

Planning and Transport Development Service Action Plan

2012/13

This plan is an active document that will be reported against every six months via the Service Delivery Programme performance report. All staff that are part of the Service should have an opportunity to contribute to its creation and any new staff joining the Service should be made aware of this document as part of their induction.

Introduction

Divisional Director	David Trigwell
Lead Portfolio Holders	Cllr. Tim Ball and Cllr. Roger Symonds
Staffing Establishment (2012/13)	107.5

Scope of Service (size, proportions and activities)

Planning Services:

The Service is responsible for providing policies to guide and encourage future development in the district and the production of policy documents that set out the long-term planning framework. We offer a range of services including development planning, management of development and the natural/historic environment.

The Core Strategy is widely recognised as a key delivery tool for the achievement of the Councils Vision and Priorities. The Core Strategy and later stages of the LDF are a way to manage the future strategic issues across all areas of the community and ensure an up-to-date planning policy framework. The community at large see that these outcomes are facilitated through the development process. Planning Gain is recognised for its contribution to the delivery of Council priorities.

Development Management is responsible for the processing of planning applications, listed building and conservation applications, provision of pre application advice and planning permission enquiries and the enforcement of planning law. The Environment Team contributes to the stewardship of the built and natural environment, supplying expert advice to the planning application process, the forward planning process to the wider council and public.

Dealt with per annum:

C2,700 planning applications, C600 pre application enquiries, C500 Householder development planning questionnaires, C10,000 correspondence, C700 Enforcement cases, C600 Tree Work enquiries, C100 Appeals

Building Control:

We offer a range of services including Building regulations, Dangerous structures, Control of demolition work, Protection & monitoring of hot springs in Bath and Land Charges. We give professional, efficient and responsive service for customers on projects from small domestic extensions up to the large multi-million pound developments. The team has an in depth knowledge of the area and has experience with dealing with all types of work. In addition offers a free pre-application consultation service to customers. Dealing with

over 1100 building regulation applications per year ranging from small domestic works up to major, multi million pound Schemes. c2500 land charge searches. We also operate emergency 24/7 out of hours service for dangerous structures.

Transport:

We offer a range of services including the development of major Transport Projects such as the Greater Bristol Bus Network, Bath Transport Package and other funding initiatives like CIVITAS and the Local Sustainable Transport Fund. We also provide advice on Highway Development Control, Transportation Planning (including traffic counts and modelling) and support Public Transport. We also work with adjoining local authorities in the West of England to co-ordinating transport policies and bid to Government for funding.

The projects which we have obtained funding for are:

Bath Transport Package
Greater Bristol Bus Network
CIVITAS
Local Sustainable Transport Fund – Key Component
Smartcard project

We are awaiting decisions on the following project:
Local Sustainable Transport Fund – Major Bid

The service prioritised projects for inclusion within the Capital Programme in accordance with the Council's transport policies as set out in the Joint Local Transport Plan. We have a statutory responsibility to comment on highway and transport matters arising from planning applications and we negotiate improvements through section 106 agreements.

Transportation Planning provides advice in the future transport needs of the district including Traffic Modelling, Assessment of Major Planning Applications, Travel Planning, Freight Policy, Parking Policy and Traffic Monitoring, Sub Regional Freight groups, Employers Travel Forum
Transport promotions and awareness campaigns.

Public Transport provide funds for Supported bus services & Community Transport Schemes. We also manage the Concessionary fares (Diamond Travelcard) and promotion of Smartcards.

Management Structure of Service



Customer Profile

Outline who your main customers are, e.g., service users, residents, other council services, officers, members, partners etc

The public whether they reside, work or visit Bath & North East Somerset are all customers. The services within this Division are responsible for the delivery of their aspirations for growth, sustainable development in a challenging heritage environment. Our planning and transport policies shape this process. We will work with local communities in response to the Localism agenda.

Building Control deals directly with the construction and design industry in competition with the private sector providers.

The Planning Development Management services shapes the District through the grant of planning approval within the context of planning policy and emerging Core Strategy. There are competing interests in this process which requires conflict resolution.

Development of both Planning and Transport policy enables the delivery of the jobs, homes and the facilities that a sustainable community needs. As such this provides a service to the future residents and businesses within the District.

In all cases this will include the public, developers, other Council services & members, other partner organisations such as the 4 UA's which make up the West of England Partnership, including the LEP & The Joint Transport Committee.

Typically with European transport related projects customers are the EC, future policy makers & those who visit, live & work in B&NES.

Target groups are identified in the Council's Statement of Community Involvement.

Are there any specific customer needs that require your service to change?

- Develop new registration system for organisations seeking approval of Sustainable Drainage schemes under the Flood & Water Management Act 2010
- Localism Act – Need to respond to Neighbourhood Planning requests, duty to cooperate with other Local Authorities.
- Potential devolution of rail powers & DfT's proposals to devolve funding for Major Transport Schemes (to LEPs)
- Improved public transport information e.g. Real Time Information
- Introduction of Smart Card ticketless system
- More bespoke & timely pre-application advice
- We will review the use of Council Connect in the light of representations that access was preferred direct with Planning Officers.

