

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, 6 March 2018
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

USEFUL INFORMATION

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A G E N D A

Page No.

17 MANAGEMENT COMMITTEE ACTION PLAN

3 - 20

To consider the Management Committee Action Plan

WEYMOUTH AND PORTLAND BC – MANAGEMENT COMMITTEE ACTION PLAN FEBRUARY 2018

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 Feb 2018	NA	Project complete. Final report to MC in Feb 2018
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	Negotiations on reducing closing time continue. Trade developing proposal for late night street wardens or funded police officers.
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	PSPO for ASB on Management Committee agenda (6/3/18)
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 Feb 2018	Self funding	Tender being prepared for contracted enforcement service. 3GS pilot extended until new service begins
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.

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9.	Melcombe Regis Board Action Plan. Matt Prosser	Gill Taylor	Management Committee	Update at each MC	Council reserves	Following Management Committee support for a Community Safety Accreditation Scheme, a scheme is now being worked up in detail for launch ahead of next summer. Uniformed officers will be accredited with some policing powers and be a visible presence in the town centre

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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.
13.	Review of incoming grants from outside bodies Jane Nicklen	Alison Reed	Scrutiny Committee Management Committee	TBA	NA	Officer Working Group being established to share ownership of co-ordinated approach to grant applications
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.	Set up a consultation to engage with business community to gain a better understanding of their needs. Nick Thornley	James Farquharson	Management Committee	Feb 2018		<ul style="list-style-type: none"> Economic Strategy link T4.6 - JF presented economic strategy and engaged with a wide range of SME's and major employers to gain feedback on local economy at the Portland Business Day event held 24.1.18 Economic Strategy link T4.5 - JF Meeting with Portland marine companies CEO's to understand future vision and growth opportunities to feed into national funding bid and develop new marine CEO forum. Meeting held 24.01.18
16.	Support for grassroots local enterprise Nick Thornley	James Farquharson	Management Committee	March 2018	Western Dorset Growth Corridor WPBC	<ul style="list-style-type: none"> Economic Strategy link T2.6 - Incubator Units project being established at Ferry Terminal Building

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					<p>December 2017 Economic Strategy link T3.5 - Funding support provided for new Careers Enterprise coordinator (CEC) post to strengthen links between schools and businesses (Wey Valley, Budmouth, Atlantic Academy, Budmouth and All Saints signed up to programme with business mentors being appointed to each school).</p> <ul style="list-style-type: none"> Economic Strategy link T3.5 - JF Meeting with Careers and Enterprise Company, DCC Educational service and business mentor to discuss CEC programme and links with local business. Meeting held 24.01.18
17.	Marketing Weymouth & Portland's commercial potential Nick Thornley	James Farquharson	Management Committee	March 2018	<p>Western Dorset Growth Corridor WPBC</p> <ul style="list-style-type: none"> Economic Strategy link T3.4 – Funding for new local careers and job website being secured

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					<p>to promote local companies and business and linked to local students to encourage retention of our young people and act as an attractor to those outside the Borough</p> <ul style="list-style-type: none"> • Economic Strategy link T3.4 – Weymouth promotional leaflet produced and taken to key London trade show by Leader. Promotion of developments sites via Dorset Property Pilot. • Economic Strategy link T4.5 – Marine development project progressing with EDO’s attending the South Coast Marine Cluster meeting in January to feed into national funding bid for Marine sector. • Economic Strategy link T4.5 - Funding agreed (by Growth Hub) to

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					appoint Marine sector coordinator for Dorset Economic Strategy link T3.4 - New WDEGS leaflet produced to promote the aims of the strategy. PDF version to be circulated to members via the WDEGS members Board
18.	Annual Enterprise Award Nick Thornley	James Farquharson	Management Committee	TBC	W&PBC Economic Development <ul style="list-style-type: none"> Economic Strategy link T4.6 – Introduction of a new local entrepreneur award in conjunction with the Weymouth work hub at the Terminal Building. WPBC supporting a free desk space for 12 month period. Details to be published and promoted as part of the work hub launch.

