



# Place and Resources Scrutiny Committee

**Date:** Tuesday, 12 September 2023  
**Time:** 10.00 am  
**Venue:** Council Chamber, County Hall, Dorchester, DT1 1XJ

**Members (Quorum: 3)**

Shane Bartlett (Chairman), Andy Canning (Vice-Chairman), Rod Adkins, Jon Andrews, Piers Brown, Barry Goringe, Brian Heatley, David Shortell, David Tooke and Bill Trite

**Chief Executive:** Matt Prosser, County Hall, Dorchester, Dorset DT1 1XJ

For more information about this agenda please contact Democratic Services Meeting Contact 01305 252209 / [lindsey.watson@dorsetcouncil.gov.uk](mailto:lindsey.watson@dorsetcouncil.gov.uk)

Members of the public are welcome to attend this meeting, apart from any items listed in the exempt part of this agenda.

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## Agenda

Item		Pages
1.	<b>APOLOGIES</b>	
	To receive any apologies for absence.	
2.	<b>MINUTES</b>	5 - 8
	To confirm the minutes of the meeting held on 4 July 2023.	
3.	<b>DECLARATIONS OF INTEREST</b>	
	To disclose any pecuniary, other registrable or non-registrable interests as set out in the adopted Code of Conduct. In making their disclosure councillors are asked to state the agenda item, the nature of the interest and any action they propose to take as part of their declaration.	
	If required, further advice should be sought from the Monitoring Officer in advance of the meeting.	

#### 4. CHAIRMAN'S UPDATE

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

#### 5. PUBLIC PARTICIPATION

Representatives of town or parish councils and members of the public who live, work, or represent an organisation within the Dorset Council area are welcome to submit either 1 question or 1 statement for each meeting. You are welcome to attend the meeting in person or via MS Teams to read out your question and to receive the response. If you submit a statement for the committee this will be circulated to all members of the committee in advance of the meeting as a supplement to the agenda and appended to the minutes for the formal record but will not be read out at the meeting. **The first 8 questions and the first 8 statements received from members of the public or organisations for each meeting will be accepted on a first come first served basis in accordance with the deadline set out below.** For further information read [Public Participation - Dorset Council](#)

All submissions must be emailed in full to [lindsey.watson@dorsetcouncil.gov.uk](mailto:lindsey.watson@dorsetcouncil.gov.uk) by 8.30am on 7 September 2023.

When submitting your question or statement please note that:

- You can submit 1 question or 1 statement.
- a question may include a short pre-amble to set the context.
- It must be a single question and any sub-divided questions will not be permitted.
- Each question will consist of no more than 450 words, and you will be given up to 3 minutes to present your question.
- when submitting a question please indicate who the question is for (e.g., the name of the committee or Portfolio Holder)
- Include your name, address, and contact details. Only your name will be published but we may need your other details to contact you about your question or statement in advance of the meeting.
- questions and statements received in line with the council's rules for public participation will be published as a supplement to the agenda.
- all questions, statements and responses will be published in full within the minutes of the meeting.

#### 6. QUESTIONS FROM COUNCILLORS

To receive questions submitted by councillors.

Councillors can submit up to two valid questions at each meeting and sub divided questions count towards this total. Questions and

statements received will be published as a supplement to the agenda and all questions, statements and responses will be published in full within the minutes of the meeting.

The submissions must be emailed in full to [lindsey.watson@dorsetcouncil.gov.uk](mailto:lindsey.watson@dorsetcouncil.gov.uk) by 8.30am on 7 September 2023.

[Dorset Council Constitution](#) – Procedure Rule 13

**7. PROPERTY STRATEGY AND ASSET MANAGEMENT PLAN UPDATE** 9 - 28

To consider a report of the Corporate Director for Assets and Property.

**8. PLACE AND RESOURCES SCRUTINY COMMITTEE WORK PROGRAMME** 29 - 34

- 1) To review the Place and Resources Scrutiny Committee Work Programme.
- 2) Monitoring of the Performance Dashboard – members of the committee to flag up any areas for potential review:

**Operational – Corporate:** Councillors Piers Brown, Barry Goringe and David Shortell.

**Operational – Place:** Councillors David Tooke and Jon Andrews.

**HR:** Councillors Rod Adkins, Andy Canning, Brian Heatley and Bill Trite.

*The Chairman, Councillor Shane Bartlett, maintains an overview of all the above areas.*

**9. CABINET FORWARD PLAN AND DECISIONS** 35 - 48

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

*The Cabinet Forward Plan and decisions of recent meetings are provided to members of the Place and Resources Scrutiny Committee to review and identify any potential post decision scrutiny to be undertaken, by scheduling items into the work programme to review after a period of implementation.*

**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 are no exempt items scheduled for this meeting.**



## PLACE AND RESOURCES SCRUTINY COMMITTEE

### MINUTES OF MEETING HELD ON TUESDAY 4 JULY 2023

**Present:** Cllrs Shane Bartlett (Chairman), Jon Andrews, Piers Brown, Barry Goringe, Brian Heatley, David Shortell, David Tooke and Bill Trite

**Apologies:** Cllrs Andy Canning and Rod Adkins

**Also present:** Cllr Cherry Brooks, Cllr Les Fry and Cllr Andrew Kerby

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

John Sellgren (Executive Director, Place), Jonathan Mair (Director of Legal and Democratic and Monitoring Officer), Matthew Piles (Corporate Director - Economic Growth and Infrastructure), Antony Littlechild (Sustainability Team Manager), Carl Warom (Climate and Ecological Policy and Project Manager), David Bonner (Service Manager for Business Intelligence and Performance), Lindsey Watson (Senior Democratic Services Officer) and John Miles (Democratic Services Officer Apprentice)

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

James Potten (Communications Business Partner - Place) and Anna Eastgate (Corporate Director - Place Services)

### APPOINTMENT OF VICE-CHAIRMAN FOR THE MEETING

The Chairman noted that the Vice-chairman had sent his apologies for the meeting and therefore the committee would need to elect a Vice-chairman for the meeting.

It was proposed by B Goringe seconded by B Heatley

#### **Decision**

That D Tooke be elected Vice-chairman for the meeting.

#### 11. **Minutes**

The minutes of the meeting held on 25 May 2023 were agreed as a correct record and signed by the Chairman.

#### 12. **Declarations of interest**

There were no declarations of interest.

#### 13. **Chairman's Update**

There were no updates from the Chairman on this occasion.

14. **Public Participation**

There were no questions or statements from members of the public or local organisations.

15. **Questions from Councillors**

There were no questions from councillors.

16. **Natural Environment, Climate and Ecology: Phase 1 (2021-23) Progress Report - Summer 2023**

The committee received and considered a report of the Climate and Ecology Policy Officer which provided a review of progress made in delivering the original climate and ecology action plan during the first phase of the programme and some of the challenges ahead. It was noted that the strategy and action plan were long-term programmes that would evolve over time. The committee's views would be used to inform the shape of the next phase of the programme for delivery of the refreshed 2023 strategy and action plan.

Councillors considered the issues arising from the report and during discussion, points were raised in the following areas:

- Funding issues including the receipt of Shared Prosperity Funding to continue major programmes such as Low Carbon Dorset and the need to secure long-term funding in this area, particularly external funding. This would continue to be explored.
- Resources and staff capacity to undertake work including the preparation of bids for funding.
- Clarity sought on the council's strong performance on waste and recycling rates. It was noted that the council compared its performance to other unitary councils as they both collected and disposed of waste.
- A request for further information to be provided on areas in progress regarding climate adaptation and resilience in future reports. Officers provided information on work taking place to better understand the council's climate resilience and a government national adaptation programme.
- The need to understand the particular circumstances of Dorset in undertaking a resilience assessment. It was noted that the next national adaptation programme was expected to provide more relevant local data.
- Opportunities within the Council's estate to support work including tree planting. It was noted that an opportunity assessment was being developed for a wide range of opportunities, including climate and ecology.
- Issues around EV charging and the impact of grid infrastructure capacity.
- Issues around nitrate mitigation and proactive work that was being undertaken by the Council.
- A link to the associated action plan would be sent to committee members following the meeting.
- Differing views were expressed relating to emissions around land and agriculture and the strategy for this.

