



South  
Derbyshire  
District Council



# Service Plan 2016/2017

## Community and Planning

South Derbyshire Changing for the better

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All information presented in this Service Plan was correct at the time of publication.

# Introduction

The Corporate Plan 2016-2021 forms an important part of planning for the future and leads our performance management. As well as enabling effective monitoring, it links strategic priorities and objectives directly to the activities of service areas.

As part of this, Service Plans are created for our four directorates - Housing and Environmental Services, Community and Planning, Finance and Corporate Services and the Chief Executive's department.

Covering the 2016-2017 financial year, the Service Plans (which are updated annually) align current delivery arrangements with changing patterns of demand, making the most effective use of available and future resources.

## Key aims

All priorities and activities undertaken by Community and Planning complement our collective vision of making 'South Derbyshire a better place to live, work and visit'.

We will:

- Positively contribute towards Council policies and procedures
- Deliver continuous improvements in performance
- Ensure compliance with relevant legislation
- Maintain a strong customer focus
- Ensure a widespread understanding of core values, key aims and performance measures and encourage participation in their development
- Ensure that data quality principles are applied
- Encourage a positive health and safety culture

All of these contribute to the main themes running through the Corporate Plan: People, Place, Progress and Outcomes.

## The importance of service planning

Delivery of public services occurs in an increasingly dynamic environment, with high community expectations, government priorities and technological advances.

While the budgetary setting is constrained, there are ever increasing pressures and demands to do more with less.

In this context, it is essential that services are well planned, with the capability to evolve in order to meet community needs.

This allows us to identify requirements and associated enabling services such as technology, workforce, funding, capital infrastructure and information management.

# Performance Management Framework

The **Performance Management Framework** sets out what needs to be achieved, what is **measured and managed** and what **progress** we are making.

Our resources must be aligned, focusing effort in the right places and delivering maximum **value** for people, partners and businesses.

We must proactively identify and manage any **risks** that might affect delivery, regularly reviewing performance and taking **action** where required to stay on **target** and inform **decision making**

The Performance Management Framework consists of three levels. The Corporate Plan sits at the top and sets out how we make South Derbyshire a better place to live, work and visit.

Objectives and measures to deliver against the key aims of the Corporate Plan are defined in Service Plans and shape the objectives of all employees.

Everyone, from Officers to Managers to Elected Members, has a responsibility for delivery of the Corporate Plan.

# Scene setting

## Overview of the directorate

The Community and Planning Directorate plays a key role in meeting our strategic objectives for supporting People, Place, Progress and Outcomes.

Here is a breakdown of statutory and non-statutory duties undertaken by each service area:

## Community and Planning

### Statutory

- Planning Policy (Planning Services)
- Development Management (Planning Services)
- Planning Enforcement (Planning Services)
- Building Control (Planning Services)
- Dangerous Structures (Planning Services)
- Crime Reduction and Anti-Social Behaviour (Communities)

### Non Statutory

- Parks, Open Space, Cemetery and Tree Management and Development (Cultural Services)
- Leisure, Sport, Forestry Centre and Community Facility Management and Provision (Cultural Services)
- Flooding and Drainage (Cultural Services)
- Sports and Health (Public) Provision and Development (Sport and Health Partnerships)
- Children's Play Provision (Cultural Services and Sport and Health Partnerships)
- Support for the Voluntary and Community Sector (Communities)
- Community Development (Communities)
- Street Naming and Numbering (Planning Services)
- South Derbyshire Partnership (Director)
- Cultural/Public Events (Cultural Services)
- Civic Duties and Events (Cultural Services)
- Built Conservation and Heritage (Planning Services)
- Environmental Education (Cultural Services)

**The above functions are delivered within a five-unit structure plus the managerial support for the South Derbyshire Partnership:**

### Cultural Services

**Parks, Open Space & Cemeteries:** The Division has responsibility for the management of three urban parks covering an area of approximately 15 hectares, the 30 hectare Swadlincote Woodland Forest Park, public open space that currently occupies an area in the region of 60 hectares, six cemeteries, 11 football pitches, eight allotment sites and large areas of common land. There is responsibility for the development of 47 equipped play areas.

