

Council Offices, Commercial Road, Weymouth, Dorset, DT4 8NG

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Councillors nominated to the **Services Committee** are hereby summoned to attend the following meeting. Please inform the Town Clerk if you are unable to attend.

**NOTICE OF MEETING**

**MEETING:** Services Committee Meeting

**DATE & TIME**: Wednesday 2 December 2020 at 7.00pm

**PLACE:** Zoom

This is a meeting in public, not a public meeting.

Due to the current restrictions in place the Council is unable to meet in person and so will be meeting virtually. Members of the public can view the meeting live on the Council’s Facebook page [www.facebook.com/WeymouthWTC](http://www.facebook.com/WeymouthWTC)

Anyone wishing to ask a public question should do so by email to office@weymouthtowncouncil.gov.uk by 9am on the day prior to the meeting.

Agenda and papers are available at [www.weymouthtowncouncil.gov.uk](http://www.weymouthtowncouncil.gov.uk)

J L Biscombe, FSLCC, CiLCA

Town Clerk 26 November 2020 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Agenda

1. Welcome by the Chair
2. Apologies for Absence
3. Declarations of Interest
4. Minutes of the last meeting
5. Councillor questions
6. Public questions
7. Speed Indicating Devices
8. Draft Budget considerations
9. Proposals for free parking in 2021
10. Proposed events and festivals programme 2021
11. Pay it Forward Initiative
12. Operation of New Toilets and Beach Office
13. Information Items
* Parks & Open Spaces Information Report
* Scrutiny Training
* Actions from previous meetings
* Forward Plan

## Welcome by the Chair

## Apologies for Absence

To approve apologies for absence.

## Declarations of Interest

To receive members declarations of interest in matters on the agenda.

## Minutes of the last meeting

To agree the minutes of the last meeting as a true and accurate record.

### Recommendation

Members agree the minutes and that they are duly signed as a true and accurate record.

## Councillor Questions

No questions have been received.

## Public Questions

Members of the public are able to attend the virtual meeting to ask a questions but this must be pre-arranged with the meeting clerk via office@weymouthtowncouncil.gov.uk by 9am on the day prior to the meeting.

## Speed Indicating Devices

Speed Indicating Devices are the recommended approach for modifying driver behaviour to abide by the speed limits. Under legislation they are sited temporarily for a max of 6 weeks in one place. It is recommended that one SID is moved between 2 or 3 sites every 4-6 weeks. Driver behaviour alters whilst they are in place and persists for a period but then needs reinforcing again. Gradually behaviour improves. These devices are not Speed Cameras or Variable Message Signs. The devices record traffic speeds and this information can be downloaded for analysis. However, the uses of the data are limited due to low accuracy.

It is recommended that other approaches are considered such as Community Speedwatch Teams (as has been done successfully in Nottington).

Previously the Police managed SIDS. Responsibility then moved to the Highway Authority. This responsibility is being moved to local groups (including Parish Councils), currently 45 communities across Dorset own and operate SIDS. This will be done by March 2021. WTC needs to consider what it is prepared to take on.

For clarity, the Southill School SID remains under Highways control and the other 2 SIDs will no longer be supported. The Upwey Society own and operate a SID across 3 sites in Upwey.

DC’s existing SIDs are at the end of their life and DC recommend new SIDs are purchased.

DC consider the following current sites are effective at influencing driver speed:

* Littlemoor Road (near the Garden Centre)
* Radipole Lane (Southill outside the John Gregory)

DC recommend that 2 sites on Preston Road are reconsidered following changes to the road layout in the area. They recommend a single site is used on Preston Road nr Church Road facing traffic coming down the hill into Weymouth.

DC will train our Maintenance Officer, and additional staff in moving, installing and operating the SIDs.

Further WTC may wish to consider operating an additional SID across another 3 sites.

DC remain responsible for determining whether a site meets the criteria, in many instances they already have traffic speed information on primary routes but where not they will charge for site surveys £250 for a single site both directions, and £175 per additional site both directions.

DC considered that WTC might consider the following sites;

1. Bottom of Lanehouse Rocks Road traffic heading Northbound going down the hill
2. Dorchester Road in Broadwey, heading Northbound towards Schools
3. Buxton road in dip heading Eastbound towards Weymouth (nr Winterborne Close) [Note 1 DC Cllr Brian Heatley has recently arranged for a survey. Note 2 Westbound already has flashing school signs]
4. Other locations were mentioned such as Wyke Road and Abbotsbury Road.

