


Service Plan Template 2015/16

Service:	Head of Service:	Matthew Evans	
Planning	Director:	Paul Wenham	
	Portfolio Holder(s):	Cllr Brian Adams	

1. Service Plan Overview 2015/16

Development Control, Planning Policy and Projects

The Government continues to reform the planning system to support its growth agenda. The service will need to respond to these changes while continuing to provide advice to the Planning Committees, meet performance targets for determining applications, defend appeals effectively and provide an effective enforcement service. The Service has received an increased numbers of major housing schemes in this year as developers respond to the Government's agenda to provide a step change in the delivery of new housing. A priority is to prepare a new Local Plan which will pass the tests of soundness at Examination. This Plan is needed to provide a framework for managing new developments which meets the needs of present and future generations of residents of the Borough whilst ensuring that adequate infrastructure is in place and its unique environment is enhanced and protected.

The Service will also continue with its programme of Conservation Area Reviews and implement projects to actively improve Waverly's built heritage together with the development of the design capability of the Service.

Housing Enabling

This function supports the development of affordable homes on a number of sites on Council owned land, while supporting the delivery of affordable housing on other sites (including rural exceptions) through the planning process. The Council remains committed to delivering on its target of a minimum 250 new affordable houses in the next 5 years. Supporting the delivery of the Council's Affordable Housing Plan is a key priority.

Building Control

This service is a statutory requirement but also works within a competitive environment where private sector approved inspectors offer a similar service. A continued objective will be to break even together with the preparation and implementation of a Business Plan to take the service forward. The function has a key role in making sure that buildings are structurally sound, safe in the event of fire, are energy efficient and have adequate drainage and ventilation.

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2. Focus for the coming year – Action Plan

Desired outcome / Objective		Increasing the supply of houses to meet Waverley's needs, including affordable houses				
Ref	Action(s)	Timescales / Deadlines	Lead Officer	Resource Implications Cap/Rev	Corporate Plan Priority?	Success Criteria/Performance Measures/Targets
PL/1	Secure planning permissions for new housing including affordable housing	Timescales for planning permissions dependant on development industry	Alice Lean/ Elizabeth Sims	Officer time	Yes	Affordable housing provided in accordance with Council planning policy on qualifying sites Evidence of rural exception sites approved
PL/2	Update planning policy and new sites identified Local Plan adopted	Milestones set out in Local development Scheme Preparation of neighbourhood plans dependant on parish councils	Graham Parrott/ Alice Lean	Officer time Policy development will incur additional costs related primarily to technical evidence, consultation and the public examination	Yes	Number of homes granted sufficient to maintain a 5 year housing target Local Plan adopted Site Allocations Evidence of neighbourhood plans adopted
PL/3	Support the preparation of neighbourhood plans by parish councils	Dependant on timescales of parishes	Graham Parrott	Dependant on number of parish plans instigated by parish councils Government funding available	Yes	100% of neighbourhood plans at examination are declared sound and adopted

Desired outcome / Objective		Supporting the needs of businesses				
Ref	Action(s)	Timescales / Deadlines	Lead Officer	Resource Implications Cap/Rev	Corporate Plan Priority?	Success Criteria/Measures
PL/4	Ensure the planning process is supportive of local businesses.	Timescales for planning permissions	Elizabeth Sims Graham	Officer time Policy development will incur additional	Yes	Number and proportion of permissions granted for business uses

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		dependant on development industry Milestones set out in Local Development Scheme	Parrott	costs related primarily to technical evidence, consultation and the public examination		Amount of new employment Floor space created Number of neighbourhood plans.
PL/5	Support the preparation of neighbourhood plans to deliver locally led growth	Dependant on timescales of parishes		Dependant on number of parish plans instigated by parish councils Government funding available	Yes	100% of neighbourhood plans produced are declared sound and adopted

Desired outcome / Objective		To promote and celebrate excellence in design and improve the public realm				
Ref	Action(s)	Timescales / Deadlines	Lead Officer	Resource Implications Cap/Rev	Corporate Plan Priority?	Success Criteria/Measures
PL/6	Maintain quality of new development	Ongoing via planning application process Implementation of Design Training programme	Elizabeth Sims Sarah Wells	Officer time Officer time	Yes Yes	Feedback from end users of new development Review of appeal decisions and performance target met Number of conservation area reviews completed
PL/7	Carry out Conservation Area appraisals in accordance with programme	In line with project plan	Sarah Wells	Officer time	Yes	Two reviewed annually and adopted by Council
PL/8	Tree Preservation Orders kept under review	On-going	Andy Clout	Officer time	Yes	TPOs review and completions.
PL/9	Preparation and agreement of Buildings of Local Merit (BLM)	Dependant on timescale of local groups	Sarah Wells	Officer time & community involvement	Yes	Number of BLM designated Evidence on factor in planning decisions and appeals

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PL/10	Undertake Design Awards	November 2015	Sarah Wells	Officer time & community involvement External sponsorship	Yes	Successful awards ceremony
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Desired outcome / Objective	Put in place adequate Infrastructure to support new development					
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Ref	Action(s)	Timescales / Deadlines	Lead Officer	Resource Implications Cap/Rev	Corporate Plan Priority?	Success Criteria/Measures
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PL/11	Community Infrastructure Levy (CIL) adopted	Infrastructure schemes funded and implemented Timescales subject to progress on Local Plan	Graham Parrott	Officer time and some consultants / examination costs	Yes	CIL adopted Number and cost of Infrastructure schemes funded and implemented
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Desired outcome / Objective	Secure resilient Building Control team					
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Ref	Action(s)	Timescales / Deadlines	Lead Officer	Resource Implications Cap/Rev	Corporate Plan Priority?	Success Criteria/Measures
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PL/12	Implement Building Control Business Plan	March 2016	Matthew Evans	Officer time	Yes	Recruitment of Business Manager Implementation of Business Plan Increase in Market Share
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