**Leisure Facilities:** Responsibility for the contracts that cover the management of the Green Bank Leisure Centre, Etwall Leisure Centre and Swadlincote Market, plus responsibility for two directly managed village halls and Swadlincote Town Hall.

**Land Drainage:** Responsibility for the Council's statutory and discretionary land drainage functions as land drainage authority and ancillary services during flooding and for investigation after flooding events.

Rosliston Forestry Centre is managed in partnership with the Forestry Commission and National Forest Company. It has attracted more than £3 million in external funding over the past 12 years and now attracts around 190,000 daytime and overnight visitors per year.

**Events:** The Unit leads or supports delivery of major public events including the Festival of Leisure, which attracts an estimated 10,000 people over a June weekend, the switching on of the Christmas Lights in Swadlincote Town Centre, Liberation Day, South Derbyshire Day, performances at the Glade and Pancake Races on the Delph. The support for the Council Chair and civic events is undertaken by this Unit.

**Environmental Education:** Based at Rosliston Forestry Centre, the environmental education partnership between the Council, Rolls-Royce and the National Forest Company aims to develop the knowledge, understanding and respect of the environment by young people and adults. In addition to hosting school and other group visits, the team manages a wide variety of events, co-ordinates the District-wide Environmental Forum and Cultural Forum, leads on the local Forest School initiative and continues to deliver contracts for the Woodland Trust.

The Aspiration of the Unit for the coming year is:

- Develop a plan for the long term future of Rosliston Forestry Centre
- Deliver new/improved community facilities in Midway, Melbourne, Stenson Fields, Swadlincote and Rosliston
- Modernise delivery of services within the Unit in order to create capacity.
- Increase participation in outdoor activity and volunteering

## **Communities**

**Community Safety:** The Safer South Derbyshire Partnership's support team is based in the Directorate and is responsible for the delivery of the 2016/17 Partnership Plan. All of the priorities will be delivered in accordance with the overarching principles as set out in the Derbyshire Strategic Threat and Risk Assessment.

The service also manages the Safer Neighbourhoods initiative, which coordinates six Safer Neighbourhood areas and provides funding for local crime reduction projects.

**Revenue support to the Voluntary and Community Sector:** Revenue support is granted to nine organisations totalling more than £250,000. The grants are managed through service level agreements which are renewable annually. However, the agreement to provide funding lasts for three years.

Community Partnership Scheme provides support and advice to the voluntary and community sectors in relation to funding (e.g. funding sources, bid writing and funding strategy) and project development.

Neighbourhood Planning and Parish Plan support is provided by this Unit along with the development of volunteering across the service.

The aspiration of the Unit for the coming year is:

- Develop a new approach to volunteering for the Council
- Develop closer working relationships with the Council for Voluntary Services and the voluntary sector.

### **Sport and Health Partnerships**

**Sports Development:** This involves developing an infrastructure, through partnership working, to enable local people to become involved in sport as a vehicle for health improvement, social inclusion and community development. This is principally undertaken through the Council's membership of Derbyshire Sport and South Derbyshire Sport

**Play Development and Provision:** More than 8,000 participations are achieved annually, mainly through the Summer Holidays Playscheme where Parish Councils hire in a variety of themed sessions.

**Public Health Development and Improvement:** The Division leads on health promotion and improvement with respect to physical activity and has responsibility for GP exercise referral schemes, including the management of the Get Active In The Forest project which has engaged local people in activities including walking, cycling, outdoor pursuits, archery and environmental works across the District. The team also manages a variety of contracts for Public Health.

**School Sport Partnership:** The Unit is commissioned by the Primary and Secondary Schools in the District to deliver the school sport agenda. This includes sports competition, curricular and extracurricular activity, leadership and volunteering and teacher training.

The South Derbyshire Village Games project also sits within the Unit, working with and empowering local communities to come together to develop and implement sporting activities in our villages. This is a partnership with the Community Sports Trust.

The Aspiration of the Unit for the coming year is:

- Support the development of a Cycle Action Plan and deliver a successful Aviva Women's Tour of Britain event
- Develop a Physical Inactivity, Sport and Recreation Strategy
- Deliver a programme of activity which support people living independently

### **Planning Services**

Preparing the statutory 'Local Plan', which sets the long-term growth strategy for South Derbyshire in the context of being one of the fastest growing areas in the country. This includes identifying how essential infrastructure will be provided and funded. The policy team works closely with adjacent authorities in the wider Derby Housing Market Area on strategic issues such as housing, transport and the Green Belt.