### Recommendations

That Councillors agree to:

1. Release CIL monies to replace and operate the SIDs on existing sites as listed above (Littlemoor Road, Radipole Lane and Preston Road). Cost £3,075.
2. Release CIL monies for an additional SID, Solar Panel and fixing brackets across 3 sites to be selected through consultation with members, representing their communities, as deemed appropriate by DC Highways. Cost £4,375
3. Review the effectiveness of SIDS on a bi-annual basis.
4. Release CIL monies to fund further site assessments and adding new sites within a budget of £1000 pa.
5. Request that officers draft a policy for responding to community traffic speed management concerns covering Community Speedwatch and SID deployment, and bring this back to a future Committee for agreement.

Impact Assessment:

**Equalities –** None

**Environmental –** There may be some impacts on local air pollution from the slowing of traffic.

**Crime and Disorder –** The positive influencing of driver behaviour will reduce instancesof anti-social driving and associated incidents.

**Financial –** The financial information is contained within this report

**Resources –** Officer time will be needed to plan work and carry out SID movements. This can be met from existing budgets

**Economic -** None

**Risk Management –** The local deployment of SIDs will reduce risk on local roads but will not impact on the risks of the Council.

## Draft Budget Considerations

**Purpose of Report**

To update members on the progress being made in the preparation of the 2021/22 budget and allow the Services Committee to make proposals and recommendations to the Finance & Governance Committee that they wish to be considered in respect of the service budgets.

**Background**

The budget preparation cycle for the 2021/22 budget is extremely tight with some challenging deadlines to contend with. It is based around the following committee timetable:

|  |  |  |
| --- | --- | --- |
| Date | Committee | Notes |
| 18/11/20 | HR Committee | Approve initial staff budget proposals |
| 25/11/20 | Full Council \*\* | Consider Q2 budget monitoring \*\* |
| 02/12/20 | Services Committee | Consider any budget recommendations to be made to Finance & Governance Committee |
| 07/12/20 | HR Committee – Provisional meeting | Approve final staff budget proposals if required |
| w/c 7/12/20 | Budget Working Group | Budget scrutiny with budget holders |
| 16/12/20 | Finance & Governance | Recommend budget and precept to Full Council |
| 13/01/21 | Full Council | Approve budget and precept |

\*\* the Quarter 2 budget monitoring report gives details of the current years budgets and spend that members may wish to refer to when considering proposals for the 2021/22 budget.

**Basis of Budget Preparation**

Officers are preparing the budgets on a working assumption that there be no increase in the council tax for 2021/22 which means any increase in budgets will need to be considered against other potential savings. However, the Finance and Governance Committee will consider all potential budget changes and will recommend a final full draft budget to Full Council. The final budget, precept and council tax level will be considered and approved by members at the meeting of Full Council on 13 January 2021.

**Budgets Approved by HR Committee**

At its meeting on 18 November 2020 the HR Committee approved an establishment and staffing budget that incorporated the changes to the establishment committed to during the current financial year. An additional meeting of the HR Committee has also been set aside on 7 December 2020 should the Committee need to consider further changes to the establishment. These will then be recommended to the Finance & Governance Committee for consideration.

**Budget Proposals**

The following budget proposals have been made and the committee is asked to consider whether it supports these proposals and recommends them to the Finance & Governance Committee for further consideration before they are recommended to Full Council.

**Community Development**

It is proposed that there is a one-off increase in the Community Development Initiatives budget for 2021-22 in order to help fund additional activities to support the Weymouth community’s recovery from the adverse social and economic impacts of Covid-related restrictions. The Initiatives budget is currently £5,000 but it is proposed to increase this to £11,800 for activities that help address the following (prioritised) issues:

High Priority:

• Rise in mental health issues: £4,700

• Risks to community cohesion: £1,000

Medium Priority:

• Worsening physical health: £500

• Risks to local services: £1,400

• Risk to community capacity: £1,500

Low Priority:

• Rise in unemployment is specific sectors: £2,000

• Rise in certain types of crime: £700

A detailed action plan to help the local community recover from the impact of Covid-19 will be presented to Services Committee early in 2021.

