

# Communities and Enterprise – Departmental Service Plan 2011-12

**Manager: Nilam Popat, Corporate Head, Communities and Enterprise**



Planned Activity	Responsible Officer	Due Date	Relevant Note
<b>Tourism and Economic Development</b>			
SP11_CE-TED01 Review the Council's Economic Strategy	Corporate Head – Communities and Enterprise	28-February 2012	We will consult with all relevant stakeholders in the public and private sectors in drawing up this Strategy.
SP11_CE-TED02 Promote regeneration in Newhaven with public and private sectors partners	Head of Tourism and Economic Development	ongoing	We will work closely with partners in the local community and to deliver the vision for Newhaven.
SP11_CE-TED03 Attract, support and retain business and enterprise in the District	Head of Tourism and Economic Development	ongoing	Working with key partners in the public and private sector including LEPS, Locate East Sussex,
SP11_CE-TED04 Promote town centre regeneration in Lewes, Newhaven, Peacehaven and Telscombe and Seaford	Head of Tourism and Economic Development	ongoing	Work with key partners to identify improvement including BID feasibility.
SP11_CE-TED06 Promote regeneration and diversification of the rural economy	Head of Tourism and Economic Development	ongoing	LEADER Programme
SP11_CE-TED07 Exploit the opportunities of the South Downs National Park to promote tourism and economic development	Head of Tourism and Economic Development	31-Mar-2012	Work with SDNPA to promote the District and seek opportunities for business and jobs.
SP11_CE-TED08 Actively engage with Local Economic Partnerships (LEPs) to promote the District's priorities	Head of Tourism and Economic Development	31-Mar-2012	The Council is actively involved in two Local Economic Partnerships.
SP11_CE-TED09 Market the District and coastal towns as visitor destinations and promote Enjoy Sussex	Head of Tourism and Economic Development	31-Mar-2012	We are involved in the Enjoy Sussex partnership of local authorities and work together to develop a coherent marketing strategy for the area.
SP11_CE-TED10 Develop the Tourist Information Centre Services	Head of Tourism and Economic Development	31-Mar-2012	We have TICs in Lewes town and Seaford and will be looking at ways in which we can develop income generation through retail sales.
SP11_CE-TED11 Develop Newhaven Fort as a quality visitor attraction	Head of Tourism and Economic Development	31-Mar-2012	Feasibility study on uses to increase visitor numbers..
SP11_CE-TED13 Support sustainable cultural tourism and events in the District including the Artwave festival	Head of Tourism and Economic Development	31-Mar-2012	We will work with local businesses and artists to promote the Artwave Festival during August/September 2011.
SP11_CE-TED14 Support the creation of jobs and skills for a modern economy	Head of Tourism and Economic Development	31-Mar-2012	Coordinated approach to ensure that resident and business skills and employment needs are being met.
SP11_CE-TED15 Use the Olympics 2012 to enhance the experience for residents and attract business to the District	Head of Tourism and Economic Development	31-Aug-2012	Create a Lewes District identity to utilise 2012 to attract visitor and business to the District.

<b>Partnerships</b>			
SP11_CE-CP01 Review current strategic partnership working arrangements	Corporate Head – Communities and Enterprise	31-February - 2012	
SP11_CE-CP02 Oversee arrangements for the delivery of grants to key community and voluntary groups	Corporate Head – Communities and Enterprise	31-Mar-2012	This relates to grants provided to the Citizens Advice Bureau, Action in Rural Sussex, 3VA and Lewes Athletics Club.
<b>Estates</b>			
SP11_CE-EM01 Review the Council's Non-Housing Property Strategy and review the most effective use of the Council's property portfolio	Corporate Head – Communities and Enterprise / Estates Officer	31-January Mar-2012	Deliver a property strategy
SP11_CE-EM02 Instruct external valuers to value Council buildings to ensure portfolio is up to date and rent levels are appropriate	Estates Officer	ongoing	We have a wide range of non-housing property assets and work to ensure they are properly maintained and used effectively.
SP11_CE-EM03 Identify under-used assets and development opportunities	Estates Officer	31-January - 2012	As per above