- Detail of continuing engagement being undertaken with other bodies including town and parish councils, schools and statutory housing providers.
- Further detail of engagement with housing providers would be provided to committee members following the meeting.
- Understanding of the impact of increasing numbers of electric vehicles on roads.
- Issues around the placing of photovoltaic panels in car parks and on highways land. This could be raised at a meeting with Highways England to be held shortly.
- Issues around renewable energy on industrial parks.
- The importance of making links with the emerging local plan.
- Issues around travel to schools and colleges considered and improvements that could be made locally.
- An update provided on the Canford renewable energy green hydrogen project and other opportunities across the county.
- The communications strategy for raising awareness of work and progress in the area including successes in achieving grant funding.
- A request to consider needs and opportunities regarding reservoir capacity.

At the conclusion of the discussion, the Chairman provided a summary of the key points arising as follows:

- A need to consider how targets were set so that progress could be reviewed and whether a traffic light system could be developed to clearly show progress.
- The need to understand opportunities on the Council's estate for areas such as planting opportunities and water supply management.
- Further investigation suggested around opportunities for placement of photovoltaic panels in car parks and on available highways land.
- A need to consider issues around travel to school and colleges, looking at the locality around schools and investigation of how improvements could be made locally.
- Importance of developing a finance strategy for this area.

The Sustainability Team Manager noted that a further report would be provided to the committee in the Autumn, which would provide a quantitative outline of progress on annual carbon emissions reductions.

The Chairman thanked officers for the report and for the work undertaken by the team in this area.

## 17. **Performance Scrutiny**

The committee considered the performance dashboard and highlighted some areas of interest. These included:

- Short- and long-term sickness levels across the council – a report on the direction of travel was requested.
- Staff turnover – a further report to be brought to the committee.
- Collection of Council Tax and Business Rates – to be reviewed in 3 months and issues raised as required.
- The processing and input of data into the performance dashboard was being reviewed.

**18. Place and Resources Scrutiny Committee Work Programme**

Councillors reviewed the committee’s work programme and noted items to be considered at forthcoming meetings. An informal session was to be held for committee members to review the committee’s work programme.

**19. Cabinet Forward Plan and Decisions**

The committee noted the Cabinet Forward Plan and decisions taken at recent meetings, which the committee could use to identify potential areas for post decision review.

**20. Urgent items**

There were no urgent items.

**21. Exempt Business**

There was no exempt business.

**Duration of meeting:** 10.00 am - 12.29 pm

**Chairman**

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## Place & Resources Scrutiny Committee

12 September 2023

## Property Strategy & Asset Management Plan Update

### For Review and Consultation

**Portfolio Holder:** Cllr A Parry, Assets and Property

**Local Councillor(s):** County wide

**Executive Director:** J Sellgren, Executive Director of Place

Report Author: Peter Hopkins

Job Title: Corporate Director for Assets & Property

Tel: 01305 221610

Email: peter.hopkins@dorsetcouncil.gov.uk

**Report Status:** Public

#### Brief Summary:

This report provides an update on progress in relation to the Property Strategy & Asset Management Plan, adopted by Cabinet on 3 November 2020.

#### Recommendation:

1. That the Scrutiny Committee review and comment upon progress in achieving the actions identified in the Property Strategy & Asset Management Plan.
2. That Scrutiny Committee notes the progress to develop a new Strategic Asset Management Plan.

#### Reason for Recommendation:

##### 1. Executive Summary

1.1 Assets & Regeneration has a key role in supporting Dorset Council achieve its strategic priorities and deliver on the leader's key commitments to make a positive impact on Dorset - the place and the people. This includes:

- underpin a financially and environmentally sustainable council.

- become a high performing team and culture with an underpinning operating model.
  - with an effective corporate landlord model/a successful capital programme.
- 1.2 In the 2022 update to Places & Resources Scrutiny Committee it was recognised that the current Property Strategy and Asset Management Plan (PSAMP) does not have clear links to the priorities that are contained within the Council's Plan, does not include factors such as the obligations that as a council we have now signed up to for the Climate and Ecological strategy and action plan, and some of the actions in the management plan have unrealistic timescales.
- 1.3 In June 2022 South West Audit Partnership (SWAP) were tasked with undertaking an audit of the PSAMP and plans for a new Strategic Asset Management Plan (SAMP). They reported in September 2022 and noted:
- “The current Property Strategy and Asset Management Plan (PSAMP) does not support Services to achieve the Council's ambitions within the Dorset Council's Plan 2020/24.”*
- 1.4 Over the past 12 months work has progressed on the development of a new operating model and SAMP for Dorset Council.
- 1.5 The organisation has worked with property consultants Public Intelligence to **develop improved strategic thinking, governance, due diligence** and capacity within Assets and Regeneration and the wider **corporate body**.
- 1.6 To date, governance processes have been updated, with the introduction of an options appraisal tool aligned with the council plan, as well as a business case template. All proposals with assets implications are now required to go through the options appraisal and business case model.
- 1.7 Rationalisation work continues, and a series of rapid asset reviews have been undertaken to identify assets for repurposing or disposal.
- 1.8 Additionally, the implementation of the effective property services model (corporate landlord) is underway, with Libraries being the first group of assets to transfer into this new model by April 2024.
- 1.9 As a result of this work, plans to develop a new SAMP were revisited and rescoped. The development of a new SAMP has been aligned with the implementation of the effective property services model (corporate landlord).

- 1.10 Extensive engagement is planned with senior managers and leaders to ensure the new SAMP is recognised as a whole authority owned strategy, thereby enabling the implementation to be effective.
- 1.11 It is envisaged the new SAMP will be in place by the end of April 2024. Being considered by Place & Resources Overview Committee 21 March 2024, and Cabinet 16 April 2024.
- 1.12 The new SAMP will be an organisation wide strategy, which sets out how the council will manage its asset portfolios to deliver the council's priorities and ambitions laid out in the Council Plan.
- 1.13 Whilst the development of the new SAMP is ongoing, Assets & Regeneration will continue to deliver against the actions set out in the PSAMP 2020-2024. A progress update and next steps are included in the attached appendix (Property Strategy & Asset Management Plan Progress Report September 2022).

## **2. Financial Implications**

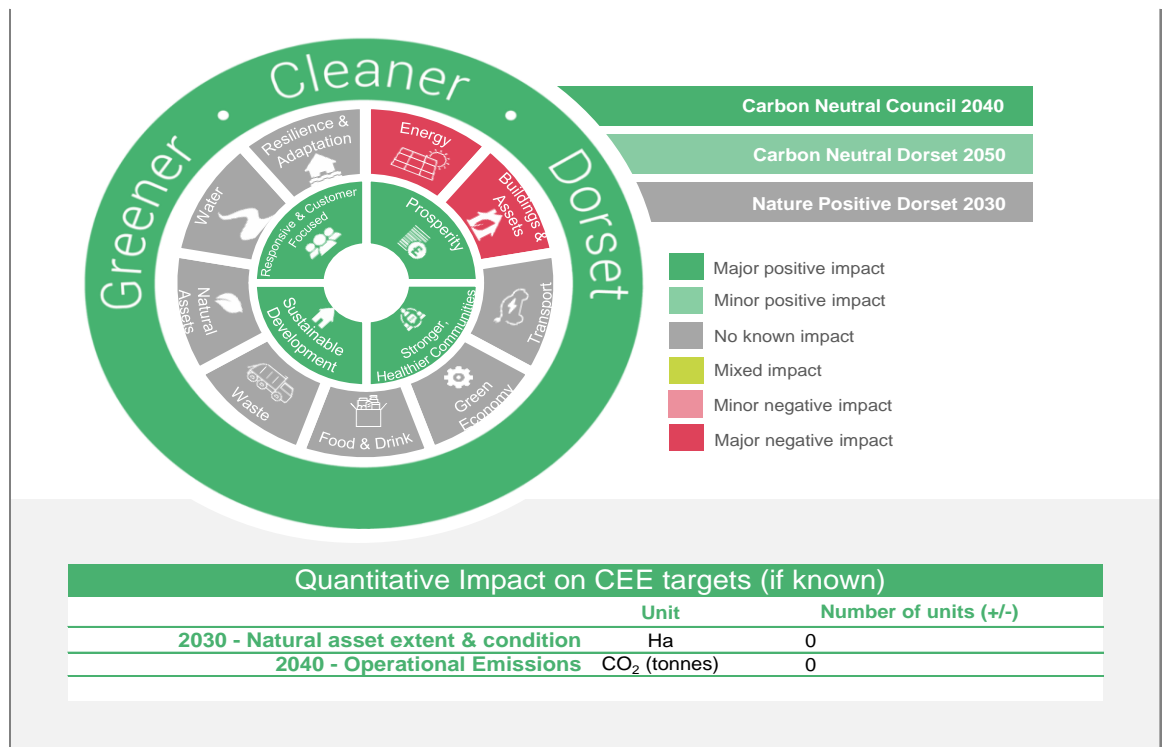
- 2.1 The effective management of the council's asset base allows for rationalisation, development, repurposing and disposals which generate revenue savings and capital receipts, generate income for the Council, and help the Council to deliver its priorities, including social and environmental.
- 2.2 Financial costs and benefits are approved and reported on an individual project basis via the Council's governance and approval processes and procedures.