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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

19.	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.
20.	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

21.	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.
22.	Town Centre Regeneration Peninsula Martin Hamilton	Jeff Cant / all	Management Committee	First phase project Completion 2020	Council borrowing	£700k committed to project to take to outline planning. Outline planning to be submitted Spring 2018. Propose to fund from borrowing – Full Council approval required.
23.	Town Centre Regeneration – Commercial Road Martin Hamilton	Jeff Cant	Management Committee	Dec 2017	Mixed Funding	Verbal updates at each Management Committee
24.	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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25.	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.
26.	Pavilion makeover Martin Hamilton	Jeff Cant	Management Committee	Oct 2017	Funds allocated	£250k allocated to project awaiting update on refurb programme from Phil Say
27.	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

28.	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.
29.	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.
30.	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

31.	Review Corporate Equality Policy Jane Nicklen	Christine James	Management Committee	Feb 2018	NA	Corporate Equalities Working Group met for first time on 9 November and agreed new timetable for a revised draft policy to cover DCP. Possibility of shared policy also being discussed with DCC
32.	Armed Forces Covenant project to be investigated. Jane Nicklen	Christine James	Management Committee	Monthly updates	Council Reserves	Project progressing under leadership of The Lantern Centre with project input from the council and others and priorities for delivery agreed. Bid to The Royal British Legion being prepared. Armed Forces Covenant will only fund certain aspects of the project.

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33.	Make WPBC Dementia Friendly Jane Nicklen	Christine James	All Members	Nov 2017	NA	No local Dementia Action Alliance support. Limited staff capacity to support this so will be supported through the Equalities Working Group.
34.	Residential Care home residents access to health services. Jane Nicklen	Christine James	Scrutiny Committee	Feb 2018	NA	Information provided by Dorset County Council and Clinical Commissioning Group.

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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

35.	Developing the commercial potential of the Harbour Nick Thornley	Ian Bruce/ Richard Kosior	Management Committee	Verbal updates		Advice on long term way forward provided by specialists Fisher Associates and being reviewed. Some new prices agreed at 6.12.17 Harbour Board. 5 main projects being explored including an MMO funding application for improved Fish and Seafood handling facilities. Active engagement with Peninsula development team.
36.	Esplanade lighting system Nick Thornley Tony Hurley	Richard Kosior	Management Committee	March 2019	Coastal Communities	£200k grant from Coastal Communities Fund. Project Plan agreed. Project on track. Design company to be appointed March 2018.

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37. Proposal for sculpture trail Tony Hurley	Richard Kosior / Jeff Cant	Management Committee	March 2019	£123,000 from borough council reserves	A brief for the implementation project is currently in preparation.
38. Signage Nick Thornley	Richard Kosior / Colin Huckle	Management Committee	March 2018	Funding provided by Weymouth BID and WPBC	Delivery of new signs expected by September 2018.
39. 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 2019 season The seafront concessions licences and leases are due for renewal in 2020. They will be reviewed later in 2018 to plan for action to take place during 2019
40. Review events and festivals planning and delivery Nick Thornley	Richard Kosior	Policy Committee	Feb 2018	Management Committee 6th March 2018	Committee report expected.
41. Clarify the offering to visitors and Review the active promotion of tourism Nick Thornley	Richard Kosior	Scrutiny Committee	17 th April 2018	WPBC as part of TCP	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

42.	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.
43.	New Traffic management programme for the Town Centre to include pedestrianisation proposals. Nick Thornley	Colin Huckle / Jeff Cant	Management Committee	To be agreed once scheme drawn up.	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. St Mary's Street / St Thomas Street improved pedestrianisation measures completed and being monitored by Town Centre Manager. Second phase pedestrianisation project being progressed

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					with DCC. Full traffic management plan to be prepared with DCC based on site developments and LEP funded study.	
44.	Review of Events' road closures process Martin Hamilton.	Colin Huckle	Scrutiny then Management Committee	Mar 2018	TBC	Committee report expected.
45.	Review DCC Park and Ride Martin Hamilton	Colin Huckle	Management Committee	Feb 2018	TBC	County proposal to pass over park and ride to Borough
46.	Cycling and pedestrian policy and practice Graham Duggan	Colin Huckle / Francis Drake	Scrutiny Committee Health & Wellbeing Locality Group	MC March 2018	NA	PSPO for ASB on Management Committee agenda (6/3/18)