

Date: 6 December 2017



District Council

Town Hall, Penrith, Cumbria CA11 7QF

Tel: 01768 817817

Email: cttee.admin@eden.gov.uk

Dear Councillor J Owen MBE

Eden Development Portfolio Holder Meeting Agenda - 13 December 2017

A meeting is to be held with Officers at 2.30 pm, on Wednesday, 13 December 2017, in the Assistant Director Customer Services and Transformation's Office - Town Hall to consider the following matters:

1 Declarations of Interest

To receive declarations of the existence and nature of any private interests, both disclosable pecuniary interests and any other registrable interests, in any matter to be considered or being considered.

2 Eden Development Portfolio Plan 2017-2018 (Pages 3 - 14)

To consider report F92/17 of the Assistant Director Customer Services and Transformation which is attached and which is to report progress against this Portfolio Plan to the end of September 2017.

RECOMMENDATION: That the progress on actions in the Eden Development Portfolio Plan during the first six months of 2017-2018 is noted.

Yours sincerely

Matthew Neal
Deputy Chief Executive (Monitoring Officer)

Democratic Services Contact:

Encs

For Attention

Portfolio Holder – Councillor J Owen MBE

For Information by Email to: - All remaining Members of the Council

www.eden.gov.uk

Mr Matthew Neal
Deputy Chief Executive



Report No: F92/17

Eden District Council
Eden Development Portfolio
13 December 2017

Eden Development Portfolio Plan 2017-2018

Portfolio:	Eden Development
Report from:	Assistant Director Customer Services and Transformation
Wards:	All Wards
OPEN PUBLIC ITEM	

1 Purpose

- 1.1 To report progress against this Portfolio Plan to the end of September 2017.

2 Recommendation

The progress on actions in the Eden Development Portfolio Plan during the first six months of 2017-2018 is noted.

3 Report Details

- 3.1 The Council has a Council Plan for 2015-2019.
- 3.2 This Portfolio Plan sets out in more detail the remit and the particular priorities and activities for this Portfolio and sets, where appropriate, measureable targets by which achievement may be assessed and reported. Also included are details of the 2017-2018 budgets assigned to this Portfolio and the strategies and plans which underpin the Portfolio work.

4 Policy Framework

- 4.1 The Council has four corporate priorities which are:
- Decent Homes for All;
 - Strong Economy, Rich Environment;
 - Thriving Communities; and
 - Quality Council
- 4.2 This Portfolio Plan primarily meets the Strong Economy, Rich Environment corporate priority.

5 Consultation

- 5.1 Portfolio plans are the means of implementing the Council Plan. All delivery actions in the Council's Portfolio Plans are directly linked to the priorities, objectives and strategic actions contained in the Council Plan. The Council Plan 2015-2019 was subjected to a period of extensive public and internal consultation throughout its development, between July 2014 and September 2015.

6 Implications

6.1 Financial and Resources

6.1.1 Any decision to reduce or increase resources or alternatively increase income must be made within the context of the Council's stated priorities, as set out in its Council Plan 2015-2019 as agreed at Council on 17 September 2015.

6.1.2 The Financial implications are set out in the budget for the Portfolio Plan.

6.2 Legal

6.2.1 There are no Legal implications arising from the report.

6.3 Human Resources

6.3.1 There are no Human Resources implications arising from the report.

6.4 Statutory Considerations

Consideration:	Details of any implications and proposed measures to address:
Equality and Diversity	There are no equality issues arising out of this report.
Health, Social Environmental and Economic Impact	The activities set out within the Plan are intended to have a positive impact in terms of health, social cohesion and the Eden economy.
Crime and Disorder	There are no crime and disorder implications arising from this report.
Children and Safeguarding	There are no child protection implications arising from this report.

6.5 Risk Management

Risk	Consequence	Controls Required
Failure to monitor and report the progress of portfolio plans.	Public, financial or reputational harm to the Council.	Effective corporate planning procedures in place, including monitoring and reporting.

7 Other Options Considered

7.1 No other options have been considered.

8 Reasons for the Decision/Recommendation

8.1 The Plan ensures that the Eden Development Portfolio Holder is able to focus on key priorities and objectives for the year ahead.

