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**Minutes of meeting**

**MEETING:** Services Committee

**DATE & TIME**: Wednesday 21 April 2021 at 7.00pm

**PLACE:** Zoom

**Councillors**

**Present:**

Cllr David Northam (C) Cllr Kevin Brookes (VC) Cllr Alex Fuhrmann

Cllr David Harris Cllr Gill Taylor Cllr Mark Tewkesbury

Cllr Graham Lambert Cllr Ryan Hope Cllr Tia Roos

Cllr Ken Whatley Cllr Jan Bergman

**Officers**

Matt Ryan (Deputy Town Clerk)

Tara Williams (Parks and Open Spaces Manager)

Tony Hurley (Operations Manager)

Ed Warr (Town Centre Manager)

Niki Ayles (Democratic & Administration Officer)

Charlie Shepherd (Events Manager)

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| S0135 | **Welcome by the Chair**  Cllr Northam welcomed attendees to the meeting. |
| S0136 | **Apologies for Absence**  Apologies were received from Cllr James. |
| S0137 | **Declarations of Interest**  There were no declarations of interest. |
| S0138 | **Minutes of the last meeting**  **Resolved:**  Councillors agreed by a majority of 10, with 1 abstention, that the minutes of the last meeting held on Wednesday 10 March 2021 were a correct record. The minutes will be signed at the first opportunity the Committee has to meet face to face. |
| S0139 | **Councillors Questions**  Cllr Lambert highlighted the recent publicity regarding the plans for the Weymouth Station Gateway and reported that the Green and Clean Working Group are concerned that the opportunity for an integrated transport hub could be lost if not addressed at this point.  Cllr Lambert asked Officers what steps are being taken to ascertain from the Dorset Coastal Forum exactly what their plans are and what the consultation process is with regards to WTC.  Matt Ryan responded that a dialogue is taking place with the Dorset Coastal Forum. The Action Group (TAG) has asked for further information relating to the project and, in addition to that request, a representative from the Dorset Coastal Forum could be asked to attend a Members Briefing to provide an update. |
| S0140  S0141 | **Public Comments and Questions**  There were no public questions.  **Replacement of the Clockwork Display Building in Greenhill Gardens**  Tony Tunbridge, Chair of Friends of Greenhill Gardens, introduced the item as detailed in the agenda documentation.  Tara Williams, Parks and Open Spaces Manager, was fully supportive of the proposals.  Although difficult to raise funds currently, the Friends of Greenhill Gardens hope to raise between £15k and £20k by holding events in the garden, quiz nights, and other events. They may also look to set up a fundraising page on the Friends of Greenhill Gardens website to promote what is being done and hope to put something in the gardens to show what the group wants to do. There are also various organisations that the group feel they may be able to approach regarding funding.  Members wholeheartedly supported the proposals by the Friends of Greenhill Gardens.  **Resolved:**  Proposer: Cllr Tewkesbury Seconder: Cllr Hope  Members voted unanimously in favour of supporting and agreeing to the Friends of Greenhill Gardens delivering a project to replace the clock house, including raising necessary funding and subject to final design approval by the Parks & Open Spaces Manager. |
| S0142  S0143 | **Service Plans and Performance Management**  Matt Ryan introduced the item as detailed in the agenda documentation.  **Events Service**  Charlie Shepherd presented the Service Plan for the Events Service.  Cllr Northam highlighted that all service plans appear to lack measurable targets for improvement, and it was also felt that there is not enough emphasis on how to turn weaknesses and threats into strengths.  Cllr Brookes joined the meeting at this point.  Cllr Hope requested that community roadshows be delivered this year in order for WTC to network with residents and communicate with them whilst engaging them. This could involve having a stall so that residents can see what they think about different services. This is something that is desired by the Tourism, Events, Arts and Festivals (TEAF) Group but is not stated as an aspiration in the delivery plan.  Charlie Shepherd responded that a number of community picnics are planned and this can be linked in with other services to have pop up activities.  A meeting will be arranged for TEAF members and Officers to discuss this.  Cllr Taylor highlighted that this year, in particular, a lot of community groups are struggling and she requested that some events are held to promote communities and the groups within them.  