**DEVELOPMENT SERVICES**

**Service Area Plan 2020/21**

# Part 1 - Service Information/links to policy

**Part 2 – Managing Service Delivery**

**Part 3 – Managing and Improving People**

### Part 4 – Budget

**Part 5 – Managing Planned Changes/Projects**

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| --- | --- |
| **Service Area :** | Development Services |
| **Service Area Manager:** | David Barber |
| **Deputy Chief Executive:** | Bill Hunt |
| **Portfolio Holder(s):** | Cllr Alan Rhead (Environment and Business) and Cllr John Cooke (Development) |

1 Purpose of the Services Provided

To promote and deliver safe, sustainable and attractive development, in the right place, at the right time and supported by the necessary infrastructure, to meet the future needs of the residents, visitors and businesses within the district, whilst supporting carbon neutral lifestyles and protecting the natural and historic environment.

To improve the local economy by providing support to businesses in the town centres and rural areas; by attracting inward investment and encouraging growth; by helping companies to reduce energy costs; and by encouraging a cluster of “environmental enhancing industries and companies” in the District

To provide a range of work spaces to support business, particularly SMEs and businesses associated with the creative and digital sectors

To provide a variety of well-managed, sustainable events in our district to attract residents and visitors to our towns and villages and provide leisure and recreational activities.

To support the delivery of key corporate studies and projects.

**1.1 Linkages to Corporate Business Plan, including the Declaration of the Climate Change Emergency**

| **External** | **Direct** | **Indirect** |
| --- | --- | --- |
| **Service****(Green, Clean and Safe)****(Development Portfolio)** | * Assisting in the design process of developments to ensure that they provide sustainable, safe and high quality environments for our communities, including encouraging active lifestyles.
* Adoption of Policies to enable community safety to be taken in to account in new developments
* Adoption of policies to enable sustainable building construction to be taken in to account in new developments
* Adoption of policies that have “responding to the climate change emergency” at their heart
* Supporting the delivery of development which supports and assists the health and well-being of our communities and encouraging investors and developers to incorporate such considerations into their proposals.
* Adoption of Policies to enable health and wellbeing to be taken in to account in new developments
* Project feasibility development for major corporate projects that deliver new housing and community facilities and support the Council’s response to the climate emergency
 | * Ensuring development meets the requirements of sustainable buildings policies and the Building Regulations.
* Preparing planning policies and guidance which support effective responses to the climate emergency and which deliver green, clean and safe environments
* Providing a vibrant economy, creating additional jobs and consequently contributing to Health and Well-being.
 |
| People(Health, Homes and Communities)**(Development Portfolio)** | * The development and implementation of policies that guide and direct housing, meeting the needs of the communities and ensuring the delivery of high quality, sustainable residential environments.
* Provision of suitable sites in sustainable locations for the delivery of housing to meet local housing need.
* Project feasibility development for major corporate projects that deliver new housing and community facilities
* Pre-application advice and efficient development management processes for new housing developments within the district
* The provision of infrastructure through Section 106 contributions/Community Infrastructure Levy to provide community facilities with a particular emphasis on supporting infrastructure that encourages sustainable, active lifestyles
* Sustainability appraisal for all major site allocations and development strategy.
* Adoption of Policies to encompass sustainability in new developments
* In the ‘Statement of Community Involvement’ there is a clear engagement and consultation process for developing planning policies and dealing with all other related planning matters. Ensure all stakeholders understand how to engage in the planning process.
* Joint working with communities to ensure best outcomes as a result of HS2.
* Development of schemes such as Job Clubs and Local Labour agreements.
* Identification of Gypsy and Traveller sites to meet the needs of this community and development of appropriate DPD
* Ensuring that there is adequate provision of affordable housing.
* Supporting regeneration schemes where these can support communities and tackle local deprivation.
* Developing policies to ensure the provision of an appropriate mix and standard of housing in residential development schemes.
* Supporting the delivery of development which takes account of health and well-being and encourages active lifestyles
 | * The provision of a high quality responsive building control service
* Policies through our local plan
* Building Control Regulations
* Ensuring that there is community cohesion when considering development proposals.
* Assisting in delivering better living conditions through high quality design
* Supporting residents in improving their homes in an affordable way through the provision of design guidance and speedy decision making in the application process.
 |
| **Money****(Infrastructure, Enterprise and Employment)****(Business and development Portfolios)** | * Supporting economic growth and inward investment into our district with a particular emphasis on encouraging a cluster of “environmental enhancing industries and companies” in the District
* Supporting the delivery of key corporate projects to regenerate areas, encourage growth and support the wider prosperity of the district.
* Provision of suitable sites for the delivery of employment to meet local, and where relevant sub-regional need.
* Ongoing analysis of economic and business trends to ensure planning policies are delivering employment growth in tandem with housing need.
* Promotion of vital and vibrant town centres
* Support, management and operation of events
* Project feasibility development for major corporate projects
* Direct support to businesses, in particular business start-ups
* Provision, management and expansion of enterprise centres to support creative and start up businesses
* Planning funding and delivery of infrastructure, with a particular emphasis on supporting infrastructure that encourages sustainable, active lifestyles
* Assisting the rural areas through planning policies to ensure that the rural economy is protected and that villages maintain services, community facilities and the right level of housing
 | * Ensuring that planning applications are dealt with in an efficient and timely manner to support investment into the district.
* The development and implementation of policies to support investment and growth
 |