Tracking Information

Governance Check	Date Considered
Chief Finance Officer (or Deputy)	6 November 2017
Monitoring Officer (or Deputy)	6 November 2017
Assistant Director	6 November 2017

Background Papers: None

Appendices: **Appendix A - Updated 2017-2018 Eden Development Portfolio Plan**

Contact Officer: **Linda Methven, Assistant Director Commercial Services and Transformation, 01768 212130**

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Portfolio Plan	Eden Development
Priority/priorities (general)	Strong Economy, Rich Environment, Quality Council
Priority/priorities (detail)	Supporting a strong economy that benefits from and values Eden's rich natural and built environment Continue to provide efficient and cost-effective statutory and discretionary services
Year	2017-2018
Portfolio Holder	Councillor John Owen
Lead Officer	Linda Methven, Assistant Director Customer Services and Transformation

This Portfolio Plan is a summary of key activities and priorities for 2017-2018 and the resources available to meet them.

Responsibilities and Budget of the Portfolio

Service/Function	£	Department	Section
Economic Development and Promotion	403,010	Governance	Commercial Services
Building Regulations	87,220	Communities	Planning Services
Other Building Control	37,100	Communities	Planning Services
Environmental Enhancement and Conservation	44,770	Communities	Planning Services
Development Control and Enforcement	380,280	Communities	Planning Services
Local Plans and Policy	239,240	Communities	Planning Services
Administrative Buildings	324,130	Communities	Technical Services
Total	1,515,750		

All of these budgets appear in other Portfolio Plans. There is a link between those and this Portfolio and they are relevant to the work of this Portfolio, hence their inclusion in this document.

Commercial Opportunities

The Council has an agreed Commercial Plan which covers the period 2017–2020. The Commercial Plan sets out the principles the Council will work to in addressing unknown factors in the Council's Medium Term Financial Plan and seeks to generate and/or save £1m by the end of the Plan's term. In the table below are actions which the Portfolio Holder may choose to undertake to help achieve that goal, in accordance with the three investment principles.

Principle	Actions
Investing for a social return	<ul style="list-style-type: none"> • Eden Apprenticeship Scheme • Customer Contact and Council buildings, including optimising use of existing buildings and ensuring accommodation supports improved customer access to services, new ways of working and the digital transformation project.
Investing for financial and social return	<ul style="list-style-type: none"> • Attracting new businesses to the area to: <ol style="list-style-type: none"> a) generate employment opportunities; and b) contribute to the economic vibrancy of Eden.
Investing for a financial return	<ul style="list-style-type: none"> • Expansion of discretionary planning services (pre application advice, planning performance agreements and general planning services).

Outside Bodies

Councillor Owen is actively involved in Heart of Eden, the Council's commercial arm.
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Key Policies and Plans Relevant to this Portfolio

Council Plan 2015-2019
Eden Economic Growth Strategy 2016-2018
Apprenticeship Agreement
Eden Local Plan (2014-2032)
Eden Brown Field Register
Council Complaints Procedure
Access to Services Strategy, September 2015
Digital Transformation and Delivering Services Electronically, Council April 2016
Commercial Plan 2017-2020

Action Plan - 2017-2018 for Eden Development Portfolio

Objective EE1: Provide an appropriate planning framework which facilitates sustainable development and attracts inward investment

Strategic action	Delivery action	Target/measure	Progress at 30 September 2017	Outturn - progress at 31 March 2018	Reason for any under performance and revised target date
EE1b: Ensure that new developments are sustainable and take account of infrastructure requirements	Continue to seek developer contributions to help meet infrastructure requirements, especially on major schemes	Infrastructure contributions secured through Section 106 Agreements			
	Seek to attract other housing developers to the area and support high standards of construction.	To develop a plan of action by 31 March 2018			
	Review Conservation Area Appraisals	The Conservation Officer to review all conservation areas by 31 August 2019			