Cllr Taylor felt that there are opportunities for income generation through sponsorship and that side of events were WTC gets its voice out there and is better heard. With regards to the bigger events that WTC manages, she would like it known that WTC does a lot for these as you would not know it during the events. Additionally, she would like to see some kind of target for grants through the year, that are measurable. Grants take time and effort, but they are a major income for the town and she would have liked to have seen this as a Key Performance Indicator (KPI).  Charlie Shepherd will contact Councillors to clarify their concerns.  **Resolved:**  Proposer: Cllr Northam  Members voted unanimously in favour of the Events Service Plan being amended to include more measurable criteria and greater information around the community aspect, and taking into account targets for grants and Cllr Hope’s comments, before bringing it back to the next Services Committee meeting.  **Town Centre Management Service**  Ed Warr presented the Service Plan for the Town Centre Management Service.  Cllr Roos left the meeting briefing at this point.  Ed Warr highlighted that the town centre does not currently have a footfall counter.  It was acknowledged that there are 12 objectives, and that a lot of effort is being put in, but there is a need for more quantifiable outcomes.  Cllr Northam felt that a continuation of footfall counters would be beneficial and suggested that the costings of this come to a future meeting of the Services Committee.  Ed Warr confirmed that the Service Plan has not been seen by Weymouth BID or the Weymouth and Portland Chamber of Commerce.  Cllr Hope would like to see the views of Weymouth BID and the Weymouth and Portland Chamber of Commerce regarding what they feel are the priorities for the town, to ensure that WTC is going in the right direction.  As with the Events Service Plan, Cllr Hope asked how weaknesses and threats are going to be changed into strengths so that they are not in the same category in 12 months’ time.  There is a lot of artwork going into the town and Cllr Fuhrmann would like to see how the Town Centre Manager’s engagement could get some synergy with businesses and how they link up to that.  It was noted that the two Service Plans presented this evening appear to be in two different formats. This will be rectified by Officers.  Cllr Northam has spoken with Matt Ryan regarding the Town Centre Master Plan which requires updating, and he would hope that this will be discussed at a future Services Committee.  Matt Ryan responded that Full Council previously agreed that a strategy for the seafront should be produced. A scope of that strategy will come to Services Committee, which will incorporate the public realm and will encompass the town centre.  Cllr Taylor highlighted that there is nothing in the service plan regarding income generation. Ed Warr will explore this.  **Resolved:**  Proposer: Cllr Northam  Members voted unanimously in favour of the Service Plan for the Town Centre Management Service being brought back to the next Services Committee, having taken in to account the format of the Service Plan document and the quantification that Members have listed.  **Revised Events and Festivals Programme 2021 (from Full Council 24/02/21)**  Charlie Shepherd introduced the item as detailed in the agenda documentation.  Cllr Hope asked whether there is any indication regarding whether WTC is going to promote local community picnics during Armed Forces Weekend, as he feels WTC should be encouraging communities to have picnics in their local green spaces. Additionally, Cllr Hope asked whether it was possible to broadcast the Armed Forces service over the PA system on the seafront as veterans are bound to visit the Cenotaph.  Charlie Shepherd responded that encouraging communities to come together will be part of the marketing that will go out. However, for street parties, residents will have to apply to Dorset Council for temporary traffic restrictions.  It is hoped that the Armed Forces service will be live streamed. Officers are liaising with Atlantic PA regarding having the service broadcast along the seafront but this has yet to be fully scoped out.  Cllr Hope requested that the Events Programme be amended before being voted upon, to state what is going to be done in terms of community promotion.  It was highlighted that there will be things happening after 24th June 2021 which need to be documented in the Events and Festivals Programme. Additionally, there is a need to promote more events at community level.  Cllr Northam proposed that Members agree the Events and Festivals Programme, with the amendments suggested by Cllr Hope, and that an updated programme be brought to the next Services Committee meeting.  **Resolved:**  Proposer: Cllr Northam  Members voted unanimously in favour of approving the revised Events and Festivals Programme for 2021, pending the amendments suggested by Cllr Hope. The updated programme will be brought to the next Services Committee. |