##### 2 Managing Service Delivery

**2.1 Service Overview**

Summary of the main aspects of service delivery during the year

| **Service being delivered** | **Priorities** | **Service demand** | **PFH** |
| --- | --- | --- | --- |
| **Development Management** | Providing pre-application advice and processing planning applications to deliver timely decisions in supporting quality development.  |  Up to 2500 planning applications per year  and 200 pre-application requests per year | DEV |
| Defending planning and enforcement decisions through the appeal process. | Approx 60 appeals per year | DEV |
| Addressing harmful unauthorised development through planning enforcement. | Up to 500 enforcement complaints per year | DEV |
| Protecting the historic heritage of the District through conservation work.  | Key areas of work include advising on development proposals; advising on the protection of heritage assets; making and keeping under review Conservation Areas and the Local List of Buildings. | DEV |
| Protecting important trees which provide the character of the District through TPO and related safeguards. | Making TPOs and considering approximately 200 tree related submissions per year. | DEV |
| Supporting the housing market through processing property searches. | 1600 full searches per year | DEV |
| **Building Control** | Processing all types of Building Regulation submissions for Warwick, Rugby and Daventry. | 2454 B/Regs applications received 2018/19  | DEV |
| Providing expertise in dealing with dangerous structures, demolitions and safety at sports grounds. | 84 Dangerous Structures in 2018 48 Demolitions Total in 2018 | DEV |
| Providing Fire Risk Assessments for Corporate Properties, and fire related advice for HMO’s. | 100 FRA’s carried out in 2019  | DEV  |
| Implementation of new building regulations anticipated in 2020 | New regulations relating to Part B and Part L expected in 2020 |  |
| **Policy and Projects** | Coordination of S106 contributions processes and monitoring of Section 106 contributions. | 30-40 active agreements monitored per year | DEV |
| Processing CIL demands and liabilities  | Approx 75 CIL demand notices issued per year | DEV |
| Contributing to the delivery of the Climate Emergency Action Plan, particularly the adoption of the Sustainable Building DPD, commencing a review of the Local Plan which places the climate emergency at its heart and work with WCC and other relevant organisations to develop a sustainable transport strategy for the District and the region | Identified as priorities in the Business Strategy and Climate Emergency Action Plan | DEV |
| Planning and funding for infrastructure including CIL spending plans (formerly the Reg 123 list) and the Infrastructure Funding Statement  | Maintenance of the Infrastructure Delivery Plan, CIL Spending Plans and IFS to ensure £ms expenditure per year is focused on highest priorities. An estimated £16.6m of CIL income 2019/2024.  | DEV |
| Implementing the Local Development Scheme, including commencing work on the Local Plan Review and the adoption of the Sustainable Buildings DPD | 12 Supplementary Planning documents and 4 Development Plan Documents to be prepared 2018 – 2021. Review of Local Plan to commence 2020/21 | DEV |
| Delivering strategic allocations and providing a facilitating role to assist development though to implementation, including infrastructure requirements | Three strategic growth areas identified in district: (1) south of Warwick/Leamington, (2) Kenilworth, (3) south of Coventry | DEV |
| Supporting neighbourhood plans | 6 Neighbourhood Plans “made” since 2016. A further 6 are currently in preparation. | DEV |
| Working with partners in the sub-region to deal with sub-regional strategic policy and development | Preparation of a joint evidence currently in progress to include sub-regional Housing & Economic Development Needs Assessment. Discussions underway about a possible future Single Spatial Strategy. | DEV |
| Understanding & analysis of the local economy | Annual data provided by WCC | E&B |
| Active management and promotion of Town Centres through development and close joint working with key stakeholders, including Future of High St Fund | Proactive work | E&B |
| Manage programme of sustainable events across the district | Approximately 130-150 events per year | E&B |
| Targeted interventions in specific business sectors to enable growth and innovation, including encouraging a cluster of “environmental enhancing industries and companies” in the District | Annual event – Interactive Futures. Plus range of ongoing proactive work | E&B |
| Promotion of the District to attract and deliver Inward Investment opportunities including encouraging a cluster of “environmental enhancing industries and companies” in the District | Proactive work | E&B |
| Support for the tourism industry via Destination Management Organisation (Shakespeare’s England Ltd), including developing and delivery of Destination Management Plan | Proactive work | E&B |
| Management of the Enterprise Projects and maximisation of their impact by extending support provision through a variety of interactions and interventions  | Management of five enterprise sites (Althorpe Enterprise Hub, Court Street Creative Arches, 26HT, Spencer Yard and COWcork). Active exploration of other opportunities. | E&B |
| Co-ordination and delivery of the joint authority Business Support Programme intervention | Businesses supported 150+ /year | E&B |
| Economic Development Strategy to support the delivery of the new corporate Business Strategy | Proactive work | E&B |
| Undertaking feasibility and other studies to support Council decision-making on key corporate project. | Projects have different milestones as set out in part 5 below. | E&B |
| Delivering key corporate projects working with partner organisations, landowners and developers  | See key projects set out in part 5 below. | E&B |