## **3. Natural Environment, Climate & Ecology Implications**

- 3.1 As noted in 1.2, the current Property Strategy and Asset Management Plan does not have clear links to the priorities that are contained within the Council's Plan, does not include factors such as a proper and embedded reflection of the climate and ecological strategy and action plan, a key priority for the council.
- 3.2 The new Strategic Asset Management Plan will be an organisation wide strategy, which will set out how the Council will manage its asset portfolios to deliver the Council's priorities and ambitions laid out in the Council Plan, including those related to climate change and environmental implications. How we manage our estates will form a key element of whether we are successful in meeting our climate and ecological aspirations.

3.3 Whilst the development of the new Strategic Asset Management Plan is ongoing, Assets & Regeneration will close closely with the Climate & Ecology team to deliver the assets related targets within the Council's Climate & Ecology Strategy, as well as integrating climate and ecological metrics into options appraisals and business cases as part of the wider changes to council decision making.

3.4 Climate Decision Wheel To note, the SAMP does not include proposals for individual assets, as such it is not possible to answer many of the questions related to individual assets and the impact therefore shows as 'major negative impact'. However, the SAMP will guide decision making on individual assets and groups of assets, and it is anticipated the climate decision wheels related to these subsequent proposals will show better outcomes related to buildings & assets.



### ACCESSIBLE TABLE SHOWING IMPACTS

Natural Environment, Climate & Ecology Strategy Commitments	Impact
Energy	major negative impact

Buildings & Assets	major negative impact
Transport	No known impact
Green Economy	No known impact
Food & Drink	No known impact
Waste	No known impact
Natural Assets & Ecology	No known impact
Water	No known impact
Resilience and Adaptation	No known impact

Corporate Plan Aims	Impact
Prosperity	strongly supports it
Stronger healthier communities	strongly supports it
Sustainable Development & Housing	strongly supports it
Responsive & Customer Focused	strongly supports it

### TABLE OF RECOMMENDATIONS

Recommendations	Responses -will this be incorporated into your proposal? How? And if not, why not?
<b>Energy</b>	
Ensure all electrical equipment is the most energy efficient	The SAMP does not include proposals for individual assets or buildings. However, it is anticipated that proposals emanating from the SAMP will include energy efficiency considerations
Maximise energy efficiency of the building fabric (e.g. Loft & wall insulation, triple glazing)	As above
<b>Buildings &amp; Assets</b>	
No recommendations found for this category	
<b>Transport</b>	
No recommendations found for this category	
<b>Green Economy</b>	
No recommendations found for this category	
<b>Food &amp; Drink</b>	
No recommendations found for this category	
<b>Waste</b>	

No recommendations found for this category	
<b>Natural Assets &amp; Ecology</b>	
No recommendations found for this category	
<b>Water</b>	
No recommendations found for this category	
<b>Resilience &amp; Adaptation</b>	
No recommendations found for this category	

#### 4. **Well-being and Health Implications**

- 4.1 There are no specific health and wellbeing implications of this report. However, the effective management and repurposing of the Council's assets supports the delivery of the Council's priorities, which in turn have an impact on the health and wellbeing of residents and employees.

#### 5. **Other Implications**

- 5.1 n/a

#### 6. **Risk Assessment**

- 6.1 **HAVING CONSIDERED: the risks associated with this decision; the level** of risk has been identified as:

Current Risk: Med  
Residual Risk: Med

- 6.2 Assessment at medium risk is based on partial delivery of the Asset Management Plan to date, including delays in implementation of the corporate landlord model.

#### 7. **Equalities Impact Assessment**

- 7.1 An Equalities Impact Assessment will be undertaken as part of the development of the new Strategic Asset Management Plan.
- 7.2 Equalities Impact Assessments are undertaken on an individual project basis.

#### 8. **Appendices**

8.1 Appendix 1 Property Strategy & Asset Management Plan Progress Report  
September 2023

9. **Background Papers**

[Property Strategy & Asset Management Plan](#)

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# Property Strategy and Asset Management Plan

## Progress Report Sept 2023

### Introduction

This report gives a summary of progress against the [Property Strategy and Asset Management Plan](#) (PSAMP) adopted by Dorset Council in November 2020.

#### Changes in Assets & Regeneration since November 2020

It should be noted that since adoption of the PSAMP in the autumn of 2020, the Assets & Regeneration department have undergone a significant restructure, resulting in a smaller service. There has also been a number of changes at the corporate level. The Corporate Director who led the 2021 restructure left the Council soon after implementing said restructure and a further interim was then appointed.

In January 2022, a new Corporate Director for Assets & Regeneration started in post and the Growth and Economic Regeneration service was transferred into Assets & Regeneration. Following an independent review of Assets & Regeneration, and the production of an opportunity assessment, a realignment of senior managers has now taken place. Future further realignment of teams within Assets & Regeneration is underway and completion is expected within the next 9-12 months. This realignment of senior managers and teams within the department refocuses resource and effort in a more efficient manner to enable more effective delivery of programmes of work and specific projects.

The realignment work is closely aligned with work undertaken by professional consultants Public Intelligence to who have undertaken a number of deep dives and specific focus on areas of work and best practice nationally to aid the direction of the Council in being able to optimise and drive best value from the organisations governance and decision making and allocation of capital funding to deliver the right outcomes for Dorset Council.

#### Assets & Regeneration

Assets & Regeneration has a key role in supporting Dorset Council achieve its strategic priorities and deliver on the Leader's key commitments to make a positive impact on Dorset - the place and the people. This includes commitments:

- To underpin a financially and environmentally sustainable council
- To become a high performing team and culture with an underpinning operating model
- With an effective property services model/a successful capital programme

A key priority is to refresh the strategic asset management plan, setting out how the Council will manage its asset portfolio to deliver the council's priorities and ambitions as laid out in the Council Delivery Plan 22-24.

### **New Strategic Asset Management Plan**

It has been recognised that the current PSAMP does not have clear links to the priorities that are contained within the latest refreshed Council Plan 2022-2024 and as such does not include factors such as climate change (as contained in the Climate and Ecological strategy and action plan) and some of the actions in the management plan have unrealistic timescales. With this in mind, work has commenced on the development of a new Strategic Asset Management Plan (SAMP) for Dorset Council. This will be an organisation wide strategy, which sets out how the Council will manage its asset portfolios to deliver the Council's priorities and ambitions laid out in the Council Plan.

In June 2022 South West Audit Partnership (SWAP) were tasked with undertaking an audit of the PSAMP and plans for a new SAMP. They reported in September 2022 and noted ***“The current Property Strategy and Asset Management Plan (PSAMP) does not support services to achieve the Council's ambitions within the Dorset Council's Plan 2020/24.”***

Over the past 12 months work has progressed on the development of a new operating model and Strategic Asset Management Plan (SAMP) for Dorset Council.

The organisation has worked with property consultants Public Intelligence to develop improved strategic thinking, governance, due diligence and capacity within Assets and Regeneration and the wider corporate body.

