

DETAILED ACTION PLAN for PLANNING & TRANSPORT COMMITTEE

Objective 1 To ensure the efficient and cost effective use of resources

	Action to be taken	Cost	Responsibility	Timescale	Notes
<u>Outcome 1</u> Ensure efficient and cost effective use of resources	Review budgets annually and produce a desired profile of expenditure		P & T Committee members	Budget agreed annually in October.	Annually for the setting of the budget and monthly for expected expenditure
Short term	<ul style="list-style-type: none"> Identify needs and where additional income sources can be sought Agree annual amount and incorporate in next year's budget 			<ul style="list-style-type: none"> October October 	To be based on Committees' strategic plans Lower Mount Street carpark resurfacing need agreed and funded by PWLB loan
Medium Term	<ul style="list-style-type: none"> Review of activities, funding and setting of new priorities 			Annually	
Long Term	<ul style="list-style-type: none"> Review after 5 years 				
<u>Outcome 2</u> To seek to obtain grants, income and to recover costs wherever possible to use on highways maintenance	Town Clerk to advise committee of funding opportunities		Town Clerk	Ongoing	
Short term	<ul style="list-style-type: none"> Identify projects – consider if any appropriate for Community Payback Team 		Committee	Report May 2019	
Medium Term					
Long Term	<ul style="list-style-type: none"> Review after 3 years 			Ongoing	Ongoing

Objective 2: Ensure that committee recommendations on Planning Applications are transparent and soundly based and that staff provide feedback to the Planning Authority in an efficient and timely manner

	<u>Action to be taken</u>	<u>Cost</u>	<u>Responsibility</u>	<u>Timescale</u>	<u>Notes</u>
<u>Outcome 1</u> Ensure that responses to RDC on Planning Applications are soundly based	<ul style="list-style-type: none"> Careful consideration of all documents in applications Ensure up to date knowledge of planning policies 		P & T Committee members – advice from Town Clerk	Ongoing	
Short term	<ul style="list-style-type: none"> Identify any training needs and seek information / courses 			Early July	New P&T members to receive training from SSALC
Medium Term	<ul style="list-style-type: none"> As above 			2 years and yearly thereafter	
Long Term	<ul style="list-style-type: none"> As above 				
<u>Outcome 2</u> Ensure that the public can see transparency in deliberations	<ul style="list-style-type: none"> At each meeting, Members be invited to declare any interest which might unduly influence their discussions 		Chairman of the Committee	Ongoing	
Short term	<ul style="list-style-type: none"> As above 		Chairman of the Committee	Ongoing	
Medium Term	<ul style="list-style-type: none"> As above 		Chairman of the Committee	Ongoing	
Long Term	<ul style="list-style-type: none"> Review methodology after 3 years 		Chairman of the Committee	Ongoing	
<u>Outcome 3</u> Feedback to RDC is given in good time and in a clear manner	Responses to be unambiguous and based upon planning policies at the meetings of the committee so that the TC can send them off promptly to the Planning Authority		Committee Chairman and Town Clerk	Ongoing	

Short Term	<ul style="list-style-type: none"> As above 		Committee Chairman with Town Clerk	Ongoing	
Medium Term	<ul style="list-style-type: none"> As above 		Committee Chairman with Town Clerk	Ongoing	
Long Term	<ul style="list-style-type: none"> Continue to monitor and review 		Committee Chairman and Town Clerk	Ongoing	

Objective 3: Become a prime influencer in respect of transportation policies and schemes in the Battle and surrounding area by active and closer links with ESCC, the Highways Agency, railway interests and the bus companies

	<u>Action to be taken</u>	<u>Cost</u>	<u>Responsibility</u>	<u>Timescale</u>	<u>Notes</u>
<u>Outcome 1</u> That the best possible result is achieved for the residents of Battle and the surrounding villages in any new highways or transportation schemes	<ul style="list-style-type: none"> Ensure an awareness of proposed schemes Careful consideration of all documents in applications Ensure up to date schemes and a knowledge of the relevant planning policies Ensure consultation responses are made in good time 		P & T Committee members – advice from RTAG representative/Town Clerk	Ongoing	
Short term	<ul style="list-style-type: none"> Arrange meetings with transportation partners to build personal relationships Obtain an understanding of those partners' forthcoming schemes 		Committee Chairman	February	Ongoing with SLR and other Highways officers
			Committee Chairman	Ongoing	

Medium Term	<input type="checkbox"/> As above			2 years and yearly thereafter	
Long Term	<input type="checkbox"/> As above				

Objective 4: Collaborate with partners to provide effective parking management around the town to reduce the congestion in the central town area (including the declassification of the A2100 through the town centre) and to seek to enable additional parking provision

