

Place & Performance
Area Development West Service Plan 2016-2017

Portfolio Holder – Councillor Carol Goodall

Team Lead – Zoë Harris

Assistant Director – Helen Rutter

Set out below are the key projects & programmes being undertaken by the team (either directly or in support of community groups & other partners) where we have a key role in the delivery of the projects. This Plan sits alongside our core work or responding to issues & problems on a day-to-day basis, working with Councillors & other services across the Authority and beyond, to try and resolve them.

Completed	In Progress – On Target	In Progress – Risk of Missing Target	Behind Target	Future Action – not started

Service Action Plan: <i>Top level actions – more detail is within individual work programmes / project plans</i>				
Action	Lead Officer	Target Date	Outcomes to be achieved this year	Current Progress
Provide support and encouragement for the development and implementation of the Chard Regeneration Scheme Programme, and in particular;	Zoë Harris	Ongoing	Attendance at Chard Regeneration Scheme Board and provide support when required	Work ongoing
To explore feasibility of project(s) to address risks to viability of prominent town centre buildings and improve the offer to residents and visitors.	Dylan Martlew	April 2017	Feasibility study provides details of appropriate options for CRS board to consider	Feasibility studies on 2 buildings complete and passed to CRS board
To prepare outline business case for business incubation project using vacant space in Holyrood Lace mill.	Dylan Martlew	April 2016	Business case approved and first stage of project underway. A number of business networking and training events have been delivered.	Project currently on hold, but business events continue
To support the development of the SLW as a sustainable cycle route and footpath	Dylan Martlew	September 2016	Deliver a legal agreement for creation of the SLW in Chard	Work ongoing

Continue to support the development of the Chard Town Team	Dylan Martlew / Alison Baker	On going	A financially independent Town Team with an active programme of events and activities to support business and footfall in the town centre.	Support being given on governance and the development of an Action Plan	
Grant Support to Chard Tourist Information Centre and Crewkerne and Ilminster Local Information Centres	Alison Baker Zoë Harris/ Dylan Martlew	Annual	Service Level Agreement covers promotion to visitors through the Town Centre based Local Information Centres	SLAs agreed and funds awarded	
Work with A Better Crewkerne and District (ABCD) to create and develop the 2015-2025 Community Plan.	Zoë Harris	April 2017	Public consultation, data analysis, research, design of action plans and publication.	Community Plan published. Working groups set up, business survey in progress	
Provide support for the development of arts and entertainment projects devised by the Creative Crewkerne group	Zoë Harris	Annual events	More events held to promote Crewkerne and bring people together, building on successful development from Theatre in Shops (2014) onwards	Supported the delivery of 3 events in 2016	
Work with the Ilminster Forum to create the new Community Plan for the town.	Zoë Harris	April 2017	Public consultation, data analysis, research, design of action plans and publication.	Data analysed report in progress	
Provide advice to community groups to assist access to SSDC and other sources of funding.	Zoë Harris/ Dylan Martlew	As needed and ongoing	Community Groups received appropriate advice and some apply for funding from SSDC (Area West Committee) and other sources	Advice and support given to 30 groups	
Attend the Blackdown Hills AONB Officers group and oversee funding arrangements as agreed	Zoë Harris	3 x per year Ongoing	Support the work of the Blackdown Hills Partnership, especially in South Somerset.	See update report to AW Committee in December 2016	
Attend Making it Local Executive group meetings (ZH only) and provide advice to potential applicants	Zoë Harris/ Dylan Martlew	On going	Support the development of project ideas and plans as required.	5 potential applicants advised and 2 received funding	
Assist Henhayes Centre to develop and action a fundraising strategy to fund major improvement works	Zoë Harris	April 2017	Support the development of project ideas and plans as required.	Funds secured, building work in progress	

Provide support and advice for Haselbury Plucknett Village Hall project	Zoë Harris	April 2017	Support the development of project ideas and plans as required.	Ongoing work	
Support Parish Planning	Zoë Harris/ Dylan Martlew	As needed	Appropriate support is made available to Parish Councils to undertake PP development	2 parishes supported	

In addition, the service will take action to deliver key corporate strategies, comply with corporate policies, deliver savings, monitor performance, review and monitor complaints and manage risk.