

# **NORTH EAST DERBYSHIRE DISTRICT COUNCIL**

## **SCRUTINY PROJECT MANAGEMENT**

### **DRAFT PROJECT PLAN**

<b><u>NAME OF COMMITTEE:</u></b> Growth	<b><u>SCRUTINY OFFICER:</u></b> Sue Broadhead
<b>SUBJECT TO BE REVIEWED</b>	Vacant Land
<b>REASON(S) FOR THE REVIEW</b>	To support the Council's Growth Agenda in ensuring the Council is best placed to maximize the benefits of its land assets
<b>IDENTIFY APPROPRIATE CORPORATE OBJECTIVES</b>	<ul style="list-style-type: none"> <li>• Unlocking Development Potential</li> <li>• Enabling Housing Growth</li> </ul>
<b>TERMS OF REFERENCE</b>	<ul style="list-style-type: none"> <li>• To undertake a review of how the Council manages its land assets</li> <li>• To consider options available to the Council to maximize the benefits of its land assets</li> </ul>
<b>AIMS AND OBJECTIVES OF REVIEW</b>	<ul style="list-style-type: none"> <li>• To review how the Council identifies land available for development , disposal or retention within the district and the decision making framework that support this</li> <li>• To identify any opportunities for improvement</li> </ul>
<b>KEY ISSUES</b>	<ul style="list-style-type: none"> <li>• Are we getting the best use of our land assets</li> <li>• What barriers do we have to deal with</li> <li>• Have we got a robust Strategy in place</li> </ul>

<b>TIMESCALE</b>	<b>ESTIMATED</b>	<b>REVISED</b>	<b>ACTUAL</b>
<b>Commencement</b>	16 <sup>th</sup> June, 2015		
<b>Finish</b>	8 <sup>th</sup> March, 2016		
<b>Report</b>	5 <sup>th</sup> April, 2016		

<b>METHOD(S) OF REVIEW:</b>	<ul style="list-style-type: none"> <li>• Interviews with stakeholders</li> <li>• Questionnaires</li> <li>• Desk top research</li> <li>• Consideration of relevant documents and strategies/policies</li> <li>• Site Visits</li> </ul>
<b>IMPLICATIONS:</b> (legislative, regulatory, etc)	
<b>DOCUMENTARY EVIDENCE:</b> (Internal/External)	<ul style="list-style-type: none"> <li>• Asset Management Plan</li> <li>• Disposal/ Acquisitions Policy</li> <li>• List of sites identified by Local Plan</li> <li>• Minutes of relevant Council Committees</li> <li>• Minutes of Bolsover Asset Management Group</li> <li>• Minutes and associated reports of NEDDC Asset Management Group.</li> </ul>
<b>WITNESSES:</b>	<ul style="list-style-type: none"> <li>• Councillor P Williams - Portfolio Holder- Asset Management</li> <li>• Brian Mason - Director of Operations</li> <li>• James Arnold - Assistant Director of Planning and Environment</li> <li>• Adrian Kirkham -Planning Services Manager</li> <li>• Helen Fairfax - Planning Policy Manager</li> <li>• John Knight - Senior Estates and Valuation Officer</li> <li>• Sue Cooper - Estates Officer</li> <li>• Niall Clark - Director of Regeneration and Development</li> <li>• Allison Westray Chapman - Assistant Director - Economic Growth</li> <li>• Rebecca Slack - Housing Strategy and Enabling Manager</li> <li>• Matt Broughton - Commercial Properties and Developments Manager</li> <li>• Legal representative</li> <li>• Councillors - local knowledge</li> </ul>
<b>CONSULTATION/ RESEARCH:</b>	Best practice in other authorities
<b>SITE VISITS</b>	TBC

## **PROJECT OUTCOMES**

**CONCLUSIONS:**

**RECOMMENDATIONS:**

**CABINET CONSIDERED:**

**OUTCOME:**

**FOLLOW UP:**

**REVIEW OF  
PROCESS/COMMENTS:**

**SIGNED OFF BY CHAIR:**

**DATE:**