Service Delivery

Planned improvements to service delivery in 2012/13

- Review management team following the changes undertaken in Transport in 2011/12.
- Establish a team to implement planning obligation delivery and CIL.
- Review of services provided through Council Connect
- Refocus of Planning Information Officers roles - stopping PD enquiries and directing customers to Planning Portal
- Review of Pre-application service.
- Review of our application registration process.
- Implementation of local fee-setting (subject to Legislation)

- Internal review of approval for 3rd Parties to work on the highway in conjunction with Environmental Services.
- Review delivery of the capital programme & the Local Sustainable Transport Fund (bid dependent)
- Review single point of delivery for Traffic Regulation Orders with Environmental Services.
- Identify resources to allow transport & environmental bids to EU, DfT and other Government Departments for additional funding, including preparatory costs.
- Expand Building Control offer of additional 'value added' services such as SBEM / Code for Sustainable Homes audits to its customers to generate additional income and further improve competitiveness of service
- Extend 'account manager' style service to major customers to give single, consistent point of contact
- Increase number of customer satisfaction returns by giving customers a wider choice of routes to respond
- Increase ease of making on-line applications and build in ability to pay on-line
- Investigate making plans and correspondence available electronically through Uniform as with Development Control to enable increased flexible working.

Areas of the Service that are to be stopped or reduced in 2012/13 (due to budget pressures / change in focus etc)

- As all schools now have travel plans we can refocus resources on delivering the LSTF projects
- Reprioritising enforcement investigation in light of agreed protocol (Subject to Revision of Parish Charter) – *Appendix 2*
- Reduced financial contribution to Environmental Partnerships
- Reduce storage of paper files.

External influences / pressures that could impact on service delivery during 2012/13 (excluding budget pressures)

- The Core Strategy Inspector finds the Core Strategy unsound
- Localism Act 2011
- Delivery of Key Component of the LSTF Bid
- Failure to secure funding from submitted bids:
 - Local Sustainable Transport Fund major scheme bid announcement in Jun 2012
- Competition in the building control market is fierce particularly in the midst of an economic downturn
- Future calls from EU for additional programmes
- Ensure effective and timely use of Complaints Procedure.

Service Costs

Explanation of Service costs (including areas of high spend and growth / investment)

- £150,000 growth extra planning resource to deliver CIL administration and management.
- Concessionary fares relies on adequate funding from Government.
- Supported bus services – the council spends £1m per annum on supporting non-commercial bus routes. £32,000 of growth has been proposed to increase the frequency of 6/7 bus route
- The Council has successfully bid for European funding for Transport schemes. Business cases will be brought forward for one off funding for bids.
- £50,000 growth Avon Act enhancement – S.32 Avon Act needs to be revised and extended to improve the protection of the hot springs in Bath.
- £240,000 growth is to cover the significant shortfall in Park and Ride income. This shortfall is likely to remain a challenge in the medium term.

Value for Money improvements - planned efficiencies / savings to be made during 2012/13

- Planning Development Management – adoption of local charging for applications to more fully cover costs if the legislation is passed by parliament - £800,000.
- Redeployment of existing Transport staff to deliver Local Sustainable Transport Fund - £100,000

Summary from Medium Term Service & Resource Plan ([add hyperlink to relevant web page for more detailed information](#))

MTS&RP Items	2011/12 (for comparison) £'000	2012/13 £'000	2013/14 £'000	2014/15 £'000
Opening Budget	7,297	8,215	7,616	7,656
Removal of one-offs		(293)	0	0
Service Proposed Base Reductions to Balance Budgets	(637)	(932)	0	0
Service Proposed Growth	433	626	327	285
Proposed Base Budget	7,093	7,616	7,943	7,941

Target Budget	7,093	7,616	7,656	7,592
Deficit / (Surplus)	0	0	287	349
Additional Stretch Reductions	0	0	0	0
In Year Adjustments	1,122	n/a	n/a	n/a
Proposed Overall Budget	8,215	7,616	7,656	7,592

Workforce Planning

It is important that the Council continues to maintain and develop the workforce necessary to meet its future needs both in terms of the numbers employed and skills & competency required of those employees. To inform the forward Organisational Development and Workforce Planning Strategy, please complete the section below with details of actions you have taken or plan to address your service needs. The list of questions is neither exclusive or exhaustive but intended to assist you in considering the broader issues which may relate to either your service or Change Programme Workstreams.

Please also outline any identified needs that you cannot address/think will be more difficult to address.

Alternatively, if your service has developed a specific workforce plan, attach as an appendix to this Service Plan.

Organisational Development: Implementation of 'future organisational model':

- *How are you developing new workforce structures/ways of working to support the 'future council' organisational model?*
- *What alternative service delivery arrangements are planned/anticipated?*

Are you considering job redesign? If so how/what

- The services that are currently provided on behalf of the Council by this Division are largely statutory.
- Ensuring the maintenance of a core officer group to deal with primary responsibilities. This is supported by built in flexibility using the planning framework and specialist consultants. In response to Localism Act and other legislation, we are making provision for specialist Enforcement and CIL roles. This structure will enable the service to respond to economic pressures, upturn or downturns.
- Work has already been undertaken to prepare the individual services to move to the future organisational model. Design & Projects and Traffic and Safety have now migrated to the

