



Place and Resources Scrutiny Committee

Date: Monday, 25 January 2021

Time: 10.00 am

Venue: MS Teams Live Event

Membership: (Quorum 3)

Shane Bartlett (Chairman), Andy Canning (Vice-Chairman), Rod Adkins, Brian Heatley, Mike Parkes, Mark Roberts, Maria Roe, David Shortell, David Tooke and Bill Trite

Chief Executive: Matt Prosser, South Walks House, South Walks Road, Dorchester, Dorset DT1 1UZ (Sat Nav DT1 1EE)

For more information about this agenda please contact Democratic Services on 01305 252209 / lindsey.watson@dorsetcouncil.gov.uk



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Due to the current coronavirus pandemic the Council has reviewed its approach to holding committee meetings. Members of the public are welcome to attend this meeting and listen to the debate by using the following link: [Place and Resources Scrutiny Committee – 25 January 2021](#)

Members of the public wishing to view the meeting from an iphone, ipad or android device will need to download the free Microsoft Team App to sign in as a Guest, it is advised to do this at least 30 minutes prior to the start of the meeting.

Please note that public speaking has been suspended. However Public Participation will continue by written submission only. Please see detail set out below.

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A G E N D A

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1 APOLOGIES

To receive any apologies for absence.

2 MINUTES

5 - 16

To confirm the minutes of the meetings held on 1 and 11 December 2020.

3 DECLARATIONS OF INTEREST

To receive any declarations of interest.

4 CHAIRMAN'S UPDATE

To receive any updates from the Chairman of the Place and Resources Scrutiny Committee.

5 PUBLIC PARTICIPATION

To receive questions or statements on the business of the committee from town and parish councils and members of the public.

Public speaking has been suspended for virtual committee meetings during the Covid-19 crisis and public participation will be dealt with through written submissions only.

Members of the public who live, work or represent an organisation within the Dorset Council area, may submit up to two questions or a statement of up to a maximum of 450 words. All submissions must be sent electronically to lindsey.watson@dorsetcouncil.gov.uk by the deadline set out below. When submitting a question please indicate who the question is for and include your name, address and contact details. Questions and statements received in line with the council's rules for public participation will be published as a supplement to the agenda.

Questions will be read out by an officer of the council and a response given by the appropriate Portfolio Holder or officer at the meeting. All questions, statements and responses will be published in full within the minutes of the meeting. **The deadline for submission of the full text of a question or statement is 8.30am on Wednesday 20 January 2021.**

6 PLANNING ENFORCEMENT 17 - 26

To consider a report of the Head of Planning.

7 SERVICE PERFORMANCE 27 - 34

To consider a report of the Business Partner – Policy, Research and Performance.

8 PLACE AND RESOURCES SCRUTINY COMMITTEE FORWARD PLAN 35 - 40

To review the Place and Resources Scrutiny Committee Forward Plan.

9 CABINET FORWARD PLAN AND DECISIONS 41 - 52

To review the Cabinet Forward Plan and decisions taken at recent meetings.

10 URGENT ITEMS

To consider any items of business which the Chairman 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 recorded in the minutes.

11 EXEMPT BUSINESS

To move the exclusion of the press and the public for the following item in view of the likely disclosure of exempt information within the meaning of paragraph x of schedule 12 A to the Local Government Act 1972 (as amended).

The public and the press will be asked to leave the meeting whilst the item of business is considered.

There is no exempt business.

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DORSET COUNCIL - PLACE AND RESOURCES SCRUTINY COMMITTEE

MINUTES OF MEETING HELD ON TUESDAY 1 DECEMBER 2020

Present: Cllrs Shane Bartlett (Chairman), Andy Canning (Vice-Chairman), Rod Adkins, Brian Heatley, Mike Parkes, Mark Roberts, Maria Roe, David Shortell and David Tooke

Apologies: Cllrs Bill Trite

Also present: Cllr Andrew Parry, Cllr Jon Andrews, Cllr Cherry Brooks, Cllr Ray Bryan, Cllr Graham Carr-Jones, Cllr Robin Cook, Cllr Toni Coombs, Cllr Tony Ferrari, Cllr Spencer Flower, Cllr Barry Goringe, Cllr David Gray, Cllr Matthew Hall, Cllr Nick Ireland, Cllr Stella Jones, Cllr Nocturin Lacey-Clarke, Cllr Laura Miller, Cllr Byron Quayle, Cllr Molly Rennie, Cllr Daryl Turner, Cllr Peter Wharf, Cllr Sarah Williams, Cllr John Worth and Cllr David Morgan

Officers present (for all or part of the meeting):

John Sellgren (Executive Director, Place), Jonathan Mair (Corporate Director - Legal & Democratic Service Monitoring Officer), Matthew Piles (Corporate Director - Economic Growth and Infrastructure), Karyn Punchard (Corporate Director for Place Services), Dave Thompson (Corporate Director for Property & Assets), Jack Wiltshire (Head of Highways), Dawn Adams (Service Manager for Commercial and Procurement), Max Bishop (Energy Officer), Marc Eyre (Service Manager for Assurance), James Potten (Communications Business Partner - Place) and Lindsey Watson (Senior Democratic Services Officer)

12. Minutes

The minutes of the meeting held on 29 September 2020 were confirmed as a correct record and would be signed by the Chairman at a later date.

13. Declarations of interest

There were no declarations of interest.

14. Public Participation

A letter received from Peter Greenaway, President of the Dorchester Chamber for Business was read out, relating to the agenda item on 'Parking Services Phase 1 Project Report – review of report to Cabinet 8 December 2020'.

15. Parking Services Phase 1 Project Report - review of report to Cabinet 8 December 2020

The Place and Resources Scrutiny Committee was invited to review the report 'Parking Services Phase 1 Project' which was to be considered by Cabinet on 8 December 2020. The comments of the committee would be provided to Cabinet for consideration.

The Chairman stated that comments to be made at the meeting should be related to the content of the report and not about the use of officer delegated powers or the communications which accompanied the notice.

The Executive Director of Place provided an overview of the report and noted that the phase 1 project and the recommendations to be considered by Cabinet were about ensuring consistency in charging arrangements for parking. A separate report for phase 2 of the project would be brought forward for consideration at the appropriate time.

The Portfolio Holder for Highways, Travel and Environment noted that the report covered two key areas – the harmonisation of parking charges and hours and the need to address a revenue shortfall in this area.

The Lead Member for Highways (supporting the Portfolio Holder in this area) noted that work had been undertaken with councillors on this issue. In addition, she noted that revenue from car parking was used for areas such as highways winter maintenance so it was important to secure revenue for areas such as this.

The Chairman invited any non-committee members to address the committee and points were raised as follows:

- It was felt that consultation comments received reflected a snapshot of comments made on this issue. It was understood that members of the Dorchester BID had submitted comments but these were not included in the appendix.
- There was recognition of the support that had been provided to local businesses by central and local government during the pandemic and also that there was a need for income from car parks but it was felt that this was not the right time to consult and make changes. Support should be provided to local businesses at this current time
- Comments were made with regard to the level of information provided in the report in order to support the reasons behind the recommendations proposed.

The Chairman opened up discussion to members of the committee and during discussion the following points were raised:

- There were representations about whether the parking scheme should be unified across the Dorset Council area as it was felt important to have the ability to support differing local needs. However, a counter point was noted that it may not be considered fair that some areas currently paid higher charges for car parking

- A concern was raised with regard to the potential impact on the night time economy and that the views of people relating to this had not been reflected in the comments received
- In response to a question on what proportion of the population would be representative in order to reflect the views of Dorset residents, the Executive Director of Place noted that a statistical method would consider 30 replies to constitute a representative sample. The council had sought to consult as widely as possible and this included through social media. The committee's views could also be taken on board as part of the report to Cabinet
- Councillors discussed the need for improvements to public transport infrastructure and the need to be able to offer viable public transport alternatives. In response, the Executive Director noted that transport policies were being reviewed and that the long term strategy was to investigate more sustainable options and investment in public transport. Links to the council's climate change work was highlighted
- The timing of the changes was raised as a concern and the potential impact on local businesses during the current pandemic. A view was expressed that this should be addressed once the pandemic had eased
- The shoppers permit would be considered as part of the phase 2 proposals
- The Portfolio Holder spoke of the budget issues and referred to the support provided by the council during the pandemic including the suspension of parking charges in car parks and pedestrian schemes in particular areas in order to support businesses. It was important to achieve revenue from car parking which would be used to maintain the road network and provide subsidy for public transport
- The Monitoring Officer confirmed that the council could not use car parking as a revenue raising mechanism but that income was ring fenced for the road network and public transport
- A point was noted that if charges were increased in this area, this could be used for highways improvements and that council tax funding could then be used in other areas
- In addition, a point was raised that it was felt that a small increase in charging would not have a negative impact on peoples' decision to travel to and use the council's car parks
- Reference was made to the strength of feeling amongst businesses for the proposed changes and an online poll which had been run outside of the council's consultation. A point was made that businesses felt that this was not the right time to make changes and that any changes should be considered holistically including both on and off street parking. The impact on car boot sales and the support they provided to voluntary organisations was also highlighted. The suggestion was made that a review of all issues should be undertaken by the Place and Resources Overview Committee
- A view was expressed that trying to achieve a unified approach across the council area was ideological, did not recognise different

requirements across the area and was not necessarily the best way to raise revenue

- A point was noted with regard to comparison data referred to in the report and whether this reflected accurate information in these council areas
- The Portfolio Holder emphasised that the work undertaken was to balance the revenue budget and was not about making money. He also noted that there were no changes proposed to car boot arrangements
- In response to concerns about the potential impact on local businesses, the Portfolio Holder asked councillors to keep the issues in focus, as the proposed changes reflected a small increase in charges when looked at in the context of peoples' wider expenditure and the support provided by the council during the pandemic.