As a result of this work, plans to develop a new SAMP were revisited and rescoped. The development of a new SAMP has been aligned with plans for the implementation of an effective property services model, with Libraries being the first group of assets to transfer to this new model by April 2024. The effective property services model builds on the corporate landlord approach referenced in the November 2020 PSAMG (see appendix 2 for a summary of the Corporate Landlord model from the 2022 report to Place & Resources Scrutiny Committee).

### **Property Strategy and Asset Management Plan 2020-24 - Key Progress and Next Steps**

Whilst the development of the new SAMP is ongoing, Assets & Regeneration will continue to deliver against the actions set out in the PSAMP 2020-2024. A progress update and next steps are included in the tables below:

Operational Asset Reviews			
Action - 1	Detail	Status	Progress to date
Review of 223 Operational Assets (Assets less commercial assets, schools, car parks, recreational sites, harbours, leisure centres, land, housing, garages, surplus assets, access rights, markets and offices leased to third parties, traveller sites, shared offices on third party sites at no charge)	1a The Council is seeking to review its operational assets to ensure the right mix and type and where possible consolidate operational assets over the next 3-5 years Targets to be agreed as part of and following service consultations	On Track	<p>Assets reviews have continued to progress in relation to a number of operational asset categories - Libraries, Children's Centres/Family Hubs, Day Centres and Depots underway. Extensive engagement is ongoing with services with regards future need. These reviews are aligned with service strategies/plans and as such timelines are dependent on this.</p> <p>A first tranche of 'rapid asset reviews' has been undertaken. Property consultants Montagu Evans were commissioned to review opportunities and provide recommendations on best value use for the council of 38 assets.</p> <p>A second tranche of rapid asset reviews is underway.</p>
	1b. Develop the detailed process for capturing, analysing and planning for future use of surplus property-in order to ensure property is back in use, developed or disposed of as quickly as possible, reducing holding time/ costs	Complete	<p>A corporate approval process for decisions regarding future use of surplus / vacant properties is in place (see appendix 3). All surplus/vacant assets undergo options appraisal to identify preferred option for development of a business case.</p> <p>An options appraisal tool has been developed to assess options related to future use against financial criteria and the council's priorities.</p> <p>Treasury five case business case template in place.</p>
	1c. Appraise opportunities for reuse, disposal or development and prepare implementation timetable-aligned to consultation in case asset declared surplus	Complete	<p>As 1a and 1b</p> <p>Process in place and continuing as BAU</p>
	1d Once all operational assets reviewed then repeat every 3 years	On track	Asset review process and timeline in place
<b>Next Steps</b>			

- Continue with Operational Asset Review programme.
- Rapid Asset Reviews tranche 2

Service Property Strategies			
Action - 2	Detail	Status	Progress to date
Development of service property strategies	2. Service property requirement strategies for years 2-5 by Sept 2021	Ongoing	<p>Ongoing engagement with services.</p> <p>Requires services to share forward operational plans, operating models and property requirements with A&amp;R.</p> <p>A&amp;R representative on project delivery teams for – Library Strategy, Children’s Centres/Family Hubs, Day Centres, Depots.</p> <p>Next phase of A&amp;R realignment will include recruitment of Asset Strategy Business Partners within the Asset Strategy team. Each Business Partner will have responsibility for understanding property requirements related to a specific directorate. Thereby driving forward work to understand property requirement strategies.</p>
<b>Next Steps</b>			
<ul style="list-style-type: none"> <li>• Continue to engage with services and encourage sharing of forward operational plans, operating models and property requirements with A&amp;R.</li> <li>• Asset Strategy Business Partners recruited</li> </ul>			

Agile Working			
Action - 3	Detail	Status	Progress to date
Agile Working	3 Agile working is implemented to support the reduction in office space 2021/22 to reflect new desk ratios following service consultations. Ref Dorset Workspace actions	Completed Sept 21	<p>Dorset Workplace phase 2 has been launched, with 3 workstreams. A&amp;R have responsibility for leading the office utilisation and reconfiguration workstream.</p> <p>Utilisation study undertaken to understand use of workspaces within County Hall and use of County Hall car park.</p> <p>Employee survey undertaken to understand current and future workplace needs of employees.</p>

Next Steps	
<ul style="list-style-type: none"> <li>• Development of workspace plans – including example layouts</li> <li>• Development of workplace operating model</li> </ul>	

Corporate Landlord			
Action - 4	Detail	Status	Progress to date
Corporate Landlord	4a. Fully implement and embed the Corporate Landlord model within the Council's property function	Ongoing	<p>Public Intelligence commissioned to develop route map for implementation of corporate landlord model with Library services as a pathfinder.</p> <p>Route map used to create implementation plan for delivery of model for Library Services by 1 April 2024.</p> <p>Implementation board and workstreams established.</p>
	4b. Ensure the development of a robust asset management plan of investment	Ongoing	Income & Investment strategy will form part of new SAMP
	4c. Specify, procure and implement an upgrade/ replacement for the Technology Forge/BIM system with assessment by Sept 2021 and implementation by March 2022	Ongoing	<p>Launch of TF Cloud (cloud-based property database) by targeted by October 2023. This will enable convergence of all predecessor council property data in one location, and will significantly aid the process of data cleansing.</p> <p>Scoping work for future data management requirements underway.</p>
Next Steps			
<ul style="list-style-type: none"> <li>• Progress implementation of effective property services model with Libraries</li> <li>• Scope future data management requirements</li> </ul>			

Governance			
Action - 5	Detail	Status	Progress to date
Governance	5a. Complete a review of governance relating to property, assets	Complete	Public Intelligence commissioned to undertake review of governance related to property and assets.

			This review supported the new corporate approval process for decisions regarding future use of surplus / vacant properties (see appendix 3).
	5b. Complete a review of the decision-making process relating to project delivery, including procurement, scheme of delegation and approvals. Amend the constitution if required	Complete	A corporate approval process for decisions regarding future use of surplus / vacant properties is in place (see appendix 3). All surplus/vacant assets undergo options appraisal to identify preferred option for development of a business case.
<b>Next Steps</b>			
<ul style="list-style-type: none"> <li>Continue as BAU</li> </ul>			

<b>Resourcing</b>			
<b>Action – 6</b>	<b>Detail</b>	<b>Status</b>	<b>Progress to date</b>
Resourcing	6. Ensure the projects and delivery plan are fully and appropriately resourced including the implementation of any new management structure required to support the corporate landlord model. Plan for implementation to be ready end June 2021	Complete	<p>Review of Assets &amp; Regeneration undertaken in spring 2022, produced opportunity assessment. This led to a realignment of senior managers and services within Assets &amp; Regeneration.</p> <p>Realignment of senior managers and teams within the department refocuses resource and effort in a more efficient manner to enable more effective delivery of programmes of work and specific projects.</p>
<b>Next Steps</b>			
<ul style="list-style-type: none"> <li>Complete realignment of teams under new service manager structure</li> </ul>			

<b>Project Delivery</b>			
<b>Action – 7</b>	<b>Detail</b>	<b>Status</b>	<b>Progress to date</b>
Project Delivery	7a. Current surplus freehold and leasehold assets that have been identified for disposal or termination to be completed between March-June 2021	Ongoing	Partially achieved.