	<p>Environmental Services Division.</p> <ul style="list-style-type: none"> • World Heritage Site Management responsibility has moved to TLC. • In order to effectively meet customer needs and to address the future organisational model we will continue to examine our culture, processes, structures & ways of working. We will work with our UA partners reporting to our Joint Transport Committee & will be fully engaged with our Local Enterprise Partnership. • Building Control are investigating alternative models of service delivery with the active participation of LABC services. • More flexible working is being pursued to increase efficiency and effectiveness of service. • Job redesign initiated by job description reviews to reflect the council's Vision and to establish new funding opportunities
<p>Leadership and Management Development:</p> <ul style="list-style-type: none"> • <i>What plans do you have for developing leaders in the new context?</i> • <i>Do you have a programme to assess and develop manager competency and meet gaps?</i> <p><i>Have you identified new manager skills that will be necessary in the 'future council'</i></p>	<ul style="list-style-type: none"> • Managers within the division will continue to be given every opportunity and encouragement to further develop their management skills, including leadership, managing change & meeting customer needs, managing information & knowledge, managing projects & processes, all against a backdrop of diminishing resources. • Developing a coaching culture within the service. The PDR process supports the annual training & development plan for the division and there is a constant focus on ensuring that staff have all the up to date skills necessary, including IT and technical skills. In addition there will be a continuing requirement that staff maintain appropriate levels of continual professional development to meet the requirements of professional bodies. This will be particularly important during this time of legislative change and continued financial restraint.
<p>Skills & Competencies</p>	<ul style="list-style-type: none"> • Continue to improve our management of key projects and work

<ul style="list-style-type: none"> • <i>Have you identified new skills/competencies that will be necessary for success in the new working environment/context?</i> • <i>Do you think you have a significant skills gap, if so what and how might it be addressed?</i> • <i>Have you identified that these skills might be missing/in short supply in the workforce as a whole?</i> 	<p>streams against a background of change arising from budget pressures and new legislation.</p> <ul style="list-style-type: none"> • Need to develop a structure which is flexible to accommodate variable budget provision. • Managers within the division will continue to be given every opportunity and encouragement to further develop their management skills, including leadership, managing change & meeting customer needs, managing information & knowledge, managing projects & processes, all against a backdrop of diminishing resources. • Build capability to manage challenging issues arising from any future restructuring. Some further development required. These would include capacity for management of CIL, Enforcement, LSTF, development of the LEP and further cross boundary working.
<p>Recruitment & Retention</p> <ul style="list-style-type: none"> • <i>Do you anticipate any recruitment difficulties in the current financial climate?</i> • <i>Are you undertaking any activity with partner organisations etc to address current/future skills shortages</i> <p><i>Is removal of the default retirement age likely to impact on you workforce?</i></p>	<ul style="list-style-type: none"> • There have been difficulties in filling key posts within the Division. Career grade addresses retention issues. Consideration given to separation of professional and managerial roles to enable focus on high level case work. • Joint working with other UA's especially where skills shortages severe. • Planning and Building Control Consultancy Framework. • The removal of the default retirement age will not have an impact.
<p>Identified needs that cannot be addressed at service level/may be more difficult to address at this level</p>	

Equalities

We are committed to the Council's core value of ensuring there is equality of opportunity through employment and service delivery. We are committed to promoting equality and eliminating discrimination on the grounds of age, disability, faith/religion or belief, gender including transgender, marital / civil partnership status, race, colour, ethnic or national origin and sexual orientation. Equality Impact

Assessments (EIA) are carried out on all service changes and actions to mitigate impacts.
Please follow the link to the appropriate EIA. [equality impact assessment: financial plan](#)

Key Service Priorities 2012/13

It is important to show how each service priority links to the new Corporate Plan, in particular the four strategic objectives and high level outcomes set out in the table below. At the end of each priority, services **must** indicate whether it will contribute to an objective and add the reference letter for each outcome it will help to deliver.

Objectives	Outcomes	Ref
1. Promoting independence and positive lives for everyone	Children and young people enjoy their childhood and are prepared for adult life.	A
	Schools develop and extend their role in the local community	B
	The Youth Service works with the community to provide opportunities to support and develop young people	C
	Older people are supported to live independently.	D
	The people most in need are supported to live full active lives.	E
2. Creating neighbourhoods where people are proud to live	Where people feel safe	A
	There are decent affordable homes in private and social sector	B
	Clean streets and open spaces	C
	The quality of the environment is maintained or enhanced	D
	Where people are able to travel easily with reduced traffic congestion and pollution	E
	Where local people actively lead the delivery of improvements in their community	F
	Where there are opportunities to participate in sports, leisure and cultural activities	G
3. Building a stronger economy	With a broad range of job and employment opportunities	A
	With a strong local business sector, tourism, and local shopping	B
	Key development sites are delivered to increase the number of local businesses.	C
	A diverse low carbon economy with growth in the knowledge creative, and ICT industries	D

4. Developing resilient communities	Where local people have developed their skills and use them to improve their community	A
	Where decisions are made as locally as possible	B
	Where there is easy access to public services and local amenities.	C
	Communities have adapted to changes in our climate and are not dependent on high carbon energy	D
	Recycling and reduction in waste continues to be extended	E

Priority 1:

