



Dorchester Town Council

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10 March 2021

Agenda for the meeting of the **Policy Committee**, which will be held via Zoom video conferencing on **Monday 15 March 2021 at 7.00pm**.

You will be able to join the meeting at <https://us02web.zoom.us/j/87917195626>
Please note the meeting may be recorded.

Adrian Stuart
Town Clerk

Public Speaking at the Meeting

The Chairman has discretion to allow members of the public to speak at the meeting. If you wish to speak please **contact the Clerk by 9.00am on the morning of the meeting**. We ask speakers to confine their comments to the matter in hand and to be as brief as is reasonably possible.

Member Code of Conduct: Declaration of Interests

Members are reminded that it is their responsibility to disclose pecuniary or non-pecuniary interests where appropriate. A Member who declares a pecuniary interest must leave the room unless a suitable dispensation has been granted. A Member who declares a non-pecuniary interest may take part in the meeting and vote.

Membership of the Committee

Mayor R. Biggs and Councillors B. Armstrong-Marshall, A. Chisholm, T. Harries, F. Hogwood, S. Hosford (Chairman) and G. Jones.

1. Apologies, Declarations of Interest & Signing of Minutes
To confirm that the Chair may sign Minutes of the meeting of 18 January 2021, adopted by Council on 25 January 2021, at the next available opportunity.
2. Financial Update at 28 February 2020 A
3. Municipal Buildings Update B
4. Governance Update C
5. Dorchester Business Improvement District D
6. New Staffing Post E
7. To **RESOLVE**
"That in view of the fact that publicity would be prejudicial to the public interest by reason of the confidential nature of the following matters the public and representatives of the press be excluded from this meeting during their discussion".
8. Staffing Issues Separate Confidential report

DORCHESTER TOWN COUNCIL

POLICY COMMITTEE – 15 MARCH 2021

FINANCIAL UPDATE

1. Financial Position

- Month 11 spend (Appendix 1) net £42k below profile
 - General net underspends (£25k) plus delayed replacement and pension savings for Outdoor staff (£36k) and increased Cemeteries income (£21k)
 - Offset by net extra cost due to Covid 19 (£40k)
 - Lost Buildings Hire & Market Income (£49k)
 - Support, Grants and extra operational costs (£22k)
 - Mun. Bldgs & Events operational savings (-£32k)
 - Net Year-end position likely to be c. £45k saving
 - Underspend in 2019/20 (£28,000) was not ultimately required to fund Covid initiatives and therefore still remains in General Reserve
 - Treasury position related to Payden Global fund returned to par during 2021/22, reducing need to hold a Treasury Reserve by £14,000
- Collectively the above items total c. £85,000. A Recommendation regarding the use of all sums above a minimum General Reserve of £100,000 is included as part of report on Municipal Buildings report

• Cash Position	£000	
Lloyds Bank	363	Nil interest
Payden Global	900	c. 0.60% return
National Savings and Investments	7	0.01% interest
CCLA Deposit Account	1,000	0.04% interest
Total Cash	2,270	(31 Dec £2,493k)

Notes:

- £250k was transferred from NS&I to Lloyds since last meeting
- £100k was transferred from Payden to Lloyds since last meeting
- Above movements in preparation for contract payments for Municipal Buildings
- Debt over 30 days = £1,233 2 debtors (30 Jun £1,233, 2 debtors)
 - One of the debtor is unlikely to return to the Town Hall
 - **RECOMMENDED** that debt totalling £1,167 is authorised for write off
- Payments list 1 Jan – 28 Feb 20 on website. Supporting vouchers available from Financial Controller
 - **RECOMMENDED** that the Payments list, totalling £322,913.88 is approved

2. **Approach from Dorchester Cricket Club**

- Request received from the Club for consideration of support due to non-ability to hire out the Pavilion, which is under lease from the Council
- The operational arrangement with the Cricket Club limited its ability to benefit from Government Covid support – in comparison to a number of other local clubs it received very little support
- We are not yet in a position to look at the Club's accounts to understand the degree to which their income levels have suffered
- **RECOMMENDED** that the Clerk, in consultation with the Chair and Vice Chair of the Committee, is authorised to make financial support available to the Club

3. **Internal Audit Report**

- 2nd Audit report plus officer comments at Appendix 2.
- **RECOMMENDED** that Audit report and officer comments are noted

