

# Development Services Service Business Plan 2016-17

## 1. Service purpose and objectives

Development service consists of the following services;

Community development, tourism, health development, sports development, economic development and tourism (including Winchcombe and Tewkesbury tourist information centres), development management and planning policy.

- To promote healthier lifestyles and tackle causes of poor health.
- To support emerging growth sectors and encourage inward investment.
- To support the borough's economy.
- Work jointly with partners to ensure there is a joined up approach in helping our communities and residents to help themselves.
- To increase the volume and value of tourism in the borough.
- To ensure development within the borough is in accordance with the relevant legislations and policies, which preserves and enhances the historic and natural environment.
- To ensure there is capacity to respond to future housing and employment needs for the borough.
- To produce supplementary planning documents on specific planning issues which will help the borough deliver national and local planning policies.
- To monitor the effectiveness of existing policies.
- To ensure that the interests of the borough are properly represented in the strategic planning process at the national level and more locally across Gloucestershire and neighbouring counties.

## 2. Progress against actions, projects, tasks or targets 2015-16

**Non Council Plan actions only, see Performance Tracker for progress against 2015-16 Council Plan actions.**

Action	Progress made	Date to be achieved	Complete ✓ or ✗
<b>Economic Development and Tourism</b>			
To develop a strategy for economic growth and tourism.	Economic and Tourism Strategy Overview and Scrutiny Working Group created and meeting on regular basis. Strategy in development and priorities emerging.	January 2016	✗
To review the current business grant scheme (including its potential link to business rate relief).	Business Grant Scheme currently being reviewed through the Economic and Tourism Strategy Overview and Scrutiny Working Group.	January 2016	✗
Deliver business resilience and marketing support to local businesses affected by flooding.	Business resilience support and marketing support in progress. Gloucestershire Enterprise mentoring and training businesses affected by flooding. Partnership with Mosaique and Vivid has created new identity, branding and website for floods affected communities.	March 2016	✓
Work with Cotswold Tourism to create a new partnership body.	Cotswold Tourism body in place. Tewkesbury Borough Council working closely to promote the area e.g. new website created.	March 2016	✓

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Implement Tewkesbury Heritage and Visitor Centre review outcomes.	Review outcomes now implemented. Budget reductions made. Heritage Centre has tripled number of visitors, now it is free of charge. Volunteers now supporting staff in running the facility.	March 2016	✓
<b>Community Development</b>			
Recruit for Community Funding Post.	Post recruited. Over hundred community groups already worked with.	June 2015	✓
Work with MAIDeN to develop neighbourhood profiling for our communities.	MAIDeN has produced profiles of the three community development areas. New technology will enable more in depth analysis in 2016/17.	Dec 2015	✓
Work with the three Clinical Commissioning Groups within the borough to develop their locality plans.	All three locality plans live. Plans in place for 2 year period 2016-18.	July 2015	✓
Work with Tewkesbury Cluster Clinical Commissioning Group to launch social prescribing.	Social prescribing launched. Over fifty patients referred to SP Co-ordinator.	April 2015	✓
To work with the Financial Inclusion Partnership to provide a single referral system and provide access to services.	Multi-sector partnership formed to help support those in most need from welfare reforms.	March 2016	✓
Work with partners to deliver outcomes from the successful Capacity Fund bid, including a green space strategy and analysis of community infrastructure needs for strategic sites.	Study commissioned and in progress. Report will be presented in May 16.	December 2015	✓
To work with Active Gloucestershire on initiatives to encourage healthy lifestyles, including enabling health walks and delivery of the new Tewkesbury Park Run.	Health Walks in 3 locations, with over 120 walkers weekly. Tewkesbury parkrun launched and has over 100 runners on weekly basis. Looking to extend to other areas of the borough.	March 2016	✓
<b>Development Management</b>			
Carry out a systems review of the Development Management (DM) service.	Ongoing. Commenced with review in June 2015 – completed first phase in January 2016 with new systems embedded.	March 2016	✓
Draft Local Development Orders for Bishops Cleeve/Hucclecote for consultation. <b>(brought forward from 2014-15)</b>	Delayed due to review of DM service.	December 2015	✗
Draft Pre-application member engagement policy. <b>(brought forward from 2014-2015)</b>	Delayed due to review of DM service.	December 2015	✗

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Digitising historic planning record plotting sheets.	Completed August 2015. Documents are now electronic following the scanning of the plotting sheets.	September 2015	✓
Produce a planning training programme for Councillors	Formal programme not completed but training has been delivered on a variety of DM related issues.	September 2015	✗
Produce a customer engagement programme	Delayed due to review of DM service. Have carried out some engagement during the review and will use learning from the review to develop the programme.	September 2015	✗
<b>Planning Policy</b>			
Additional Strategic Flood Risk Assessment (SFRA) Level 2 work for Tewkesbury Borough site allocations.	SFRA site work dependent on progress off Tewkesbury Borough Plan which has been delayed as a result of the JCS programme. Action has been rolled forward to 2016/17.	October 2015	✗
Annual Monitoring Report (AMR).	AMR completed and published in October 2015	June 2015	✓
Gypsy, Traveller and Travelling Showpeople Site Selection.	Site selection process completed and report published July 2015.	June 2015	✓