Details of Service Priority	Progress the Local Development Framework in accordance with the published Local Development Scheme.		
Impact on local community	<p>The LDF will have a significant impact on local communities through;</p> <ul style="list-style-type: none"> • Provision of homes including affordable homes • Provision of new workspace • Provision & protection of community and recreational facilities • Protection of the natural & historic environment 		
Groups of service users affected	Residents, business, public service providers, students, young people, parish councils, gypsies & travellers		
Key Activities (add more lines as appropriate)	Timescales	Performance Measures	
Core Strategy: Receive Inspector's Report and adopt Core Strategy	July 2012	LDS Milestone achieved & NI 154 & 159	
Place Making DPD: Approve MoD Concept Statements Issues & Options Consultation	July 2012 October 2012	LDS Milestone achieved & NI 154 & 159	
Gypsy & Traveller Sites DPD: Submit for Examination	March 2013	LDS Milestone achieved	
CIL: Hearings & adopt second review of Planning Obligations SPD	January 2013	LDS Milestone achieved	
SCI: Adopt Neighbourhood Planning Protocol & amend SCI Implement arrangements to respond to neighbourhood planning	July 2012	LDS Milestone achieved	
Sustainable Construction and Retrofitting SPD: adopt	Dec 2012	LDS Milestone achieved	
WHS setting SPD: adopt	March 2013	LDS Milestone achieved	
Article 4 Direction: Report on options	July 2012	LDS Milestone achieved	
Annual Monitoring Report: Prepare & Publish	Dec 2012	LDS Milestone achieved	
Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:			
Strategic Objective	Contributes – Y/N?	Relevant Outcomes	

1. Promoting independence and positive lives for everyone	Y	A,B,D,E
2. Creating neighbourhoods where people are proud to live	Y	ALL
3. Building a stronger economy	Y	ALL
4. Developing resilient communities	Y	ALL

Priority 2:		
Details of Service Priority	Processing of planning applications to statutory requirements	
Impact on local community	Facilitating sustainable development	
Groups of service users affected	All users	
Key Activities	Timescales	Performance Measures
Continue to meet Government's targets for determining applications	On-going	NI157a,b,c
Process review and team reorganisation	Apr-12	
Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:		
Strategic Objective	Contributes – Y/N?	Relevant Outcomes
1. Promoting independence and positive lives for everyone	Y	ALL
2. Creating neighbourhoods where people are proud to live	Y	ALL
3. Building a stronger economy	Y	ALL
4. Developing resilient communities	Y	ALL

Priority 3:

Details of Service Priority	Prepare for the introduction of Neighbourhood Plans and review the LDS in light of the requirements arising from the Decentralisation and Localism Bill (in conjunction with Policy & Partnerships Team)
Impact on local community	The new Act gives local communities and businesses greater autonomy to prepare planning policies within the policy framework provided by the Council. The Council also has new duties to facilitate communities in their neighbourhood planning activities
Groups of service users affected	Residents, voluntary groups, businesses, developers and applicants

Key Activities	Timescales	Performance Measures
Review SCI to reflect requirements arising from the Decentralisation & Localism Bill	Jun-12	Milestone met
Initial programme agreed with parish councils for Neighbourhood Planning	Apr-13	Milestone met

Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:

Strategic Objective	Contributes – Y/N?	Relevant Outcomes
1. Promoting independence and positive lives for everyone	Y	A,E
2. Creating neighbourhoods where people are proud to live	Y	A,B,C,D,E
3. Building a stronger economy	Y	A,C,D
4. Developing resilient communities	Y	A,B,D

Priority 4:

Details of Service Priority	Maintaining and enhancing a distinctive and outstanding natural environment to unlock the services it provides to underpin the health and wellbeing of the community
Impact on local community	Supporting the delivery of the Sustainable Community Strategy and Core Strategy
Groups of service users affected	All users

Key Activities	Timescales	Performance Measures
Provide specialist input into the LDF and Development Management to support service priorities and timescales	March-13	Timescales achieved
Work with Natural England and others to deliver our biodiversity duties through policy development and implementation. Work towards securing suitable management of European wildlife sites (SAC & SPA) . Pilot area - Horsecombe Vale	March-13	NI157
Work with our Environmental Partnerships (Cotswolds & Mendip AONB's, K&A Canal, Avon & Frome Valley and BRERC) so that their action plans help deliver our environmental objectives	March-13	Management Plans reflect B&NES priorities
Continue to meet local target for determining tree work applications/notifications and make Tree Preservation Orders as expedient	March-13	QPR
Initiate review of Landscape Character Assessment and plan for next stages including pilot study for character area landscape action plan	Summer 2012	Review report produced
Support strategic environmental funding bids to Natural England and Environment Agency and other identified funding sources to deliver environmental outcomes	March-13	Bids submitted within agreed timescales

Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:

Strategic Objective	Contributes – Y/N?	Relevant Outcomes
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1. Promoting independence and positive lives for everyone	Y	A,B,D,E
2. Creating neighbourhoods where people are proud to live	Y	A,C,D,E
3. Building a stronger economy	Y	C,D
4. Developing resilient communities	Y	A,B,C,D

Priority 5:

