failure to act occurs not in the discharge of the functions of the member or employee as a member or employee of the Council but as part of his/her participation with another organisation (whether as a member, employee or otherwise) as a person appointed to that organisation, then the indemnity shall only apply in relation to participation:
- (i) where his/her appointment to that organisation was made by or on behalf of the Council;
 - (ii) where his/her appointment was made as a result of his/her nomination for appointment to that organisation by or on behalf of the Council; or
 - (iii) where that appointment to that organisation was specifically approved by or on behalf of the Council,
- and in all cases only where:
- (A) such act or failure to act was within the power of that organisation; and
 - (B) that organisation has not itself secured adequate insurance for the benefit of the member or employee that is available to and would cover the member or employee for the act or failure to act.
- (c) No indemnity is given in relation to any actual or potential challenge to the exercise by or on behalf of the Council (including any determination relating thereto) of any of its arrangements pursuant to any code of conduct adopted by the Council in relation to its members or any subsequent action taken by the Council as a consequence of a determination under any such code.
- (d) The indemnity shall not extend to:
- (i) any loss or damage directly or indirectly arising from any motor vehicle claim in which an employee or member has used his or her own private vehicle on the Council's business; or

- (ii) an employee defending or resisting any potential or actual disciplinary action taken by the Council against that employee.
- (e) This indemnity does not apply to co-opted members of the Council, provided that, to the extent that the law allows, the Council may on a case by case basis at its absolute discretion determine that it should be so applied.

(5) The terms of the indemnity are as follows.

- (a) Where the indemnity has effect in relation to the defence of any:
 - (i) criminal proceedings; or
 - (ii) other allegation relating to fraud or other deliberate or reckless wrongdoing, including malice,

then if the employee or member in question is convicted of a criminal offence or found to have committed the fraud or other deliberate or reckless wrongdoing (as the case may be), and that conviction or finding is not overturned following any appeal, that employee or member shall reimburse the Council for any sums expended by it in relation to those proceedings pursuant to the indemnity, and those sums shall be recoverable by the Council as a civil debt.

- (b) The indemnity is subject to the employee or member notifying the Chief Executive as soon as reasonably practicable of any claim being made or intimated against him or her.
- (c) The indemnity will only extend to cover costs reasonably incurred in relation to any claim and/ or other proceedings together with any damages award loss and other expenses, evidenced by the employee or member to the satisfaction of the Monitoring Officer and Section 151 Officer. However, it does not extend to cover any actual award of damages in relation to a defamation action that is successfully taken against a member or employee.
- (d) The indemnity will not automatically apply if the employee or member without the written authority of the Chief Executive or, where appropriate, any appointed insurers:
 - (i) admits liability; or
 - (ii) negotiates or attempts to negotiate a settlement of any claim falling within the scope of this indemnity; or
 - (iii) fails to comply with any reasonable legal advice given by or on behalf of the Council (or its appointed insurers) in relation to proceedings to which the indemnity relates,

but may still be determined to apply should the Council so decide.

- (e) The indemnity will not automatically apply to any appeal or other challenge against the outcome of any claim or other proceedings unless in the opinion of the Monitoring Officer any such appeal or other challenge has a reasonable chance of success.
- (f) The Council or its insurers will be entitled to take over and conduct in the name of the employee or member the defence of any claim or other proceedings brought against the employee or member.
- (g) The indemnity shall not extend to any challenge or other claim against any decision of the Section 151 Officer and / or Monitoring Officer and / or the Council and / or the Council's insurers made pursuant to the provisions of the indemnity.
- (h) Where the Council arranges insurance to cover the whole or part of its liability under this indemnity, these provisions shall, in so far as it is appropriate so to do, apply as if references to the Council were references to the insurer.
- (i) The application of the indemnity shall not inhibit or prejudice the rights of the Council to take disciplinary action against an employee in respect of any act or failure to act in whatever circumstance.

Management Committee 19 September 2017 Review of Constitution – Joint Appeals Committee

For Recommendation To Council

Portfolio Holder(s)/ Brief holder

Corporate – Cllr P Barrowcliff

Senior Leadership Team Contact:

S Caundle, Assistant Chief Executive

Report Author:

Corporate Manager HR & OD – Bobbie Bragg

Statutory Authority

Section 4 (1) of the 1980 Act (designation and reports of Head of Paid Service) as the head of the authority's paid services or by an officer nominated by him (regulation 2 Local Authorities (Standing orders) (England) Regulations 2001)

Purpose of Report

That delegated powers are given to the HR&OD Corporate Manager to revise existing employment policies.