	7b. Initial list of property projects to be established no later than June 2021	Complete	Full list of property projects in place.
	7c. Delivery of the future pipeline of work, including disposals must be resourced to create a future capital and revenue income stream. Develop resource model as part of capital programme development	Ongoing	Full list of property projects in place.
<b>Next Steps</b>			
<ul style="list-style-type: none"> <li>XXXX</li> </ul>			

### Review of Commercial Portfolio

Action –8	Detail	Status	Progress to date
Review of Commercial Portfolio (355 assets)	8a. An initial review of the commercial asset categories and the assets within them should be undertaken to identify whether they are generating adequate returns, could be repurposed to provide greater value and determine whether they fulfil the Councils economic aims	On track	<p>Asset review process and timeline in place.</p> <p>Next phase of A&amp;R realignment will include recruitment of Asset Strategy Business Partners within the Asset Strategy team, who will drive forward asset reviews within their portfolios.</p> <p>A first tranche of ‘rapid asset reviews’ has been undertaken. Property consultants Montagu Evans were commissioned to review opportunities and provide recommendations on best value use for the council of 38 assets.</p> <p>A second tranche of rapid asset reviews is underway.</p>
	8c. Priorities assets based on high cost/low performance, strategic, potential opportunity value, lease status. <i>(note – no action 8b included in PSAMP)</i>	On track	As 8a

	8d. Develop an implementation plan for approval and delivery of resulting priority projects	On track	As 8a
	8e. Complete analysis of the next tranche of asset analysis as per the process and priorities	On track	As 8a
<b>Next Steps</b>			
<ul style="list-style-type: none"> <li>• Continue with Non-Operational Asset Review programme.</li> <li>• Rapid asset reviews – tranche 2</li> <li>• Recruitment of Asset Strategy Business Partners</li> </ul>			

### Review of Other Assets

Action – 9	Detail	Status	Progress to date
Review of all other 520 Assets (excluding schools/recreational areas include land, garages, housing, allotments, car parks, toilets etc)	9a. All other assets should be reviewed to identify whether they are operating efficiently, effectively, are core Council assets, have alternative or complimentary purposes that add value, have a future requirement	On track	As 8a (all non-operational assets considered together)
	9c. Priorities assets based on high cost/low performance, strategic, potential opportunity value, lease status. <i>(note – no action 9b included in PSAMP)</i>	On track	As 8a
	9d. Develop an implementation plan for approval and delivery of resulting priority projects	On track	As 8a
	9e. Complete analysis of the next tranche of asset analysis as per the process and priorities	On track	As 8a
<b>Next Steps</b>			
<ul style="list-style-type: none"> <li>• As action 8</li> </ul>			



One Public Estate			
Action - 10	Detail	Status	Progress to date
One Public Estate	10a. Re-establish the working group of public sector bodies to review 'one public estate' opportunities	Complete	Board re-established and meeting regularly.
	10b. Develop a list of potential opportunities and co-working opportunities involving the Dorset Property portfolio	On track	Opportunities continuing to be identified through asset review process
	10c. Implement a series of initiatives that deliver efficiencies and improvements from co-location in accordance with the 'one public estate' principles	On track	Dependant on opportunities identified through asset reviews.  Opportunities being also being identified through joint working with services (e.g. Family Hubs, Library Strategy etc.).  OPE Board agreed to focus on specific locations
Next Steps			
<ul style="list-style-type: none"> <li>Continued work with OPE board to identify and progress co-location opportunities</li> </ul>			

Joint Ventures			
Action - 11	Detail	Status	Progress to date
Joint Ventures	11. Establish a legal and financial model for possible Joint Venture working/arrangements	Ongoing	Options analysis to follow development of new Strategic Asset Management Plan. Potential joint venture opportunities considered on a scheme by scheme basis.
Next Steps			
<ul style="list-style-type: none"> <li>Implement new Strategic Asset Management Plan</li> <li>Consider appropriateness of joint ventures on Weymouth Regeneration and on Area based strategies</li> </ul>			

## **Appendix 2 – Corporate Landlord description (from Property Strategy & Asset Management Plan Progress Report 2022)**

The concept of Corporate Landlord is that the ownership of an asset, budgets surrounding it and responsibility for its management and maintenance sits with Assets and Regeneration (a centralised service) and not with the service. The service departments therefore become corporate tenants and make use of the land or property in delivering a service. There are specific duties that fall on both the landlord and tenant, depending on the nature of the service.

The service department's priority is to plan and deliver their council service. The Assets and Regeneration function is to ensure those council services are adequately accommodated and to maintain and manage the property asset. The Assets and Regeneration responsibility also extends to the acquisition, development and disposal of land and property. This means that Assets and Regeneration is responsible for asset review, feasibility and options appraisal across all service departments.

Ongoing adoption of the Corporate Landlord will require some organisational change. Currently, Assets and Regeneration has responsibility for performing a number of property related tasks such as commercial leasehold negotiations and management, acquisitions, disposals, valuation advice, facilities management and the maintenance and specialist construction functions.

However, a number of service departments are still involved in property related matter meaning that property functions are undertaken by different teams across the Council. The fact that people who are not property experts are dealing with property related matters means that there is an opportunity to introduce specialist expertise which will add value to the service area and the Council. There is duplication of tasks and resources as functions are being performed both in Assets and Regeneration and in service departments; and also results in increased risk to the Council, as responsibility for compliance, health and safety is not clearly understood.

There is a risk of a lack of clarity over roles and responsibilities, key priorities (saving and income generation to the service rather than the Council) which can lead to inefficiencies and missed opportunities.

*The fact that property functions are not fully centralised means that there is a lack of consistent decision making, financial prudence or clear governance. It also means that there is insufficient visibility in this area making it impossible to derive maximum value from the property assets and regeneration function.*

This can be addressed by a clear Strategic Asset Management Plan summary containing the guiding principles relating to land, commercial and operation/community property assets and the adoption of Corporate Landlord.

# Appendix 3 – corporate asset decision process

## Corporate Asset Decision Making Process

### Definitions

PSP AMG = Property, Schools & People Asset Management Group | CSAMG = Capital Strategy Asset Management Group

### Options Appraisal

All options are inputted into the Options Appraisal Model, which includes a financial assessment, as well as assessment against the 10 Dorset Council corporate commitments, including the Climate and Ecological Strategy and Action Plan. The model allows detailed comparison of a number of alternative options for an asset, enabling the identification of a preferred option to go forward to full business case stage.

### Full Business Case

Once a preferred option is identified, a full business case is produced. The business case template is based on the Five Case Model. It includes financial, climate and economic development workbooks.



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## Place and Resources Scrutiny Committee Work Programme

**Meeting Date: 12 September 2023**

Report Title	Aims and Objectives	Lead Officers / Members	Other Information
Chairman's update item: Dorset Council Sickness absence	To receive an update on sickness absence and actions in place to address any issues	Chris Matthews – Head of Human Resources	In response to the committee's review of the performance dashboard at the meeting of the committee on 4 July 2023
Property Strategy & Asset Management Plan update	Review and comment upon progress in achieving the actions identified in the Property & Asset Management Strategy Action Plan and areas needing to be given priority	Peter Hopkins - Corporate Director – Assets & Property  Cllr Andrew Parry – Portfolio Holder for Assets & Property	

**Meeting Date: 9 November 2023**

Report Title	Aims and Objectives	Lead Officers / Members	Other Information
Chairman's update item: Summer 2023 Operations in Dorset	To review the position with Easter and Summer 2023 operations	Graham Duggan – Head of Community & Public Protection  Cllr Ray Bryan – Portfolio Holder for Highways, Travel & Environment	Follow up to a review of Summer 2022 Operations by the committee at the meeting on 25 January 2023
Natural Environment, Climate and Ecology Strategy – progress report	To review the bi-annual progress report on the Dorset Council Natural Environment, Climate and Ecology Strategy	Carl Warom – Climate & Ecology Policy Officer  Cllr Ray Bryan – Portfolio Holder for Highways, Travel & Environment	
Employee turnover in Dorset Council	An overview of turnover data and trends and activity being undertaken to better understand the reasons for people leaving the council	Chris Matthews – Head of Human Resources  Cllr Jill Haynes – Portfolio Holder for Corporate Development & Transformation	In response to the committee's review of the performance dashboard at the meeting of the committee on 4 July 2023
Performance Scrutiny	To review the most recent performance information and use this to agree items to add to the committee forward plan for further analysis	David Bonner – Service Manager – Business Intelligence & Performance  Cllr Jill Haynes - Portfolio Holder for Corporate Development & Transformation	

**Meeting Date: 17 January 2023 – Budget scrutiny (Single item meeting)**

<b>Report Title</b>	<b>Aims and Objectives</b>	<b>Lead Officers / Members</b>	<b>Other Information</b>
Budget Scrutiny	Consideration of the budget proposals before proceeding to produce the final budget paper for recommendation to Cabinet on 30 January 2024	Sean Cremer – Corporate Director – Finance & Commercial  Cllr Gary Suttle – Portfolio Holder for Finance, Commercial & Capital Strategy	