Details of Service Priority	Adopt and implement the revised Planning Enforcement policy.	
Impact on local community	Confidence that we can focus our resources	
Groups of service users affected	Residents and businesses	
Key Activities	Timescales	Performance Measures
Member agreement to revise policy	Jun-12	Policy adopted
Introduce standard pro-forma for enforcement complaints	Jun-12	Pro-forma in use
Robust monitoring and reporting	Sept-12	Annual report
Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:		
Strategic Objective	Contributes – Y/N?	Relevant Outcomes
1. Promoting independence and positive lives for everyone	Y	B
2. Creating neighbourhoods where people are proud to live	Y	A,D,F,G
3. Building a stronger economy	Y	D
4. Developing resilient communities	Y	B,D

Priority 6:

Details of Service Priority	Review of support and pre-application processes <ul style="list-style-type: none"> Review of our application registration process. Review of Pre-application service. Review of services provided through Council Connect Refocus of Planning Information Officers roles - stopping PD enquiries and directing customers to Planning Portal 		
Impact on local community	A more efficient and fit for purpose service.		
Groups of service users affected	Developers and applicants		
Key Activities	Timescales	Performance Measures	
Engage with user group on scope of service.	Jan-12		
Adopt a revised policy and procedure	Oct-12		
Adopt charging schedule	Oct-12		
Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:			
Strategic Objective	Contributes – Y/N?	Relevant Outcomes	
1. Promoting independence and positive lives for everyone	Y	ALL	
2. Creating neighbourhoods where people are proud to live	Y	ALL	
3. Building a stronger economy	Y	ALL	
4. Developing resilient communities	Y	ALL	

Priority 7:

Details of Service Priority	Decentralisation of Planning Application fees.
Impact on local community	Will enable the establishment of a service which suits local needs
Groups of service users affected	All users of the Planning Application service as well as the wider public.

Key Activities	Timescales	Performance Measures
Set fees that reflect full cost recovery	Subject to Parliamentary Progress	
Publish and consult on fee schedule	Subject to Parliamentary Progress	
Finalise fees	Subject to Parliamentary Progress	
Parliamentary stage	Subject to Parliamentary Progress	
Reforms come into force	Subject to Parliamentary Progress	
National fees removed	Subject to Parliamentary Progress	New local fee schedule introduced.

Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:

Strategic Objective	Contributes – Y/N?	Relevant Outcomes
1. Promoting independence and positive lives for everyone	Y	ALL
2. Creating neighbourhoods where people are proud to live	Y	ALL
3. Building a stronger economy	Y	ALL
4. Developing resilient communities	Y	ALL

Priority 8:

Details of Service Priority	Maintaining and enhancing a distinctive and outstanding built and historic environment fit for the future		
Impact on local community	Stimulating economic growth, attracting investment and tourism, and a focus for successful regeneration.		
Groups of service users affected	Virtually all communities can benefit from distinctive, enjoyable and successful places in which to live and work.		
Key Activities	Timescales	Performance Measures	
Continue to meet Government's and local targets for determining applications for consent and advising on major developments.	On-going	Quarterly returns	
Ensure all administrative duties in respect of the new Bath List are actioned	Jun-12	Owners notified	
Making the Historic Environment Record available online	Jun-12	Link to Heritage Gateway achieved	
Continue to appraise rural conservations areas subject to resource availability	March 13	Resource review carried out and one appraisal published	
Embed good design and Placemaking in emerging planning guidance	March-13		
Promote sustainable and construction & retrofitting to support corporate climate change agenda	July-12	SPD completed	
Deliver aspects of the WHS management plan through consideration of impacts through the development management process and policy guidance on WHS setting	March-13	WHS SPD adopted	
Consider the requirements for a Heritage strategy depending on the outcome of the NPPF	March-13		
Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:			
Strategic Objective	Contributes – Y/N?	Relevant Outcomes	
1. Promoting independence and positive lives for everyone	Y	ALL	

2. Creating neighbourhoods where people are proud to live	Y	ALL
3. Building a stronger economy	Y	ALL
4. Developing resilient communities	Y	ALL

Priority 9:		
Details of Service Priority	Implement the process for monitoring compliance of Planning Obligations and prepare for adoption of the CIL regime.	
Impact on local community	It will ensure that the community receives maximum benefit from planning obligations and CIL agreements.	
Groups of service users affected	All users	
Key Activities	Timescales	Performance Measures
Ensure that Enforcement and Monitoring is adequately resourced. (This will include developer contributions compliance activity)	Apr-12	Post filled
Rollout corporate management system for the monitoring of developer contributions.	Apr-12	New system in place
Annual monitoring report produced on developer contributions	Dec-12	Milestone achieved
Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:		
Strategic Objective	Contributes – Y/N?	Relevant Outcomes
1. Promoting independence and positive lives for everyone	Y	ALL
2. Creating neighbourhoods where people are proud to live	Y	ALL

