

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

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

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

<b>1.</b>	Greenhill Chalets future management and renovation <b>Sarah Cairns</b>	<b>Kate Wheller</b>	Management Committee	Oct 2016 March 2017 Sept 2017	<b>NA</b>	Lease and transfer arrangements being negotiated. Aim to complete transfer September 2017
<b>2.</b>	Production of a Master Plan for the Marsh and its facilities <b>Nick Thornley / Tony Hurley</b>	<b>Kate Wheller</b>	Management Committee	February 2017 July 2017 Sept 2017 Oct 2017	<b>NA</b>	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.
<b>3.</b>	Review of WC Estate <b>Sarah Cairns</b>	<b>Kate Wheller</b>	Management Committee	May 2017 July 2017 August 2017	<b>NA</b>	Review of seafront public conveniences completed and findings being considered.

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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

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

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

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

<b>8.</b>	Steps required to inform a discussion about establishing a Weymouth Town Council <b>Stuart Caundle</b>	<b>Alison Reed</b>	Report adopting the terms of reference, followed by a report agreeing a proposal for consultation.	Oct 2017 update	<b>Agreed in budget 2017/18</b>	Special full council agreed CGR terms of reference on 30/03/17. Awaiting DCLG minded too decision.
<b>9.</b>	Establishing the position of Portland Town Council <b>Stephen Hill</b>	<b>Alison Reed</b>	Letter inviting the Town Council to submit a bid for the services it might wish to run after a Unitary Authority	August 2017	<b>Meeting 14/11/17</b>	Letter to be sent to the Town Council inviting them to submit a bid having taken account of the views of Portland residents
<b>10.</b>	Combined Authority <b>Stephen Hill</b>	<b>Jeff Cant / Alison Reed</b>	Delegated to CEO/Leader	Update July 2017	<b>NA</b>	DCLG to consider Combined Authority proposals alongside LGR proposals
<b>11.</b>	Local Government Reorganisation <b>Matt Prosser</b>	<b>Jeff Cant/ Alison Reed</b>	Delivery plans for alternatives in place	Update at each Management Committee	<b>NA</b>	Decision by the SoS awaited. Now expected by September the 15 <sup>th</sup> . A Cross County Committee has been set up and approved by full Council to oversee the project.
<b>12.</b>	Review of grants from outside bodies	<b>Alison Reed</b>	MC	Oct 2017	<b>NA</b>	Initial review of the efficiencies of grant process – are we getting all we can?

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**4. Economic Development - JAMES FARQUHARSON**

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

<b>13.</b>	Inward investment programme for Weymouth & Portland <b>Martin Hamilton</b>	<b>James Farquharson / Jeff Cant</b>	Management Committee	May 2017 November 2017	<b>TBC</b>	W&P presence at event in London late 2017
<b>14.</b>	Western Dorset Growth Strategy detailed action plan for economic growth <b>Martin Hamilton</b>	<b>James Farquharson</b>	Management Committee  Councillor briefing and feedback to DCC	May 2017 June 2017 August 2017	DCC, WDDC, WPBC, LEP	Tactical plan for delivery of strategy being developed and will be presented to MC in May.
<b>15.</b>	Start up units for new businesses <b>Nick Thornley</b>	<b>James Farquharson</b>		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
<b>16.</b>	Bid for additional funding support from Council for Jurrassica/Memo <b>Nick Thornley</b>	<b>James Farquharson</b>	Finance working group / Management Committee	August 2017	<b>From WPBC balances</b>	Needs to be considered by Finance working group in the context of the projects list

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

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

<b>17.</b>	Early review of Local Plan <b>Hilary Jordan</b>	<b>Ray Nowak</b>	Full Council Jan 2017 Management Committee December 2017	First consultation February 2017 MC Approval December 2017 Final adoption late 2019/2020	<b>N/A</b>	Consultation has been and the 'preferred options' will come back to MC at the end of 2017 to be agreed
<b>18.</b>	First Phase Flood Defences <b>Martin Hamilton</b>	<b>Jeff Cant / Ray Nowak</b>	Management Committee	Sept 2017	DEFRA/LEP	No funding from Growth Deal 3 Bids £11m. Reviewed the way forward at the March MC and agreed a case to be put directly DEFRA for flood defence support. A meeting has been arranged for 6 <sup>th</sup> September with Therese Coffey, the Under Secretary