The Chairman referred to the recommendations to be considered by Cabinet and noted a general acceptance of recommendations a, b and c. However, he expressed concern with regard to recommendation d with regard to extending evening charges and did not feel that he could support this. He noted a need to take circumstances in different areas into account and links to residents parking schemes when looking at this area. He also noted an acceptance that there was a need to provide a level of service in respect of highways, including winter maintenance.

The Executive Director thanked the committee for their comments and recommendations and noted that discussions would take place with the Portfolio Holder before the Cabinet meeting to pick up areas identified at this meeting.

The Portfolio Holder also thanked the committee for their input and noted that he had included the issue of car boot sales to discussions to be held.

The comments made at the meeting would be reported to Cabinet for their meeting on 8 December 2020.

16. **Transforming Cities Fund - Review of Cabinet decision 5 November 2019**

The committee received an update in respect of the 'Transforming Cities Fund', following reports to Cabinet on 5 November 2019 and 5 May 2020.

Councillors considered the update report and the following points were raised:

- Reference was made to local plan proposals for Alderholt including plans for improving transport infrastructure and whether this would be included in the proposals? In response, the Head of Highways confirmed that the report provided an update following the previous reports to Cabinet and set out the main schemes that it was hoped to deliver over the next four years. Further detailed work was

- required. A discussion could be had following the meeting about Alderholt specifically
- Discussions were being held at a sub-national level with regard to further investment in infrastructure and this would include lobbying for funding for Dorset for improved infrastructure in towns. Ward members would be kept informed on this work
 - The Chairman asked about representation on the Council Governance Board and this could be picked up with the board
 - The Portfolio Holder for Highways, Travel and Environment noted that this was a positive start in this area and recognised that there were other areas to look at to ensure the council maximised grant funding opportunities when available
 - A point was raised with regard to the importance of connectivity between the Dorset Council and Bournemouth, Christchurch and Poole Council areas and ensuring joining up to the wider network and how this could be further supported
 - The Head of Highways confirmed that the council would continue to involve stakeholders in examining issues including the best ways to improve corridors between areas and welcomed input from councillors. Other work underway included work on a new local plan
 - The Chairman requested regular updates on this work for the committee
 - In response to a question, the Head of Highways provided an overview of funding in this area
 - In response to a question, the Head of Highways noted that the project was low risk in terms of delivery but agreed that if the risk factor increased in an area, this could be raised with the committee

Following discussion, the committee noted the following recommendation:

That the Place and Resources Scrutiny Committee support the following actions, in line with the decisions of Cabinet on 5 November 2019 and 5 May 2020:

- (a) The delivery of the proposed three-year delivery programme in line with the TCF Strategic Outline Business Case, already approved by Cabinet, and guidance set out by the DfT in the Assurance Framework.
- (b) The agreed Governance Framework and the delegation of the authority to the Head of Highways in consultation with the Portfolio Holder for Highways, Travel and the Environment through the TCF Council Governance Board (CGB), for approval of future TCF proposals, detailed programme delivery decisions and the detailed design of each element of the programme.
- (c) Regular TCF update reports going to the CGB and from there to DfT as stipulated within point 8 of the award letter, with consideration of Traffic Regulation Orders (TROs) associated with

the programme being considered in line with current Dorset Council approvals.

- (d) Continued joint working with BCP Council officers and councillors on TCF and other linked transport programmes.

17. **Update- Energy procurement**

The committee received an update in respect of energy procurement following a decision taken by Cabinet on 5 November 2019.

Councillors considered the contents of the report and during discussion the following points were raised:

- A discussion was held with regard to green energy supply and the Energy Officer provided an explanation of the green tariff including the use of power purchase agreements. Some initial work had been undertaken in this area to look at prices and the demand that the council might be able to commit to, which could differ over time. Discussions were being held with the council's sustainability team
- The Portfolio Holder for Highways, Travel and Environment highlighted that the council finding its own power source was part of the council's green agenda and was recognised as very important, although this would take time
- In response to a question, officers provided information on the council's spend on gas and electricity
- The Energy Officer noted that the approach taken by the council was risk managed, provided flexibility for going to the market and could be reviewed in three years time. There were no break periods, as a level of commitment was required, however there were opportunities to reduce consumption which could be absorbed by the contract.

Decision

That the Place and Resources Scrutiny Committee note progress made in respect of the procurement of energy supply contracts. This is following the decision of Cabinet on 5 November 2019 and is assured that action taken is in line with the decision of Cabinet.

18. **Property Strategy & Asset Management Plan**

A copy of the Property Strategy and Asset Management Plan report considered by Cabinet on 3 November 2020 had been included on the agenda for this meeting for review by the committee.

The Place and Resources Scrutiny Committee had previously considered a report on asset management methodology at the meeting on 29 September 2020. The report subsequently considered by Cabinet on 3 November 2020, included further detail on areas including time scales and process and

included points raised by this scrutiny committee. The report was therefore brought back to this committee for information and assurance.

The Portfolio Holder for Economic Growth, Assets and Property provided an overview of the work undertaken and noted that the paper considered by Cabinet, set out the process and allowed decisions to be taken in order to maximise the use and value of the council's estate.

The committee considered the Cabinet report and during discussion, raised the following issues:

- A comment was made with regard to the need to keep a customer facing hub in the east of the Dorset Council area
- Although the council would need to work through the whole portfolio, priority was being given to larger leases and consideration of where there were natural break points in leases, some of which would be in 2021 and some in 2022
- In response to a question, an update was provided in respect of the marketing of the former council offices at Furzehill
- Reference was made to the Property and Asset Management Strategy Action Plan set out as an appendix to the report and the target dates that had been set. In response to a request, the Corporate Director for Property and Assets agreed to provide a quarterly monitoring report in respect of the action plan
- A review of agile working had been accelerated by the current pandemic and the need for council officers to work from home where possible and this would impact on the way space was used in future. Consultation was currently underway with managers as to how work would be managed moving forward and this would be factored in when planning for office space
- A point was raised in respect of how officers worked from home and a concern noted that not one solution would fit for all circumstances. In response, the Corporate Director noted that these elements were currently being addressed by Human Resources. Officers where possible, would continue to work remotely until the end of March 2021 and work being undertaken was factoring in staff returning to offices but on a different basis
- In response to a question, the Corporate Director confirmed that the council had 62 hotels and 53 farms or landholdings included within its assets
- The Chairman welcomed a regular report to the committee on progress with the action plan
- The Corporate Director confirmed that relevant decisions would need to go through the council's governance structure.

19. **Annual Complaints Report 2019/20**

The committee received the Annual Complaints Report for 2019/20. The Service Manager for Assurance provided an overview of the key messages in the report.

The committee discussed the contents of the report and commented that complaints were being effectively dealt with, with many issues being resolved by the team. The committee expressed their thanks to officers working in this area.

A point was noted with regard to the wellbeing of officers working in this area and detail was given of the support that they were being provided with, both with the nature of the work and in terms of the current situation with working from home.

The committee noted the report and that future reports in this area would be provided to the committee on a regular basis.

20. Place and Resources Scrutiny Committee Forward Plan

Councillors reviewed the committee's forward plan and potential items for review at future meetings. Councillors would be meeting informally following the meeting to consider items to take forward for review.

21. Cabinet Forward Plan and decisions

The committee noted the Cabinet Forward Plan and decisions taken at recent meetings.

22. Urgent items

There were no urgent items.

23. Exempt Business

There was no exempt business.

Duration of meeting: 10.00 am - 12.25 pm

Chairman

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DORSET COUNCIL - PLACE AND RESOURCES SCRUTINY COMMITTEE

MINUTES OF MEETING HELD ON FRIDAY 11 DECEMBER 2020

Present: Cllrs Shane Bartlett (Chairman), Andy Canning (Vice-Chairman), Rod Adkins, Brian Heatley, Mark Roberts, David Shortell and David Tooke

Apologies: Cllrs Mike Parkes, Maria Roe and Bill Trite

Also present: Cllr Tony Alford, Cllr Pauline Batstone, Cllr Cherry Brooks, Cllr Piers Brown, Cllr Ray Bryan, Cllr Graham Carr-Jones, Cllr Robin Cook, Cllr Jean Dunseith, Cllr Beryl Ezzard, Cllr Tony Ferrari, Cllr Spencer Flower, Cllr Les Fry, Cllr Barry Goringe, Cllr Jill Haynes, Cllr Nocturin Lacey-Clarke, Cllr Andrew Parry, Cllr Byron Quayle, Cllr Molly Rennie, Cllr Jane Somper, Cllr Gary Suttle, Cllr Clare Sutton, Cllr Gill Taylor, Cllr David Walsh, Cllr Peter Wharf and Cllr Kate Wheller

Officers present (for all or part of the meeting):

John Sellgren (Executive Director, Place), Aidan Dunn (Executive Director - Corporate Development S151), Jonathan Mair (Corporate Director - Legal & Democratic Service Monitoring Officer), Matthew Piles (Corporate Director - Economic Growth and Infrastructure), Karyn Punchard (Corporate Director for Place Services), Dave Thompson (Corporate Director for Property & Assets), Jim McManus (Corporate Director - Finance and Commercial), David McIntosh (Corporate Director (HR & OD)), Heather Lappin (Head of Strategic Finance), Lee House (Service Manager for Finance), Bridget Downton (Head of Business Insight and Corporate Communications), Andrew Billany (Corporate Director of Housing, Dorset Council), James Potten (Communications Business Partner - Place), Lindsey Watson (Senior Democratic Services Officer) and Megan Rochester (Democratic Services Officer Apprentice)

24. Declarations of interest

There were no declarations of interest.

25. Public Participation

There were no submissions from town or parish councils or from members of the public.

26. Budget Scrutiny

The committee was invited to consider the budget proposals for 2021/22 prior to consideration at Cabinet on 19 January 2021 and Full Council on 16 February 2021. The report gave a summary of progress to date on the budget strategy and process, and provided the opportunity for the scrutiny

committees to review further, budget assumptions and actions being proposed to deliver a balanced and sustainable budget for 2021/22.