3. Building a stronger economy	Y	ALL
4. Developing resilient communities	Y	ALL

Priority 10:		
Details of Service Priority	Ensuring compliance with building regulations on building work covered by the Building Control section	
Impact on local community	Improving the health, safety and welfare of people in and about buildings, improving energy efficiency of buildings and reducing water usage in dwellings	
Groups of service users affected	People who live in, work in and visit B&NES	
Key Activities (add more lines as appropriate)	Timescales	Performance Measures
Ensuring 90% of applications are dealt with within 3 weeks of initial submission	On-going monthly	Service target - QPR
Target of 90% customer satisfaction (satisfied/very satisfied)	On-going monthly	Service target - QPR
Increase percentage of customer satisfaction returns by giving customers a wider choice of routes to respond	Sept 2012	Service target - QPR
Further expand Building Control offer of additional 'value added' services such as SBEM / Code for Sustainable Homes audits to its customers to generate additional income, further improve competitiveness of service and assist in greater energy saving measures in buildings	Sept 2012	Direct financial return identified
Extend 'account manager' style service to major customers to give single, consistent point of contact	Sept 2012	All partner companies to have account manager
Increase ease of making on-line applications and build in ability to pay on-line	April 2013	20% applications received on-line
Investigate making plans and correspondence available electronically through Uniform as per Development Control to	April 2013	Implementation by April 2013

enable increased flexible working		
Increase number of companies in Partner Authority Scheme to enable B&NES Building Control to assess their building regulation submissions and thus generate additional income.	April 2013	2 additional partner companies signed up
Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:		
Strategic Objective	Contributes – Y/N?	Relevant Outcomes (A-F) <i>see above</i>
1. Promoting independence and positive lives for everyone	N	-
2. Creating neighbourhoods where people are proud to live	Y	C
3. Building a stronger economy	N	-
4. Developing resilient communities	Y	D

Priority 11:		
Details of Service Priority	Investigate measures to enhance the protection of hot springs in Bath and to introduce charging for Avon Act applications	
Impact on local community	Ensure continued protection of the hot springs due to the major boost they provide for the tourist economy in the area.	
Groups of service users affected	People who live in, work in and visit B&NES	
Key Activities	Timescales	Performance Measures
Investigate other legal / regulatory avenues which may be necessary to protect hot springs from invasive processes such as hydro fracturing and develop suitable action plan	April 2013	Action plan developed
Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will		

contribute to:		
Strategic Objective	Contributes – Y/N?	Relevant Outcomes (A-F) <i>see above</i>
1. Promoting independence and positive lives for everyone	N	-
2. Creating neighbourhoods where people are proud to live	N	-
3. Building a stronger economy	Y	B
4. Developing resilient communities	N	-

Priority 12:		
Details of Service Priority	Dealing with all reported dangerous structures to ensure safety of people in and around buildings	
Impact on local community	Maintaining and improving public safety	
Groups of service users affected	People who live in, work in and visit B&NES	
Key Activities	Timescales	Performance Measures
Ensure a technical assessment of all reported dangerous structures with 24hrs of report and within 2hrs for urgent events	On-going	
Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:		
Strategic Objective	Contributes – Y/N?	Relevant Outcomes (A-F) <i>see above</i>
1. Promoting independence and positive lives for everyone	N	-
2. Creating neighbourhoods where people are proud to live	Y	A
3. Building a stronger economy	N	-

4. Developing resilient communities	N	-
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Priority 13:		
Details of Service Priority	Creating neighbourhoods where people are proud to live. Civitas	
Impact on local community	People are able to travel easily with reduced traffic congestion and pollution. The profile of transport is raised both in B&NES and the EU.	
Groups of service users affected	The European Commission, Members, Policy Makers, Users of the demonstration projects on foot, by cycle, by car, by HGV or public transport.	
Key Activities (add more lines as appropriate)	Timescales	Performance Measures
EC Audit at B&NES response to auditors report post audit in Nov 2011	March/April 2012	Auditors sign off.
Draft & Final Deliverable Reports for the Bath Measures X 4 & 3 partner measures reports.	April- Sept 2012	Acceptance by EC
Annual Review year 4	Sept 2012	Acceptance by EC
Intermediate Activity Report including budget financial statement.	March/ April 2012	Acceptance by EC and settlement of financial claim
Periodic Progress Report 4 including financial claim (sign off of form C annually)	August /Sept 2012	Acceptance by EC
Consortium Meeting X1 Perugia	September 2012	
Measure 1.3 Trial Hybrid Vehicle, dissemination & evaluation & final deliverable report.	March 2012	Acceptance by EC
Measure 3.4 Demand Management of Freight Vehicles, dissemination, evaluation and final deliverable report.	May 2012 Report March 2012	Acceptance by EC
Measure 4.3 Way finding & Information System installation of Street Furniture, dissemination, evaluation & final deliverable report.	Report March 2012	Acceptance by EC
Measure 5.4 City Centre Demonstration, dissemination, evaluation & final deliverable report.	Report March 2012	Acceptance by EC

Measure 6.3 City Car Club clean vehicle trial, dissemination, evaluation & final deliverable report.	Report March 2012	Acceptance by EC
Measure 6.4 Bicycle Hire “Bike in Bath “installation Dissemination, evaluation & final deliverable report.	Report June 2012	Acceptance by EC
Measure 7.2 Freight Transhipment Operation, dissemination, monthly evaluation & final deliverable report. (2nd year of trial financed by Council’s)	Report March 2012 Trial December 2012	Acceptance by EC
Evaluation & Dissemination plans for all of above measures.	September 2012	Acceptance by EC
Close Down of Project and Budget	September to December 2012	Acceptance by EC

Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:

Strategic Objective	Contributes – Y/N?	Relevant Outcomes
1. Promoting independence and positive lives for everyone	N	-
2. Creating neighbourhoods where people are proud to live	Y	A,D,E
3. Building a stronger economy	N	-
4. Developing resilient communities	Y	C,D,E

Priority 14:

Details of Service Priority	Creating neighbourhoods where people are proud to live. Delivery of the Bath Transportation Package	
Impact on local community	To reduce congestion, improve the environment, improve accessibility & support economic growth.	
Groups of service users affected	Users of public transport on 9 showcase bus routes, including P & R. Better travel information for those who visit or work in Bath. Improved city centre environment.	
Key Activities	Timescales	Performance Measures

Continuing client role	2012/2013	Key milestones
Bus Shelter Design, public consultation.	Early 2012	Members accept shelter design.
Discharge of planning pre commencement planning conditions	Spring 2012	Sign off of conditions by planning
Construction Communications Strategy	Spring 2012	
Procurement of project elements for construction	Spring 2012	VFM demonstrated
Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:		
Strategic Objective	Contributes – Y/N?	Relevant Outcomes
1. Promoting independence and positive lives for everyone	Y	D,E
2. Creating neighbourhoods where people are proud to live	Y	A,E
3. Building a stronger economy	Y	A,B,C
4. Developing resilient communities	Y	C,D

Priority 15:		
Details of Service Priority	Creating neighbourhoods where people are proud to live. Key component LSTF	
Impact on local community	A reduction in carbon emissions, an improvement in air quality, & a reduction in congestion. Awareness raising campaigns.	
Groups of service users affected	People travelling to work on key corridors of A4, A362, A367 during peak hours.	
Key Activities	Timescales	Performance Measures
Employer Engagement	2012/13	NJLTP3 Indicators: Congestion, Bus passengers, CO2 emissions, Rail Passengers, Cycle Users

Market Research & Evaluation	2012/13	
Development of Strategic Routes for Walking & Cycling	2012/13	JLTP Indicator: Cycle users
Promotions & Marketing Activities	2012/13	JLTP3 Indicators: Congestion, Bus passengers, CO2 emissions, Rail Passengers, Cycle Users

Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:

Strategic Objective	Contributes – Y/N?	Relevant Outcomes
1. Promoting independence and positive lives for everyone	N	-
2. Creating neighbourhoods where people are proud to live	Y	E
3. Building a stronger economy	Y	A
4. Developing resilient communities	Y	C,D

Priority 16:

Details of Service Priority	Creating neighbourhoods where people are proud to live. Local Sustainable Transport Fund. Bid decision anticipated Summer 2012	
Impact on local community	Wide ranging awareness raising.	
Groups of service users affected	Commuters, large employers, education providers.	
Key Activities	Timescales	Performance Measures
Project 2 Business Travel	2012/13 bid dependent	JLTP3 Indicators: Congestion, Bus passengers, CO2 emissions, Rail Passengers, Cycle Users,
Project 3 Key Commuter Routes	2012/13 bid dependent	As above

Project 4 Vibrant Streets	2012/13 bid dependent	As above
Project 5 Rural Links & Hubs	2012/13 bid dependent	As above
Project 6 Key Centres	2012/13 bid dependent	As above
Project 7 Move to Secondary School	2012/13 bid dependent	As above
Project 8 Preparing for Adulthood	2012/13 bid dependent	As above
Project 9 Universities	2012/13 bid dependent	As above
Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:		
Strategic Objective	Contributes – Y/N?	Relevant Outcomes
1. Promoting independence and positive lives for everyone	Y	A
2. Creating neighbourhoods where people are proud to live	Y	D,E,F
3. Building a stronger economy	Y	A
4. Developing resilient communities	Y	B,C,D

Priority 17:		
Details of Service Priority	Creating neighbourhoods where people are proud to live. Prioritise and confirm the annual programme of integrated transport schemes.	
Impact on local community	More walking, cycling and use of public transport. Safer roads and reduced pollution and carbon emissions.	
Groups of service users affected		
Key Activities	Timescales	Performance Measures
Developing programme of integrated transport schemes	March 2013	NI047, NI048, NI176, NI178

		J JLTP3 Indicators: Congestion, Bus passengers, CO2 emissions, Rail Passengers, Cycle Users,
Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:		
Strategic Objective	Contributes – Y/N?	Relevant Outcomes
1. Promoting independence and positive lives for everyone	Y	D
2. Creating neighbourhoods where people are proud to live	Y	A,D,E
3. Building a stronger economy	Y	C
4. Developing resilient communities	Y	B,C,D

Priority 18:		
Details of Service Priority	Quest EC project Duration 30 months. 19 partners. Project commenced May 2011	
Impact on local community	Wider impact than local community as raised Bath's profile with the EC.	
Groups of service users affected	Raising public awareness of urban mobility plans. Involving Key stakeholders in transport field amongst others.	
Key Activities	Timescales	Performance Measures
Quick Scan Stakeholder engagement X 2 Development of Audit tool. Deliverable is an audit tool which will be rolled out EU wide to assist other countries in making their Sustainable Urban Mobility Plans		Acceptance of audit tool by EC reviewers. Raises profile of JLTP objectives across EU& beyond.
Host Workshops X2 between June 2012 –May 2013		
Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:		