**2.2 Measures**

Key Corporate Measures

|  |  |
| --- | --- |
| **Operation and Customer Measures** |  |
|  | Qtr. 1 | 2 | 3 | 4 | PFH |
| **Building Control**  |
| Building Regulation Applications acknowledged within 3 working days |  |  |  |  | DEV |
| WBC Income measures – against annual budget target and in comparison with previous years |  |  |  |  | DEV |
| WBC Market share measure |  |  |  |  | DEV |
| Building Completion Certificates issued within 5 working days of final inspection (% overall) |  |  |  |  | DEV |
| % of site inspections achieved on time or meeting customer requests |  |  |  |  | DEV |
| Building Regulation applications determined within the statutory time period |  |  |  |  | DEV |
| Dangerous structures attended to within 2 hours (imminent danger), within 24 hours (non-imminent danger) (% overall) |  |  |  |  | DEV |
| Customer questionnaires returned satisfied with Building Control service (% overall) |  |  |  |  | DEV |
| **Development Management** |
| Number of pre-application enquiries responded within 5 weeks (%) |  |  |  |  | DEV |
| NEW Pre-application income received in quarter |  |  |  |  | DEV |
| Number of planning applications determined within the statutory timeframe (%) |  |  |  |  | DEV |
| Time taken to determine planning applications (no. of days average) |  |  |  |  | DEV |
| % of planning applications refused permission |  |  |  |  | DEV |
| Where a S106 is required, average length of time taken to issue decision notice following Committee resolution to grant  |  |  |  |  | DEV |
| Average time (days) taken to determine/discharge all conditions |  |  |  |  | DEV |
| NEW Average time (days) taken to determine all pre-commencement conditions |  |  |  |  | DEV |
| NEW Planning Fee Income received each quarter |  |  |  |  | DEV |
| % appeal decisions contrary to WDC decision |  |  |  |  | DEV |
| Number of appeal costs decisions found against WDC in quarter |  |  |  |  | DEV |
| Time taken to resolve enforcement enquiries – see charter (no. of days average for investigations completed without having to take formal action) |  |  |  |  | DEV |
| Number of Enforcement Notices issued. |  |  |  |  | DEV |
| Number of Tree Preservation Order trees felled each quarter |  |  |  |  | DEV |
| Proportion of Searches issued with 10 days |  |  |  |  | DEV |
| **Policy and Projects** |
| Number of years housing land supply (annually) | ANNUAL | DEV |
| Housing Delivery Test – percentage delivery against target (annually) | ANNUAL | DEV |
| Employment land completed in year | ANNUAL | DEV |
| Number of neighbourhood plans designated |  |  |  |  | DEV |
| Number of neighbourhood plans adopted  |  |  |  |  | DEV |
| Total Amount of S106 contributions agreed during the year but not yet paid(£) (reported annually) |  |  |  |  | DEV |
| S106 contributions triggered and invoiced during quarter |  |  |  |  | DEV |
| Total amount anticipated from CIL calculated as the sum of CIL liability notices issued but not yet paid each quarter |  |  |  |  | DEV |
| Total amount of CIL received or demanded (as calculated by the sum of all demand notices sent out each quarter) |  |  |  |  | DEV |
| Number of new businesses created or attracted to area (via ESIF programme or Enterprise assistance) |  |  |  |  | E&B |
| Number of new jobs created (via ESIF programme or Enterprise assistance) |  |  |  |  | E&B |
| Amount of floorspace provided to business by the enterprise service (square feet) |  |  |  |  | E&B |
| Number of businesses utilising Enterprise facilities who have expanded (either internally or externally) |  |  |  |  | E&B |
| Customer questionnaires returned satisfied with Enterprise facilities and services (upon exit) |  |  |  |  | E&B |
| Occupancy levels of property – optimal rent income V actual for our Enterprise units(%) |  |  |  |  | E&B |