4. **Recommendation from Management Committee**

- Works on Borough Gardens House have been identified including repairs and re-painting of upper windows and inspection and repair of the roof
- **RECOMMENDED** that £8,190 is released from the Parks and Open Spaces Reserve to enable work during April/May 2021

Adrian Stuart
Town Clerk

MANAGEMENT REPORT AT 28 FEBRUARY 2021

By Spend Type	Budget £000	Profile £000	Actual £000	-Under/Over £000
Staff	863	802	752	-50
Capital Financing	41	38	38	0
Other Payments	561	525	511	-14
To Specific Reserves	216	216	216	0
Income	-177	-170	-148	21
Net Budget	1,504	1,411	1,369	-42

By Service	Budget £000	Profile £000	Actual £000	-Under/Over £000
Allotments	-6	-7	-6	1
Parks & Open Spaces	123	119	133	14
Cemeteries	-3	-3	-15	-12
Corp. & Dem. Manage.	37	28	27	-1
Cultural & Twinning	35	35	26	-9
Municipal Buildings	270	260	274	13
Other Services	231	223	223	-1
Office Team	378	349	346	-3
Outdoor Services	440	405	362	-43
Net Budget	1,504	1,411	1,369	-42

Earmarked Reserves with budgeted Expenditure In Year	Budget £000	Profile £000	Actual £000	-Under/Over £000
Play Equipment	25	17	17	0
Parks Premises	0	0	0	0
Municipal Buildings	24	24	167	143
Cemeteries	30	0	0	0
Public Realm	250	20	20	0
Heritage Tourism PM	35	30	25	-5
Dorchester West Ramp	10	0	0	0
Climate Emergency	20	20	37	17
Christmas Lights	8	0	0	0
Planning Advice	10	1	1	0
Net Budget	412	112	267	155

Darkin Miller Chartered Accountants 2020/21 INTERNAL AUDIT OF DORCHESTER TOWN COUNCIL - VISIT 2 OF 3: 23rd FEBRUARY 2021
Recommendations and Action Plan

Recommendation number	Detail	Pr .	Management Response	Resp Off	Due Date
2.1 – Minute approval of NSI payment	I checked to see that a sample of 34 payments covering 45 invoices in the cashbook were supported by invoices, authorised and minuted. I found that paperwork was in place to support all payments. I noted that 1/34 payments (relating to an investment) had not been minuted for approval by Council. I recommend that this payment is retrospectively approved at the next Policy Committee meeting in order to ensure that all payments have been properly minuted.	L	We do not view tfrs between bank accounts as external payments	NH	-
2.2 – Consider group authorisation of invoices	During the year the Council had to put in place changed authorisation procedures following the requirement to work remotely during the Coronavirus lockdown. The majority of payments were either authorised by signature, or via an email trail, but I noted that 6/45 invoices (re rates) noted 'good' in the email trail (rather than 'approved'); 5/45 (3 re tools and materials from Screwfix; 2 re credit card payments) did not appear to have a clear approval; and 2/45 (re credit card payments) appear to have no approval. I note that the imposition of remote working had a significant impact on all Councils' ability to ensure that sufficient evidence of authorisation was obtained at the time of payment, and that the Council's performance on this matter is consistent with other authorities. The Finance Officer has advised that he is going to return to stamping invoices and getting them signed to evidence approval. I recommend that the Finance Officer also considers whether it may be able to adapt one of the payments reports produced during the month to allow the Clerk or relevant budget holder to authorise the invoices due for payment; and that future email trails include a clear approval of invoices or other supporting paperwork.	M	System as described has been implemented at Clerk level.	NH	Done
2.3 – Addressee on VAT invoices	I checked to see that VAT on payments had been identified, recorded and reclaimed. I found that the majority of payments had been correctly accounted for and VAT recovered where appropriate, but I did note two payments made on the credit card for which the invoice addressee was either an employee or a third party contractor (IT). I noted that steps had been taken to transfer the addressee name for the supply that was being invoiced to the third party. Whilst HMRC will allow the reclamation of input VAT if they are satisfied that the supply was made to the Council and not claimed by a third party, it is recommended that the addresses are changed where possible. I recommend that the addressee of the other supply (relating to the Go Daddy website) is changed to the Council if possible, and that future supplies are set up in the Council's name	L	Accepted	NH	Done
2.4 – Tax point on credit card invoices	I noted that the tax point on the credit card bills is the date of the bank payment used to clear the credit card, rather than the invoice date. It is possible to set the credit card up as a type of bank account which will allow the correct tax point to be used to input the invoices, with the bank account cleared by a transfer from the current account. I recommend that this is done in order to ensure that the correct tax point is used.	L	Agreed and implemented	NH	Done