**Fees and Charges**

It has previously been agreed that the Council’s fees and charges would be increased by inflation on an annual basis. Any exceptions would be reported separately to allow members the opportunity to review these items separately.

Appendix A gives a listing of all the proposed fees and charges for 2021/22.

The following fees and charges are those that have not been increased by the approved inflation uplift policy.

**Cemeteries –** These fees have been increased by inflation and rounded down to the nearest pound except for exclusive right of burial and exclusive right of cremated remains which remain at the 2020/21 level. This is as agreed at the previous Services Committee.

**Events & Festivals –** These fees have been included at the rates included within the Events and Festivals Policy 2020 – 2025 that was considered at Full Council on 25 November 2020.

**Beach & Esplanade –** The fees have been reviewed and it is recommended that charges be introduced for peak and off-peak times.

**Public Conveniences –** The toilet facilities at the Swannery Car Park are WTC’s only chargeable facilities, and to use the facilities the cost is currently 20p; this 20p charge has been in place circa. 10 years. It is being recommend increasing this to 30p for the 2021/22 financial year. The investment of £120.00 (to convert the existing charging mechanisms can be met from the current budget) at a 10p increase will payback at 1200 customers. Subsequently the 10p increase will generate in the region of £2,880 which will contribute towards meeting the current annual income budget. The annual income budget is £10,150; however this is not realistic and during a normal year of operation circa £6,000 income is generated. Not only will any additional income created help to meet current budgets and the quality of offer, our costs for staff and consumables have also increased since the initial charge was introduced.

### Recommendations

That the committee:

1. Considers and recommends to the Finance & Governance Committee any budget proposals that it wishes to form part of the 2021/22 services budgets.
2. Recommends the Fees and Charges (Appendix A) to the Finance & Governance Committee subject to any amendments that the Services Committee wishes to make.

**Impact Assessment:**

**Equalities** – The budget is set with due regard to equalities policies and legislation.

**Environmental** - None

**Crime and Disorder** - None

**Financial** – Any budget proposals will need to be considered as part of the overall budget process

**Resources** – Officer time will be needed to continually monitor the budget

**Economic** - None

**Risk Management** – The risk of not setting a balanced budget would put the Council’s assets and services at risk.

## Proposals for free parking in 2021

**Purpose of Report**

To discuss and agree the dates for four days’ free parking in support of events and festivals in 2021.

**Background**

In 2020 a report was brought to the Service Committee to agree the five days per annum when Dorset Council would be asked to make its town centre car parks available free of charge in support of annual events.

As of October 2020, Dorset Council has updated its Parking Policy and, in order to continue to support local business, the new policy provides for the following:

Four days each year when town councils can use the Dorset Council public car parks free of charge for events which generate valuable footfall for businesses. The four days cannot be used during weekends in December.

Free parking in all Dorset Council public car parks on Small Business Saturday in December.

Free parking in all Dorset Council public car parks on one weekday in December – to be allocated in consultation with town councils.

Members are asked, therefore, to consider the following proposals for the allocation of the four free days (see (a) above) for 2021-22 as follows:

Armed Forces Service & Parade – Sunday 20th June 2021

Dorset Seafood Festival – Sunday 11th July 2021

Weymouth Carnival – Sunday 15th August 2021

Beach Motocross – Sunday 10th October 2021

These dates/events have been selected as the festival and events bring significant economic benefits to the town and, with the exception of the Carnival, all fall outside of the main holiday season.

It should be noted that Dorset Council’s policy allows for the free use of specific car parks to support an event rather than making all car parks in the town free on that day. It is expected, therefore, that the town council will primarily be asking for either the Pavilion or Lodmoor car parks to be made available for free use to support the events listed above.

Although most of the events are not-for-profit, the Dorset Seafood Festival is run as a commercial enterprise. However, the Festival does bring significant economic benefits for the town and has an international reputation. For 2021, the Festival is hoping to use the Pavilion car park to enable a Covid-secure event rather than its usual location on the harbourside.

All these proposals were presented to the Tourism, Events, Arts & Festivals working group on 22nd October and were supported.

With regard to item (c) above (December weekday), it is proposed that this be agreed with members later in 2021 following consultation with the BID.

