

WEYMOUTH AND PORTLAND BOROUGH COUNCIL – MANAGEMENT COMMITTEE ACTION PLAN

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	
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 April 2018	NA	CIC registration awaited from Charity Commission, all paper work otherwise complete.
2.	New Boxing Club on the Marshes Nick Thornley / Tony Hurley	Kate Wheller	Management Committee	Boreholes – Dec 2018 Work to commence March 2019.	Council reserves	Planning permission secured and council commissioning borehole survey to test (December 2018) for presence of contamination before building work starts in March 2019.
3.	Public Conveniences Martin Hamilton	Kate Wheller	Management Committee	Feb 2018 April 2018	To Finance Group	Report to be presented to management committee in August.

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2. Community Safety - MIKE BYATT						
CCTV, Community Safety, Crime and Disorder, Emergency Planning, Environmental Health, Licensing, Police and Crime Commissioner, Police and Crime Panel						
4.	Preventing drink-fuelled disorder. Consider late night levy and limiting opening times. Graham Duggan	Mike Byatt	Management Committee Performance & Scrutiny Committee	March 2017 June 2017 July 2017 Oct 2017 Sept 2017 Jan 2018 April 2018	NA	Early Morning Restriction Order and Late Night Levy currently not supported by Dorset Police. Revised Night Time Economy policing strategy performing well and to be replicated in daytime period.
5.	Town centre space controls to address general antisocial behaviour. Graham Duggan	Mike Byatt Matt Prosser to update at MC	Management Committee	Update at each MC required.	Within existing budget	ASB Public Space Protection Order implemented. Community Safety Accreditation Scheme officers (4) in training & on patrol. Scrutiny & Performance Committee review into supporting those with substance abuse issues on your agenda today.

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6.	Tackling litter/dog fouling street trading activity and waste. Tackling street offences. Graham Duggan	Mike Byatt Matt Prosser to update at MC	Management Committee	July 2017 Sept 2017 Feb 2018 May 2018	Within existing budget	Dog related PSPO in place. 3GS environmental enforcement service continues with focus on town centre.
7.	Emergency Planning update Martin Hamilton	Mike Byatt		NA	LA Emergency Planning group meets regularly to discuss implementation plan for EP, it also looks at day one critical functions that need to be in place to ensure a response for Dorset Council and then the longer term functions. A new Emergency Response Plan is currently in draft format ready to go out for consultation with current service duty officers across all Boroughs, Districts and County Council. Current EP arrangements are still in place for DCP with fully trained gold, silver and bronze officers responding 24/7.	

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8.	Melcombe Regis Board Action Plan. Matt Prosser	Gill Taylor/Mike Byatt	Management Committee	Update at each MC	Partners and Council reserves	Decision to be taken on proceeding to consultation on selective housing licensing scheme. Report being prepared on the Board and LGR.

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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						
9.	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 has taken place.
10.	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.
11.	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.
12.	Review of incoming grants from outside bodies Jane Nicklen	Alison Reed	Scrutiny Committee Management Committee	TBA	NA	Officer and Member Working Group established. Summary of grant receipts and allocations to be provided for end of current financial year.
13.	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 - RICHARD NICKINSON						
Economic Regeneration, Employment Sites, Inward Investment, Market, Business Development and Promotion, Local Shopping Centres.						
14.	Support Leader and Chief Executive to promote package for Weymouth with Central Government Nick Thornley	Richard Nickinson	Management Committee	2018/19	Grant from Coastal Communities Fund	Successful meeting with Jake Berry and local business representatives. Detailed proposal now to be formulated and submitted in the Autumn.
15.	Support for local enterprise and small business start-ups Nick Thornley	Richard Nickinson	Management Committee	2018/19	Grant to support rent free period	Starlight Enterprises formally opened for business. Grant agreed.
16.	Maintain good work relationships with Weymouth BID and Chamber Nick Thornley	Richard Nickinson	Management Committee	2018/19	WPBC	Ongoing liaison
18.	Promote the Western Relief Road Stephen Hill	Richard Nickinson		TBC		Continuing focus to maintain the proposal on the agenda together with support from our local MP.