**Meeting Date: 26 February 2024**

<b>Report Title</b>	<b>Aims and Objectives</b>	<b>Lead Officers / Members</b>	<b>Other Information</b>
Redlands Leisure and Community Park Update	To review the position with the Redlands Community Sports Hub following the Cabinet decision of 6 September 2022	Paul Rutter – Service Manager for Leisure Services  Cllr Laura Beddow – Portfolio Holder for Culture & Communities	Recommendation from Cabinet 6 September 2022 for the Place & Resources Scrutiny Committee to undertake a post decision review
Dorset Council 20mph Speed Limit Policy	To review the implementation of the policy one year after adoption	Tony Burden – Road Safety Manager / Jack Wiltshire – Head of Highways  Cllr Ray Bryan – Portfolio Holder for Highways, Travel & Environment	

Corporate Complaints Team – Annual Report	An overview of the volume and impacts of Dorset Council’s complaints through the Corporate Complaints Team 2022/23	Antony Bygrave – Senior Assurance Officer – Complaints  Cllr Jill Haynes - Portfolio Holder for Corporate Development & Transformation	

Meeting Date: 28 March 2024

Report Title	Aims and Objectives	Lead Officers / Members	Other Information
Performance Scrutiny	To review the most recent performance information and use this to agree items to add to the committee forward plan for further analysis	David Bonner – Service Manager – BI & Performance  Cllr Jill Haynes - Portfolio Holder for Corporate Development & Transformation	

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**Annual items:**

- Corporate Complaints Team – Annual Report - January
- Property Strategy & Asset Management Plan update – September

**Bi-annual items:**

- Climate & Ecological Emergency Strategy – progress report – July and November

**Alternate meeting items:**

- Performance Scrutiny – informal session held before each committee occurrence - July, November, March

**Informal Work of the Committee:**

<b>Date</b>	<b>Topic</b>	<b>Format</b>	<b>Members</b>	<b>Lead Officers / Members</b>	<b>Other Information</b>
Quarterly	Review of the committee's performance and risk dashboards	Informal meeting	All committee members	David Bonner – Service Manager Business Intelligence & Performance	Review of the dashboards to identify potential future areas for review by the committee
Tbc	Grid Capacity	Task and Finish Group	tbc	Steven Ford – Corporate Director TID and Environment  Antony Littlechild – Sustainability Team Manager	Task & finish group to be established by the Chairman and Vice-chairman.
Tbc	Water Pollution	Task and Finish Group	tbc	tbc	

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**The Cabinet Forward Plan - August to November 2023**  
**For the period 1 AUGUST 2023 to 30 NOVEMBER 2023**  
**(Publication date – 8 AUGUST 2023)**

**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."

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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 90 of the Local Government Act 2000 Act. Officers will consult with lead members to determine significance and sensitivity.

**Cabinet Portfolio Holders 2023/24**

<b>Spencer Flower</b>	Leader / Governance, Performance and Communications
<b>Gary Suttle</b>	Deputy Leader and Finance, Commercial and Capital Strategy
<b>Ray Bryan</b>	Highways, Travel and Environment
<b>Jill Haynes</b>	Corporate Development and Transformation
<b>Laura Beddow</b>	Culture and Communities
<b>Simon Gibson</b>	Economic Growth and Levelling Up
<b>Andrew Parry</b>	Assets and Property
<b>Byron Quayle</b>	People – Children, Education, Skills, and Early Help
<b>Jane Somper</b>	People - Adult Social Care, Health, and Housing
<b>David Walsh</b>	Planning

Subject / Decision	Decision Maker	Date the Decision is Due	Other Committee(s) consulted and Date of meeting(s)	Portfolio Holder	Officer Contact
September					

<p><b>Additional Procurement Forward Plan 2023-24 and incorporating the refresh of the annual Modern Slavery Transparency Statement</b></p> <p><b>Key Decision - Yes</b> <b>Public Access - Open</b></p> <p>Additional Procurement Forward Plan: Cabinet is required to approve all key decisions with financial consequences of £500k or more. This report will also incorporate the annual refresh of the Modern Slavery Transparency Statement for Cabinet's agreements.</p>	<p><b>Decision Maker</b> Cabinet</p>	<p><b>Decision Date</b> 5 Sep 2023</p>		<p>Deputy Leader and Portfolio Holder for Finance, Commercial and Capital Strategy</p>	<p><i>Dawn Adams, Service Manager for Commercial and Procurement</i> <i>dawn.adams@dorsetcouncil.gov.uk</i> <i>Executive Director, Corporate Development - Section 151 Officer (Aidan Dunn)</i></p>
<p><b>Discretionary Housing Payment Policy</b></p> <p><b>Key Decision - Yes</b> <b>Public Access - Open</b></p> <p>Our Discretionary Housing Payment policy reflects the Department for Works and Pensions formal guidance providing the administration framework associated with the application, criteria, assessment and awarding principles established to provide when applicable, some additional financial support to eligible</p>	<p><b>Decision Maker</b> Cabinet</p>	<p><b>Decision Date</b> 5 Sep 2023</p>		<p>Deputy Leader and Portfolio Holder for Finance, Commercial and Capital Strategy</p>	<p><i>Katie Hale, Head of Revenues and Benefits</i> <i>katie.hale@dorsetcouncil.gov.uk</i> <i>Executive Director, Corporate Development - Section 151 Officer (Aidan Dunn)</i></p>

Subject / Decision	Decision Maker	Date the Decision is Due	Other Committee(s) consulted and Date of meeting(s)	Portfolio Holder	Officer Contact
residents.					
<p><b>Dorset Council's Digital Strategy</b></p> <p><b>Key Decision - No</b> <b>Public Access - Open</b></p> <p>To consider a report on Dorset Council's Digital Strategy.</p>	<p><b>Decision Maker Cabinet</b></p>	<p><b>Decision Date 5 Sep 2023</b></p>	<p>Place and Resources Overview Committee 18 Apr 2023</p>	<p>Portfolio Holder for Corporate Development and Transformation</p>	<p><i>Timothy Robertson, ICT Project Manager timothy.robertson@dorsetcouncil.gov.uk, Dugald Lockhart, Service Manager Digital Place dugald.lockhart@dorsetcouncil.gov.uk Executive Director, Place (John Sellgren)</i></p>
<p><b>Dorset and BCP joint Local Transport Plan 4 development</b></p> <p><b>Key Decision - No</b> <b>Public Access - Open</b></p> <p>To consider making a delegation to the head of Service and Portfolio Holder for the development of the new joint LTP4 to ensure that decisions are effective and timely.</p>	<p><b>Decision Maker Cabinet</b></p>	<p><b>Decision Date 5 Sep 2023</b></p>	<p>Place and Resources Overview Committee 27 Jul 2023</p>	<p>Portfolio Holder for Highways, Travel and Environment</p>	<p><i>Owen Clark, Strategic and Policy Team Manager owen.clark@dorsetcouncil.gov.uk Executive Director, Place (John Sellgren)</i></p>
<p><b>Dorset Council Car Parking review of fees and charges</b></p> <p><b>Key Decision - Yes</b> <b>Public Access - Open</b></p> <p>Following the meeting of Full Council 13th July and the Council's decision to refer the Petition on Car Parking to Cabinet in September for a review of fees and charges.</p>	<p><b>Decision Maker Cabinet</b></p>	<p><b>Decision Date 5 Sep 2023</b></p>		<p>Portfolio Holder for Highways, Travel and Environment</p>	<p><i>Matthew Piles, Corporate Director - Economic Growth and Infrastructure matthew.piles@dorsetcouncil.gov.uk Executive Director, Place (John Sellgren)</i></p>

