

WEYMOUTH AND PORTLAND BC – MANAGEMENT COMMITTEE ACTION PLAN OCTOBER 2017

KEY : Red = Close Monitoring; Amber = Watching Brief with regular updates; Green = Completed

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 Sarah Cairns	Kate Wheller	Management Committee	Oct 2016 March 2017 Sept 2017 Dec 2017	NA	Lease and transfer arrangements being negotiated. Aim to complete transfer to Greenhill Management Association September 2017
2.	Production of a Master Plan for the Marsh and its facilities Nick Thornley / Tony Hurley	Kate Wheller	Management Committee	Feb 2017 July 2017 Sept 2017 Oct 2017	NA	Stakeholder consultation on the draft plan prepared by September and the results reported back to Management Committee in October.
3.	New Boxing Club on the Marshes Nick Thornley / Tony Hurley	Kate Wheller	Management Committee	Dec 2017	Council reserves	Officer review of project plan underway. £50k grant provided
4.	Public Conveniences Martin Hamilton	Kate Wheller	Management Committee	Feb 2018	To Finance Group	WC Refurbishment proposal urgently required

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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

5.	Preventing drink-fuelled disorder. Consider late night levy and limiting opening times. Graham Duggan	Francis Drake	Management Committee Performance & Scrutiny Committee	March 2017 June 2017 July 2017 Oct 2017 Sept 2017 Jan 2018	NA	Member briefing to Management Committee for strategic steer.
6.	Town centre space controls to address general antisocial behaviour. Graham Duggan	Francis Drake Matt Prosser to update at MC	Management Committee	Update at each MC required	TBA	Public Space Protection Order out to consultation. Order expected to be made Feb 18. Action also being taken by the Melcombe Regis Board.
7.	Tackling litter/dog fouling street trading activity and waste. Tackling street offences. Graham Duggan	Francis Drake Matt Prosser to update at MC	Management Committee	July 2017 Sept 2017	Self funding	Leaders Group presentation Sept 2017 with suggested additional powers then Management Committee

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8.	Emergency Planning update Martin Hamilton	Francis Drake	Management Committee	Dec 2017	NA	Post Grenfell review of Borough preparedness for civil emergencies. Verbal update required.
9.	Melcombe Regis Board Action Plan. Matt Prosser	Francis Drake	Management Committee	Update at each MC	Council reserves	Impact of Melcombe Regis Board Action Plan in reducing anti-social behaviour. Community Safety Accreditation Scheme (CSAS)

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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

10.	Set up a Town Council in Weymouth Stuart Caundle	Alison Reed / Jeff Cant	Town Centre Steering Group Management Committee	March 2018	Agreed in budget 2017/18	Public consultation ends March 2018. Initial scoping of services and finances for Town Council in progress
11.	Establishing the position of Portland Town Council Stephen Hill	Alison Reed	Management Committee	Feb 2018	Ongoing	Town Council to consider services it might wish to run after a Unitary Authority meeting. 2 nd meeting 26.2.2018.
12.	Unitary Council / Combined Authority Matt Prosser	Jeff Cant / Alison Reed	Delegated to CEO/Leader	Ongoing updates	NA	A Cross County Committee has been set up and approved by full Council to oversee the project.

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13.	Review of incoming grants from outside bodies Jane Nicklen	Alison Reed	Scrutiny Committee Management Committee	TBA	NA	Embedding external grant application into authority's culture.
14.	Review of links with outside bodies Stuart Caundle	Alison Reed / Andy Blackwood	Scrutiny Committee Management Committee	Feb 2018	NA	To be scoped by Scrutiny Committee

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4. Economic Development - JAMES FARQUHARSON

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

15.	Additional funding support from Council for Memo / Jurassica Nick Thornley	James Farquharson	Finance working group / Management Committee	Aug 2017	£50k from WPBC balances	Funding support agreed.
16.	Set up a consultation to engage with business community to gain a better understanding of their needs.	James Farquharson	Management Committee	Feb 2018		Organise consultation with W&PBC Economic Development, BID and business community.