Strategic action	Delivery action	Target/measure	Progress at 30 September 2017	Outturn - progress at 31 March 2018	Reason for any under performance and revised target date
EE1c: Identify land for employment development and support business growth (also in Commercial Services Portfolio)	Progress the Local Plan to adoption	Completion and adoption of the Local Plan (2014 -2032) by 31 March 2018	<p>Progress has been delayed slightly due to the Planning Inspector requesting more consultation, especially in the Kirkby Stephen area.</p> <p>Target remains achievable, but it is now a very tight target to achieve.</p> <p>The Planning Inspector has allowed the 5 year land supply proposal to go ahead, so 90% of the new Local Plan is, in effect, complete.</p>		
	Develop an action plan in respect of supporting documentation	Action plan to be established by 31 December 2018			
	Develop an Action Plan for the implementation of the Eden Vision Document 2050	Action Plan to be approved by 31 March 2018			

Strategic action	Delivery action	Target/measure	Progress at 30 September 2017	Outturn - progress at 31 March 2018	Reason for any under performance and revised target date
EE1d: Consider the needs and wishes of local communities with regard to development	Support Neighbourhood Planning	To develop a plan of action by 31 December 2017			
EE1e: Develop a Brownfield Register to identify sites which would have the benefit of Planning Permission in Principle.	Produce an Eden Brown Field Register	To complete by 31 December 2017	Work is continuing on this. However, it may be delayed due to the extra work now required for the Local Plan, as shown above.		

Action Plan - 2017-2018 for Eden Development Portfolio

Objective EE2: Engage and support businesses to innovate, grow and seek to maximise higher wage employment

Strategic action	Delivery action	Target/measure	Progress at 30 September 2017	Outturn - progress at 31 March 2018	Reason for any under performance and revised date when target will be met
EE2a: Continue with our 'Invest in Eden' website and business marketing and support offers, including the Eden Business Support Fund, to attract high quality businesses to locate and expand in the area (also in Commercial Services Portfolio)	In conjunction with the Commercial Services Portfolio Holder, seek to ensure a skilled workforce through developing relationships with education providers and promoting the Eden Apprenticeship Scheme to local employers	To work with the Communities Portfolio to identify the key skills shortages and to develop a plan to build relationships with the relevant education providers by 31 March 2018.	The Council now supports 26 apprentices in the Eden District Council area. Proactive work by the Tourism team is continuing to promote Tourism and business opportunities in the area.		
	To identify land for new business opportunities	To develop a plan to promote available land to current and prospective new businesses by 30 September 2018.	Work is continuing within the Communities and Economic Development sections.		

Objective EE2: Engage and support businesses to innovate, grow and seek to maximise higher wage employment

Strategic action	Delivery action	Target/measure	Progress at 30 September 2017	Outturn - progress at 31 March 2018	Reason for any under performance and revised date when target will be met
EE2b: Engage with Eden's four market towns and the Chambers of Trade to increase their vitality, including the Townscape Heritage Initiative (THI) in Alston and the Penrith Business Improvement District (also in the Commercial Services Portfolio)	In conjunction with the Commercial Services Portfolio Holder, seek to engage with and support the Chambers of Trade	To identify how to support existing Invest in Eden actions by end of December 2017.			

Action Plan - 2017-2018 for Eden Development Portfolio

Objective QC5: Continue to provide efficient and cost effective statutory and discretionary services

Strategic action	Delivery action	Target/measure	Progress at 30 September 2017	Outturn - progress at 31 March 2018	Reason for any under performance and revised date when target will be met
QC5b: Deliver consistently high quality statutory services (also in Resources Portfolio)	Provide effective management of planning budgets and resources	Establish the current baseline for discretionary income and generate a plan to increase this year on year, by 31 December 2017.	<p>New 3 point plan to be implemented to increase income from pre application advice. The plan is to:</p> <ol style="list-style-type: none"> 1) Improve the service to customers 2) Implement a new pre application fee structure. 3) Improve planning enforcement <p>Report on the new pre-application fee earning structure to go to the Portfolio Holder for approval.</p>		
	Review office accommodation needs, to support the effective delivery of services	To ensure a report is presented to Council by 31 December 2017			
	Review the number of complaints received and compliance with the Complaints Procedure.	To formally review q1 and q2 complaints by 31 December 2017 and quarterly thereafter.			