The Place and Resources Scrutiny Committee had the opportunity to consider the implications of the proposals on behalf of residents of Dorset and to provide constructive challenge to decision makers before a final decision was made. It was noted that the comments made by the committee would be reported to Cabinet on 19 January 2021 and taken into consideration as part of the budget setting process.

The Executive Director of Place and Executive Director of Corporate Development provided a short introduction to their budget areas and following this, councillors discussed the issues arising.

Further to the discussion held, the Chairman provided a summary of the key points raised during the discussion in relation to each area covered by the committee and noted that the points below would be submitted to Cabinet as part of the budget setting process:

Place

- Consideration to be given to developing an approach to increase car parking fees by 5% across the board. This to be flagged up as a direction of travel for officers to undertake more detailed work on.
- There is a need for careful funding plans for any future transition of libraries or tourist information centres.
- Concern expressed with regard to the availability of budget/resources for work identified in the Dorset Council Climate and Ecological Emergency Strategy action plan and the potential issues this may have on the climate and the reputation of the council. The committee wishes to support the Leader of the Council in the continued lobbying of the government for a fairer funding deal for local government and the exploration of additional funding from government.
- Councillors appointed as Dorset Council representatives on outside bodies are encouraged to resist requests for increases in funding for these bodies at this time.
- Concern over the level of resource available for planning enforcement activities. Note – this area to be reviewed by the Place and Resources Scrutiny Committee at the January 2021 meeting.
- There is a need to review the impact of proposed reductions to staff training budgets. The example raised at committee was within the Place budget and a reduction of 20%. As a post meeting note, the Director of Place notes that this review may need to go wider than Place as it is thought that the council is proposing reductions

across the board – therefore this may need to be dealt with as a corporate issue.

Corporate Development

- There is a requirement for increased capacity in the Democratic Services, Team with particular reference to support to overview and scrutiny functions, if resources are available in the budget.
- A concern is raised in respect of capacity within the Legal Services Team in order to ensure that the council can conduct its business requirements.
- Concern raised with regard to the proposed level of council tax increase for residents linked to the current situation with Covid-19 and EU exit and the impact that this may have on the council's collection rates.
- The impact on the council of delays in the valuing of banding for new properties needs to be kept under review.
- A request is made to include scrutiny of the Base Budget in next year's budget scrutiny process.
- Additional information is requested to be included in the appendices provided with the budget report – additional columns are requested in order to set out the current budget for each area and the variance between the current budget and the proposal for the next year's budget.

27. Exempt Business

There was no exempt business.

Duration of meeting: 11.45 am - 2.06 pm

Chairman

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Place and Resources Scrutiny Committee 25 January 2021 Planning Enforcement

For Decision

Portfolio Holder: Cllr D Walsh, Planning

Local Councillor(s): All

Executive Director: J Sellgren, Executive Director of Place

Report Author: Michael Garrity

Title: Head of Planning

Tel: 01305 221826

Email: mike.garrity@dorsetcouncil.gov.uk

Report Status: Public

Recommendation:

That the Scrutiny Committee:

1. Supports the strategy for managing enforcement work and resources as set out in section 8 of this report;
2. Recognises that the review of the enforcement policy and procedures (to be led by the planning portfolio holder) will provide a clearer understanding of future resource needs, and that there may be a subsequent requirement to secure permanent additional staff resources; and
3. Advises on any particular issues or suggestions it wishes the planning portfolio holder to consider in reviewing Dorset Council's enforcement plan.

Reason for Recommendation:

To provide the Committee with an understanding of the Council's Planning Enforcement function and the current pressures on resource, and to enable this to be effectively addressed in the interests of staff wellbeing, service delivery, and continued implementation of the planning transformation project.

1. Executive Summary

- 1.1 This report provides the Committee with an overview of planning enforcement with the aim of illustrating the scope and role of the service. Members will note that the demands on enforcement can be many and varied, and that the team is under a substantial amount of work pressure. The report sets out some of the positive steps that are underway towards the transformation of the planning service and how the enforcement function fits within this. However, it is apparent that we face some immediate pressures that require additional staff resource, at least for an interim period, including two temporary posts for a 3-month period for the reasons set out in this report. Beyond this, the review of the Council's enforcement plan will give a clearer understanding of longer-term resource requirements needed to deliver the Council's expectations for enforcement, and additional permanent staff resources may be required.

2. Background to the role and purpose of planning enforcement

- 2.1 Development is defined in planning law¹ as the carrying out of any building, engineering, mining or other operations in, on, over or under land, or the making of any material change in the use of any buildings or other land. All development requires planning permission, although for some more minor or less consequential development, there are certain permitted development rights for which planning permission is in effect granted without requiring a planning application. Such rights are normally granted via the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) or the Use Classes Order. Under these Orders, the Secretary of State grants planning permission for different types of development in specified circumstances. Development not covered by the provisions of permitted rights requires express planning permission via a formal application to the Local Planning Authority (LPA).
- 2.2 A breach of planning control² is defined as:
- the carrying out of development without the required planning permission; or
 - failing to comply with any condition or limitation subject to which planning permission has been granted.

Any contravention of the limitations on, or conditions belonging to, permitted development rights, also constitutes a breach of planning control.

¹ Section 55 of the Town and Country Planning Act 1990 (as amended)

² Section 171A of the Town and Country Planning Act (as amended)

- 2.3 Enforcement has an important role to play in the planning system to prevent or remedy unauthorised development in cases where such development would cause demonstrable harm to interests of acknowledged importance. It also helps to create the necessary incentive for developers to secure the appropriate consents before carrying out development. However, it is important to recognise the following often misunderstood factors:
- i. Enforcement is discretionary and LPAs are not compelled to take action even if development has taken place that requires permission. However, the absence of enforcement action can increase the risk of future breaches, is politically sensitive, and can expose local planning authorities to complaints (which may end up with investigations by the Local Government and Social Care Ombudsman).
 - ii. Carrying out development without the benefit of planning permission is not generally a criminal offence (although some enforcement situations can involve criminal offences – see para. 5.1), but is done so at the risk of potential enforcement action.
 - iii. There are many activities that do not require planning permission. Such matters can often be sensitive, such as neighbour disputes over a boundary between properties, but these are not the responsibility of planning enforcement.
 - iv. Enforcement is not generally a quick fix due to the complexities involved, and should not interfere with matters which are controlled by other legislation.
 - v. Internal alterations to a property that is not a Listed Building do not generally require permission (unless associated with a change of use), but they may require building regulations approval which is entirely separate from planning legislation.

3. Expediency of Action

- 3.1 LPAs have a responsibility for taking whatever enforcement action may be necessary in the public interest. In exercising these powers, the LPA should act in a proportionate way when it is considered expedient to do so. This is an important principle, as it may not always be expedient to take formal action, for instance when what is taking place is highly likely to get planning approval or is of such minor consequence that it would not cause any significant harm. In such cases the developer would be encouraged to apply for permission but if they failed to do so formal enforcement action would not necessarily be expedient, because the enforcement process is designed to remedy a breach to achieve an acceptable outcome and no changes may be needed if what has happened is in accordance with the development plan and causes no significant material harm.

- 3.2 Unauthorised development risks enforcement action being taken which may require the breach to be remedied, potentially at significant cost to the owner. Even if no action is taken, the absence of a planning permission could have a bearing upon the owner's ability to sell their property, or possibly even their buildings insurance.
- 3.3 In considering whether or not it is expedient to take action, the LPA would take account of:
- i. The adopted development plan (including minerals and waste plans and neighbourhood plans)
 - ii. National planning guidance including the NPPF
 - iii. Other material planning considerations. These have to be something that is relevant to planning and would not include matters that are outside of the scope of planning control.
- 3.4 The question would then follow as to what is proportionate or appropriate. This will vary from case to case and might range from direct and immediate intervention, such as a stop notice, to more informal approaches inviting the developer to regularise the development via a planning application (or other such as Listed Building Consent). The approach needs to be reasonable and procedurally sound in law. Otherwise the LPA can be liable for costs in the case of an appeal or may have to pay compensation in the event of a stop notice being served unreasonably. Taking the example of a stop notice, this would only be used sparingly where other options are not possible to remedy the situation. They should only be used to prohibit what is essential to safeguard amenity or public safety in the neighbourhood or to prevent serious or irreversible harm to the environment in the surrounding area. Far more common is to use tactics of communication and negotiation to secure an acceptable and regularised outcome without recourse to formal action. This is the intention of Government guidance in seeking a proportionate approach.

4. Planning Transformation

- 4.1 Planning Services is in the midst of a major transformation project. A new structure began to be implemented in the summer of 2020 to replace the transitional structure that followed the merging of six former planning authorities. This has been combined with an ambitious IT project involving the creation of a single fit-for-purpose planning software platform, and migration from the legacy systems is taking place in a phased manner (due to be completed in Spring/Summer of this year). A transformation programme of the user experience will follow this, and will offer consistent and intuitive online information for customers.

- 4.2 A key element of the transformation has been the creation of a structure that is designed around the needs of the new council. Taking the case of the development management service, this is aligned around the planning committee areas of Dorset Council, with three area managers, three fast track teams dealing with minor and householder applications, and lead project officers for each area (as well as for the Council's own development) to deal with larger and more strategically significant applications. We have worked closely with the Place Business Support restructure to align all planning application validation teams with the development management area teams.
- 4.3 The enforcement service historically would have been the responsibility of five district/borough councils together with the minerals and waste monitoring and enforcement function of the former county council. Policies and procedures for non-county enforcement would therefore have comprised those of Christchurch and East Dorset Councils, Purbeck District Council, and Dorset Councils Partnership (North Dorset, West Dorset, Weymouth and Portland). The current Dorset Council enforcement plan that was prepared in the light of local government reorganisation was intended to be a transitional tool pending the wider service transformation.
- 4.4 Dorset Council now has a team manager overseeing the entire enforcement function (other than the minerals and waste monitoring and enforcement role which sits in a specialist team), working closely with the area managers and reporting to the DM and Enforcement Service Manager. The enforcement manager is supported by three senior enforcement officers (each covering one of the teams), together with six enforcement officers and three enforcement assistants (12.15 fte posts). This structure is designed to integrate seamlessly with the development management function. However, it is recognised that the Council's enforcement plan is an integral part of the wider service transformation and will need to be reviewed to ensure our approach to enforcement is effective, focused, consistently applied and appropriately resourced. It is also clear that casework pressures continue to be high and show no sign of diminishing. The need for additional permanent resources may therefore have to be considered, depending upon the service expectations that are placed upon the team as part of the enforcement policy review.