Subject / Decision	Decision Maker	Date the Decision is Due	Other Committee(s) consulted and Date of meeting(s)	Portfolio Holder	Officer Contact
<p><b>Weymouth Harbour Wall 4 Improvement and Strengthening</b></p> <p><b>Key Decision - Yes</b> <b>Public Access - Open</b></p> <p>Authorisation to appoint Hanson as the Contractor through their Highways Partnership Term Contract on the basis that they are best placed to execute the work.</p>	<p><b>Decision Maker Cabinet</b></p>	<p><b>Decision Date 5 Sep 2023</b></p>		<p>Portfolio Holder for Highways, Travel and Environment</p>	<p><i>Ian Fitz, Project Engineer ian.fitz@dorsetcouncil.gov.uk Executive Director, Place (John Sellgren)</i></p>
<p><b>Dorset Council Plan Priorities Update: Value for Money (Unitary Council Benefits)</b></p> <p><b>Key Decision - No</b> <b>Public Access - Open</b></p> <p>To receive a report of the Portfolio Holder for Finance, Commercial and Capital Strategy.</p>	<p><b>Decision Maker Cabinet</b></p>	<p><b>Decision Date 5 Sep 2023</b></p>		<p>Deputy Leader and Portfolio Holder for Finance, Commercial and Capital Strategy</p>	<p><i>Executive Director, Corporate Development - Section 151 Officer (Aidan Dunn)</i></p>
<p><b>Home in on Housing</b></p> <p><b>Key Decision - Yes</b> <b>Public Access - Open</b></p> <p>Dorset Council role and response for the new and emerging Housing Strategy.</p>	<p><b>Decision Maker Cabinet</b></p>	<p><b>Decision Date 5 Sep 2023</b></p>		<p>Portfolio Holder for People - Adult Social Care, Health and Housing</p>	<p><i>Andrew Billany, Corporate Director for Housing andrew.billany@dorsetcouncil.gov.uk Executive Director, People - Adults</i></p>
<p><b>Stour Valley</b></p> <p><b>Key Decision - Yes</b> <b>Public Access - Open</b></p> <p>The Stour Valley is a regionally</p>	<p><b>Decision Maker Cabinet</b></p>	<p><b>Decision Date 5 Sep 2023</b></p>		<p>Portfolio Holder for Highways, Travel and Environment</p>	<p><i>Ken Buchan, Head of Environment and Wellbeing ken.buchan@dorsetcouncil.gov.uk, Bridget Betts, Environmental Advice Manager</i></p>

Subject / Decision	Decision Maker	Date the Decision is Due	Other Committee(s) consulted and Date of meeting(s)	Portfolio Holder	Officer Contact
significant opportunity to ecologically restore a river valley landscape, with potential to support health and well-being incomes.					<i>bridget.betts@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (John Sellgren)</i>
<b>Lease of premises at the Old Radio Station</b>  <b>Key Decision - Yes</b> <b>Public Access - Fully exempt</b>  To secure continued leasehold occupation for the Old Radio Station in Dorchester.	<b>Decision Maker Cabinet</b>	<b>Decision Date 5 Sep 2023</b>		Portfolio Holder for Assets and Property	<i>Peter Hopkins, Corporate Director - Assets and Property</i> <i>peter.hopkins@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (John Sellgren)</i>
<p>October</p> <p>Page 3</p>					
<b>Ofsted Regulation of Supported Accommodation for 16-17 Year Olds</b>  <b>Key Decision - No</b> <b>Public Access - Open</b>  Report on Ofsted Regulation of Supported Accommodation for 16 to 17 year olds.	<b>Decision Maker Cabinet</b>	<b>Decision Date 3 Oct 2023</b>	People and Health Overview Committee 14 Sep 2023	Portfolio Holder for People - Children, Education, Skills and Early Help	<i>Claire Shiels, Corporate Director - Commissioning &amp; Partnerships</i> <i>claire.shiels@dorsetcouncil.gov.uk</i> <i>Executive Director, People - Children (Theresa Leavy)</i>
<b>Blandford + Neighbourhood Plan Review 2011 - 2033</b>  <b>Key Decision - Yes</b> <b>Public Access - Open</b>  Item relating to the making (adoption) of the neighbourhood plan review	<b>Decision Maker Cabinet</b>	<b>Decision Date 3 Oct 2023</b>		Portfolio Holder for Planning	<i>Ed Gerry, Community Planning Manager</i> <i>ed.gerry@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (John Sellgren)</i>

Subject / Decision	Decision Maker	Date the Decision is Due	Other Committee(s) consulted and Date of meeting(s)	Portfolio Holder	Officer Contact
following an independent examination.					
<b>Weymouth Regeneration - Levelling Up Funding and Approach</b>  <b>Key Decision - Yes</b> <b>Public Access - Part exempt</b>  To approve the proposed approach to the delivery of the Levelling Up Fund project and finances and to seek endorsement of the priorities for Regeneration	<b>Decision Maker Cabinet</b>	<b>Decision Date 3 Oct 2023</b>		Portfolio Holder for Economic Growth and Levelling Up	<i>Peter Hopkins, Corporate Director - Assets and Property</i> <i>peter.hopkins@dorsetcouncil.gov.uk, Julian Wain, Strategic Property Advisor</i> <i>Julian.wain@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (John Sellgren)</i>
<b>Landford Waste Management Centre - Update on Progress</b>  <b>Key Decision - Yes</b> <b>Public Access - Fully exempt</b>	<b>Decision Maker Cabinet</b>	<b>Decision Date 3 Oct 2023</b>		Portfolio Holder for Culture and Communities	<i>Gemma Clinton, Head of Commercial Waste and Strategy</i> <i>gemma.clinton@dorsetcouncil.gov.uk, Jason Jones, Group Manager (Commissioning)</i> <i>jason.jones@dorsetcouncil.gov.uk</i> <i>Executive Director, Place (John Sellgren)</i>
<b>November</b>					
<b>Families First for Children Pathfinder</b>  <b>Key Decision - Yes</b> <b>Public Access - Open</b>	<b>Decision Maker Cabinet</b>	<b>Decision Date 7 Nov 2023</b>	People and Health Overview Committee 17 Oct 2023	Portfolio Holder for People - Children, Education, Skills and Early Help	<i>Paul Dempsey, Corporate Director - Care &amp; Protection</i> <i>Tel: 01305 224513</i> <i>paul.dempsey@dorsetcouncil.gov.uk</i> <i>Executive Director, People -</i>



Subject / Decision	Decision Maker	Date the Decision is Due	Other Committee(s) consulted and Date of meeting(s)	Portfolio Holder	Officer Contact
To consider a report regarding the Families First for Children Pathfinder.					<i>Children (Theresa Leavy)</i>
<b>Report on the Dorset Education Board</b>  <b>Key Decision</b> - Yes <b>Public Access</b> - Open	<b>Decision Maker Cabinet</b>	<b>Decision Date 7 Nov 2023</b>	People and Health Overview Committee 17 Oct 2023	Portfolio Holder for People - Children, Education, Skills and Early Help	<i>Amanda Davis, Corporate Director for Education and Learning amanda.davis@dorsetcouncil.gov.uk Executive Director, People - Children (Theresa Leavy)</i>
<b>Dog Related Public Spaces Protection Order- Renewal</b>  <b>Key Decision</b> - Yes <b>Public Access</b> - Open  To agree and adopt the draft order.	<b>Decision Maker Cabinet</b>	<b>Decision Date 7 Nov 2023</b>	Place and Resources Overview Committee 5 Oct 2023	Portfolio Holder for Culture and Communities	<i>Janet Moore, Service Manager for Environmental Protection Janet.Moore@dorsetcouncil.gov.uk Executive Director, Place (John Sellgren)</i>
<b>Quarter 2 Financial Monitoring 2023/24</b>  <b>Key Decision</b> - No <b>Public Access</b> - Open  To consider the Quarter 2 Financial Monitoring Report 2023/24.	<b>Decision Maker Cabinet</b>	<b>Decision Date 7 Nov 2023</b>		Deputy Leader and Portfolio Holder for Finance, Commercial and Capital Strategy	<i>Sean Cremer, Corporate Director for Finance and Commercial sean.cremer@dorsetcouncil.gov.uk Executive Director, Corporate Development - Section 151 Officer (Aidan Dunn)</i>
<b>Our Future Council - putting our customers first</b>  <b>Key Decision</b> - Yes <b>Public Access</b> - Open  Setting out the proposed future programme.	<b>Decision Maker Cabinet</b>	<b>Decision Date 7 Nov 2023</b>		Portfolio Holder for Culture and Communities	<i>Lisa Cotton, Corporate Director for Customer and Cultural Services lisa.cotton@dorsetcouncil.gov.uk, Nina Coakley, Head of Change n.coakley@dorsetcouncil.gov.uk Executive Director, Corporate Development -</i>