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19.	Listed Building and Conservation Area process and policy review <b>Paul Wyeth</b>	<b>Ray Nowak</b>	Scrutiny Committee report to be considered by Management Committee  Management Committee	July 2017  September 2017	<b>£200,000</b> 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
20.	Gypsy and Traveller DPD <b>Stephen Hill</b>	<b>Ray Nowak</b>	<b>Dorset County Council</b>	September 2017 Update	<b>NA</b>	All partner councils have agreed to take forward the DPD using in-house resources.

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

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

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

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<b>23.</b> Town Centre Regeneration <b>Martin Hamilton</b>	<b>Jeff Cant</b>	Management Committee	Overall project timetable <b>June 2017</b> <b>July 2017</b> <b>August 2017</b> <b>Sept 2017</b>	Consortium with possible Council participation	<b>Five Zones identified.</b> Proposals for <b>Zone 1 Peninsula</b> all year leisure development approved. <b>£200,000</b> agreed for detailed proposal work starts 2017. <b>Remaining Zones 2 to 5:</b> An outline delivery timetable will be presented to the Sept MC
<b>24.</b> Active Property Asset Management Plan required to deliver capital receipts for reinvestment in the Borough <b>Martin Hamilton/Sarah Cairns</b>	<b>Jeff Cant</b>	Management Committee	Rolling programme of reports to come forward.	<b>N/A</b>	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.
<b>25.</b> Strategy for management of the hotel portfolio <b>Martin Hamilton</b>	<b>Jeff Cant</b>	Management Committee	<b>June 2017</b> <b>July 2017</b> <b>Sept 2017</b>	<b>N/A</b>	Update on next steps to given to the July MC by Discussed with hoteliers group and way forward agreed
<b>26.</b> Appointment of a Town Centre manager to actively engage in the improvement of the town centre and take action on poorly maintained assets. <b>Martin Hamilton/Nick Thornley</b>	<b>Jeff Cant/ Richard Kosior</b>	Management Committee	<b>July 2017</b> <b>Then monthly verbal update</b>	<b>Revenue Balances</b>	The post has been filled and the appointee starts in August. A verbal progress report will be made to the MC monthly for the first six months of the initiative

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**7. Housing - GILL TAYLOR**

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

<b>27.</b>	<b>Melcombe Regis Board</b> Improving Melcombe Regis as a place to live and work <b>Graham Duggan</b>	<b>Gill Taylor/ Francis Drake/ Jeff Cant</b>	Report to Management Cttee	<b>March 2017</b> <b>April 2017</b> <b>June 2017</b> <b>Monthly updates from CEO/ Briefholder</b>	Joint funding from the participating bodies	Board's Action Plan now received and welcomed. A communications strategy has been requested to inform the community
<b>28.</b>	Review the controls over HMO's <b>Stephen Hill</b>	<b>Gill Taylor</b>	Report to Management Cttee <b>August 2017</b>	<b>September 2017</b>		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.
<b>29.</b>	Accelerating Home Building strategy with the objective to increase number and pace of house building. Housing Strategy required bringing together Council and Housing Associations <b>Stephen Hill</b>	<b>Gill Taylor / Jeff Cant / Ray Nowak</b>	Report to Management Cttee <b>August 2017</b> following review of funding by Finance Group.	March 2017 Update May 2017 July 2017	Joint funding from the three Councils; WPBC will be agreed to contribute at July 2017 MC	A comprehensive strategy is being prepared which includes Housing Associations. A WPBC steering group has been formed,. They are progressing the delivery of an Accelerating Home Building Action Plan



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**8. Social Inclusion - CHRISTINE JAMES**