Providing specialist advice and support in relation to 713 Listed Buildings and 22 Conservation Areas and on the quality of design of major proposals to secure design excellence.

The Development Management team dealt with approximately 1,100 planning applications in 2015/16. The diverse nature of the District means that a wide variety of applications are received. Officers under the scheme of delegation determine approximately 90% of applications. The remainder are determined by Members at Planning Committee. Free informal advice is provided to developers and householders. Development Management also deals with planning appeals, along with Tree Preservation Orders and consents for works to trees.

An average of 300 planning enforcement complaints regarding potential contravention of planning and associated legislation are investigated each year.

In terms of Building Control, officers appraise schemes and monitor building works that require Building Regulation approval. This work is won in competition with approved inspectors in the private sector. The unit has continued to retain a high market share of business.

The aspiration of the Unit for the coming year is:

- Complete an options appraisal for a Building Control Partnership
- Complete the Local Plan
- Refine the management of S106 funding

### **Performance and Administration**

The Community & Planning Service is supported by the Performance and Administration Unit which delivers critical technical and administrative support across the Directorate's service areas.

Performance management within the unit co-ordinates business improvement and performance monitoring, analysing and reporting performance data and financial data. The unit also co-ordinates a range of short and long term projects aimed at business improvement and improving customer contact.

The aspiration of the Unit for the coming year is:

- Initiate a Business Improvement Project to cover the Directorate

### **South Derbyshire Partnership**

The Service has the responsibility for coordinating the South Derbyshire Partnership, including the development of the Sustainable Community Strategy. Officers are key members of the Partnerships Theme Groups which are Health and Wellbeing, Sustainable Development and Safer Communities.

The aspiration of the Partnership for the coming year is:

- Deliver the Raising Aspirations Project
- Initiate and support the Thriving Communities project

## **Workforce**

As of March 31 2016, 67.1 (fte) employees work in Community and Planning. These are based as follows:

Planning Services	25	(1 externally funded)
Cultural Services	14.5	(4.5 externally funded)
Sport and Health Partnerships	7	(3.5 externally funded)
Communities	4.2	(2.7 externally funded)
Performance and Administration	7.4	

In terms of workforce development, an annual training and development plan is produced after Performance Development Reviews are held. Some homeworking opportunities are provided and flexible working is considered crucial to motivate and engage high-performing staff.

## Budgets

Details of the Community and Planning Directorate budgets for 2016/17 are outlined below:

### Revenue budget 2016/17

Service Area	2015/16	2016/17
Directorate Support	160,521	169,233
Cultural Services	965,241	1,009,693
Planning Services	322,462	184,058
Communities	378,261	378,232
Sport and Health P'ships	168,974	168,975
	<b>1,995,459</b>	<b>1,903,194</b>

### Capital budget 2016/17

Project	2015/16	2016/17
Chestnut Avenue, Midway - Leisure Project	5,000	22,402
Etwall Leisure Centre	378,500	0
Grove Hall Active Zone Project	979,300	0
Rosliston Forestry Centre - Play Project	130,000	0
Eureka Park - Community Project	350,000	0
Melbourne Sporting Partnership	750,000	735,786
Melbourne Assembly Rooms	0	76,600
Swadlincote Woodlands Nature Reserve	6,000	31,000
Community Partnership Scheme	162,700	150,000
Swadlincote Townscape Project	30,986	147,616
Conservation Area Partnership Schemes	3,080	0

# Performance

The Performance Board details our key projects for the year. These are broken into quarters to help us monitor and manage our performance effectively.

All actions are essential if the Council is going to achieve its ambitions and aspirations. These are complemented by a set of performance measures which will help us to gauge whether we are meeting outcomes and providing excellent services.

In some instances, proxy measures will be used. These are outside of the Council's control but provide an indication of the overall health of the District.