DORCHESTER TOWN COUNCIL

POLICY COMMITTEE – 15 MARCH 2021

MUNICIPAL BUILDINGS WORKS AND DORCHESTER ARTS UPDATE

BUILDING WORKS

1. An outline programme of works is currently as follows:-

Ph	Works	Start	End	Cost £000
1	Roofs – Council Chamber, Corn Exchange & Apse	Dec 20	Mar 21	550
2 & 3	Extension & Internal Remodelling (approx. split) <ul style="list-style-type: none"> • Biomass system and building to house biomass • Offices - extension & remodelling Dressing Room • Remodelling Ground Floor Kitchen & Storage areas • Reroof Extension • Improvements to Electrics & Single Supply • Energy Measures (Solar, Heat Recovery, Destrat Fans) • Corn Exchange Decoration • Replacement Lift 	Apr 21	Jul 21	370 310 150 250 50 70 20 30 1,250
4	Theatre Improvements <ul style="list-style-type: none"> • Equipment – Lighting, AV & Projection • Raked Seating • Associated building and infrastructure works 	Apr 21	Aug 21	150 70 30 250
5	Front of House Improvements <ul style="list-style-type: none"> • Foyer • Bar • Toilets 	May 22	Aug 22	500
	TOTAL PROJECT			2,550
	Funded by <ul style="list-style-type: none"> • CIL & DTC Reserves (inc extra £100k approved Jan 21) • DTC Borrowing (offset by future revenue savings & RHI) • S106 • DTC Borrowing prior to sale of 19 NS • Low Carbon Dorset Grant TOTAL			850 700 500 300 200 2,550

2. Tenders have now been received for the items in Phases 1 – 3. Thusfar the project is within the contingencies built into the budget, although there is still a risk that new problems will be identified. Some adjustments have been made to the original QS Estimates; additions include works to deliver a single electricity supply to the site (based at the rear of the building) and a heat recovery system for the Council Chamber, while offices air conditioning and a fire escape at the rear of the building were removed.

3. Phase 1 works are currently two weeks behind the schedule for an end of March completion, although the pressure to complete the works has lessened as the Covid lockdown has reduced the potential for a Spring Arts programme and early return of other hirers.
4. Phases 2 and 3 are now scheduled to take place late Spring/Summer, meaning the rear of the building and the Corn Exchange will not be available until September. Phases 2 & 3 remain dependent on receipt of planning permission, Low Carbon Dorset grant and clarification regarding Renewable Heat Incentive.
5. Phase 4 works have now been included in the programme and will be undertaken this summer, with some early works on lighting winches taking place in April. Two tender exercises are close to conclusion and are within budget. A commercially confidential update will be circulated to the Committee.
6. As the work progresses the Architect, M&E consultants and main contractor are identifying additional benefits that might be delivered while the contractor is on site. Recent examples include:
 - Removal of the remaining asbestos across the building
 - Installation of the first of a number of Electric Vehicle Charging points in the rear car park
 - Conversion of the remaining parts of the building to LED lighting
 - Removal of significant amounts of redundant wiring in the Corn Exchange
7. It is likely that other opportunities will arise as the building works progress. While it might still be possible to deliver some of the benefits within the original budget, as the projects costs are firmed up this becomes progressively more difficult to achieve.