### 3. Work programme 2016-17

#### Non Council Plan actions only.

Action	What difference will it make?	Date to be achieved
<b>Economic Development &amp; Tourism</b>		
To complete an economic assessment and business survey of the borough	To greater understand business needs and how TBC can best help the business community	September 2016
To launch new Economic Development and Tourism Strategy ( <b>bought forward 2015-16</b> )	To develop a vision for growth in the borough	September 2016
To launch revised Business Grants scheme ( <b>bought forward 2015-16</b> )	To provide funding assistance to enable businesses to grow	September 2016
To deliver and facilitate projects that contribute to the regeneration of Tewkesbury	To enable Tewkesbury to fulfil its potential	March 2017
To work with Winchcombe Town Council to review and co-ordinate revised approach to tourism marketing in Winchcombe	To market Winchcombe effectively and to use resources more effectively.	December 2016

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<b>Community Development</b>		
To embed the place approach across the borough	To enable our communities to help themselves.	April 2016
To deliver the outcomes from the Sports, Social and Open Spaces Assessment and Strategy	To meet the sporting and recreational needs of our community	March 2017
To develop a corporate approach to volunteering	To value and support our volunteers more effectively	December 2016
To review the 2012-16 Health and Wellbeing Strategy and scope future vision/priorities	To contribute to improving the health of our residents	March 2017
To develop an approach to integrating new and existing communities	To encourage residents to know more about their communities, have greater co-ordination and to provide effective support	March 2017
<b>Development Management</b>		
Continue with Review of Development Management Service	Improve the efficiency and effectiveness of the service. Increasing the speed of decisions and improve customer experience.	March 2017
Reintroduce permitted development rights for housing estates in Bishops Cleeve/Hucclecote. <b>(Brought forward from 2015-16)</b>	Improve efficiency by reducing the number of applications received. Positive benefits to customers who would not need to apply for planning permission.	March 2017
Draft Pre-application member engagement policy. <b>(brought forward from 2015-2016)</b>	Early Member engagement can allow for local issues to be identified and considered before an application is submitted. This can ensure better outcomes from the planning process, in particular in the form of less uncertainty for developers; development proposals which are informed through a better understanding of local issues and priorities; and through speedier planning decisions.	December 2016
Review of Development Management pages of Council website	Improve customer service and allow for more self-service, freeing up resources and capacity.	December 2016
<b>Planning Policy</b>		
Ongoing work with communities to progress Neighbourhood Development Plans (NDP). Includes running formal consultation and organising the examination of plans.	A number of communities are at different stages of preparation of their NDPs. TBC needs to provide policy and legal assistance and guidance throughout this process. Any successful NDPs will become part of Tewkesbury development plan with the JCS and Borough Plan.	March 2017
Review of town centre/retail boundaries for Tewkesbury, Bishop's Cleeve and Winchcombe	Review of boundaries needed for the Joint Core Strategy and Tewkesbury Borough Plan.	May 2016

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Gypsy, Traveller & Travelling Showpeople Needs Assessment Update (Gloucestershire-wide project)	Update on the need for GTTS accommodation to be planned for through the Tewkesbury Borough Plan.	June 2016
Annual Monitoring Report	Provide an up to date assessment of the housing and employment land supply in the Borough. Needed for 5 Year Supply Calculations.	June 2016
Employment Land Review	Provide an assessment of potential new employment land to be considered for allocation through the Tewkesbury Borough Plan.	July 2016
Tewkesbury Borough Plan Green Belt review	Assess the potential for small scale Green Belt areas to accommodate limited local needs growth at villages in the Borough. Will inform site allocations in the Tewkesbury Borough Plan.	August 2016
Additional Strategic Flood Risk Assessment Level 2 work for Tewkesbury Borough Plan site allocations. <b>(Brought forward from 2015-2016)</b>	Potential site allocations through the Tewkesbury Borough Plan need to be assessed for any flood risk to evidence that they are suitable for future development.	October 2016
Additional Transport Assessment work for Tewkesbury Borough Plan site allocations.	Potential site allocations through the Tewkesbury Borough Plan need to be assessed for their transport impact to evidence their deliverability and to identify any infrastructure improvements needed.	October 2016
Strategic Assessment of Land Availability	Annual assessment of land availability within the Borough to provide a picture of future land supply.	February 2017
Sustainability Appraisal of Tewkesbury Borough Plan	Legal requirement for the development of the Borough Plan to be subject to Sustainability Appraisal. Ongoing process throughout the plan making process.	March 2017

### 4. Factors that may affect future service delivery

#### Factor

Operation of the Tourist Information Service, including Winchcombe TIC and Tewkesbury Heritage & Visitor Centre. Options for delivery of the service will be considered, working, where practicable, with Winchcombe and Tewkesbury Town Councils. This will impact on staff and wider tourism service delivery

Continued collaboration with Cheltenham and Gloucester (Planning Policy)

The timescale and resource requirement for the Joint Core Strategy. This has a particular impact on work around the Tewkesbury Borough Plan.

The progression of Neighbourhood Development Plans by communities

Potential major planning applications and appeals

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Continued housing land supply shortfall
Review of the Development Control Service
Potential implementation of Community Infrastructure Levy
Changes to planning guidance/legislation
Resources.
Parish council needs and requirements
Capacity and funding of the Voluntary Community Sector
Continuing review of the Development Control Service
Changes to planning guidance/legislation – particularly the Housing and Planning Bill