All projects and measures for Community and Planning Directorate are listed below under the themes of People, Place, Progress and Outcomes:

## People measures

Aim	Key actions to achieve the aim	Measures	Target 2016/17
Increase levels of participation in sport, health, environmental and physical activities	Delivery of sport, health and physical and environmental activity opportunities	Number of sport, health, physical activity and play scheme participations.	27,400
Increase levels of participation in sport, health, environmental and physical activities	Delivery of sport, health and physical and environmental activity opportunities	Number of environmental education participations.	5,250
Increase levels of participation in sport, health, environmental and physical activities	Delivery of sport, health and physical and environmental activity opportunities	Number of Parklife opportunities/participations	500

## People projects

Aim	Project	Outcomes	Q1 Task	Q2 Task	Q3 Task	Q4 Task
Protect and help support the most vulnerable, including those affected by financial challenges	Support the community and voluntary sector to enable people to maintain living independently	Maintain SDDC grant funding to the voluntary and community sector	Support promotion of voluntary and community sector to Elected Members	Support promotion of voluntary and community sector to Elected Members	Support promotion of voluntary and community sector to Elected Members	Support promotion of voluntary and community sector to Elected Members
Increase levels of participation in sport, health, environmental and physical activities	Develop a Sport, Health and Physical Activity Strategy - targeting young people, older people, physically inactive	Strategy developed and implemented	Agree strategy framework	Progress strategy preparation and consultation	Complete draft strategy	Strategy adopted
Increase levels of participation in sport, health, environmental and physical activities	Approval and implementation of South Derbyshire as a dementia-friendly District	Work towards dementia-friendly community status	Develop SDDC DAA (Dementia Action Alliance) action plan	Deliver Elected Member and staff dementia awareness sessions	Deliver Elected Member and staff dementia awareness sessions	Deliver Elected Member and staff dementia awareness sessions
Increase levels of participation in sport, health, environmental and physical activities	Develop a Community Champion Scheme through volunteer development	Establish approved scheme	Review council and voluntary sector volunteering structure	Develop volunteering scheme and consult with partners	Scheme to be approved	Deliver scheme
Developing the workforce of South Derbyshire to support growth in relation to aspirations, employability, skills and travel to work	Increase school engagement in raising aspirations work	Schools agree to work with SDDC	Project to report to South Derbyshire Partnership Board	Identify SDDC support for secondary schools	Review SDDC involvement with raising aspirations project	Agree programme of work for 2017/18
Increase levels of participation in sport, health, environmental and physical activities	Develop a Healthy Communities approach for South Derbyshire	Work towards Healthy Communities Accreditation	Submit SDDC application	Work with partners to deliver healthy communities plan	Work with partners to deliver healthy communities plan	Produce Annual Report
Enable people to live independently	Identify need for and deliver activities to ensure people maintain physical capability to live independently	Number of sessions delivered / Numbers of participants engaged / Reduced emergency care admissions	Audit current provision of chair-based exercise	Identify new demand	Promotional material developed and launched	Review overall offer

Protect and help support the most vulnerable, including those affected by financial challenges	Support schemes to ensure assistance for victims of crime and vulnerable people	Install security measures and ensure the continuation of the Sanctuary scheme for victims of domestic abuse	Identify gaps in service and map out potential new service.	Secure funding to provide enhanced Safer Homes Scheme	Run pilot of enhanced Safer Homes Scheme	Review enhanced Safer Homes provision
Use existing tools and powers to take appropriate enforcement action	Publish and annually review a single enforcement policy covering all SDDC regulatory activity	Quarterly report on enforcement activity to Overview and Scrutiny Committee	Produce relevant updates for the quarterly report	Produce relevant updates for the quarterly report	Produce relevant updates for the quarterly report	Produce relevant updates for the quarterly report