5. Resource Challenges

- 5.1 Members might find it helpful to have some indication of the range and scope of work that our enforcement team cover. The team deal with not only planning issues under civil law but also with Listed Building, Tree and Advertisements breaches under criminal law which require a more methodical, legal and time-intensive approach to straight forward breaches. This often requires detailed and forensic meetings with solicitors and barristers on complex

legal matters. The most challenging cases can demand full-time commitment from officers at given times and demands upon time are not entirely predictable. Some examples of resource-intensive cases include:

- Caravan sites and certificates of lawfulness for residential use – this concerns circumstances around sites that have benefited from caravan site licences and are seeking to intensify development through the move to more permanent mobile homes via the route of Certificates of Lawful Use or Development – this is a legal test rather than one of planning judgement;
- An on-going case involving a residential scheme on a former industrial site where legacy contamination issues require a sensitive approach that ensures safety while also avoiding a risk of causing the scheme to fail on viability grounds;
- Green Belt cases in the urban fringe around the South East Dorset Conurbation, where pressures for a variety of activities is high;
- Rural diversification of farms, often in the AONB, which can be both complex and time-consuming to deal with;
- All cases where we get to the stage of prosecuting for non-compliance.

Two examples are attached at **Appendix A** which illustrate well some of the complexities and challenges involved.

- 5.2 The more challenging cases often require legal input. We currently have 5 cases which involve significant legal support due to their complexity, and these are distributed across all three of the team areas. Some involve multiple activities/alleged breaches and all are locally contentious. This does not include day-to-day legal advice that is required on various matters such as interpretation of planning law and enforceability of conditions, all of which can be less than straightforward. In addition to these there are a few on-going cases of such legal complexity that specialist counsel advice has been procured. These tend to concern situations where there is a risk of legal challenge or where case law is inconclusive.
- 5.3 Dorset Council has made a positive commitment to supporting the creation of the new planning service and this is welcome. However, it is an inevitable consequence of a prolonged period of tightening of public funding since the banking crash in 2010 that officer resource is stretched more thinly than 10 years ago. We now have a team of 12.15 (fte) enforcement officers, together with a conservation enforcement specialist in the Conservation Service, dealing with casework covering the geographical area of five former district/borough councils (this number would have equated to just over 2 officers per former council area). By comparison, the former district of North Dorset alone used to have 5 officers.
- 5.4 It is clear from the levels of casework and pressures on the team that demand for the enforcement service is extremely high. The following table illustrates this:

Role	Number of officers (fte)	Casework numbers	Average per officer
Senior Enforcement Officer	3	294	98
Enforcement Officer	5.15	387	75
Enforcement Assistant	3	81	27
Conservation Officer (specialist conservation enforcement matters)	1	17	17
Agency Officer (specific case types)	1	15	15

5.5 It is difficult to quantify precise workload because a single case can be extremely resource-intensive, and some are of a specialist nature, such as some of the work covered by the conservation and agency officers. Taking these two post holders aside, the remaining enforcement casework officers are dealing with an average of nearly 70 cases each (fte).

6. Immediate resource challenges

6.1 The restructure and transformation of planning is intended to provide an effective enforcement service that provides our dedicated officers with a framework to operate with due expediency and in a proportionate manner, but also safely and in ways that protect them from unreasonable stress or casework pressure in what is a difficult and potentially confrontational job. This will rely upon constructive working relationships with local members, but also with parish and town councils, developers and landowners. However, it is apparent that the service is facing an immediate resource difficulty principally due to the following:

- i. The service has been affected by some long-term absences in key positions which has placed more pressure on other officers and limits the capacity of the service to review the Council's enforcement policy (which will be important to the management of casework);
- ii. The software transformation project is a significant undertaking which by necessity is taking up some staff resource from colleagues who best know the legacy systems (this is critical to data capture/migration onto the new software platform). This will rely on a key member of the enforcement team who happens to be a digital champion and is one of the few officers with familiarity of the legacy Weymouth software platform.

6.2 It is therefore considered necessary to bring in some interim support to assist the team in coping with the temporary loss of resource in the team to help deliver the software transformation, while also managing current staff absences. The additional resource is vital given that the pandemic has not diminished demands on the enforcement service (and may in fact be placing added pressures on it) while officers are also dealing with the knock-on effect of service disruption caused by the initial lockdown in March 2020.

6.3 To cover the transformation project backfill requirements and the impact of staff absences, there is a need to recruit two agency enforcement officers for a period of 3 months.

7. Longer term resource implications

- 7.1 It is clear from casework levels and the continuing demands upon the enforcement service that resources are likely to be stretched for the foreseeable future. The review of the Council's enforcement policy (led by the planning portfolio holder) will be important in establishing the service commitments of Dorset Council and in turn the expectations placed upon the team. This may require additional staff resource on a more permanent basis to ensure that the LPA is in a position to deliver the service expectations placed upon it.

8. Strategy for managing enforcement work and resources

- 8.1 Working with the resources we have at our disposal requires careful prioritisation, and pressures are such that officers will not be able to deal with all casework. The Planning Leadership Team is therefore aiming to manage the capacity of the enforcement team through a number of measures, including the following:
- i. The existing enforcement policy will be reviewed to provide a concise framework for how Dorset Council will manage and prioritise enforcement work, including how reporting is handled, triage of cases, clear guidance on prioritisation, explanation of what is not the role of enforcement, and setting out clear service standards. Our approach will need to concentrate on whether the breach is causing planning harm. We should be focusing on those cases where harm is arising, and we need a way of closing down other more minor matters quickly, so we can make best use of officer time.
 - ii. Greater use of software and technology once the planning transformation project reaches the next phase.
 - iii. A partnership approach between officers and local members.
 - iv. Close working between planning officers, building control, conservation and enforcement to make optimum use of resources and provide increased opportunity for proactive or pre-emptive interventions, including monitoring of planning conditions.
 - v. Clearer guidance and expectation management about when enforcement action is appropriate, including close liaison with town and parish councils.
 - vi. Operational management of the staff resource in accordance with what is needed to deliver the enforcement policy.

9. Financial Implications

- 9.1 There will be financial implications associated with the cost of employing two agency enforcement officers for a period of three months. Subject to the review of the Council's enforcement policy, there may be a need for future permanent commitments to additional staff resource needed to deliver the policy.

10. Well-being and Health Implications

- 10.1 The immediate pressures on the enforcement team are having an adverse impact upon staff health and well-being. Whilst officers are doing their best and working hard to manage the most pressing casework, the current

position is not sustainable without an intervention of some additional resource. This will also help to provide some capacity to review enforcement policies and procedures.

11. Climate implications

11.1 There are no climate implications arising from the recommendations in this report.

12. Other Implications

12.1 There are no other direct implications that have not already been covered in this report.

13. Risk Assessment

Having considered the risks associated with this decision, the level of risk has been identified as:

Current Risk: High

Residual Risk: Medium/low

This is based upon implications for staff well-being and for reputational risk arising from current high workloads. An injection of support from two additional officers for a three-month period will assist with managing these pressures. This may need a longer term commitment subject to the review of the enforcement policy.

14. Equalities Impact Assessment

14.1 This report does not propose any immediate change to existing policies or procedures and any interim staff will be managed in accordance with the Council's existing approved working practices.

15. Appendices

Appendix A: Testimonial of Senior Enforcement Officer

16. Background Papers

16.1 None.

Footnote:

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

Appendix A: Testimonial of Senior Enforcement Officer

Two examples of the resource intensity of what may first appear to be straightforward cases:

CASE 1:

The initial breach was an unauthorised building to be used as a residential dwelling constructed partly in the curtilage of a listed building partly on agricultural land. Not only was there extensive negotiation to try and convince the owner this was unlawful but due to their failure to carry out repairs works to the listed building additional enforcement action was threatened in relation to the condition of this building. There was extensive liaison with conservation, planning and the legal team before the expediency report could be completed and notice served. The owners have appealed on a number of spurious grounds including claiming the building is permitted development and a caravan. In order to address all these points [The officer's] appeal statement ended up over 10,000 words long - a piece of work that took approximately a week. Overall a case like this from start to finish will involve weeks' worth of work for the enforcement officer and collectively days of work for conservation, DM and legal officers (there are many more internal and external experts we rely on please see my next example) as their input in to a case is vital for enforcement action to be successful. This also raises the issue in my view that much of the resource that an enforcement officer is reliant on they have no control over, yet if there are delays outside of their control it is the enforcement officer that deal with the complaints from members, PC's and residents about the delays, a further time consuming exercise. This is just one, on the face of it fairly straightforward case but, due to the adversarial behaviour of the owners and limited resources of DM, Conservation and Legal resulted in an immense amount of work for [the officer]. Despite this I think [the officer] has done an outstanding job.

CASE 2:

Another example of a case which has been resource intensive is [address removed] the unauthorised conversion of a shop to a late night bar. Again there has been extensive negotiation with the owner including three retrospective applications. There has been extensive liaison with DM, Conservation, Environmental Health, Licensing and the police, in relation to this unauthorised change of use. The investigation actually found a total of nine technical breaches of planning control. Officers have visited late in the evening, attended a license committee hearing, had meetings with the owner and agent. A multi-agency approach with the Police EH and licensing to try and resolve this case informally was undertaken but failed. EH in particular have provided evidence and expert opinion (and monitored the site taking action under their own legislation). There was extensive liaison with legal because of the number of breaches found, drafting of the expediency report and notice required extensive legal input due to complexity and the decision to under enforce. The resultant expediency report was in excess of 5,000 words and the recently completed appeal statements were again over 10,000 words. The accumulative time I have spent on this case runs in to months of work over the last four years and accumulatively weeks of work for DM and Conservation officers. The liaison with EH officers who were vital in proving the harm due to noise levels to neighbours was particularly onerous due to the technical difficulties in proving actual harm from noise related complaints [together with challenges in securing some necessary specialist officer input from outside of planning] (this is not a lack of willingness but a lack of understanding how planning enforcement works).