DORCHESTER ARTS AT THE MUNICIPAL BUILDINGS

8. The Council has previously agreed to develop a plan to transfer operational management of the building to Dorchester Arts. A Member Task Group, including Councillors Biggs, Hosford and Kent-Ledger and representatives of Dorchester Arts has met four times and is now going through a process of developing the detail that sits behind that decision. The notes of the latest meeting were circulated as part of the Management Committee agenda.
9. Early work focused on building works and securing funding (the key elements being £1.0M section 106 to be used with Thomas Hardy School and £20,000 annual funding from Dorset Council), but more recent meetings have focused on business planning and the disruption being caused to Dorchester Arts' revenue budget by both lockdown and the building works. The best estimate to date is that Dorchester Arts will be short by c. £15,000 in both 2021/22 and 2022/23, before becoming fully self-sufficient in 2023/24. Dorchester Arts are currently looking to close this gap through discussions with their supporters.
10. Initial discussions focused on transferring the building to Dorchester Arts on 1 April 2021 and our budget was prepared on this basis; a key driver being the opportunity for Dorchester Arts to benefit from lower business rates than the Council. The Council has since applied to have the business rates removed temporarily due to the extensive works taking place rendering the building unusable and this has been accepted by Dorset Council.
11. With the building undergoing works until the end of August it is now proposed to initiate transfer on 1 September. This results in the Council carrying the net cost of operating the building for the first five months of 2021/22 in the same way it has for the whole of 2020/21; the Council has

covered this by other budget savings throughout 2020/21 and it is anticipated that similar savings will accrue in 2021/22.

DISPOSAL OF 19 NORTH SQUARE

12. Council has previously agreed the disposal of 19 North Square once it is vacated, but requested that the Clerk investigate options to work with partners to develop the site for affordable housing.
13. Separating the building into separate units is complicated by the stairwell. In reviewing planning applications recently the Planning Clerk identified a local architect who had developed proposals for similar premises in the town centre. The local architect was invited in to see our premises and has made a two part proposal to develop ideas as follows:-
 - Feasibility Study - £4,800 plus £2,000 to a third party for measured drawings of the building
 - Submission of a Planning Application - £3,400
14. The Feasibility Study phase would enable the Council to understand the trade off between open market sale as a single unit versus potential affordable housing development. Should the feasibility study prove successful the Council would have the option of submitting a planning application before or after transferring the site to a community housing partner.
15. Noting that the full cost may total £10,000 a speculative approach has been made to Dorset Council for grant funding to develop the feasibility study.

SUMMARY

16. Building works have commenced. Initial signs are that we can deliver more for our original budget than we expected, but we may still find problems; opportunities are arising to do additional pieces of work while we have a contractor on site and it makes sense to take these if we can afford them.
17. Plans to transfer operational management to Dorchester Arts are going well. There is strong evidence that, in the medium term, the building can be better used at the same cost, but in the short term, whether managed by the Town Council or Dorchester Arts, there is a net cost resulting from the building being closed due to lockdown and building works.
18. Regarding the sale of 19 North Square a local architect has been identified who has experience in developing similar buildings to planning application stage; allowing the Council to choose between an open market or affordable housing route.
19. The report on our financial position highlighted that the Council is likely to have c. £85,000 extra in its General Reserve at the year end. It is **RECOMMENDED TO COUNCIL** that
 - All surplus all funds above the £100,000 General Reserve target at 31 March 2021 are transferred to the Municipal Buildings Reserve
 - The Clerk, in consultation with the Chair and Vice Chair of Policy Committee, is authorised to use these extra funds to
 - Meet the costs of additional building works identified as improvement opportunities, including those highlighted at 5. Above

- Mitigate the impacts of the building being closed for lockdown and building refurbishment purposes on Dorchester Arts
 - Meet the cost of developing feasibility options up to planning application stage for 19 North Square with a local architect
-
- That approval is delegated to the Clerk, in consultation with the Chair and Vice-Chair of the Committee, to appoint contractors for the supply of Lighting, Sound and AV and Raked Seating within the budget estimates approved.

Adrian Stuart
Town Clerk

DORCHESTER TOWN COUNCIL
POLICY COMMITTEE – 15 MARCH 2021
GOVERNANCE UPDATE

Overview

1. The Council elected in 2019 is now approaching its second anniversary. The first anniversary, which happened in the early days of lockdown, inevitably resulted in very few changes to the arrangements we put in place during the period immediately after the May 2019 election.
2. An increasing number of external issues, prompted by Government, the Dorset Council, or the Parish sector, are arising that the Council and individual members need to respond to.

Internal Arrangements

3. At the Annual meeting of Council each May the Council resolves to appoint for the next year:
 - The Mayor and Deputy Mayor
 - Committees, and Chairs and Vice Chairs of Committees
 - Outside Panel representatives including Heritage and Market Joint Bodies
 - Bank Mandate signatories
4. The Clerk will invite Members to indicate their preferences for the above and will present a report to the next Policy Committee to provide advance notice of any issues that need to be resolved at Council.
5. Our Committee governance arrangements were considered prior to the May 2019 elections and judged to be sound. Members will be offered the opportunity to highlight specific aspects of the arrangements for review in the light of the first two years of the new Council's operations.
6. It is **RECOMMENDED TO COUNCIL** that the Council meetings calendar, Appendix 1, for 2021/22 is approved.

