

**Place & Performance**  
**Area Development West Service Plan 2017-2018**

Portfolio Holder – Councillor Valerie Keitch

Team Lead – Tim Cook

Communities Lead – 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

<b>Service Action Plan: Top level actions – more detail is within individual work programmes / project plans</b>					
Action	Lead Officer	Target Date	Outcomes to be achieved this year	Current Progress	
Support the Chard Regeneration Scheme Project Manager (CRS PM) to progress work in the town centre	TC/DM	Ongoing	Vibrant town centre	Support provided to PM Timothy Douglas. Meetings planned for 2018.  ADTL continues to attend meetings.	
Deliver and support business related events in Chard including on the 4 <sup>th</sup> Floor of Lace Mill, using events to gather evidence of what local businesses need to grow.	DM & CSAs	Ongoing	Better informed businesses	Five Hub events held up to July 17 then discontinued. Chard Business Voice networking group supported to provide events. Digital Inclusion event postponed. Digital Cluster Group formed, future open events planned	
Provide support to deliver projects identified in Chard Town Team's Action Plan	AB/DM	Ongoing	Stronger relationship with business sector and increased footfall in Chard	Chard Town Team main focus is delivering events. Working with CTT through attendance at meetings ongoing.	
Design and deliver Town Centre events programme to allocate resources set aside by AWC.	DM, AB & TC	Report to AW August 2017	Increased footfall in market towns	Programme launched. First round extended to end Nov. As at 15/11 one application received, two others expected.	

Develop a Local Economic Strategy for Crewkerne	AB, ND & CSAs	Autumn 2017	Businesses work together on beneficial projects	Organised Business Breakfast meeting in Crewkerne on 23 <sup>rd</sup> Nov. Verbal update will be given at the meeting.	
Develop a Local Economic Strategy for Ilminster	TC/ND	Autumn 2017	Businesses work together on beneficial projects	Project to start with a business survey. Template supplied.	
Chard Business Hub	DM	On hold	Stronger business community	On hold pending third party reports	
Market Town Investment Group, support towns to take an active role in the Digital High Streets programme	DM ND	Ongoing  Officer time to provide support	Improved digital presence for our market towns	Detailed work with Chard MTIG reps has created Digital Chard initiative and suite of project proposals in partnership with Chard Town Council and local organisations.	
Support the Local Information Centres with SLAs	DM	Summer 2017	Improved promotion of the 3 towns	Negotiated change from TIC to LIC with Chard Town Council (as operator of TIC). 2017/18 SLA's for Crewkerne, Ilminster and Chard in place.	
Continue to provide advice to potential applicants to LEADER programme as and when required	TC & DM	Ongoing	Support for prospective projects results in investment	Three applicants supported to make preliminary applications.	
Support ABCD in the development and implementation of projects from Crewkerne Community Plan	AB	Ongoing	Stronger sustainable community	Additional support from SPARK secured. Attended Community event in Crewkerne in conjunction with Spark. Business Breakfast meeting in Crewkerne on 23 <sup>rd</sup> Nov	
Support Ilminster Forum in production of the Community Plan	ND/TC	Ongoing	Publish Community Plan with Action Plan	Community Plan published. Move to support delivery.	

Support Ilminster's Neighbourhood Plan Group	TC	Ongoing	Town has influence over growth	Support provided to the Town Council to establish a Project Group. Next step is to begin gathering relevant evidence and engage in Local Plan review process.	
Support development and implementation of parish plans as and when required. West & Middle Chinnock currently only village working on a plan	DM & TC	Ongoing	Improved evidence of need which can be used to enable a wide range of projects.	Currently no requests for support.	
Provide support and advice to community groups seeking funding, including S106 funds, and manage and assess SSDC community grant applications	AB, DM & ND CG	Ongoing Admin Support	Continued engagement with communities	Ongoing community grant assessments. Supporting Crewkerne TC with potential changing room / toilets at Happy Valley. See grants summary.	
Support Haselbury Plucknett to progress the feasibility, funding and design of a new village hall	TC/AB	Ongoing	Better community facility for the village	No recent contact. Officers to re-establish contact.	
Run a high quality access point and advice service for the public at the community offices	DH & CSAs	Ongoing	Improved customer service and access to local information	Community Office update report considered by AWC in September.	
Support the development of new and / or improved play areas	DM & AB	Ongoing	Better play facilities in towns and villages	Assessed grant application from Crewkerne TC for improvements to Henhayes play area. Supported the development of Chard 'Plot 5', Jarman Way, now usable with seating and goal. Watching brief on Henson Park.	
Partake in local Community Safety Partnerships	HV & TC	Ongoing	Greater partnership working on community safety	Attend Chard One meetings fortnightly	

Provide support to parishes wanting to carry out Housing Needs Surveys	ADT	Ongoing as required	Parishes have clear evidence of need	Survey supported in Merriott.	
Support the work of the Rural Housing Strategy	ADT	Ongoing	Attend meetings and events	Meetings and events attended.	
Provide support to the CLICK into Activity Steering Group	ND	Ongoing	Healthier residents	CLICK meetings attended this year and advice given.	
Support the South Somerset Digital Inclusion Group	DM	Ongoing	Event at Lace Mill	Event organised but postponed due to lift failure and again due to low online registration level. To be reviewed in 2018.	
Support Crewkerne Connect – Adult Health and social care	AB	Ongoing	Stronger partnership working in the care sector	AB Was attending this but I uncertainty about the future of the group.	
Support work to extend sustainable routes through Chard and onto Tatworth	DM	Ongoing	Deliver legal agreements for creation of route	Negotiations with parties continue positively. AWC agreed to fund a limited contribution to land-owner costs of transfer. Work continues to define route and estimate build costs.	
Support the Blackdown Hills AONB Partnership	TC/ND	AW report December 2017	Greater engagement with the natural environment	Review of the AONB Management Plan 2019 – 2024 is underway. Progress report & presentation at AWC December 2017	

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.

TC = Tim Cook

DM = Dylan Martlew

AB = Alison Baker

ND = Nicky Doble

DH = Debbie Haines

CSA = Community Support Assistant