Recommendations:

- 2 To recommend the following to Full Council:
 - (a) that the practice of holding Joint Appeals Committee to discharge the function of various personnel related appeals be discontinued;
 - (b) that the constitution be amended accordingly to delete any reference to the Joint Appeals Committee and its delegated functions;
 - (c) that delegated power is given to the HR&OD Corporate Manager to create an informal working party consisting of the three HR portfolio holders across the three Councils to revise the existing employment policies subject to prior consultation with the Joint Negotiating & Consultation Committee (JNCG) to remove reference to appeals to the Joint Appeal Committee
 - (d) that delegated power be given to the HR & OD Corporate Manager to incorporate a new appeal process reflecting as appropriate the need to have an ad-hoc Advisory body to deal with relevant disciplinary / dismissal issues involving statutory posts: Ref: Constitution / Part B /para 3.2 Procedural rules
 - (d) that delegated power be given to the Monitoring Officer to amend the Constitution including the Officer Scheme of Delegation to reflect the cessation of the Joint Appeals Committee and the provisions of the new

employment policies once created to include so far as appropriate power to the HR&OD Corporate Manager to create an advisory panel / committee in advance of dismissal of a statutory post which meets relevant statutory obligations;

Background and Reason Decision Needed

- 3 Subsequent to the creation of the Shared Service Partnership of West Dorset District Council and Weymouth and Portland Borough Council in 2012, a Joint Appeals Committee was established replacing the sovereign Staff appeals hearings.
- 4 The original partnership of joint working and a shared workforce had not long been created at the time when the joint arrangements were put into place. However joint working has now been successfully operating for five years with North Dorset District Council joining in March 2015 forming the Dorset Councils Partnership.
- 5 Historically North Dorset District Council has not had councillor involvement in the employee dismissal appeals process and to date this difference in arrangements has not been addressed.
- 6 The terms of reference of the joint committee, sets out the current arrangements which is to consider various officer appeals against dismissal under the Council's disciplinary procedure, capability procedure, sickness absence management and redundancy and redeployment procedures.
- 7 Under section 4(1) of the 1989 Act (designation and reports of head of paid service) the Chief Executive as the Head of Paid Service is discharged with the following responsibilities:-
 - a) *The functions of : Appointment and Dismissal of and taking disciplinary action against, a member of staff of the authority must be discharged, on behalf of the authority, by the officer designated under [section 4\(1\)](#) of the 1989 Act (designation and reports of head of paid service) as the head of the authority's paid service or by an officer nominated by him [regulation 2 Local Authorities (Standing Orders) (England) Regulations 2001]*
 - b) *Where he/she considers it appropriate to do so in respect of any proposals of his/her with respect to any of the matters specified in subsection (3) below, to prepare a report to the authority setting out his proposals.*

(3) *Those matters are:*

The manner in which the discharge by the authority of their different functions is co-ordinated; the number and grades of staff required by the authority for the discharge of their functions; the organisation of the authority's staff; and the appointment and proper management of the authority's staff. [Section 4 Local Government and Housing Act 1989]
- 8 Best practice, as set out in the "Discipline and Grievance at Work Guide" of the Advisory, Conciliation & Arbitration Service (ACAS) identifies that when dealing with disciplinary appeals "an employee who wishes to appeal against any disciplinary decision must do so within five working days. The senior manager will hear all appeals and his/her decision is final."

- 9 Although, the above advice is not specific to the public sector, translating this best practice guidance into local government would suggest that all Workforce matters clearly reside within the control of Head of Paid Service.
- 10 Any disciplinary decision would have been carefully considered and legal advice taken to ensure that these matters are properly managed at a senior level.
- 11 In the event the employer is a member of a Union, there is every opportunity for them to be properly represented by their Union official.
- 12 As far we are aware, no Councils seem to involve members in an appeal process to the same extent as exists for the WW&PJC i.e. that include dismissals on the grounds of Capability, Sickness absence, Redundancy and Redeployment.
- 13 In the event an employee is not satisfied with a dismissal decision, a further external appeal process is in place in the form of Employment Tribunals which are available to all employees (free of charge) if they consider they have been unfairly or wrongfully dismissed.

Risk Management (including Health & Safety)

It would be difficult to justify why councillors would take a decision that could materially impact upon any Disciplinary, Capability, Redundancy or Redeployment judgements which had been properly and carefully considered, following due proper process by the Head of Paid Service or his representative together with external legal advice .

Human Resources

All Disciplinary, Capability, Redundancy or Redeployment policies and Procedures would have had been properly and diligently followed and external employment law advice.