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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 April 2018	DEFRA/LEP	Following a meeting with Therese Coffey MP in the autumn, officers have continued to work with colleagues from Environment Agency to develop a prioritised programme of repairs. A meeting was held with in March with the Chairman of the Wessex Regional Flood & Coastal Committee to discuss progress and potential funding.
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.	Redevelopment of North Quay site Martin Hamilton	Jeff Cant / all	Management Committee	Outline Planning Proposal	External Funding	Several versions of proposals to redevelop the site have been reviewed by the Council/PSP partnership. Planning application due to be submitted in May
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. Demolition to start Jan 2018.
23.	Town Centre Regeneration – Commercial Road Martin Hamilton	Jeff Cant	Management Committee	Dec 2017	Mixed Funding	This requires the construction of a consortium proposal from the three site owners.
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	Met the Minister for Coastal Communities March 2018. A team of cross departmental civil servants will visit to hear our case and construct a proposition to help us forward The Minister will then visit.

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25. Create an Active Property Asset Management Plan Martin Hamilton / Sarah Cairns	Jeff Cant	Management Committee	Rolling programme of reports	NA	Initial list of properties for disposal/development considered by Assets & Regeneration Group and approved by MC. List to be revisited to form the basis for Town Council discussions.
26 Pavilion makeover Martin Hamilton	Jeff Cant	Management Committee	Oct 2017	Funds allocated	£250k allocated to the project. Lease finalisation now being undertaken by legal team External works to start September.
27. Construction of new public conveniences at the Esplanade Martin Hamilton	Jeff Cant	Management Committee	Verbal update at each Management Committee	£400,000 Funds allocated from capital reserves	Surveys complete, designs being produced and minor repairs and redecorations in progress, report will come to July MC.

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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 / Mike Byatt / Jeff Cant	Report to Management Committee	Monthly updates from CEO/ Briefholders	Joint funding from the participating bodies	Following their endorsement by the Melcombe Regis Board on 5 October 2018, detailed proposals for a selective housing licensing for Melcombe Regis will begin the WPBC process in November 2018.
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 at each MC	Joint funding from the three Councils.	Accelerated Home Building strategy with the objective to increase number and pace of house building.

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8. Social Inclusion - JON ORRELL						
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	Jon Orrell	Management Committee	Feb 2018	NA	Dorset Shared Equality Objectives and Dorset Councils Partnership Equality Objectives 2018-19 adopted by Management Committee July 2018.
32.	Armed Forces Covenant project to be investigated. Jane Nicklen	Jon Orrell	Management Committee	Monthly updates	Council Reserves	Work to support local veterans going ahead under auspices of The Lantern, Royal British Legion, Dorset HealthCare Armed Forces (Veterans) Community Health and Wellbeing Team and The Veterans Hub. The Veteran's Project to develop a Cycle Hub working with veterans at Weymouth Railway Station on hold with possibility of partial delivery through DCC Coastal Communities Fund bid to refurbish the site.

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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					
34.	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.
35.	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. Designer appointed, member and public consultation continues.

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36. Proposal for sculpture trail Tony Hurley	Richard Kosior / Jeff Cant	Management Committee	March 2019	£123,000 from borough council reserves	Public consultation complete and brief being revised to take account of Member Arts Advisory Panel comments – brief to be submitted to Management Committee for approval in December 2018.
37. 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.
38. Review of concessions process and product and service mix Sarah Cairns / Matt Ryan	Richard Kosior	Scrutiny Committee	Jan 2019	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
39. Clarify the offering to visitors and Review the active promotion of tourism Nick Thornley	Richard Kosior	Management Committee	Completed in April 2018	WPBC as part of TCP	Completed as reported to management committee meeting 17.4.18.

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<p>10. Transport and Infrastructure - COLIN HUCKLE</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>						
41.	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 with DCC. Full traffic management plan to be prepared with DCC based on site developments and LEP funded study.
42.	Cost of complementary car park passes. Nicola Keyworth-Wright.	Colin Huckle	Management Committee	December 2018		