

Area East Development Service Plan 2017-18

Portfolio Holder – Councillor Nick Weeks

Team Lead – Tim Cook

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: Top level actions – more detail is within individual work programmes/project plans					
Priority Area	Action	Lead Officer(s)	Milestone	Target Date	Current Progress
1. Town centre & neighbourhood management	Support local Chambers of Commerce and business associations in market towns	PW CSAs	Report to AEC on project performance	Ongoing	Three local business organisations working in support of forthcoming business event. Combined report Dec 2017
	Business network event arranged	PW CSAs	Report to AEC	Summer 2017	Arrangements in place and promotion underway for event at Haynes Motor Museum on 2 nd Nov. Combined report Dec 2017
	Tourist 'attractions' breakfast event arranged	PW CSAs	Positive response on feedback forms	Autumn 2017	Suggest reviewing this following above event – assess whether necessary if tourist sector well represented at above
(a) Transfer of specific SSDC town centre assets to local Councils & support the disposal of unwanted assets	Support projects that promote High Streets and encourage footfall. Investigate the appetite/cost etc. for a Wincanton Food Fair	PW CSAs	Report with proposal to AEC	July 2017	Unlikely to be able to report until Jan 17 Significant time commitment to support mobile bank provision for Wincanton following Nat West & Lloyds closure announcement
	Complete the transfer of Castle Cary Market House	PW	Asset transferred	July 2017	Advancing well. Discussion on draft lease largely concluded. Target for completion end 2017
	Progress the discussions about the transfer of assets including Dovecot Building & car parks in Bruton	HR	Report to AEC	Sep 2017	Delayed due to property review. Can pick up discussion now.

	Discuss transfer of village car parks with relevant Parish Councils	PW	Position agreed with each Parish	Dec 2017	Delayed due to property review.
2. Economic development, job creation & regeneration schemes	Progress local priority projects 1) Assessment of options & feasibility of extensions to existing Business Parks or new site, as appropriate	PW/ Economic Dev Team	Reports to AEC	Mar 2018	Priorities reviewed and focus now to facilitate scheme in town centre. Proposal to Regeneration Board Nov 2017
	2) Develop work space/hub - following Lime Room pilot assess suitability for corporate funding	PW	Receipt of the Workspace Demand Study report. Funding proposal developed for Regeneration Board	March 2018	Study completed. Ongoing marketing of Lime Room – wider space requirements at Area Offices under review pending further work on corporate property project.
	3) Respond to any renewed interest from owners of WSG – Business Unit feasibility – 3 days	PW	Outline planning application submitted	Not Known	Appraised new WSG committee of options for future consideration. (No immediate plans to dispose of land)
	Enhanced Retail Support Initiative in Wincanton & general RSI elsewhere in our Area	PW CSA	Number & leverage of investment reported to AEC. Analysis of car park usage & vacancies, to assist with targeting	Ongoing	Annual update report to AEC in June 2017.
	Support towns to take a full part in MTIG	PW/TC/JD	Attendance at MTIG meetings	Ongoing	All Market Towns in Area East took part in the Digital Audit work.
	Respond to the outcome of the Digital High Street	PW/TC/JD	Improved digital presence for our Market Towns	Jun 2017	Audits complete. Next steps to be agreed at the MTIG meeting in November.
	Encourage eligible projects to bid for Heart of Wessex LEADER funding	ADT	Report on performance of programme to AEC April 2017	Ongoing	
	Receipt of land & exercising option on car park at Waterside, Wincanton	PW	Post completion report	Mar 2018	With solicitors and on target to receive land and car park this year
	Work with others to establish viability and obtain accurate costing for the potential south access to Bruton Station & associated footpath	JD	Partnership report	Mar 2018	Report published – NDO going back to question elements of the report?
	3. Community-led planning & development	Support work to produce new plans in: Marston Magna	JD	Published Plan	Mar 2018