Place and Resources Scrutiny Committee 25 January 2021 Service Performance

For Decision

Portfolio Holder: Cllr P Wharf, Corporate Development and Change

Local Councillor(s): All

Executive Director: M Prosser, Chief Executive

Report Author: Becky Forrester

Title: Business Partner – Policy, Research and Performance

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Email: rebecca.forrester@dorsetcouncil.gov.uk

Report Status: Public

Recommendation: That the Committee:

1. Note the council's emerging performance framework and discuss proposed improvements to support the scrutiny function in future;
2. Note performance measures rated as red or amber either at the end of October 2020 or at the last time they were reported in 2020/21.

Reason for Recommendation:

To ensure there is effective and timely scrutiny of the council's performance in relation to place and resources.

1. Executive Summary

This report highlights those council performance measures that are relevant to this committee that were classified as red or amber in October 2020, or at the last time they were reported in the 2020/21 reporting year. They are drawn from the overall performance framework used by the Senior Leadership Team (SLT). They are also shared with the cabinet and cabinet lead members who meet informally with SLT to discuss performance.

The information is based on the principle of exception reporting, and as such only shows the 20 measures that were identified as red or amber. 44 other measures were identified as green or 'on track'. The proposed development of the performance framework tool will allow committee members to undertake more timely reviews all of the performance measures in a future.

2. Financial Implications

None in relation to this report.

3. Well-being and Health Implications

None in relation to this report. The council's performance framework contains several measures which relate to well-being and health, and new measures are being developed in partnership with Public Health Dorset. Once established these are likely to be considered by the People & Health Scrutiny Committee.

4. Climate implications

None in relation to this report. Performance measures are currently being developed to identify progress against the Council's Climate and Ecological Emergency Strategy and Action Plan.

5. Other Implications

None in relation to this report.

6. Risk Assessment

Having considered the risks associated with this decision, the level of risk has been identified as:

Current Risk: Low

Residual Risk: Low

7. Equalities Impact Assessment

Not required as this does not relate to a new policy or project. New performance measures are being developed as part of the council's equality, diversity and inclusion strategy and action plan.

8. Appendices

Appendix 1: Place and Resources scrutiny measures.

9. Background

- 9.1 This is the first performance report to be presented to the Place and Resources Scrutiny Committee since the new scrutiny and overview arrangements were established. It has been developed in discussion with the Chairs of the two scrutiny committees, the Chair of the Audit and governance Committee and the Portfolio Holder for Corporate Development and Change.
- 9.2 The report shows those performance measures relevant to this committee that are contained within the SLT performance framework and were identified as red or amber in October 2020, or at the last time they were reported on in the 2020/21 reporting year. If performance measures are reported into Scrutiny via a different route they are not included within the Annex. For example, Q2's complaints performance data was reported into Places and Resources Scrutiny Committee on 01 December 2020. In the future these reports will be considered alongside performance reports. A similar report, showing measures relevant to the People and Health Scrutiny Committee, is going to that committee at its next meeting on 28 January 2021.
- 9.3 Officers recognise that this reporting arrangement is not ideal. A combination of the normally monthly time-lag in performance reporting, the four-week lead in time required for committee reports, and the variability of committee all mean that information can be several months out of date by the time it reaches scrutiny.
- 9.4 Please note the performance data provided in the Annex is dated from October and therefore reflects a point in time. It lists actions to be taken to address performance issues at that date, which in some instances, has resulted in the measure turning back to green in future months.
- 9.5 To help remove this significant lack in reporting performance into scrutiny, officers are in the process of building new performance dashboards for both scrutiny committees which will allow for the most recent performance information to be scrutinised at future meetings.
- 9.6 The chair of the committee has provided feedback on the set of performance measures seen by Scrutiny. They requested some additional performance measures which related to emergency planning and

highway's infrastructure and assets. The Business Intelligence and Performance team will work with the relevant services to consider what may be feasible and meaningful to report into Scrutiny and will share their findings in due course.

Footnote:

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

Appendix 1

Indicator	Service	Period	Unit	Monthly / Quarterly / Annual	Data	RAG	D.O.T.	Target	Last year	Commentary	Action
Percentage of council tax collected (cumulative)	Finance & Commercial	Oct-20	%	Monthly	65.29	Red	Worsening		67.21	The continuing impacts of Covid 19 have not lessened therefore this will continue to be the trend locally and nationally. Monthly monitoring, reviewing of suitable, available and achievable recovery action and Head of Revenues & Benefits is taking an updated briefing note to the Council's internal Commercial Cell in Q3.	Monthly monitoring, reviewing of suitable, available and achievable recovery action and Head of Revenues & Benefits is taking an updated briefing note to the Council's internal Commercial Cell in Q3
Percentage of business rates collected (cumulative)	Finance & Commercial	Oct-20	%	Monthly	59.59	Red	Worsening		66.93	The continuing impacts of Covid 19 have not lessened therefore this will continue to be the trend locally and nationally. Monthly monitoring, reviewing of suitable, available and achievable recovery action and Head of Revenues & Benefits is taking an updated briefing note to the Council's internal Commercial Cell in Q3.	Monthly monitoring, reviewing of suitable, available and achievable recovery action and Head of Revenues & Benefits is taking an updated briefing note to the Council's internal Commercial Cell in Q3.
Percentage of FOI requests answered on time (DC Overall)	Legal Services (Assurance)	Oct-20	%	Monthly	75.63	Red	Same	90.00	86.67	Significant rise in the number of new requests - now back to pre-Covid levels. Service Manager for Assurance raised overdue requests with the Directors; this has produced a positive response from 2 Directorates, which have both halved their respective lists of overdue requests and put in measures for tracking the status of requests.	Service Manager for Assurance raised over due requests with the directors; this produced a positive response from 2 Directorates, which have both halved their respective lists of overdue requests and put in measures for tracking the status of requests. Assurance Service Manager to keep in dialogue with Corporate Directors.
Percentage of subject access requests answered on time (DC Overall)	Legal Services (Assurance)	Oct-20	%	Monthly	37.50	Red	Worsening		31.25	Children's Services have recently reduced their backlog and cleared a number of overdue requests, hopefully this will lead to an increased proportion of Subject Access Requests answered on time. The output of the service design workshop (held with childrens and information compliance colleagues) will be shared with the relevant management teams for consideration.	The output of the service design workshop (held with children's and information compliance colleagues) will be shared with the relevant management teams for consideration.
Average number of days to process local land charges	Legal Services	Oct-20	No. (Days)	Monthly	14.50	Red	Worsening	10.00	4.94	Searches within Purbeck and East are being processed within 10 working days (Purbeck 4.5 and East 2.9). North response times are 27 working days, West are 22, Weymouth and Portland are 16, all of which are due to ongoing high levels of search requests being received (3 to 4 times the numbers for the same time last year), capacity issues (new staff have been recruited to replace leavers and vacancies and additional staff taken on but they all must be trained before they can assist clearing the backlogs), some post go live issues with North and the migration of West to the new planning system. The Landcharges team are part of the MasterGov, single system work which will bring planning, building control and land charges all onto the same system: MasterGov. To support the next phase of the single system project, the land charges team have paused processing new searches received after 31 October in relation to the former West Dorset area. This is because West Dorset data will be transferring to MasterGov in early December and they need to clear the old system of searches before then. All customers have been informed in advance and details were included in the Members and Town and Parish newsletters and there are details on the website. The Council's Monitoring Officer and Chief Executive are aware. When the new system goes live in early December we will start to process searches received after 31 October in the date order they were received. Staff have been recruited and are being trained in November ready to assist with this to keep any further delays to a minimum.	When the new system goes live in early December we will start to process searches received after 31 October in the date order they were received. Staff have been recruited and are being trained in November ready to assist with this to keep any further delays to a minimum.