### Recommendations

That the committee agrees the following dates for free parking are submitted to Dorset Council:

Sunday 20th June 2021 for Armed Forces Service & Parade

Sunday 11th July 2021 for the Dorset Seafood Festival

Sunday 15th August 2021 for the Weymouth Carnival

Sunday 10th October 2021 for the Beach Motocross

**Impact Assessment**

**Equalities –** If a car park is used to support / host an event, then consideration will be given as to ensure access for all.

**Environmental –** Fossil fuel vehicles create carbon emissions impacting on the environment.

**Crime and Disorder –** The proposed events will make a positive contribution to community cohesion.

**Financial –** Officer time in helping to install appropriate signposting. If the council were not to request the free use of the Pavilion car park for the Armed Forces event, then it may be expected to purchase parking permits for veterans.

**Resources – N/A.**

**Economic –** Events and festivals can make a positive contribution to the local economy.

**Risk Management –** The primary risk is that of reputational risk. The council has, for many years, offered free parking for veterans attending the Armed Forces event and not to do so might adversely affect the council’s reputation.

## Proposed events and festivals programme 2021

**Purpose of Report**

To propose an Events and Festivals programme for Weymouth in 2021.

**Background**

Weymouth has a long-established tradition of hosting events and festivals in support of its community and economy throughout the year. It has developed a comprehensive and diverse range of activities, from local community events that have many direct links to the well-being, fundraising and cohesion of the local community, to international events that place the town on the world stage.

Events and festivals are acknowledged as improving the quality of life for local residents. They provide opportunities for expressing a sense of place and draw upon shared histories and culture. The council has just adopted a new Events & Festivals Policy for 2020-2025 and this provides a framework for the organising of events by both the council and by third parties on council land.

Weymouth is fortunate to have many local, regional, and international event organisers that deliver safe, sustainable and well-managed activities year-on-year. The Town Council’s Events Management service plays a valuable role by the enabling, delivering and facilitating of the events programme particularly on the land that the council owns and / or manages.

There are also may local organisations such as the Weymouth Business Improvement District (BID), Weymouth & Portland Chamber of Commerce and Weymouth Civic Society that provide important and helpful support towards the development and delivery of Weymouth’s tourism and annual events calendar.

A dynamic events and festivals programme, that includes sports, leisure, special interest, culture, community, heritage and the arts, will have a positive impact and make a significant contribution to the positive status and image of the town and the surrounding area. It will provide opportunities for community development and community-led events; generating positivity and cohesion within the local community, offering opportunities for engagement and involvement; building community spirit and creating civic pride.

Prior to the pandemic, Weymouth hosted over 150 events and festivals each year, welcoming over a million event visitors from all over the United Kingdom and overseas. The events programme also estimated to help generate over £300,000 for many local, national charities and good causes.

The government’s Covid-19 restrictions are anticipated to have a direct impact on delivery and management of all events and festivals. Each event will need to be carefully considered and will be required to comply with the latest Covid measures, national event management legislation and best practice guidance to ensure effective safe delivery for each event.

In 2021, it is hoped that the events programme can recover and provide a range of community events, fetes and fairs, live music performances, sports championships, and a variety of other events. The council’s parks and gardens play host to a number of events including community fairs, picnics and open-air music afternoons which are all free to enjoy. The events programme emphasises the rich variety of what is on offer to the community and visitors to the town throughout the year.

The events and festival leaflet is produced and printed annually in January and May. The publication is distributed through locally and at regional outlets. Further promotion and features on events can be found on the Town Council website together with a downloadable events leaflets. We also operate a free events listing service within the online website calendar.

Attached is the draft 2021 listing **(Appendix B**) for members to consider. This list is up-to-date, however, further events, festivals and promotions may be added as and when they are confirmed. These proposals were presented to the Tourism, Events, Arts & Festivals working group on 22nd October and were supported.

### Recommendation

That the committee approves the draft events programme for 2021 (Appendix B).

**Impact Assessment**

**Equalities** - The programme seeks to encourage events that are accessible and welcoming to all sections of the community.

**Environmental** - All events should be designed and managed in accordance with the ‘green’ guidelines as set out in Annex 1 of the council’s Events & Festivals Policy in order to mitigate any environmental impact.

**Crime and Disorder** - All events must consider community safety issues at an early stage and consult with the Safety Advisory Group for Dorset.

**Financial** - Any events will be undertaken within existing budgets and if organised by a third party on council land then scale of charges as set out in the council’s Events & Festivals Policy will apply.