Strategic Objective	Contributes – Y/N?	Relevant Outcomes
1.Promoting independence and positive lives for everyone	N	-
2.Creating neighbourhoods where people are proud to live	Y	D
3.Building a stronger economy	N	-
4.Developing resilient communities	Y	A

Priority 19:

Details of Service Priority	Responding to other EU calls from FP 7 programme or similar resulting in bids being developed/submitted.	
Impact on local community	Wider impact than local community as raises Bath's profile with the EC.	
Groups of service users affected	Raising awareness of sustainable urban mobility plans.	
Key Activities	Timescales	Performance Measures
<p>Development of other Bids. Social Car bid submitted in May 2011. Anticipate notification end of year 2011. If successful, in all cases match funding issue will require to be addressed which would typically be 25 – 30% of any award of grant.</p> <p>If successful anticipate activities similar to Quest & Civitas. As Civitas concludes opportunity to develop bids diminishes. (all bids match funding dependent & reliant on internal & external expertise) Need to allow circa £50k to bid, this amount could be shared if bid jointly with others. Expression of interest made to consortium working on Tactics proposal.</p>	All bid dependent	
An expression of interest has been given for joining the consortium working on the Tactics proposal.	Bid dependent	

Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:

Strategic Objective	Contributes – Y/N?	Relevant Outcomes
1. Promoting independence and positive lives for everyone	n/k yet	
2. Creating neighbourhoods where people are proud to live	n/k yet	
3. Building a stronger economy	n/k yet	
4. Developing resilient communities	n/k yet	

Priority 20

Details of Service Priority	Introduction of District wide 20mph speed limits
Impact on local community	Improved road safety
Groups of service users affected	Pedestrians including children, cyclists and those without access to cars

Key Activities	Timescales	Performance Measures
Consult on scope of speed limits - Rolling programme	2012/12 – 2014/15	Slower traffic/reduced casualties

Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:

Strategic Objective	Contributes – Y/N?	Relevant Outcomes
1. Promoting independence and positive lives for everyone	Y	A
2. Creating neighbourhoods where people are proud to live	Y	A
3. Building a stronger economy	N	-
4. Developing resilient communities	Y	B,E

Priority 21		
Details of Service Priority	Develop a Transport Strategy for Bath. To include car, coach parking and H.G.V. strategies	
Impact on local community	Sustainable approach to transport to support the growth set out in the core strategy	
Groups of service users affected	Everyone	
Key Activities	Timescales	Performance Measures
Consult	2012	Adoption of strategy
Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:		
Strategic Objective	Contributes – Y/N?	Relevant Outcomes
1. Promoting independence and positive lives for everyone	Y	A,B,D,E
2. Creating neighbourhoods where people are proud to live	Y	D,E
3. Building a stronger economy	Y	A,B,C
4. Developing resilient communities	Y	C,D

Priority 22:	
Details of Service Priority	Improved access to the city from the East
Impact on local community	Support economy and protect communities
Groups of service users affected	Bath residents & visitors

Key Activities	Timescales	Performance Measures
Liaise with Wiltshire	2012/13	Alternative to P&R at A4 East of Bath
Contribution to Strategic Objectives – please indicate which of the Corporate Plan objectives and outcomes this priority will contribute to:		
Strategic Objective	Contributes – Y/N?	Relevant Outcomes
1. Promoting independence and positive lives for everyone	N	-
2. Creating neighbourhoods where people are proud to live	Y	D
3. Building a stronger economy	Y	B,D
4. Developing resilient communities	N	-

Appendix 1 – Key Performance Measures and Targets 2012/13

Service Priority no	Key Measure(s)	2012/13 Target(s)	Strategic Objective(s)	Outcomes(s)
2	NI157a Major Planning Apps. within 13 weeks	60%	1,2,3,4	ALL
2	NI157b Minor Planning Apps. within 8 weeks	65%	1,2,3,4	ALL
2	NI157c Other Planning Apps. within 8 weeks	80%	1,2,3,4	ALL
1	NI159 New housing deliverable	100%	1 2,3,4	A,B,D,E ALL
1	NI154 New homes completed		1 2,3,4	A,B,D,E ALL
4	% of Tree Preservation Order applications determined in 8 weeks	80%	1 2 3 4	A,B,D,E A,C,D,E C,D A,B,C,D
4	% of Conservation Area notifications determined within 6 weeks	80%	1 2 3 4	A,B,D,E A,C,D,E C,D A,B,C,D
13	In accordance with evaluation plan. JLTP 3 & emerging indicators	Efficient close down of project. improve the environment. improve accessibility reduce congestion support economic growth contribute to better safety, security &	2 4	A,D,E C,D,E

		health.		
14	JLTP 3 & emerging indicators	To be determined	1 2 3 4	D,E A,E A,B,C CD
15	JLTP 3 & emerging indicators	To be determined	2 3 4	E A C,D
16	JLTP 3 & emerging indicators	To be determined	1 2 3 4	A D,E,F A B,C,D
17	JLTP 3 & emerging indicators	To be determined	1 2 3 4	D A,D,E C B,C,D
18		To secure other sources of funding	2 4	D A
19	Other EU Bids priority	To secure other sources of funding	1 2 4	A A B,E