Consultation and Engagement

Consultation with Unison, Unite and GMB

Appendices

None

Background Papers

The Discipline and Grievance at Work Guide of the Advisory, Conciliation & Arbitration Service (ACAS)

West Dorset District, Weymouth & Portland Borough and North Dorset District Council revised Constitution Part B Procedural rules Para 3.2

Implications

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

Report Author: Bobbie Bragg - July 2017

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Management Committee 19 September 2017 Councillor Appointment to Outside Body

For Decision

Briefholder

Cllr Alison Reed

Senior Leadership Team Contact:

S Caundle, Assistant Chief Executive

Report Author:

H Caves, Councillor Development and Support Officer

Statutory Authority

Local Government Act 1972

Purpose of Report

- 1 To appoint a councillor to one of the council's outside bodies.

Recommendations

- 2 To appoint a councillor to serve as a reserve council representative on the Dorset Waste Partnership Scrutiny Group.

Reason for Decision

- 3 To ensure there is representation of Weymouth & Portland Borough Council on this group.

Background and Reason Decision Needed

- 4 Cllr Gill Taylor is the council's main representative on the group but the Dorset Waste Partnership Scrutiny Group asked if the council could also appoint a reserve member. The group requires the appointment of one reserve member from Weymouth & Portland Borough Council.
- 5 All WPBC members were invited to apply for this position. One application was received from Cllr Lucy Hamilton which is appended to this report.

Implications

Financial

- 6 There are no financial implications arising from the process of making appointments to internal working groups or outside bodies.

Equalities

- 7 All members of WPBC are invited to apply for vacancies on the council's outside bodies.

Consultation and Engagement

- 8 All WPBC councillors were notified of the vacancy.

Appendices

- 9 Appendix 1 - Application received for the vacancy of Dorset Waste Partnership Scrutiny Group

Background Papers

- 10 There are no background papers.

Footnote

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

Report Author: Hayley Caves

Telephone: 01305 252394

Email: hcaves@dorset.gov.uk

Date: 6 September 2017

REPRESENTATIVES ON OUTSIDE BODIES - APPLICATION FORM

1. Name: Lucy Hamilton
2. Outside Body: Dorset Waste Partnership Scrutiny Group
3. Do you have a specific skill or area of expertise relevant to the organisation?
Please state:

I have previously served as Chair of Scrutiny, where we received reports from Dorset Waste Partnership.
As Chair of Scrutiny, I took part in discussions re waste and recycling management as part of the joint scrutiny panel.
In November 2016 I visited the sites at Chapel Lane, Hurn and Canford.

4. Do you have an interest and motivation for the subject? Please state:

I am passionate about reducing waste, effective recycling and efficient waste disposal. I requested site visits in Autumn last year so that I could learn more.
I also spent a morning with the crew on a refuse collection round to learn more.

5. Can you demonstrate your commitment to the aims of the organisation and how these connect to the priorities of the council? Please state:

Dorset Councils Partnership needs to deliver value for money.
Weymouth and Portland has always had a good record on recycling.
Waste management in some areas such as the Park District and on Portland continues to be a challenge and a concern for residents.
Cost effective bulk waste collection is a concern for businesses and not-for-profit organisations.

6. Please indicate that you have considered whether you have the time to accommodate the level of representation required. **YES**
7. Please indicate your commitment to submitting an annual report on the activities of the organisation. **YES – as reserve member**

Signature
Lucy Hamilton

Date
30 August 2017

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Management Committee Four Month Forward plan 1 October 2017 To 31 January 2018

This Plan contains the decisions that the Council intends to make over the next 4 months, but will be subject to review at each committee meeting. The Plan does not allow for items that are unanticipated, which may be considered at short notice. It is available for public inspection along with all reports (unless any report is considered to be exempt or confidential). Copies of committee reports, appendices and background documents are available from the council's offices at Council Offices, Commercial Road, Weymouth, DT4 8NG 01305 251010 and will be published on the council's website Dorsetforyou.com 3 working days before the meeting.

Notice of Intention to hold a meeting in private - Reports to be considered in private are indicated on the Plan as Exempt. Each item in the plan marked exempt will refer to a paragraph of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 and these are detailed at the end of this document.

Brief Holders

- Community Safety - Cllr F Drake
- Corporate Affairs and Continuous Improvement – Cllr A Reed
- Economic Development – Cllr J Farquharson
- Environment and Sustainability - Cllr R Nowak
- Finance and Assets – Cllr J Cant
- Housing – Cllr G Taylor
- Community Facilities – Cllr K Wheller
- Tourism, Harbours and Culture – Cllr R Kosior
- Social Inclusion – Cllr C James
- Transport and Infrastructure – C Huckle

KEY DECISIONS

Title of Report	Purpose of Report	Documents	Exempt	Portfolio Holder & Report Author	Decision Date
Festivals and Events Policy and updated procedures	To consider the adoption of the Festivals and Events Policy and updated procedures.			WPBC Briefholder for Tourism, Culture and Harbour Nick Thornley, Head of Economy, Leisure & Tourism	31 Oct 2017