**Resources** - The administration of requests for events to take place on council property can be accommodated within the existing resources of the council’s Events team.

**Economic** - The events and festivals taking place within the town and which attract visitors, will bring benefits for the local economy.

**Risk Management** - Where events and festivals take place, either organised by the council or third parties, then the organisers will be expected to assess risks and put in place all necessary mitigations measures in consultation with the statutory agencies.

## Pay It Forward Initiative

**Purpose of Report**

To present to members a proposal for the council to promote a scheme to help those on low incomes in Weymouth.

**Background**

A proposal has come forward from Cllr Christine James to promote and support a scheme to help those in the community on low incomes. This scheme, which has operated successfully elsewhere and is referred to as ‘pay it forward’, invites members of the public to purchase an extra drink or meal in a local hospitality business and to leave this item for someone else to claim – in the expectation that the person wanting to claim the free item will be in need of support.

This concept of the ‘suspended’ meal or drink is entirely reliant on the hospitality business to administer and to decide on the eligibility of beneficiaries. However, the council can play its part by promoting the scheme to businesses across the town and raising awareness with residents.

Participating businesses will be asked to display the poster show that they are running the scheme at their establishment.

The benefits of the council promoting this *Pay it Forward* scheme can be summarised as follows:

* it supports our community during a very challenging financial period;
* it helps to drive more sales through our businesses and support both the daytime and the night-time economy;
* it can provide a model that other communities may wish to adopt if the council can evaluate its effectiveness.

The council can help to promote the scheme in the following ways:

* through the Town Centre manager, local businesses can be briefing on the benefits of the scheme and encouraged to take part – with additional engagement with businesses in the suburbs (e.g. Littlemoor and Southill);
* the Town Centre Manager can evaluate the scheme by collecting feedback from local businesses;
* the council can provide promotional posters to businesses wanting to take part and also promote the scheme through the council’s social media accounts and other channels.

However, it is important that each business takes responsibility for administering the scheme and they will be free to opt out if they consider that it is no longer viable.

### Recommendations

That the Committee agrees that the council will promote the *Pay it Forward* scheme to local businesses.

**Impact Assessment**

**Equalities** - The scheme will help provide food to those members of the community on low incomes.

**Environmental** - N/A

**Crime and Disorder** - N/A

**Financial** - The scheme can be accommodated with existing Town Centre budgets.

**Resources** - The scheme can be accommodated within existing staff resources.

**Economic** - The scheme should help highlight the services offered by local businesses.

**Risk Management** - The key risk is that of the council’s reputation and it is important that each business administers the scheme according to their own procedures.

## Operation of New Toilets and Beach Office

**Purpose of Report**

To provide an update on the resolution of defects and other issues at the new Beach Office toilets.

**Background**

The project to create a new beach office, improved and additional toilet provision, and a catering kiosk from the old Beach Office was managed by Dorset Council and, following practical completion, the new building was handed to Weymouth Town Council on 5th August 2020. At that point the 12-month Defects Liability Period commenced and the onus was on the client (Dorset Council) to highlight any latent defects or snags with the new building and its internal fixtures and fittings. During this period, it is the responsibility of the main contractor to address the defects at their own cost, although they are not liable for any problems arising from wear and tear or vandalism.

It should be noted that Dorset Council’s has the freehold ownership of the building, on its own land, but that the town council is operating these assets via a service level agreement.

As any defect is identified, town council officers make Dorset Council aware of the issue and they, in turn, instruct the building contractors to take action. However, it should be noted that the definition of defects does not include any wear or tear, nor is it the responsibility to contractor to put right an issue where the original design has proved not to be ideal / suitable.

The most prominent issues that have been highlighted to date, and which have resulted in some cubicles being placed ‘out of order’, is that of toilet seat hinges becoming loose and problems with flush mechanisms. Both these issues are currently being investigated and addressed by the contractors at the instruction of Dorset Council. At present, only three cubicles are not is use.

An additional issue is that of the vacant/engaged (red/green) indicators on the door locks not being sufficiently large to be easily visible to those waiting outside. In response to this design concern, the contractors have proposed an alternative lock / indicator mechanism which is compatible with the doors. This alternative design provides a vacant/engaged green/red indicator which is almost twice the size of the current locks. They also provide a slightly larger locking lever on the inside, which should be easier for customers to use.