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| S0144 | **Covid Community Recovery Action Plan**  Tony Hurley introduced the item as detailed in the agenda documentation.  Cllr Bergman highlighted the importance of physical health, particularly for young people, and asked whether free sports sessions could be held in order to encourage children to take up a particular sport.  Cllr Taylor felt that this was something that could be explored with the Events Team, and it may be that it could be done as collaborative work with one of the schools.  Matt Ryan highlighted the Beach Sports Festival which is held annually. WTC runs this event and brings in partner organisations. Tasters are held on the day but referrals could be brought in. This is something that WTC can expand upon to encourage greater participation in sports.  An update regarding the Beach Sports Festival will be brought to the next Services Committee.  Cllr Roos reported that, as an employee of Dorset Mental Health Forum, she would not be voting on this item.  **Resolved:**  Proposer: Cllr Taylor Seconder: Cllr Tewkesbury  Members voted by a majority of 10 in favour, with 1 abstention, to agree the allocation of the Community Development budget as set out in the report. |
| S0145  S0146  S0147 | **Tree Management Policy**  Tara Williams introduced the item as detailed in the agenda documentation.  Cllr Lambert requested that the policy go through the Green and Clean Working Group before being fully adopted and asked that this be added to the resolution.  Cllr Hope noted that the policy does not mention working with the community and community groups, and he would like that to be at the forefront. Tara Williams will explore this.  Cllr Harris suggested that the Committee accept the policy but that it should be taken to the Green and Clean Group for any slight modifications. Should the Green and Clean Group determine significant modifications, the policy should come back to this Committee.  Matt Ryan responded that the policy has to go to Full Council in order to be fully adopted therefore the Committee may wish to recommend the policy to Full Council for adoption subject to the inclusion of comments from the Green and Clean working group.  Cllr Harris was happy with this approach.  Tara Williams explained that Tree Preservation Orders (TPOs) are the responsibility of Dorset Council. However, Councillors can contact her if they identify a particular tree that they feel should be made subject to a TPO.  **Resolved:**  Members voted by a majority of 10 in favour, with 1 abstention, to recommend to Full Council the adoption of the Tree Management Policy, subject to the inclusion of comments from the Green and Clean working group.  **Harbour Briefing from Cllr Gray**  Cllr Gray provided an update regarding the work of Weymouth Harbour.  Cllr Gray highlighted that WTC contributes to the funding of the CSAS Officers and the Town Clerk has been working on a Service Level Agreement (SLA) with Dorset Council. The CSAS Officer workload focusses on hotspots and, as there have been changes to the harbour in terms of the area attracting those wanting to alfresco dine and drink, that area needs to be included with other hotspots in the area. Cllr Gray requested that the Town Clerk highlights the issue.  Matt Ryan responded that the Town Clerk is pursuing Dorset Council for the final SLA. As it stands currently, until the SLA is signed, WTC is not in a position to make a financial contribution.  Cllr Roos was concerned that, whilst gentrifying the area so that people can fine dine, installing railings along the harbour is disadvantaging businesses such as takeaways who rely on the harbour walls for families to sit. Additionally, there are families who cannot afford to fine dine yet wish to sit on the harbour wall after buying a bag of chips.  Cllr Gray reported that a meeting is scheduled to receive a harbour update from the portfolio holder and it is important to understand why the decision was made to install railings. He hopes to have more information after tomorrow’s meeting.  **Information Items** |
|  | **Town Centre Management Update**  Ed Warr introduced the update as detailed in the agenda documentation.  When asked what Silver Command is, Ed Warr explained that Dorset Council are monitoring Weymouth with regards to activities that are going on. He was reporting at 11.30 am and 3.30 pm any observations made that could develop in to issues within the town centre. The Covid Marshalls were doing the same and Parking Services will be looking at car parks. All report in to the same database and issues get escalated from there.  **Relocation of WTC Nursery Activities to Tumbledown**  Matt Ryan introduced the update as detailed in the agenda documentation.  **Resolved:**  Members noted the information items. |
|  | The meeting closed at 9.00 pm. |