

**APPENDIX A – WORK PROGRAMME - REVIEW OF THE IMPACT OF PERMITTED DEVELOPMENT - JANUARY 2019**

**LEAD OFFICER: JANE GREER**

<b>Tasks</b>	<b>Outputs / Outcomes</b>	<b>Timescale</b>	<b>Progress to Date</b>
Continue to identify and develop knowledge of Permitted Development conversions	Ensure an up to date log is available.	Ongoing rolling review.	Recent update Jan 2019
Engage with residents to assess their aspirations and how quality of life issues might be addressed	Primary care/public health needs assessment research to establish this	To be determined with Public Health/Primary Care colleagues	In progress – first meeting between Public Health/Primary Care project leads has taken place
Consider how support for the development of Residents' Associations might be achieved at converted sites.	Engage with the managing agents of the larger sites to encourage the setting up of Resident Forums	31 March 2019	In progress – initial conversation with a key management agent has taken place.
Develop plans for partnership approaches to enabling support for the residents and influencing service delivery	Multi agency working group has been established to develop the ongoing support processes. Primary care/public health research report will feed resident needs into this. DWP funding is available to support outreach support for people seeking to improve their employment prospects. Officers are discussing a bid to focus on residents in PDR residential conversion sites and a partnership arrangement with a voluntary sector agency to manage the staff. Develop an information pack for new residents to enable them to access services appropriately.	Ongoing review	In progress
Undertake a wider social impacts assessment	Ensure this can be included in the Primary Care/Public Health research	To be decided with Public Health/Primary Care colleagues	In progress

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Review the protocols surrounding the placement of people into other Council areas and consider and make recommendation to strengthening these	Ensure protocols are reviewed and in place and appropriate arrangements to enable better communication and information	July 2019	In progress – refers to Essex Leaders letter to placing authorities and further dialogue
Assessment of future demand implications for social and affordable housing in Harlow	Issue to be included in the current Housing Needs work currently being commissioned	July 2019	In progress - Housing Needs assessment work to be procured
Assessment of the impact upon Harlow's economic development aspirations and business growth space and evidence employment floor space loss	Quantum of employment land and office floorspace loss calculated and fed into ongoing economic growth strategy for Harlow	July 2019	Initial assessment undertaken, work will be commissioned which to assess the impact
Seek a moratorium on any further conversions through discussion with government	Officers have raised the issue with government officials and were directed to Article 4 Direction process	Ongoing	Issues have been fed into the Essex Leaders representations and to Essex MPs
Identify additional office sites vulnerable to conversion and assess the opportunity for further Article 4 Directions to prevent conversion through permitted development rights	Successful application to the Secretary of State for an Article 4 Direction to cover additional employment areas for The Pinnacles, Templefields and Burnt Mill Industrial Area/offices adjacent to Harlow Railway Station	To be determined	Officers have commenced preparations.
Undertake a financial appraisal of the loss of the business rates income against council tax revenues accruing from PDR and assess its impact upon Council revenues	Research and paper to be produced.	April 2019	To be progressed