Non- Key Decisions

Title of Report	Purpose of Report	Documents	Exempt	Portfolio Holder & Report Author	Decision Date
Management of the Verne Common Nature Reserve and High Angle Battery, Portland	To inform members of progress made in respect of the work plan scheduled in the current Higher Level Stewardship Scheme for this land and related budgetary outcomes. To consider potential options for future land management and approve recommendations.			WPBC Briefholder for Finance and Assets, WPBC Briefholder for Community Facilities Greg Northcote, Estates Manager	31 Oct 2017

NON KEY DECISIONS

Title of Report	Purpose of Report	Documents	Exempt	Portfolio Holder & Report Author	Decision Date
Community Governance Review - Consultation responses and draft recommendations for local governance arrangement for Weymouth Page 108	To agree draft recommendations for local governance arrangements for Weymouth for further consultation, for agreement by Full Council.			WPBC Briefholder for Corporate Affairs and Continuous Improvement WPBC Briefholder for Corporate Affairs and Continuous Improvement Jacqui Andrews, Corporate Manager Democratic & Electoral Services	31 Oct 2017 18 Jan 2018
Weymouth BID - report of the Scrutiny and Performance Committee	To consider the findings and recommendations following review of the Weymouth BID by the Scrutiny and Performance Committee			WPBC Briefholder for Economic Development, WPBC Briefholder for Tourism, Culture and Harbour Lindsey Watson, Senior Democratic Services Officer, Councillor Ryan Hope	12 Dec 2017

NON KEY DECISIONS

Title of Report	Purpose of Report	Documents	Exempt	Portfolio Holder & Report Author	Decision Date
Weymouth Town Centre Conservation Area - report of the Scrutiny and Performance Committee	To consider the findings and recommendations following the review of the Weymouth Town Centre Conservation Area by the Scrutiny and Performance Committee.			WPBC Briefholder for Economic Development, WPBC Briefholder for Environment and Sustainability Lindsey Watson, Senior Democratic Services Officer, Councillor Claudia Moore	31 Oct 2017
Draft Masterplan for The Marsh	To consider the draft Masterplan for The Marsh			WPBC Briefholder for Community Facilities Tony Hurley, Leisure Commissioning Manager	31 Oct 2017
Quarter 2 Business Review	To provide the strategic overview of performance, risk, revenue and capital expenditure and income.			WPBC Briefholder for Finance and Assets Chris Evans, Financial Performance Manager	31 Oct 2017
2018/19 Budget	To consider budget and feedback from consultation.			WPBC Briefholder for Finance and Assets Julie Strange, Head of Financial Services	12 Dec 2017

NON KEY DECISIONS

Title of Report	Purpose of Report	Documents	Exempt	Portfolio Holder & Report Author	Decision Date
Dorset Waste Partnership Budget 2018/19	To consider the Dorset Waste Partnership Budget.			WPBC Briefholder for Finance and Assets, WDDC Portfolio Holder for Environmental Protection and Assets Graham Duggan, Head of Community Protection	12 Dec 2017
Calendar of Meetings 2018/19	To adopt the Calendar of Meetings for 2018/19.			WPBC Briefholder for Corporate Affairs and Continuous Improvement Kate Critchel, Democratic Services Officer	12 Dec 2017
Harbour Budget Requirements 2018/19	To present the budget request for the harbour for 2018/19 including considering feed and charges in 2018/19			WPBC Briefholder for Finance and Assets Nick Thornley, Head of Economy, Leisure & Tourism	12 Dec 2017
Corporate Sponsorship Policy	To consider the adoption of a Corporate Sponsorship Policy that is aligned across the Dorset Councils Partnership to provide an opportunity for each Council to maximise income generating opportunities.			WPBC Briefholder for Finance and Assets Matt Ryan, Tourism & Events Manager	6 Feb 2018

NON KEY DECISIONS

Title of Report	Purpose of Report	Documents	Exempt	Portfolio Holder & Report Author	Decision Date
2018/2019 Treasury Management Strategy Statement and Annual Investment Strategy	To consider the Treasury Management Strategy Statement (TMSS) and Annual Investment Strategy for the coming year. To set prudential indicators and to review the policy on Minimum Revenue Provision (MRP)			WPBC Briefholder for Finance and Assets John Symes, Financial Resources Manager	6 Feb 2018

Private meetings

The following paragraphs define the reason why the public may be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that exempt information would be disclosed and the public interest in withholding the information outweighs the public interest in disclosing it to the public. Each item in the plan above marked Exempt 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 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 reveal that the authority 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.