(a) Support parishes to carry out quality community research to prioritise & achieve planned projects or influence growth	The Charltons	TC	Published Plan	Sep 2017	Plan draft produced. To be finalised.
	Sparkford	JD/TC	Published Plan	Dec 2017	NDO presented to Parish.
	Support work to update community plans in: Bruton	JD	Completed parish plans are endorsed at AEC Published plan	July 2017	Bruton Community plan - completed
	Milborne Port	JD/CSAs	Published plan	Oct 2017	Consultation period completed – collecting and analysing data (taking some time)
	North Cadbury	TC	Published plan	Sep 2017	
	Kingsdon	JD	Published plan	Mar 2018	NDO presented to parish council. Parish Council deciding whether or not to continue
	Support NP groups in: Castle Cary	PW	Plans 'made' and incorporated into the LDF	Ongoing March 2018	Final revisions to draft policies following comments from strategic planning. SEA screening & further round of consultation planned for late Autumn
	Queen Camel	TC		Sep 2017	Work to allocate land for housing underway.
	Wincanton	TC		Jun 2017	Plan currently with the Examiner.
	(b) Support Towns and Parishes to take more of a lead in growth plans through Neighbourhood planning	Comment on impact of significant planning applications.	ADT	Updated S106 annual statement sent to Towns/ Parishes	Mar 2018
Encourage parish engagement with applications and S106 negotiations. Link community projects with locally available S106		ADT	Sep/Oct 2017		All accounts will be sent out by the end of October.
4. Improve access to services & facilities to reduce inequality	Run a high quality access point & advice service for the public at Churchfield	HR/LD CSAs	Annual report AEC. To achieve 98% customer satisfaction rate	Ongoing	Members received a detailed report on the service in August.
	Support development of Town/Parish led LICs	TC/JD/CSAs 3days	Reduce cost whilst improving service offered	Ongoing	Review complete. LIC visits to take place.
(a) Improved community buildings	Support Bruton & Wincanton Community Partnership to improve people's access to services & facilities	TC/JD	Projects supported. Progress report to AEC in March 2018	Mar 2018	BCP operating by-weekly, working along parish council and have raised £44,000 this year for a new MUGA. WCP established
	Limington to Yeovil multi-user path. Assess local support for the scheme. Scope potential external funding opportunities. Reach conclusion about the feasibility and deliverability	JD	Report to AEC on progress of scheme	Sep 2017	Support in place from SCC SIS but have costed it at £250k. Working with local Cllr & parishes to research lower cost options.

	Support ongoing development of Wincanton Rec Trust and the Sports Ground/pavilion	TC	Report to AEC on progress	Oct 2018	Briefing sheet circulated to all members.
	Common Lane multi-user path	PW/CSAs	Route opened	Oct 2018	Consultation route revision requested ahead of submission of Planning Application Nov 2017
	Respond to changes to rural transport provision. Support the SSCAT to develop new services and sources of income to secure the long term financial future of the scheme	TC	Annual report to AEC	Mar 2018	Members received a report on the SSCAT scheme in September. ADT working with Strategic Transport Officer to support the organisation through challenging financial circumstances.
	Model a new approach to travel plans	TC	Annual report to AEC	Mar 2018	Desk based research started but the work is progressing slower than hoped. AEC could consider commissioning some work.
	Create an area wide youth activity signposting tool to support parish information including websites	JD/TC	Launch of the webpage	Jun 2017	Initial work completed, scoping of ideas. Confirmation needed for host but progressing well.
	Support the delivery of the MUGA in Bruton	JD	Funding secured. MUGA completed	Sep 2017	On track for completion – funding secured
	Support development of Balsam Centre services in response to local needs	TC	Report to AEC	Ongoing	£10,000 grant approved towards 'Like Minds' project.
	New pavilion for Ilchester – support the project to build stage	JD	Report to AEC	Mar 2018	Designs being drawn up for discussion with TC and recreation ground trust
	Sparkford Cricket Club – new pavilion – support the project to build stage	JD	Report to AEC	Mar 2018	Designs being drawn up to identify cost ready for funding applications
	Improvements to Milborne Port Town Hall to include access and potential for LIC service	JD	Improved access and use of the facility	Autumn 2017	New accessibility equipment funded and secured. Further research needed into the big scheme of restoration & LIC inclusion.
5. Effective democratic engagement	Arrange Annual Parish Meeting & workshops in response to demand from AEC, Parishes & community organisations	ADT Democratic Services Officer	Report to AEC	Jan 2018	Provisional Date agreed

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