## Place measures

Aim	Key actions to achieve the aim	Measures	Target 2016/17
Support provision of cultural facilities and activities throughout the District	Develop approve and help deliver an annual programme of cultural events	Number of participations	17,230
Facilitate and deliver a range of integrated and sustainable housing and community infrastructure	Speed of planning applications	Number of decisions made in time over number of decisions made	85%
Facilitate and deliver a range of integrated and sustainable housing and community infrastructure	Proportion of good quality development schemes delivered		90%
Enhance understanding of the planning process	Monitor customer satisfaction with the planning process	Achieve satisfaction target	80%
Help maintain low crime and anti-social behaviour levels in the District	Number of anti-social behaviour calls recorded by the police per 1,000 population	Number of calls	28.40
Help maintain low crime and anti-social behaviour levels in the District	Number of domestic burglaries recorded by the police per 1,000 households	Number of burglaries	4.50
Help maintain low crime and anti-social behaviour levels in the District	Number of vehicle crimes recorded by the police per 1,000 population	Number of thefts from vehicle and theft of vehicles	3.80
Help maintain low crime and anti-social behaviour levels in the District	Number of incidents of criminal damage recorded by the police per 1,000 population	Number of incidents	5.40
Support provision of cultural facilities and activities throughout the District	Number of leisure centre visits		674,866
Support provision of cultural facilities and activities throughout the District	Number of RFC visits		193,000

Facilitate and deliver a range of integrated and sustainable housing and community infrastructure	To monitor the number of additional new homes built in South Derbyshire annually	Number of dwellings	742
Work to attract further inward investment	To monitor the floor space of additional employment development in South Derbyshire	Number of hectares	12,246 sq. m

## Place projects

Aim	Project	Outcomes	Q1 Task	Q2 Task	Q3 Task	Q4 Task
Facilitate and deliver a range of integrated and sustainable housing and community infrastructure	Deliver an adopted South Derbyshire Local Plan, Parts 1 and 2	Plan adopted	Complete Part 1 Main modifications consultation/ Adoption of Part 1	Consultation Draft Local Plan Part 2	Regulation 19 Consultation of Submission Version of Local Plan Part 2	Examination in Public of Local Plan Part 2
Facilitate and deliver a range of integrated and sustainable housing and community infrastructure	Develop a framework to review rural housing needs/Increase the supply and range of affordable housing provision	Development of an Affordable Housing Supplementary Planning Document (SPD)	Preparatory work on SPD	SPD Draft prepared	Approval and Consultation for SPD	Adoption of SPD
Connect with our communities, helping them feel safe and secure	Annually review, publish and deliver the Safer South Derbyshire Community Safety Partnership Plan	Plan published. Plan reviewed and updated accordingly	Deliver the actions and objectives within the partnership plan	Deliver the actions and objectives within the partnership plan	Deliver the actions and objectives within the partnership plan	Carry out annual review of partnership plan
Support provision of cultural facilities and activities throughout the District	Introduce and progress the District Cycle Plan including an annual cycle event	Develop and implement action plan/Number of opportunities offered	Produce cycling promotional plan	Establish Stakeholder Group	Trial community cycle event	Produce 2017/18 delivery plan
Support provision of cultural facilities and activities throughout the District	Introduce and progress the Open Space, Sport and Community Facility Strategy	Number of facilities enhanced	Adopt strategy	Complete facility action plan	Commission site plans	Review action plan

Support provision of cultural facilities and activities throughout the District	Implement and manage the leisure facility capital build programme	Number of completed facilities/Amount of external investment and grants brought to district	Open Grove Hall Active Zone	Complete Newhall Park Memorial Garden	Complete Cockshut lane Recreation Ground Phase Two	Complete Chestnut Avenue Community Facility
Enhance understanding of the planning process	Support the development of Neighbourhood Plans	Number of plans supported	Assistance promoted via Parish Briefing	Provide support to interested parties	Provide support to interested parties	Provide support to interested parties
Facilitate and deliver a range of integrated and sustainable housing and community infrastructure	Consider the introduction of a Community Infrastructure Levy (CIL)	Review of action plan	CIL feasibility explored	Option report produced for CIL	Conclusion of final report and submission to E&DS Committee	Review of decision
Enhance understanding of the planning process	Review housing needs data and guidance available to inform developers prior to submitting planning applications	Review completed and appropriate updates made		Preparation work for 2017 Strategic Housing Market Assessment (SHMA)	Create brief for Strategic Housing Market Assessment (SHMA)	Finalise Strategic Housing Market Assessment (SHMA) brief and review other housing needs data
Enhance understanding of the planning process	Promote a programme of community briefings to improve understanding of the Planning process and related activity	Programme of attended meetings	Publish annual programme of briefings	Deliver Briefings	Deliver Briefings	Deliver Briefings and Review Programme
Connect with our communities, making them feel safe and secure	Plan and deliver a programme of community safety campaigns and initiatives	No of campaigns/initiatives delivered	Produce timetable of campaigns and initiatives to deliver throughout the year	Deliver summer campaigns and initiatives including no. plate security ops	Deliver domestic abuse awareness campaigns	Hold International Women's day event and campaign around safer internet week
Connect with our communities, making them feel safe and secure	Promote the Safer Neighbourhood concept and support the local community to develop and deliver community safety projects	Hold minimum of three public forums per annum, produce quarterly newsletters, and update Facebook page weekly	Promote public meetings and communicate regularly with the public	Promote and hold public meetings and communicate regularly with the public	Promote and hold public meetings and communicate regularly with the public	Promote and hold public meetings and communicate regularly with the public