Indicator	Service	Period	Unit	Monthly / Quarterly / Annual	Data	RAG	D.O.T.	Target	Last year	Commentary	Action
Percentage of land charge searches processed on time	Legal Services	Oct-20	%	Monthly	41.30	Red	Worsening	100.00	100.00	90% of Purbeck searches and 100% of East searches are being processed within 10 working days. North, West and Weymouth % are between 1-13% within 10 working days, due to ongoing high levels of search requests being received (3 to 4 times the numbers for the same time last year), capacity issues (new staff have been recruited to replace leavers and vacancies and additional staff taken on but they all must be trained before they can assist clearing the backlogs), some post go live issues with North and the migration of West to the new planning system. The Landcharges team are part of the MasterGov, single system work which will bring planning, building control and land charges all onto the same system: MasterGov. To support the next phase of the single system project, the land charges team have paused processing new searches received after 31 October in relation to the former West Dorset area. This is because West Dorset data will be transferring to MasterGov in early December and they need to clear the old system of searches before then. All customers have been informed in advance and details were included in the Members and Town and Parish news letters and there are details on our website. The Council's Monitoring Officer and Chief Executive are aware. When the new system goes live in early December we will start to process searches received after 31 October in the date order they were received. Staff have been recruited and are being trained in November ready to assist with this to keep any further delays to a minimum.	When the new system goes live in early December we will start to process searches received after 31 October in the date order they were received. Staff have been recruited and are being trained in November ready to assist with this to keep any further delays to a minimum.
Percentage of principal roads requiring urgent attention	Highways	Oct-20	%	Annual	1.68	Red	Worsening	1.00	1.20	ANNUAL Performance measure- this was considered at August's SLT and Performance Leadership meeting. Figures provided from annual condition survey carried out in May. Overall condition has declined as a result of continued under investment in carriageway maintenance. Since this data was collected, we have received a one off additional £9.1m from the Department for Transport (DfT) that will now help to reduce the % of the network where maintenance should be planned. However, to maintain this indicator in the future, significant further investment will be required. In addition to the DfT funding, we have also moved to an approach of carrying out early intervention thin surface treatment programmes, this will also contribute to an improvement in performance. COVID-19 has interrupted the delivery of some of our targeted work for this part of the network but we are working with our partners to rectify this, skid resistance on roads has been generally maintained in recent years and our next SCRIM surveys were carried out in October 2020 we are awaiting data to be uploaded to our Asset Management System.	Since this data was collected, we have received a one off additional £9.1m from DfT that will now help to reduce the % of the network where maintenance should be planned. However, to maintain this indicator in the future, significant further investment will be required. In addition to the DfT funding, we have also moved to an approach of carrying out early intervention thin surface treatment programmes, this will also contribute to an improvement in performance.
Percentage of non-principal roads requiring urgent attention	Highways	Oct-20	%	Annual	4.93	Red	Worsening	4.00	3.37	ANNUAL Performance measure- this was considered at August's SLT and Performance Leadership meeting Figures provided from annual condition survey carried out in May. Similar to principal roads, some of the additional funding has been targeted to our non-principal and unclassified roads allowing us to address issues and make them suitable for thin surface treatments in future programmes in an effort to hold carriageway condition. COVID-19 has interrupted the delivery of some of our targeted work for this part of the network but we are working with our partners to deliver works as soon as operationally viable.	Similar to Principal roads, some of the additional funding has been targeted to our non-principal and unclassified roads allowing us to address issues and make them suitable for thin surface treatments in future programmes in an effort to hold carriageway condition. COVID-19 has interrupted the delivery of some of our targeted work for this part of the network but we are working with our partners to deliver works as soon as operationally viable.

Indicator	Service	Period	Unit	Monthly / Quarterly / Annual	Data	RAG	D.O.T.	Target	Last year	Commentary	Action
Overall - Number of homes built in Dorset Council area	Planning	Oct-20	No.	Annual	1,440	Red	Worsening	1,806	1,514	This is an annual performance measure subject to a reporting delay, 2019/20's performance data was reported in September 2020. 2020/21's performance data will be reported around September 2021.	
North Dorset - Number of homes built in Dorset Council area	Planning	Oct-20	No.	Annual	96	Red	Worsening	285	223	This is an annual performance measure subject to a reporting delay, 2019/20's performance data was reported in September 2020. 2020/21's performance data will be reported around September 2021.	
Dorset Direct (excluding Adult Access team) cost to serve (i.e. how much it costs per transaction)	Customer Services, Libraries & Archives	Oct-20	£	Monthly	5.32	Red	Improving	4.80	5.33	Cost to serve was above target in October, the use of casual contracts has increased the cost to serve. Casual contracts have been used to meet the increased demands on the service generated by our COVID-19 response. The focus this month has been on Test & Trace. Casual contracts used to proactively call people who have tested positive for Covid-19 or who have come into close contact with someone who has tested positive for Covid-19.	It was agreed to redeploy staff from within the Council's complaints team to temporarily bolster Dorset Direct staff numbers. Helping Dorset Direct to meet the increased demands without having to use as many contracted staff. The internal staff redeployment was agreed for the period of the lockdown, ending on 02 December 2020. The cost to serve calculation (including employee costs) will be updated to reflect this approach.
Purbeck - Number of homes built in Dorset Council area	Planning	Oct-20	No.	Annual	148	Amber	Improving	180	73	This is an annual performance measure subject to a reporting delay, 2019/20's performance data was reported in September 2020. 2020/21's performance data will be reported around September 2021.	
West Dorset and Weymouth & Portland - Number of homes built in Dorset Council area	Planning	Oct-20	No.	Annual	697	Amber	Worsening	775	929	This is an annual performance measure subject to a reporting delay, 2019/20's performance data was reported in September 2020. 2020/21's performance data will be reported around September 2021.	
Unemployment - claimant count rate (%)	Growth & Economic Regeneration	Oct-20	%	Monthly	4.20	Amber	Same		1.60	The figure for this same period last year was 1.6. The increase in claimant count rate is reflecting covid impacts and associated job loses. Dorset's worsening trend is reflecting national trends, England's claimant count rate for October is 6.3.	No action to be taken at this stage, this measure is reported as a contextual performance measure.
Number of staff near misses - incl. schools (Place)	HR & OD	Sep-20	No.	Quarterly	19	Amber			0	This data is drawn from the automated reporting system used by: Dorset Highways, Parking services and Dorset Travel. No data is available to benchmark against the same period for the previous year. Work continues to improve digital near miss reporting processes across the Place Directorate and the rest of the authority in the future.	
Percentage of minor planning applications determined within 8 weeks or agreed time extensions	Planning	Sep-20	%	Quarterly	66.00	Amber	Improving	70.00	68.81	There are currently backlogs in the validation and determination of applications, which officers are working to reduce. Additional resource has been secured to reduce this, and the ongoing planning transformation project will improve performance in the longer term. Anticipated that performance will begin to improve during 2021. DOT: improvement on last quarter (where score was 62%).	Officers will continue to address the backlog of applications. The improvements being delivered through the planning transformation project will reduce the risk of backlogs arising again in the future
Staff turnover as a % of total headcount	HR & OD	Oct-20	%	Monthly	0.82	Amber	Improving				

Indicator	Service	Period	Unit	Monthly / Quarterly / Annual	Data	RAG	D.O.T.	Target	Last year	Commentary	Action
Average number of working days lost to sickness per FTE (DC Overall)	HR & OD	Oct-20	No. (Days)	Monthly	8.54	Amber	Same	8.00	9.50	Slight increase in sickness absence since last month but overall a downward trend with a decrease of 1 working day lost to sickness absence per employee compared to same period last year.	
Average number of working days lost to long term sickness per FTE (DC Overall)	HR & OD	Oct-20	No. (Days)	Monthly	5.10	Amber	Worsening	4.00	4.87	Increase in LTA from last month and the same period last year. Children's has the highest sickness rate of all directorates, up at 7.09, Corporate Development directorate has the lowest at 3.25. Further analysis within directorates required to establish causes and possible interventions.	
Number of staff near misses - incl. schools (DC Overall)	HR & OD	Sep-20	No.	Quarterly	19	Amber			0	This near miss data is drawn from the automated reporting system used by: Dorset Highways, Parking services and Dorset Travel. No data is available to benchmark against the same period for the previous year. Work continues to improve digital near miss reporting processes across the whole Place Directorate and the rest of the authority in the future.	

DRAFT

Place and Resources Scrutiny Committee – DRAFT Forward Plan

Item	Report due	Decision Maker	Portfolio Holder/s / other relevant councillors	Officer contact (Lead)
Planning Enforcement	25 January 2021		Portfolio Holder for Planning	Mike Garrity – Head of Planning
Service Performance	25 January 2021 and then Quarterly – dates tbc		Portfolio Holder for Corporate Development & Change	Rebecca Forrester – Business Partner – Policy, Research & Performance

Item	Report due	Decision maker	Portfolio Holder/s / other relevant councillors	Officer contact (Lead)
Dorset Council Climate & Ecological Emergency Strategy <i>Portfolio Holder request</i>	25 March 2021	Full Council – 15 April 2021 (via Cabinet – 6 April 2021)	Portfolio Holder for Highways, Travel & Environment	Antony Littlechild – Sustainability Team Manager Matthew Reeks – Service Manager for Coast & Greenspace
Dorchester Office Strategy	25 March 2021	Cabinet – 6 April 2021	Portfolio Holder for Economic Growth, Assets & Property	Dave Thompson – Corporate Director for Property & Assets
Community Infrastructure Levy Spending	25 March 2021		Portfolio Holder for Planning	Matthew Piles – Corporate Director for Economic Growth & Infrastructure Andy Galpin – Implementation Team Leader
Household Recycling Centre Policy Review	25 March 2021 Going to Place & Resources Overview Committee 25/2/21 for policy review	Cabinet – tbc	Portfolio Holder for Customer & Community Services	Gemma Clinton – Head of Commercial Waste & Strategy

Item	Report due	Decision maker	Portfolio Holder/s / other relevant councillors	Officer contact (Lead)
Grid capacity – scoping paper to agree if further review required	11 May 2021		Portfolio Holder for Planning	Matthew Piles – Corporate Director for Economic Growth & Infrastructure
Property Strategy & Asset Management Strategy Action Plan – quarterly high level monitoring report <i>Requested at Place & Resources Scrutiny Committee 1/12/2020</i>	11 May 2021 To agree dates when future reports are received		Portfolio Holder for Economic Growth & Property	Dave Thompson – Corporate Director for Property & Assets
Update report on Value for Money work <i>To form a regular item to both this committee and Audit & Governance Committee – outcome from Cabinet 6 October 2020</i>	11 May 2021		Portfolio Holder for Corporate Development & Change	Bridget Downton – Head of Business Insight & Corporate Communications
Service Performance	Timing tbc		Portfolio Holder for Corporate Development & Change	Rebecca Forrester – Business Partner – Policy, Research & Performance

Item	Report due	Decision maker	Portfolio Holder/s / other relevant councillors	Officer contact (Lead)
Complaints Update	Timing tbc		Leader of Council	Antony Bygrave – Senior Assurance Officer complaints

Items to be scheduled:

- Planning Advisory Service Peer Review of Dorset Council's Planning Service - biannual (or more frequent as necessary) progress reports on implementation of the action plan – recommendation agreed at Cabinet 8 December 2020
- Transforming Cities Fund – regular updates on progress – request at Place and Resources Scrutiny Committee - 1 December 2020
- External Communications policy – review after 6 months of implementation – September 2021