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17.	Support for grassroots local enterprise Nick Thornley	James Farquharson	Management Committee	March 2018	Western Dorset Growth Corridor WPBC	In-Borough support: T2.6 Work hubs and incubation space T3.5 Enterprise education initiative T3.1 Enterprise Advisor Network
18.	Marketing Weymouth & Portland’s commercial potential Nick Thornley	James Farquharson	Management Committee	March 2018	Western Dorset Growth Corridor WPBC	External outreach: T 3.4 Marketing Western Dorset T4.1 Inward investment T.4.5 Marine sector
19.	Annual Enterprise Award Nick Thornley	James Farquharson	Management Committee	TBC	W&PBC Economic Development	Local entrepreneur award: Set up or collaborate with existing awards to recognise entrepreneurial initiative and success

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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

20.	Review of Local Plan Hilary Jordan	Ray Nowak	Full Council Jan 2017 Management Committee December 2017	First consultation Feb 2017 MC Approval Dec 2017 Final adoption late 2019/2020	NA	Consultation concluded and the 'preferred options' will come back to MC
21.	First Phase Flood Defences Martin Hamilton	Jeff Cant / Ray Nowak	Management Committee	Sept 2017	DEFRA/LEP	Case put directly to DEFRA for flood defence support. A meeting was held on 6 September with Therese Coffey, Under Secretary of State.
22.	Listed Building and Conservation Area process and policy review Paul Wyeth	Ray Nowak	Scrutiny Committee report to be considered by Management Committee Management Committee	July 2017 Sept 2017	£200k for Conservation Team	Referred to finance working group for funding assessment. Additional funding not agreed at present. Refer to item 23.

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23.	Review ways of enforcing improvement of run down buildings in private hands. Stephen Hill	Ray Nowak / Paul Wyeth	Management Committee	Nov 2017	TBC	Drive up the quality of the built environment. Agreement reached with Town Centre Group to identify and pursue owners of run down building.

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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

24.	Sale of North Quay Martin Hamilton	Jeff Cant / all	Management Committee	Ongoing updates		Contract rescinded and Exec Director reported back on options. New proposal to be submitted to Management Committee.
25.	Town Centre Regeneration Peninsula Martin Hamilton	Jeff Cant / all	Management Committee	Overall project timetable Completion 2020	Council borrowing	£700k committed to project Work starts early 2018 Council funded from borrowing.
26.	Town Centre Regeneration – Commercial Road Martin Hamilton	Jeff Cant	Management Committee	Dec 2017	Mixed Funding	Verbal updates at each Management Committee
27.	Submit a case for additional funding support to Department for Communities and Local Government Martin Hamilton / Simon King	Jeff Cant/ Group Leaders	N/A	Ongoing	N/A	Richard Drax arranging date with SoS for Communities and Local Government. Draft submission prepared.

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28.	Active Property Asset Management Plan should deliver capital receipts for reinvestment in the Borough Martin Hamilton / Sarah Cairns	Jeff Cant	Management Committee	Rolling programme of reports to come forward.	NA	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.
29.	Pavilion makeover Martin Hamilton	Jeff Cant	Management Committee	Oct 2017	Funds allocated	£250k allocated to project awaiting update on refurb programme from Phil Say
30.	Construction of new public conveniences at the Esplanade Martin Hamilton	Jeff Cant	Management Committee	Verbal update at each Management Committee	Funds allocated	Following comprehensive review of facilities in Borough, MC agreed to the construction of new toilet facilities on the Esplanade. £400k allocated to this project

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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

31.	Melcombe Regis Board Improving Melcombe Regis as a place to live. Matt Prosser	Gill Taylor / Francis Drake / Jeff Cant	Report to Management Committee	Monthly updates from CEO/ Briefholders	Joint funding from the participating bodies	Monthly updates on Housing elements of the Action Plan.
32.	Review unlicensed HMO's in the Borough Clive Milone	Gill Taylor	Update to Management Committee October 2017	Monthly verbal update	Continue to await Government legislation anticipated in Summer 2018	Report on a proactive approach to ensuring safe HMOs.
33.	Action Plan required bringing together Council and Housing Associations Stephen Hill / Clyde Lambert	Gill Taylor / Jeff Cant / Ray Nowak	Report to Management Committee August 2017 following review of funding by Finance Group.	March 2017 May 2017 July 2017 Verbal update	Joint funding from the three Councils.	Accelerated Home Building strategy with the objective to increase number and pace of house building. A WPBC steering group has been formed to progress 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