<b>Connect with our communities, making them feel safe and secure</b>	Support the local community to develop and deliver community safety projects in South Derbyshire	Number of projects to receive Safer Neighbourhood funding/Number of new Neighbourhood Watch schemes set up	Support and develop community led applications for safer neighbourhood funding and new neighbourhood watch Schemes	Support and develop community led applications for safer neighbourhood funding and new neighbourhood watch schemes	Support and develop community led applications for safer neighbourhood funding and new neighbourhood watch schemes	Support and develop community led applications for safer neighbourhood funding and new neighbourhood watch schemes
<b>Support provision of cultural facilities and activities throughout the District</b>	Develop approve and help deliver an annual programme of cultural events	Number of events held/supported	To deliver 2 events in the Glade; 2 large SDDC events and the ongoing programme of dance and pergamano sessions	To deliver 2 events in the Glade; and the ongoing programme of dance and pergamano sessions	To deliver 1 event in the Glade; 1 large SDDC event and the ongoing programme of dance and pergamano sessions	To deliver 2 medium sized SDDC events and the ongoing programme of dance and pergamano sessions
<b>Support provision of cultural facilities and activities throughout the District</b>	Produce site management plans for wildlife sites	Increase the amount of land being managed for biodiversity	Review locations for positive management	Develop management plan for Swadlincote Woodlands	Submit application for local nature reserve for Swadlincote Woodlands	Implement management plan for Swadlincote Woodlands
<b>Support provision of cultural facilities and activities throughout the District</b>	Provide support training and expert advice to parishes / community groups for small scale environmental improvements to their land	Support/ expertise provided to 2 parishes and at least 3 sites via Environmental Forum	Deliver 1 practical environmental volunteering day for a local business. Provide support to 1 parish/ward	Deliver 1 practical environmental volunteering day for a local business. Provide support to 1 parish/ward	Facilitate 1 training event/ networking visit Deliver 1 practical environmental volunteering day for a local business	Identify projects for 2017/18

## Progress measures

<b>Aim</b>	<b>Key actions to achieve the aim</b>	<b>Measures</b>	<b>Target 2016/17</b>
<b>Work to attract further inward investment</b>	Deliver Swadlincote Townscape project	Number of target buildings offered grants	2
<b>Work to maximise the employment, training and leisure uses of The National Forest by residents and increase the visitor spend by tourists</b>	Review and develop the National Forest Walking Festival	Festival delivered/Number of participants	1000