External Issues

7. The Local Government Association are soon to issue a new Member Code of Conduct to upper tier authorities. Dorset Council and DAPTC are working together to support towns and parishes to adopt the code, which is likely to involve a training session for all Members of Council. A further report will be made to the May Council meeting.
8. Community Governance Review – Dorset Council have given advance notice of their intention to carry out a statutorily required review of parishing arrangements, including parish and ward boundaries, starting in July 2021, the outcomes of which would be implemented at the May 2024 elections. The Committee may wish to consider what, if any, issues exist with our parishing arrangements that might be submitted for review.
9. Review of Parish Member Allowances – Dorset Council have commenced a review of a scheme they originally considered in November 2019. They will probably use DAPTC as their main sounding board and means of gathering views. It is **RECOMMENDED** that the Town Clerk, in consultation with the Chair and Vice Chair of Policy Committee, respond to any requests for views and information arising out of the Dorset Council review of Parish Member Allowances.
10. Register of Interests - Dorset Council will shortly launch a new self-service on-line system. Members will have a personal, password protected, account to record and subsequently update

their Register of Interests forms as and when circumstances change. Only one form will be required for Members who are also members of Dorset Council.

11. New Model Financial Regulations have been issued by NALC. The Financial Controller will review the regulations and highlight any significant changes to the next Committee meeting prior to their adoption by Council. NALC undertook a minor revision to the 2018 Model Standing Orders adopted by Council; it is not proposed that these are reviewed this year.

Adrian Stuart
Town Clerk

APPENDIX 1

CALENDAR OF MEETINGS 2021-22

	2021								2022				
	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
COUNCIL	24 MM 25 (Tu)		26		27		22		24		28		23 MM 24 (Tu)
POLICY	17		19		20		15		17		21 MS@ 1830		16
MANAGEMENT	10		12		13		8		10		14		9
PLANNING AND ENVIRONMENT	4 (Tu)	7	5	2	6	4	1	6	4 (Tu)	7	7	4	3 (Tu)
MARKETS JOINT PANEL *		30							27				
HERITAGE JOINT COMMITTEE			20 (Tu)			19 (Tu)			18 (Tu)			19 (Tu)	
SITE VISITS		22 @ 9.30AM		10 @ 4.00PM								12 @ 4.00PM	
CIVIC EVENTS		Hardy Sun 6					Remem. Sun 7					11? ATM	
BANK HOLIDAYS	3,31			30				27,28	3			15,18	2

MM Mayor Making ATM Annual Town Meeting MS Mayoral Selection Committee

Meetings will ordinarily take place at 19.00 in the Council Chamber, Municipal Buildings.

* The dates and timing of Markets Joint Panel meetings are still to be agreed with Dorset Council

DORCHESTER TOWN COUNCIL**POLICY COMMITTEE – 15 MARCH 2021****DORCHESTER BUSINESS IMPROVEMENT DISTRICT**

1. Minute 2020/26 reflects a discussion at the November Council meeting which considered a motion that the Council should request that the BID arrange an independent review and evaluation of its governance, impact and engagement with both its levy payers and the wider community.
2. Members recognised that the timing of any review process should take account of the needs of business in the current post-Covid environment, as well as the need for it to be a constructive process, were both essential to its success. The Chairman of Policy Committee offered discussion at a future meeting. In recognising this offer, on being put to the vote, the motion was lost.
3. The Clerk has since gathered evidence from the BID and also from Dorset Council, as well as developing a better understanding of the adoption of evaluation processes within the wider BID community.
4. Among the information gathered the most relevant points are:
 - DBID is a longstanding member of British BIDs
 - DBID staff have taken advantage of the training on offer from British BIDs and engage with networking and conference opportunities
 - British BIDs have a formal accreditation process which Weymouth BID have undertaken. However only 21 of over 300 BID members have undertaken the formal accreditation and as a general rule these BIDs are significantly larger than DBID, which is among the smaller BIDs nationwide
 - Notwithstanding this DBID seek to put in place a management regime that it believes adheres to the rules and procedures against which an accreditation process would take place
 - DBID has a regular series of Board meetings and quarterly Member meetings at which members can ask questions should they have concerns regarding how the BID operates
 - Both Dorset Council and Dorchester Town Council appoint liaison representatives to the BID Board. Both are content with the current operation of the BID
 - Additionally Dorset Council has a monitoring role resulting from its role as the Billing Authority under the Local Government Act 2003. As a direct result of the November Council meeting their nominated liaison officer corresponded with the clerk confirming they are satisfied with DBID's governance arrangements
 - The BID held reserves totalling £213,000 at 31 December 2020 and its Annual Report detailed £130,000 of expenditure
 - The BID will next be subject to a rebalot process in August 2023
5. There are three options that the Council might take in regard to any review of the BID's governance arrangements
 - Recommend to the BID that it investigates accreditation now
 - Recommend to the BID that it investigates accreditation at a suitable point in the future, once the hiatus surrounding recovery of the town centre is over, ideally before the next BID ballot is undertaken