However, the installation of the new locks needs to be viewed as an enhancement, additional to the original specification. The contractor has provided a quote of £1,291 (excluding VAT) for purchase of locks and installation. The advantage of having the contractor install the new locks is that ensures that the building warrantees remain intact. Images of the new lock will be circulated to members ahead of the committee meeting and an example can be viewed on site.

The new Beach Office toilets continue to be popular and receive high levels of use. The identification and resolution of latent defects within the 12-month Defects Liability Period is in progress and issues are reported promptly. However, members are invited to consider an allocation from the current underspend in the public toilet cleaning ‘consumables’ budget for 2020-21if minded to replace the current locks.

### Recommendations

That Services Committee notes progress with the resolution of defects and approves the allocation of £1,291 for the installation of new door locks with engaged/vacant indicators.

**Impact Assessment**

**Equalities** – The new toilets include facilities for residents and visitors with disabilities and with young children, thereby assisting the council to meet its equality duties.

**Environmental** – The new facilities have been built to high standards with the aim of reducing energy consumption.

**Crime and Disorder** – The facilities are managed by the council’s Cleansing Team with the aim of ensuring that they remain safe and clean to use. A CCTV system has been installed on the outside of the building with the aim of improving community safety.

**Financial** – The council has contributed to the cost of building works as previously agreed and part of the remaining budget has been used to fit-out the upstairs office area.

**Resources** – The project has been completed as per the agreed budget although the time and expertise of officers in the Operations team (beach management, facilities/cleansing and building surveyor) is being deployed to the project.

**Risk Management** – The council is working actively with Dorset Council to identify all issues and defects within the 12-month Defects Liability Period.

## Information Items

**Parks and Open Spaces Information Report**

Fire at Crookhill Depot

On the 15 November, a large number of Dorset Council vehicles caught alight causing millions of pounds worth of damage. The Parks team is based at Crookhill Depot, however, the service and its equipment were unaffected by the fire. The team were stood down temporarily until an assessment could be made but service delivery was resumed by 9.30am on Monday 16 November following containment of the fire on Sunday evening.

Radipole Park and Gardens Heritage Lottery Project

A Horticultural Apprentice has commenced work in Radipole Park and Gardens and will be attending Kingston Maurwood College to complete a Horticultural and Landscape Operative standard qualification awarded by The Institute for Apprenticeships & Technical Education (IfATE). The post is being funded by the Town Council as part of its match funding contribution to the 1.4m heritage lottery project.

The Town Clerk is currently recruiting for a Project Manager; this role will be responsible for the management and delivery of the Radipole Park and Gardens project.

Introduction of a Tree Nursery

A tree nursery is being introduced on some redundant land at Westham Crossroad allotments. The preparatory ground works are under way and the land will be ready to plant the first trees in February. Horse Chestnut seeds, acorns and Sycamore seedlings as well as cuttings from Elder, Cornice and Salix have been collected and grown on at our nursery ready for planting. The trees will remain at Westham Crossroads allotments for a further year before being planted in the Council’s parks, gardens and open spaces.

Urban Tree Challenge Fund

The Parks team successfully submitted an application to the Urban Tree Challenge Fund and will be planting 320 tree whips at Links Road open space. The species include: Lime, Cherry, Hawthorn, Hazel, Mountain Ash, Alder, Sweet Chestnut, Tulip Tree and Maple. The whips will be planted in early 2021.

Skatepark, Pump Track and Parkour at The Marsh

Section 106 monies from the second phase of the Curtis Field development are now available for the installation of a skatepark, pump track and parkour at The Marsh.

Stakeholders are being consulted along with the police and an initial concept will be drawn up to take out to public consultation early next year.

Dog Fouling Campaign at The Marsh

Cougars Football Club have experienced an increasing problem with dog fouling on the football pitches at the Marsh. To help combat this and advise users of the site where dogs must remain on leads and where dogs can run free, a social media campaign is being worked up and will be rolled out in early 2021.

A review of current signage will also be undertaken. Dorset Council signs will be erected reflecting the new PSPO’s. Investigations into stencils for footpaths is being followed up, this would help users of the site know which dog restriction area they are venturing into. In spring 2021, an onsite awareness event (Covid permitting) will be arranged.

Greenhill Gardens

The Friends of Greenhill Gardens are working up a project to improve the current clock house that is situated in the centre of the gardens. More details will be brought back to committee in the new year.