34.	Review Corporate Equality Policy Jane Nicklen	Christine James	Management Committee	Dec 2017	NA	Revised policy to be considered. Meeting on 9 November.
35.	Armed Forces Covenant project to be investigated.	Christine James	Management Committee	Monthly updates	Council Reserves	Project with The Lantern Centre being developed. 27 Nov meeting arranged.
36.	Make Weymouth Dementia Friendly Jane Nicklen	Christine James	All Members	Nov 2017	NA	Work to be picked up by November 2017 meeting of DCP Equality Working Group.
37.	Residential Care home residents access to health services	Christine James	Scrutiny Committee	Feb 2018	NA	Further scoping needed.

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

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

38.	Development of arts strategy for the council Nick Thornley / Tony Hurley	Richard Kosior / Jeff Cant	Management Committee	July 2017 Sept 2017 Oct 2017	Combination of Council and Arts body funding under review.	An Arts Panel of Members has been formed and will seek funding from various sources including Coastal Community.
39.	Developing the commercial potential of the Harbour Nick Thornley	Ian Bruce/ Richard Kosior	Management Committee	Verbal updates		Commercial options for the future are being explored supported by a consultant
40.	Esplanade lighting system Nick Thornley Tony Hurley	Richard Kosior / Jason Osborne	Management Committee	Dec 2018	Coastal Community	£200k grant from Coastal Community Fund. Project Plan agreed. Delivery timetable under review.
41.	Proposal for sculpture trail Tony Hurley	Richard Kosior / Jeff Cant	Management Committee	Nov 2017	£150k Council / Coastal Community	Funding proposal agreed by Finance group.
42.	Signage Graham Duggan / Nick Thornley	Richard Kosior / Colin Huckle	Management Committee	Nov 2017	Coastal Community	Grants to be sought from Coastal Community. BID engaged with project October 2017.

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43.	Review of concessions process and product and service mix Sarah Cairns / Matt Ryan	Richard Kosior	Scrutiny Committee	Jan 2018	NA	Before allocation of licences for 2018 season
44.	Review events and festivals planning and delivery Martin Hamilton	Richard Kosior	Policy Committee	Jan 2018	NA	Committee report expected.
45.	Clarify the offering to visitors and Review the active promotion of tourism Nick Thornley	Richard Kosior	Scrutiny Committee	Jan 2018	TBC	Committee report expected.

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10. Transport and Infrastructure - COLIN HUCKLE

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

46.	Comprehensive review of all car parks to identify loss making sites and surplus assets Sarah Cairns	Colin Huckle / Jeff Cant	Management Committee	Dec 2017		Now with Asset Management Group.
47.	New Traffic management programme for the Town Centre to include pedestrianisation proposals. Nick Thornley	Colin Huckle / Jeff Cant	Management Committee	March 2017 April 2017 May 2017 June 2017 Aug 2017 Oct 2017	Funding approved June MC for first phase of pedestrianisation	St Mary's Street / St Thomas Street completed. Second phase pedestrianisation report October. Full Traffic Management proposal Feb 2018

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48.	Review of Events' road closures process Martin Hamilton.	Colin Huckle	Scrutiny then Management Committee	Mar 2018	TBC	Committee report expected.
49.	Review DCC Park and Ride Martin Hamilton	Colin Huckle	Management Committee	Feb 2018	TBC	County proposal to pass over park and ride to Borough
50.	Cycling and pedestrian policy and practice Graham Duggan	Colin Huckle / Francis Drake	Scrutiny Committee Health & Wellbeing Locality Group	Feb 2018	NA	