Subject / Decision	Decision Maker	Date the Decision is Due	Other Committee(s) consulted and Date of meeting(s)	Portfolio Holder	Officer Contact
					<i>Section 151 Officer (Aidan Dunn), Matt Prosser</i>
<b>Making Care Experience a Protected Characteristic - local adoption</b>  <b>Key Decision - Yes</b> <b>Public Access - Open</b>  To adopt care experience as a protected characteristic.	<b>Decision Maker Cabinet</b>	<b>Decision Date 7 Nov 2023</b>	Place and Resources Overview Committee 17 Oct 2023	Portfolio Holder for People - Children, Education, Skills and Early Help	<i>Paul Dempsey, Corporate Director - Care &amp; Protection Tel: 01305 224513 paul.dempsey@dorsetcouncil.gov.uk Executive Director, People - Children (Theresa Leavy)</i>
<b>Chesil Bank Neighbourhood Plan 2022-2023</b>  <b>Key Decision - Yes</b> <b>Public Access - Open</b>  An item relating to the making (adoption) of the neighbourhood plan following independent examination and a public referendum.	<b>Decision Maker Cabinet</b>	<b>Decision Date 7 Nov 2023</b>		Portfolio Holder for Planning	<i>Ed Gerry, Community Planning Manager ed.gerry@dorsetcouncil.gov.uk Executive Director, Place (John Sellgren)</i>
<b>December</b>					

<b>Housing Strategy</b>  <b>Key Decision - Yes</b> <b>Public Access - Open</b>  To consider and agree the Housing Strategy.	<b>Decision Maker Cabinet</b>	<b>Decision Date 5 Dec 2023</b>	People and Health Overview Committee 30 Nov 2023	Portfolio Holder for People - Adult Social Care, Health and Housing	<i>Sharon Attwater, Service Manager for Housing Strategy and Performance sharon.attwater@dorsetcouncil.gov.uk, Andrew Billany, Corporate Director for Housing andrew.billany@dorsetcouncil.gov.uk, Sarah Smith, Housing Strategy Lead</i>
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Subject / Decision	Decision Maker	Date the Decision is Due	Other Committee(s) consulted and Date of meeting(s)	Portfolio Holder	Officer Contact
					sarah.smith@dorsetcouncil.gov.uk Executive Director, People - Adults
<b>January 2024</b>					
<b>Quarter 3 Financial Monitoring Report 2023/24</b>  <b>Key Decision - No Public Access - Open</b>  Do not consider the Quarter 3 Financial Monitoring Report 2023/24.	<b>Decision Maker Cabinet</b>	<b>Decision Date 30 Jan 2024</b>		Deputy Leader and Portfolio Holder for Finance, Commercial and Capital Strategy	Sean Cremer, Corporate Director for Finance and Commercial sean.cremer@dorsetcouncil.gov.uk Executive Director, Corporate Development - Section 151 Officer (Aidan Dunn)
<b>Budget strategy and medium-term financial plan (MTFP)</b>  <b>Key Decision - Yes Public Access - Open</b>  To consider a report of the Portfolio Holder for Finance, Commercial and Capital Assets.	<b>Decision Maker Dorset Council</b>	<b>Decision Date 13 Feb 2024</b>	Cabinet People and Health Scrutiny Committee Place and Resources Scrutiny Committee 30 Jan 2024 12 Jan 2024 17 Jan 2024	Deputy Leader and Portfolio Holder for Finance, Commercial and Capital Strategy	Sean Cremer, Corporate Director for Finance and Commercial sean.cremer@dorsetcouncil.gov.uk Executive Director, Corporate Development - Section 151 Officer (Aidan Dunn)

**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: 25 July 2023

Date published: 26 July 2023

Date of implementation: 3 August 2023

**DECISIONS OF THE CABINET  
25 JULY 2023**

The following decisions were made by the Cabinet on 25 July 2023 and will come into force and may be implemented on 3 August 2023 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 **2 August 2023**

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 QUARTER 1 FINANCIAL MANAGEMENT REPORT 2023/24**

- (a) That the Senior Leadership forecast of the full year's outturn for the council, made at the end of Quarter 1, including progress of the transformational and tactical savings incorporated into the budget, be agreed.
- (b) That the capital programme for 2023/24 be noted.

Reason for the decision

The Council had responsibilities to deliver within its corporate plan and it must do this within the resources made available through the revenue and capital budgets for 2023/24. This report summarised the Council's forecast financial performance for the year at the end of the first quarter.

## **7 OFSTED FOCUSED VISIT TO CARE LEAVER SERVICE**

That the contents of the report and the action plan to address areas for improvement, be noted.

Reason for the decision

This report provided members with an overview of the Ofsted focussed visit and the intended actions to further strengthen the service and experiences for care leavers in Dorset.

## **8 ADULT SOCIAL CARE, REABLEMENT CENTRE (BED-BASED CARE)**

- (a) That authority be delegated to the Executive Director of People - Adults & Housing, Executive Director of Corporate Development and the Portfolio Holder for Adults, Health & Housing, and the Portfolio Holder for Finance, Commercial and Capital Strategy to finalise negotiations with NHS partners to secure the Dorchester County Hospital site for the first centre.
- (b) That the procurement of a design partner to develop detailed plans and costings for the Dorchester Reablement Centre, be approve, and to present back to Cabinet for the delegated authority to approve the required capital commitment to deliver the build stages of the project.
- (c) That authority be delegated to the Executive Director of People – Adults & Housing and the Executive Director of Corporate Development in consultation with the Portfolio Holder for Adults, Health & Housing, Portfolio Holder for Finance, Commercial and Capital Strategy and the Portfolio Holder for Assets and Property to commence the design of the scheme.

Reason for the decision

To receive a report on progress of the Reablement Centre Project and give approval for the commencement of work on the design of the first centre which would be located in Dorchester.

## **9 A DEVOLUTION DEAL FOR DORSET**

That the Leader of the Council and the Portfolio Holder for Levelling up together with the Chief Executive and Executive Director for Place continue to take forward work to seek to secure a Devolution Deal for Dorset as set out in the report.

Reason for the decision

There was an opportunity for Dorset Council to progress a Devolution Deal for Dorset which could have significant social, economic and environmental benefits. Such a Deal could give the council not only additional powers in relation to these matters but also additional funding and other resources.

Seeking a Devolution Deal would require Dorset Council to be proactive not only in making the case with Government but also in seeking a suitable partner or partners with neighbouring authorities. Suitable governance arrangements would need to be put in place to provide oversight of the deal.

## **10 LIBRARY STRATEGY - RECOMMENDATION FROM JOINT OVERVIEW COMMITTEE**

- (a) That the Library Strategy, operating model, and action plan be endorsed and adopted (appendices 1,9, & 10)
- (b) That the operation model be implemented from 2024 by the Library Service following consultation with the workforce and engagement with communities.
- (c) That the consultation and engagement undertaken with our communities, involving residents, children, communities, partners, businesses, councillors, our workforce, and all council services be noted (appendices 2, 3, 4, 5, & 6).
- (d) That the findings and proposals contained within the Equalities Impact Assessment be noted (appendix 8).

Reason for the decision

The Dorset Council Library Strategy would guide the council on how to develop and deliver library services over the next 10 years, delivering services in line with the needs of residents and Dorset Council's strategic priorities.

## **15 THE PROPOSED SALE OF LAND AT POND WALK, STALBRIDGE**

That recommendations 1 to 3 (as amended) set out within the exempt report to Cabinet of 25 July 2023 be approved.

Reason for the decision

To consider the disposal of land at Pond Walk, Stalbridge.

**16 DIGITAL INFRASTRUCTURE AND INNOVATION FUNDING COMPETITION**

That recommendations 1 to 3 as set out in the exempt report to Cabinet of 25 July, be approved.

Reason for the decision

To support the corporate aim of driving economic prosperity and Cabinet's commitment to digital innovation.

**17 APPROACH TO ENGAGING OUR TEMPORARY WORKFORCE**

That recommendations 1 and 2 as set out in the exempt report to Cabinet of 25 July 2023, be approved.

Reason for the decision

To agree the approach to engaging the Council's temporary workforce.