## Progress projects

Aim	Project	Outcomes	Q1 Task	Q2 Task	Q3 Task	Q4 Task
Help to influence and develop the infrastructure for economic growth	Review and update the Infrastructure Delivery Plan	Plan delivered	Review the current plan	Complete review of the current plan	Publish Plan	Support the delivery of the plan
Work to attract further inward investment	Deliver Swadlincote Townscape project	Delivery of Activity Plan	Recruit Town Crier;	Public consultation on Heritage Trail	Engage with schools via at least 3 different education providers; deliver activities for Building Maintenance week	Deliver start of heritage trail and submit funding application for rest
Work to attract further inward investment	Deliver Swadlincote Townscape project	Enhancement of Diana Memorial Garden	Gain Council approval for delivery	Appoint landscape architect	Start enhancement works	Completion of works
Unlock development potential and ensure the continuing growth of vibrant town centres	Organise and/or support town centre events	Environmental Learning / 'have a go' heritage activities	Deliver 1 teacher training events 1 public event	Deliver 1 public event and 2 school activities based on geography/tourism	Deliver environmental activities as part of Food Festival	Advertise self-led trails for public and schools
Work to maximise the employment, training and leisure uses of The National Forest by residents and increase the visitor spend by tourists	Support the development of a National Forest Active Partnership	Partners Engaged/External funding secured	Tender advertised for consultation work	Consultation work undertaken	Partnership meeting held	Sport England or other funding bids submitted
Help to influence and develop the infrastructure for economic growth	Efficient and effective management of Section 106 agreements	Ensuring all resources are allocated in line with local and national policy	Testing of new Section 106 monitoring software	Commence installation of Section 106 software	Full migration of data and introduction of new software as the primary monitoring system	Report of Section 106 activity for 2016/17

## Outcomes measures

Aim	Key actions to achieve the aim	Measures	Target 2016/17
Maintain Financial Health	Generate additional income to help the Council achieve its aim of doing more for less	Income from Building Regulations applications and any other revenue stream	£260,000
Maintain Financial Health	Generate additional income to help the Council achieve its aim of doing more for less	Share of the Buildings Regulations market expressed as a percentage	70.00%

## Outcomes projects

Aim	Project	Outcomes	Q1 Task	Q2 Task	Q3 Task	Q4 Task
Be aware of and plan for financial, legal and environmental risks	Maintain a proper Risk Management framework	Strategic and service risk registers reviewed, updated and reported to Policy Committee on a quarterly basis	Review Risk Register	Review Risk Register	Review Risk Register	Review Risk Register
Maintain Financial Health	Generate additional income to help the Council achieve its aim of doing more for less	Explore potential commercialisation opportunities and identify areas for competing with the private sector	Establish Business Improvement team within Community & Planning	Establish timetable for process reviews	Deliver reviews	Deliver reviews
Maintain a skilled workforce	Regular review of job competencies in accordance with the corporate framework	Maintain Investors in People standard for staff development	Review competencies during PDR process			Review competencies during PDR process

# Partnerships

Our significant partnerships are outlined below:

Partnership	Main purpose
South Derbyshire Partnership	Statutory partnership of public, private and voluntary sector to promote the District. The Partnership has theme groups which focus on health, community safety and sustainable development.
Safer South Derbyshire Partnership	Statutory partnership to reduce the level of crime and disorder.
South Derbyshire Sport	Partnership of bodies having an interest in promoting sport and health in the District.
Etwall Joint Management Committee	Partnership between SDDC, John Port School and County Council to operate the Leisure Centre.
National Forest and Beyond Partnership	Forest-wide partnership to increase visitors to the area.
South Derbyshire School Sport Partnership	Partnership approach to increasing sports participation by young people.
Rosliston Forestry Centre Executive	Partnership between SDDC and Forestry Commission to operate the Forestry Centre.
Swadlincote Cultural Partnership	Partnership of public, private and voluntary sector organisations that work to promote the heritage and environment of Swadlincote.
Melbourne Sporting Partnership	Sports club, Parish and District Council partnership that is developing facilities and opportunities at the Cockshut Lane Recreation Ground.
Emergency Planning	Shared service delivery with Derbyshire County Council to ensure civil resilience.
Out of Hours Dangerous Building Service	A service provided in partnership with East Staffordshire Borough Council.

# Key considerations

## Service transformation

In order for the Community and Planning Directorate to positively meet the challenges facing the Council, it will create and develop innovative solutions which will help to deliver the outcomes communities need and want at a cost the Council can afford.

## Environmental impact

By implementing the requirements of ISO 14001 across all significant environmental aspects associated with Community and Planning Directorate, this Service Plan seeks to ensure continual improvement of our environmental performance.

Further information can be found at: <http://sddcintranet/index.php/essentials/83-ems>

## Managing risks

The process set out in our Risk Management Strategy has been adhered to. The risk registers are reported back to committee on a quarterly basis.

## Monitoring and review

This Service Plan will be monitored part of our Performance Management Framework and will be used throughout the year to manage service delivery.