A children’s nature trail and wildflower area with insect boxes will be introduced into the gardens by Easter 2021. The sculpture trail will include a herring gull, dragonfly, ladybird, lizard, bee, blackbird, gold finches and a wagtail. The sculptures will be positioned in beds and on the grassy banks within the gardens.

The Nothe Gardens

A project to recognise the Olympic sailing event at the Nothe is being worked up, ideas include an interpretation of the Olympic rings that are fairly substantial and that children can use as play apparatus. The reason behind the concept is that a noticeboard, which recognised the Olympic sailing, has come to the end of its usable life and there is no artwork to enable replacement so it would be fitting to find an alternative way of recognising the Olympic sailing event that took place in 2012.

Once plans and designs have been drawn up these will be brought to Services Committee to seek Councillor approval to proceed with the project.

Lodmoor Country Park

The Friends of Lodmoor Country Park have agreed to pay for two wooden benches to be positioned in the play area and a donated seat is being installed immediately outside the play area.

To help visitors explore and learn about the various species of trees situated around the country park, a tree trail is being developed. It is anticipated that this project will be complete by summer 2021.

**Scrutiny Training**

The Town Clerk will provide a verbal update.

**Actions from previous meetings**

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Who | Action | Status |
| 28/10/20 | TH | Request to be made to DC for free parking in car parks at the Nothe on Remembrance Sunday (8th November) | Free parking was provided for veterans and guests. |
| 28/10/20 | TH/EW | Weymouth BID and Chamber of Commerce to be consulted with regarding the most suitable date for free parking in the town centre in December.  | Consultation took place but has now been superseded by Dorset Council’s free parking announcement. |
| 28/10/20 | JB | Collection of statements regarding changes to parking charges to be taken to TAG group, before being sent to DC. | Completed |
| 28/10/20 | JB | Complaints Policy to be amended, as agreed at the last meeting, before going to Full Council. | Policy amended and adopted at Full Council 25-11-20 |
| 28/10/20 | TH | Events & Festivals Policy to be amended as agreed at the last meeting and circulated to TEAF Group members before going to Full Council. | Policy amended and adopted at Full Council |
| 28/10/20 | JB | Further information to be provided regarding exact costings related to the provision of public litter bins, and a bin allocation policy be drafted to go to the Green and Clean Working Group and an appropriate budget explored. | In progress |
| 08/07/20 | CS | Data from previous events to be provided to this Committee i.e. who attends specific events. | Being actioned |
| 08/07/20 | CD | Additional signage to open toilets to be displayed. | Being actioned |
| 04/03/20 | MR | Investigate with DC Highways any air pollution monitoring data from the traffic delays from the ongoing works by Wessex Water and respond directly to Cllr Lambert. | Information requested – DC not aware of monitoring data  |
| 04/03/20 | MR | Escalate the issue of fly-posting on car windscreens to the Corporate Director of DC. | Escalated to DC Director and Head of Highways |

**Forward Plan**

WTC Forward Plan – this is not a definitive list and is subject to regular change.

|  |  |  |
| --- | --- | --- |
| Date | Meeting | Items for consideration |
| 11/11/20 | F&G | Grant applications Appointment of Internal Auditors for 20/21Asset Management PlanQ2 Budget Monitoring ReportRecommended policy updates to Full Council |
| 18/11/20 | HR | Town Clerk appraisal outcomeOut of hours arrangementsMaternity Policy |
| 25/11/20 | Full Council | Development Plan – to become a standing itemQ2 Budget Monitoring ReportAppointment of Internal Auditors for 20/21Weymouth Town Council Events PolicyRecommended policy updatesRepresentation to BID board and Weymouth Harbour Consultative Group |
| 02/12/20 | Services | Speed Indicator DevicesDraft Budget considerationsFree Parking days allocation |
| 16/12/20 | F&G | Grant applications Draft Budget and PreceptTown Councillor Vacancy PolicyCleansing & Waste Contract review |
| 13/01/21 | Full Council | Draft Budget and PreceptTown Councillor Vacancy PolicyPlans for ATA  |
| 27/01/21 | Services | Town Centre Initiatives |
| 10/02/21 | F&G | Grant ApplicationsQ3 Budget Monitoring ReportRecommended policy updates to Full Council |

### Recommendation

That Members note the information items.