	<u>Action to be taken</u>	<u>Cost</u>	<u>Responsibility</u>	<u>Timescale</u>	<u>Notes</u>
<u>Outcome 1</u> Declassify the A2100 between the roundabout by The Old Courthouse and Queensway	<ul style="list-style-type: none"> Once the Bexhill to Hastings link is completed work with ESCC to arrange for a change to the status of the road. 		Chairman of the Committee and the Town Clerk	After 3 months and before 6 months of Link completion to allow traffic flows to be assessed	Ongoing discussions continuing
Short term	<ul style="list-style-type: none"> Agree costs for the necessary Traffic Management Order (TRO) Seek funding from Full Council for our contribution Contract ESCC to make the TRO 		Town Clerk / ESCC Highways	Ongoing	Timing dependent upon Link completion
Medium Term	<ul style="list-style-type: none"> As above 		Chairman of the Committee to drive this forward	Ongoing	
Long Term	<ul style="list-style-type: none"> Review traffic flows after 3 years 		Committee members / ESCC	Ongoing	
<u>Outcome 2</u>				Ongoing	

Seek additional parking provision within the town environs	Work with appropriate landowners to identify potential sites for parking / park and ride If possible, work with partners to develop site(s) to reduce the call upon BTC finances		Committee Chairman and Town Clerk		
Short Term	<ul style="list-style-type: none"> As above Assess planning considerations Assess financial implications 		Committee Members with Town Clerk	Ongoing	
Medium Term	<ul style="list-style-type: none"> If a site partner can be found, develop the concept and finances, seek consents from all parties. Construct the facility. 		Committee Chairman with Town Clerk	Ongoing	
Long Term	<ul style="list-style-type: none"> Monitor costs and ensure affordability 		Committee and Town Clerk	Annually after scheme is in place	

Objective 5: Encourage the better use of the existing footpaths and footways by ensuring their appropriate maintenance by all means possible to both encourage a healthy lifestyle and to reduce the dependence upon mechanical transportation methods

	<u>Action to be taken</u>	<u>Cost</u>	<u>Responsibility</u>	<u>Timescale</u>	<u>Notes</u>
<u>Outcome 1</u>	<ul style="list-style-type: none"> Have the council staff work on the paths as necessary to ensure a satisfactory 	£2k	Town Clerk	Ongoing	

Maintain a safe footpaths system around the civil parish of Battle	<p>surface without undue trip hazards or restrictions</p> <ul style="list-style-type: none"> • Seek volunteer partners to undertake specific tasks 		P & T committee members		
Short term	<ul style="list-style-type: none"> • Conduct a condition survey of the footpaths • Establish which input will be dealt with by ESCC Highways staff • Establish a priority list 		<p>P & T Members</p> <p>Town Clerk</p> <p>P & T Members</p> <p>Town Clerk</p>	<p>ongoing</p> <p>ongoing</p> <p>ongoing</p>	<p>Advice on state of FPs by Footpath Adviser on regular basis to Committee, with full assessment on a 2 year rolling basis</p> <p>Complete the worst condition paths before winter</p> <p>Work undertaken both by grounds staff and by Community Payback Team</p>
Medium Term					
Long Term					

Objective 6. Develop sound planning policies and guidelines within a Neighbourhood Plan (NP) as soon as practical to ensure that any developments are constructed only in areas accepted by our residents and to standards deemed reasonable both with current planning law and with local wishes

	<u>Action to be taken</u>	<u>Cost</u>	<u>Responsibility</u>	<u>Timescale</u>	<u>Notes</u>
<u>Outcome 1</u> That Battle and the surrounding villages are protected from unwarranted development and that the area is encouraged to be changed only in the way that most residents wish	<ul style="list-style-type: none"> Register the civic area of Battle as the 'Designated Area' 		P & T Committee members – advice from Town Clerk	Achieved	Done
	<ul style="list-style-type: none"> Publicise for members to join the NP group 		Town Clerk	End of May	Done
	<ul style="list-style-type: none"> Ensure members of the group have knowledge of the relevant planning policies 		Chairman of P& T Committee	End of June	At this point, the BTC P & T Committee as a whole will step back Achieved
	<ul style="list-style-type: none"> Seek representations on sites and the aspirations of the residents, businesses and organisations for the designated area 		NP Group	To be agreed by NP Group	Achieved
	<ul style="list-style-type: none"> Produce a draft NP for initial consultation 		NP Group	As above	
	<ul style="list-style-type: none"> Develop the NP with the Planning Officers at RDC 		NP Group	As above	

	<ul style="list-style-type: none"> • Review responses and seek RDC to publish the final draft for consultation • Review and agree final document 		NP Group NP Group / RDC	As above As above	
Short term	<ul style="list-style-type: none"> • Set up the NP Group and have sufficient number of members to make it a practical entity 		Committee Chairman	Early July	Done
Medium Term	<ul style="list-style-type: none"> • Monitor progress of the NP Group and offer assistance as necessary 		P & T Committee		
Long Term	<ul style="list-style-type: none"> • Review NP 				