- Acknowledge that there is not a groundswell of opinion within the current membership for accreditation, that accreditation is not a generally adopted process, but be aware it is an option should the local evidence base change in the future.
6. If anything, the fortunes of Dorchester's town centre are even worse today than they were in November 2020, when Members rejected the first of the options identified at 5 above. It is certainly the case that for the foreseeable future all available BID resources will need to be focused on supporting recovery in the town centre rather than focusing on the BID's internal governance arrangements.
7. The Committee's view is sought.

Adrian Stuart
Town Clerk

DORCHESTER TOWN COUNCIL**POLICY COMMITTEE – 15 MARCH 2021****NEW GRADUATE TRAINEE OFFICER POST AND APPRENTICESHIPS**

1. At its January meeting Council set a 2021/22 budget that included setting £90,000 aside in a Reserve to be used over a three year period (£30,000 each year) for an additional member of the staff team. The Clerk was to report back to the March Committee with detail for the post, in order to allow the Committee to decide whether to go ahead with the post.
2. During discussions on potential projects for the Corporate Plan it became clear that the Council had an appetite to develop a range of projects, particularly as part of a response to the Environment/Climate Change agenda and separately in the field of communications, particularly via social media. The Clerk noted that the existing staff team had thusfar been able to accommodate new initiatives by using time savings captured in other areas but, particularly since the removal of a Part time Committee Administrator post in 2019, it was becoming increasingly difficult to find additional capacity this way.
3. The tasks a new postholder would undertake are
 - Environmental Projects - researching and setting up, with partners, a range of discreet, individually small scale projects, as part of the Climate Change and Environment agenda
 - Communications – developing new channels of communication with local residents, particularly involving social media, to promote the wider work of the Council
 - Occasional support for the Community Development and Tourism Development Officers, either on larger initiatives or when there is crossover with either of the roles identified above
 - Contributing to the overall workload of the office
4. It is not clear at this stage whether the post will be required for a one off period to deliver a step change in service levels before work levels settle again, or for the longer term. The long term Revenue budget has not been changed, meaning that at present the post will be recruited for a 3 year period only.
5. The team benefitted during summer 2019 from the temporary appointment of a very capable apprentice, which presented an opportunity to understand how skillsets and interests among potential younger employees were different from existing team members. One of the criticisms of the Dorchester local economy is the limited opportunity for young people to make their first steps into careers; in expanding the team the post described represents a good opportunity to widen the age range of the office team, and the opportunity for a 3 year post is consistent with the early career aspirations of young people. There may be some modest potential for securing grant support if the post was designated as an apprentice or graduate.
6. It is **RECOMMENDED** that the post of Graduate Trainee is advertised on a 3 year contract at a starting salary of £18,562 (SCP3), rising to SCP 5.

7. The total cost of this approach, including NI/Pensions and office costs can be delivered within the £90,000 Reserve set aside for the role.
8. Separate to the above the Council will also look to recruit two apprentices during summer 2021; one for the office staff team and one in the Outdoor Services team, as well as continuing to look for opportunities to work with community partners to deliver apprenticeships. The Council's important commitment to deliver apprenticeships to young people in Dorchester, backed up with a £15,000 annual budget, has been paused over the last two years, due to partner workloads, funding uncertainty and shortages and most recently Covid, and needs to be re-established as a valued part of the Council's partnership activities.

Adrian Stuart
Town Clerk