Items brought forward from former Place Scrutiny Committee - not scheduled

Item	Portfolio Holder/s / other relevant councillors	Officer contact (Lead)
<p>Review of Place Enforcement Activities – to work with officers to develop a project plan to be shared with committee.</p> <p>Gaining an understanding of the issues in this area.</p>	<p>Portfolio Holder for Customer and Community Services</p> <p>Portfolio Holder for Planning</p> <p>Portfolio Holder for Highways, Travel & Environment</p>	<p>Karyn Punchard - Corporate Director for Place Services</p> <p>Matthew Piles – Corporate Director for Economic Growth & Infrastructure</p>
<p>Review of Green space issues, covering:</p> <ul style="list-style-type: none"> • Land and Property Policy • Supplementary planning guidance • Highways 	<p>Portfolio Holder for Customer & Community Services</p> <p>Portfolio Holder for Highways, Travel & Environment</p> <p>Portfolio Holder for Planning</p>	<p>Karyn Punchard - Corporate Director for Place Services</p> <p>Matthew Piles – Corporate Director for Economic Growth & Infrastructure</p>
<p>Waste and Cleansing</p> <p><i>Note: Awaiting outcome of Government Waste and Resources Strategy</i></p> <p>To gain an understanding of the issues in this area and focus on potential areas for future review</p>	<p>Portfolio Holder for Customer and Community Services</p>	<p>Karyn Punchard - Corporate Director for Place Services</p>

Item	Portfolio Holder/s / other relevant councillors	Officer contact (Lead)
<p>Local Transport Plan - (including Car Parking)</p> <p>To gain an understanding of issues in this area</p>	Portfolio Holder for Highways, Travel & Environment	<p>Matthew Piles – Corporate Director for Economic Growth & Infrastructure</p> <p>Paul Hutton – Service Manager for Parking Services</p>

Items from former Resources Scrutiny Committee - not scheduled

Item	Portfolio Holder/s / other relevant councillors	Officer contact (Lead)
Future Revenue & Benefits Service for Dorset	Portfolio Holder for Finance, Commercial & Capital Strategy	<p>Aidan Dunn - Executive Director – Corporate Development, Dorset Council</p> <p>Paul Hudson – Head of Stour Valley & Poole Partnership</p>
Transformation Plans	Portfolio Holder for Corporate Development & Change	Deborah Smart – Corporate Director for Digital and Change
<p>Informal working: Covid-19 business grants and relationship between council and Stour Valley and Poole Partnership- Cllrs Brown, Somper, Bartlett & Ezzard</p> <p>Work ongoing – will be report to committee at some point</p>	Portfolio Holder for Finance, Commercial & Capital Strategy	Katie Hale – Head of Revenues and Benefits



**The Cabinet Forward Plan - January 2021 to April 2021(Published 17 December 2020)
For the period 1 DECEMBER 2020 to 31 MARCH 2021
(Publication date – 17 DECEMBER 2020)**

Explanatory Note:

This Forward Plan contains future items to be considered by the Cabinet and Council. It is published 28 days before the next meeting of the Committee. The plan includes items for the meeting including key decisions. Each item shows if it is 'open' to the public or to be considered in a private part of the meeting.

Definition of Key Decisions

Key decisions are defined in Dorset Council's Constitution as decisions of the Cabinet which are likely to -

- (a) to result in the relevant local authority incurring expenditure which is, or the making of savings which are, significant having regard to the relevant local authority's budget for the service or function to which the decision relates (**Thresholds - £500k**); or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the relevant local authority."

In determining the meaning of "*significant*" for these purposes the Council will have regard to any guidance issued by the Secretary of State in accordance with section 9Q of the Local Government Act 2000 Act. Officers will consult with lead members to determine significance and sensitivity.

Cabinet Portfolio Holders 2020/21

Spencer Flower	Leader / Governance, Performance and Communications
Peter Wharf	Deputy Leader / Corporate Development and Change
Gary Suttle	Finance, Commercial and Capital Strategy
Ray Bryan	Highways, Travel and Environment
Tony Ferrari	Economic Growth, Assets & Property
David Walsh	Planning
Jill Haynes	Customer and Community Services
Andrew Parry	Children, Education, Skills and Early Help
Laura Miller	Adult Social Care and Health
Graham Carr-Jones	Housing and Community Safety

Subject / Decision	Decision Maker	Decision Due Date	Other Committee Date	Portfolio Holder	Officer Contact
January					
Children's Services Provision Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	19 Jan 2021		Portfolio Holder for Children, Education, Skills and Early Help	<i>Stuart Riddle, Senior Manager</i> <i>Stuart.Riddle@dorsetcouncil.gov.uk</i> <i>Executive Director, People - Children (Theresa Leavy)</i>
Budget Strategy Report Key Decision - Yes Public Access - Open Page 42	Dorset Council - Cabinet	19 Jan 2021	Dorset Council - People and Health Scrutiny Committee Dorset Council - Place and Resources Scrutiny Committee	Portfolio Holder for Finance, Commercial and Capital Strategy	<i>Executive Director, Corporate Development - Section 151 Officer (Aidan Dunn)</i>
Dorset Council Budget - Quarterly Performance Report - Q3 Key Decision - No Public Access - Open	Dorset Council - Cabinet	19 Jan 2021	Dorset Council - Audit and Governance Committee 22 Feb 2021	Portfolio Holder for Finance, Commercial and Capital Strategy	<i>Jim McManus, Corporate Director - Finance and Commercial</i> <i>J.McManus@dorsetcc.gov.uk</i> <i>Executive Director, Corporate Development - Section 151 Officer (Aidan Dunn)</i>
Recommendations for spending Community Infrastructure Levy funding Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	19 Jan 2021		Portfolio Holder for Planning	<i>Andrew Galpin, Infrastructure & Delivery Planning Manager</i> <i>andrew.galpin@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (John Sellgren)</i>

Subject / Decision	Decision Maker	Decision Due Date	Other Committee Date	Portfolio Holder	Officer Contact
Dorset Council School Admissions Arrangements and Coordinated Scheme Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	19 Jan 2021		Portfolio Holder for Children, Education, Skills and Early Help	<i>Ed Denham, School Admissions Manager ed.denham@dorsetcouncil.gov.uk Executive Director, People - Children (Theresa Leavy)</i>
Equality, Diversity & Inclusion Strategy and action plan Key Decision - No Public Access - Open	Dorset Council - Cabinet	19 Jan 2021	Dorset Council - People and Health Overview Committee 14 Dec 2020	Deputy Leader - Corporate Development and Change	<i>Susan Ward-Rice, Equalities and Diversity Officer susan.ward- rice@dorsetcouncil.gov.uk Chief Executive (Matt Prosser)</i>
Current & Future Changes to the Charging and Financial Assessment policy Key Decision - No Public Access - Open	Dorset Council - Cabinet	19 Jan 2021	Dorset Council - People and Health Overview Committee 14 Dec 2020	Portfolio Holder for Adult Social Care and Health	<i>Nicola Fowler, Financial Assessments Team Manager n.fowler@dorsetcc.gov.uk Executive Director, People - Adults (Mathew Kendall)</i>
March					
Dorset Council Plan Quarterly Performance Report - Q3 Key Decision - No Public Access - Open	Dorset Council - Cabinet	2 Mar 2021	Dorset Council - Audit and Governance Committee 22 Feb 2021	Deputy Leader - Corporate Development and Change	<i>Bridget Downton, Head of Business Insight and Corporate Communications, Rebecca Forrester, Business Intelligence & Performance rebecca.forrester@dorsetco</i>

Subject / Decision	Decision Maker	Decision Due Date	Other Committee Date	Portfolio Holder	Officer Contact
					<i>uncil.gov.uk Chief Executive (Matt Prosser)</i>
Tourist Information Centres - Consultation responses next steps in relation to Dorset Council Tourist Information Centres Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	2 Mar 2021	Dorset Council - Place and Resources Overview Committee 25 Feb 2021	Portfolio Holder for Customer and Community Services	<i>Bridget Downton, Head of Business Insight and Corporate Communications, Tracy McGregor, Service Manager for Libraries tracy.mcgregor@dorsetcouncil.gov.uk Executive Director, Place (John Sellgren)</i>
West Parley Eastern Link Road - Forward Funding Key Decision - Yes Public Access - Fully exempt	Dorset Council - Cabinet	2 Mar 2021		Portfolio Holder for Highways, Travel and Environment	<i>Neil Turner, Development Team Leader, Highways neil.turner@dorsetcouncil.gov.uk Executive Director, Place (John Sellgren)</i>
Dorset and BCP Joint Local Transport Plan Development Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	2 Mar 2021		Portfolio Holder for Highways, Travel and Environment	<i>Wayne Sayers, Transport Planning Manager wayne.sayers@dorsetcouncil.gov.uk Executive Director, Place (John Sellgren)</i>
April					
Dorset Cultural Strategy 2021 - 2026 Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	6 Apr 2021	Dorset Council - People and Health Overview Committee 4 Mar 2021	Portfolio Holder for Customer and Community Services	<i>Paul Rutter, Service Manager for Leisure Services paul.rutter@dorsetcouncil.gov.uk</i>

Subject / Decision	Decision Maker	Decision Due Date	Other Committee Date	Portfolio Holder	Officer Contact
					<i>Executive Director, Place (John Sellgren)</i>
Dorset Council Budget Quarterly Performance Report - Q4 Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	6 Apr 2021	Dorset Council - Audit and Governance Committee 19 Apr 2021	Portfolio Holder for Finance, Commercial and Capital Strategy	<i>Jim McManus, Corporate Director - Finance and Commercial</i> <i>J.McManus@dorsetcc.gov.uk</i> <i>Executive Director, Corporate Development - Section 151 Officer (Aidan Dunn)</i>
Our Digital Vision Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	6 Apr 2021	Dorset Council - Place and Resources Overview Committee 25 Feb 2021	Deputy Leader - Corporate Development and Change	<i>Deborah Smart, Corporate Director – Digital & Change</i> <i>deborah.smart@dorsetcouncil.gov.uk</i> <i>Executive Director, Corporate Development - Section 151 Officer (Aidan Dunn)</i>
Dorset Council Climate and Ecological Emergency Strategy Key Decision - Yes Public Access - Open	Dorset Council	15 Apr 2021	Dorset Council - Place and Resources Scrutiny Committee Dorset Council - Cabinet 25 Mar 2021 6 Apr 2021	Portfolio Holder for Highways, Travel and Environment	<i>Antony Littlechild, Community Energy Manager</i> <i>antony.littlechild@dorsetcouncil.gov.uk, Matt Reeks, Service Manager for Coast and Greenspace</i> <i>matt.reeks@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (John Sellgren)</i>

Private/Exempt Items for Decision

Each item in the plan above marked as 'private' 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 a 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 reveals that the shadow council 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.