Social Inclusion, Customer Contact Centre, Localism Project, Community Regeneration and Development, People with Special Needs and Exclusions, People element of Bereavement Service etc., Safeguarding/vulnerable adults, Health service, Public health, Health & Wellbeing Board, Voluntary Bodies and Groups

<b>30.</b>	Review Corporate Equality Policy  <b>Jane Nicklen</b>	<b>Christine James</b>	All Members	October 2017	<b>N/A</b>	Revised policy to be considered by DCP Corporate Equality Group and Policy Development Committee November 2017 for recommendation to MC December 2017.
<b>31.</b>	Review of council resources allocated to local partnerships and community/voluntary organisations <b>Jane Nicklen</b>	<b>Christine James</b>	Management Committee	Funding approval request to <b>MC July 2017</b> <b>August 2017</b> Launch <b>September 2017</b>	<b>Council Reserves</b>	Leaders' Group will prioritise funding targets. Plain English guide to accessing grant to be launched in September 2017.
<b>32.</b>	Revised Policy for making grants required <b>Jane Nicklen</b>	<b>Christine James</b>	Management Committee	April 2017 July 2017 August 2017	<b>Council Reserves</b>	Revised Grants., Loans & Subsidies Policy agreed at July MC
<b>33.</b>	Armed Forces Covenant project to be investigated	<b>Christine James</b>	Management Committee	July 2017 September 2017	<b>Council Reserves</b>	Member Briefing on the Armed Forces Covenant provided on 12 June. Project with The Lantern Centre being investigated.

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34.	Make Weymouth Dementia Friendly <b>Jane Nicklen</b>	<b>Christine James</b>	All Members	March 2018 Nov 2017	<b>N/A</b>	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 <b>Tony Hurley/Nick Thornley</b>	<b>Richard Kosior/Jeff Cant</b>	Management Committee	July 2017 September 2017 October 2017	Combination of Council and Arts body funding under review.	Report to MC <b>July 2017</b> 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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36.	Developing the commercial potential of the Harbour <b>Keith Howorth</b>	<b>Ian Bruce/ Richard Kosior</b>	Management Committee	April 2017 May 2017 June 2017 July 2017 verbal update <b>October 2017</b>		Budget agreed without a deficit 2016/2017 and beyond. Commercial options for the future are being explored supported by a consultant

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<p><b>10. Transport and Infrastructure - COLIN HUCKLE</b></p> <p>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</p>						
<p><b>37.</b></p>	<p>Review signage within the Borough in consultation with DCC and the BID report from 2016. <b>Sarah Cairns/Nick Thornley/Graham Duggan/Trevor Hedge</b></p>	<p><b>Colin Huckle</b></p>	<p>Management Committee</p>	<p><b>July 2017</b> <b>September 2017</b> <b>October 2017</b></p>	<p>Coastal Community Fund or Council balances</p>	<p>See Town Centre consultation group Officer report expected with firm costed proposals at the October MC</p>
<p><b>38.</b></p>	<p>Comprehensive review of all car parks to identify loss making sites and surplus assets <b>Sarah Cairns</b></p>	<p><b>Colin Huckle/Jeff Cant</b></p>	<p>Management Committee</p>	<p><b>March 2017</b> <b>August 2017</b></p>		<p>Sites surplus to requirements currently being consulted with Local Members. Now with Asset Management Group..</p>
<p><b>39.</b></p>	<p>New Traffic management programme for the Town Centre to include pedestrianisation proposals and events' road closures. Review to include the DCC Park and Ride. <b>Martin Hamilton</b></p>	<p><b>Colin Huckle/Jeff Cant</b></p>	<p>Management Committee</p>	<p><b>March 2017</b> <b>April 2017</b> <b>May 2017</b> <b>June 2017</b> <b>August 2017</b></p>	<p>Funding approved June MC for first phase of pedestrianisation</p>	<p>Bollards and Gate now in place. Further report expected in October. DCC park and ride to be examined.</p>