Date of committee: 8 December 2020 (reconvened on 14 December 2020 for item 19)

Date published 10 December 2020

(item 19 published on 15 December 2020)

Date of implementation: 18 December 2020

(item 19 implementation date: 24 December 2020)

DECISIONS OF THE DORSET COUNCIL - CABINET 8 DECEMBER 2020

The following decisions were made by the Cabinet on 8 December 2020 and will come into force and may be implemented on 18 December 2020 unless the decision is called in for scrutiny.

In accordance with the council's constitution, any six members of the same relevant Scrutiny Committee may request the Monitoring Officer to 'call-in' a decision for scrutiny. The Monitoring Officer will be provided with written notice that will identify the decision to be called-in and the ground for the call-in when the request is made. If satisfied that there are reasonable grounds for the proposed call-in, the Monitoring Officer will notify the decision-maker of the call-in within 5 clear working days. The deadline for this request is **17 December 2020**.

The deadline for this request for item 19 is 23 December 2020.

The full call-in procedure is set out in the Constitution or for further information and advice please telephone Kate Critchel on 01305 252234

6 DORSET COUNCIL PLAN: QUARTER 2 PERFORMANCE UPDATE

Decision

That the progress against the Council Plan priorities be received and noted.

Reason for Recommendation

To ensure progress towards the Council Plan is measured and monitored.

7 TRANSFORMATION OF PLANNING SERVICES: PAS PEER REVIEW FINDINGS AND ACTIONS

Decision

- (a) That the Planning Advisory Service Peer Review of Dorset Council's Planning Service be noted;
- (b) That the recommendations and action plan as set out in the report be agreed;
- (c) That Place and Resources Scrutiny Committee receive biannual (or more frequent as necessary) progress reports on the implementation of the action plan.

Reason for Recommendation:

The visit of the PAS peer review team took place at a formative time in the unitary council's development and the work it carried out has informed the Local Planning Authority in shaping its transformation programme. The final report contains practical and constructive recommendations and an action plan which are intended to assist Dorset Council in progressing the work needed to deliver a high-quality and customer-focused planning service.

8 DORSET COUNCIL LOCAL PLAN: CONSULTATION

Decision

- (a) That the Dorset Council Local Plan Options Consultation document, as set out in Appendix A to the report, be approved for the purpose of public consultation, to take place for eight weeks from mid-January 2021;
- (b) That authority be delegated to the Service Manager for Spatial Planning, in consultation with the Portfolio Holder for Planning, to make any minor changes necessary prior to publication;
- (c) That changes to the Statement of Community Involvement included as Appendix B to the report be agreed to reflect the practicalities of consulting during the Covid-19 pandemic.

Reason for Recommendation:

Having an up to date local plan in place is critical in order to shape the future of the Dorset Council area, provide for development to meet the area's needs, and manage decisions on planning applications. Cabinet have previously agreed the programme for preparing a Dorset Council Local Plan that would on adoption replace the current district local plans. Public consultation is a vital part of the process, and this consultation will enable a wide range of views to be taken into account in moving the plan forwards.

9 RECOMMENDATIONS FOR THE ALLOCATION OF DEVELOPER CONTRIBUTIONS FOR ENHANCEMENT OF RECREATION AND COMMUNITY INFRASTRUCTURE PROVISION IN DORCHESTER

The Portfolio Holder presented a report on the Developer contributions that had been collected by Dorset Council and its predecessor councils for the area of Dorchester. A reformed officer/member panel recommended the Great Field project should continue to be funded and proposed that the council support the Arts in Dorchester/Thomas Hardy School joint venture receive the £1m funding previously committed to the Maltings Arts project.

Dorchester local members welcomed the recommendation

Decision

- (a) Great Field Poundbury – new recreation facilities, £455,786.00
- (b) Arts in Dorchester Project – improvements to Municipal Buildings and Thomas Hardy School Theatre to provide enhanced performance space and associated facilities, £1million. Payment subject to the submission of a comprehensive business case to be approved by the Executive Director for Place in consultation with the Portfolio holder for Planning.

Reason for Recommendation:

To enable the award of developer contributions in Dorchester to local projects for the enhancement of community infrastructure.

10 PARKING SERVICES PHASE 1 PROJECT REPORT

Decision

- (a) That as part of managing traffic effectively the Cabinet supported the following changes to parking charges/charging hours:
 - (i) increasing the all day charge from £2 to £8 in Lyme Regis and West Bay
 - (ii) extending morning charges in Purbeck to begin from 8:00am
 - (iii) implementation of Sunday charging except that at the request of the relevant Town or Parish Council, Dorset Council would consider the case for suspending car park charging on a Sunday to enable a local event to be held. In such cases agreement to suspend would be at the sole discretion of

Dorset Council and each individual case would be considered on its merits. These provisions would apply only in exceptional cases and on a limited number of occasions in a year.

- (b) That changes are introduced at the earliest opportunity and
- (c) That the Portfolio holder for Highways, Travel and Environment, after consultation with the Director of Place, be given delegated authority to decide on the further process to be followed and be given authority to take any and all further decisions and steps necessary to introduce the parking changes supported by the Cabinet.

Reason for Recommendation:

- A. The current charge has not been reviewed since 2014; hence the charge has not risen with inflation and does not meet the current costs. The areas are tourist destinations; therefore, the impact of the charge will primarily be on tourists and not on Dorset Council residents. There are car parks in the area that charge per hour, thus parking can be achieved locally at a lower cost for those not wanting to pay an all-day rate.
- B. Purbeck is the only part of Dorset Council that parking charges current start at 10am, this is inequitable and there is no indication of a need for charges to start later in this area. The 10am charging period appears to be the legacy of an assumption that locals in Purbeck shop early in the morning before tourists arrive, but this could be true of other popular tourist destination areas and therefore now needs to align with all car parking in Dorset area.
- C. Introducing Sunday charging across the Dorset Council area brings parity and consistency. Further research and impact analysis will be undertaken in phase 2 of the transformation project.

11 PERMISSION TO PROCURE AND AWARD HEALTHY HOMES DORSET 2020 CONTRACT

Decision

- (a) That the procurement of the Healthy Homes Dorset 2020 contract, value up to £1.5 million, be approved;
- (b) That authority be delegated to the Executive Director for Place min consultation with the Portfolio Holder, Economic Growth, Assets and Property to award the contract.

Reason for Recommendation:

The Council has recently been awarded £859,400 from round 1a of the Government Green Homes Grant Local Authority Delivery initiative and is planning further bids to the fund. Meeting the tight delivery deadlines attached to the grants will be challenging if procurement is not completed swiftly. Procuring a contract with a value of up to £1.5 million allows headroom for current and future grants in addition to the original Dorset Councils budget for this project.

12 ANNUAL SAFEGUARDING REPORT

Decision

That the Annual Report of the Pan-Dorset Safeguarding Partnership be received and noted.

Reason for Recommendation:

Safeguarding partnerships are required to publish and share Annual Reports widely. Dorset Council is a statutory safeguarding partner in the Pan-Dorset Safeguarding Partnership.

13 ANNUAL SELF EVALUATION OF CHILDREN'S SERVICES

Decision

That the Annual Self-Evaluation of Children's Services be received and noted.

Reason for Recommendation

The production of an Annual Self Evaluation as part of the Ofsted Inspection Framework of Children's Services. This report is intended to enable political leaders to understand areas of strength and areas for development.

14 CABINET MEMBER UPDATE ON POLICY DEVELOPMENT MATTERS REFERRED TO AN OVERVIEW COMMITTEE(S) FOR CONSIDERATION

16 URGENT ITEMS

There was one urgent item of business to consider because the matter could not be dealt with under delegate powers.

Purbeck Heath Grazing Unit

17 PURBECK HEATH LARGE GRAZING UNIT

Decision

That authority be delegated to the Executive Director for Place to sign the grant declaration on behalf of Dorset Council.

18 EXEMPT BUSINESS

It was proposed by Cllr Peter Wharf

Decision

That the press and the public be excluded for the following item(s) in view of the likely disclosure of exempt information within the meaning of paragraph 3 of schedule 12 A to the Local Government Act 1972 (as amended).

19 PROVISION FOR DORSET CHILDREN (MEETING ADJOURNED AT 14.52PM ON 8 DECEMBER 2020)

Cabinet reconvened on 14 December 2020 at 14.00pm in exempt business to continue the consideration of the above item.

Provision for Dorset Children (SEND)

Decision

That the Special Educational Needs and Disabilities (SEND) Capital Strategy for 2020 to 2025, be accepted.

Reason for Recommendation:

This strategy provides the council with a clear understanding of the current sufficiency of places for children and young people with SEND, that are supported by an Education, Health and Care Plan. Approval will allow for future operational and strategic planning to meet demand.

Provision for Dorset Children (Business Case)

Decision

- (a) That a final bid to acquire land property and assets as set out in the report be approved;
- (b) That authority be delegated to the Portfolio Holder for Finance, Commercial and Capital Strategy, in consultation with the Section 151 Officer to seek the appropriate funding required.
- (c) That authority be delegated to the Portfolio Holder for Children, Education, Skills and Early Help, in consultation with the Executive Director People – Children to prepare a detailed business case and consult on a range of options.
- (d) That a cross-party, politically balanced Steering Group be formed with a membership of 10 members, to be nominated by group leaders.

Reason for recommendation:

The council has a need to deliver service provision for children in a more economically efficient mechanism.