**2.3 Managing Risk**

| **Area of Risk** | **Planned Actions during year** | Comments |
| --- | --- | --- |
| Budget | * Careful review of Planning Investment Reserve during the year to ensure costs and income are aligned
* Ongoing actions in line with previous years: regular budget monitoring, regular review of income, regular and routine discussions with accountants regarding expenditure and income variations, review of major variations at SMT, improve processes and tighter monitoring regarding PO’s/invoices
 | Planning Investment Reserve funded from 20% increase in planning fees introduced in 2018. Income to reserve therefore varies with overall income from planning fees. This needs to be monitored to ensure committed expenditure from reserve can be achieved. |
| Procurement | Close working with procurement officers in improving procurement processes  | Ongoing membership of corporate procurement board |
| Contract Management | Ensure Contract Register is kept up to date including ensuring all missing contract documentation is correctly stored | Reviewed at Portfolio Holder meeting on quarterly basis  |
| Audits | * Internal audits programmed in the year:
	+ Development Management
	+ Local Land Charges
	+ CIL and Section 106 agreements
	+ Enterprise facilities
	+ Building Control
 |  |
| Risk Registers | Quarterly review of risk registers for both Portfolios at Portfolio Holder and/or management meetings |  |
| Service Assurance | Annual review of Service Assurance Statement in line with Corporate Governance processes |  |
| Corporate Health & Safety | * Assessnet Risk Assessments checked and updated regularly
* Risk and liability assessments regarding events in our parks and gardens, road closures, etc. are carried out
* Events staff trained in risk management and health and safety
* Ensure Health and Safety is a standing item at team or section meetings
* BC site visits health and safety policy in place. Work to align with Daventry District Council’s requirements is continuing.
* Ensure Lone Worker protocols that are in place for each section are being operated effectively
 |  |

###### Part 3 – Managing and Improving People

**3.1 Staff Resources**

There are currently approx 65 FTE posts in the department.

**3.2 Workforce Planning**

| **Category** | **Sponsor** | **Activity** | **Budget Impact** | **Impact on other Service Areas** | **Milestones** |
| --- | --- | --- | --- | --- | --- |
| Workforce Planning (anticipating leavers / retirements etc)Building Control work force planning | Dave Barber | Planning for career development and any loss of staff through retirement.Continue to “grow our own” at all levels though training, developmentContinue to support professional qualifications (see below)Consider whether a minor review of staff structure in Building Control, can help to address difficulty in recruiting at SBCO level.  | All within existing budgetsAll within existing Budgets | All with support from HRAll with support from HR | OngoingComplete review May 2020 and implement from then on.  |
| Skills, Training, Competency Needs | Dave Barber | Improve use of service area training plan (training matrix) from appraisal PDPsContinue professional apprenticeship degrees for planners and BC staff (support for those onexisting courses plus new intake in September 2020) | Budget for training needs to be adequately resourced to support officers, in particular those doing professional courses20% increase in planning fees / Apprenticeship Levy | HR | OngoingOngoing and Sept 2020 |
| Service Changes  | Dave Barber / Gary Fisher / Phil Clarke / Phil Rook | Identify opportunities associated with digital programme (more use of technology/ efficiencies)Prepare for office relocation and change programmeImplement review of pre-app charges and income  | Initially within existing budgets but depending on scale of project, potential for resource request from Service Transformation Reserve Within existing budgetsPotential for increased pre-app income | ICTICT / HRNone | Proposals for digital programme in place by September 2019Ongoing through to date of office moveImplement from April 2020 |
| Determining the need for additional resource | Dave Barber / Gary Fisher  | Review enforcement resources to consider need for extending temporary postConsider need for backfilling posts in 2021/22 to enable thorough configuration and testing of new planning system Consider resources to support Local Plan review when more is known about scope and timing Introduce professional training budgetConsider resource implications in light of changes to geographical scope of WBC arising from Northamptonshire unitary proposal | If needed / justified, general fund growth from 2021If needed / justified, general fund growth from 2021If needed / justified, general fund growth from 2021Any additional resources funded from increased income  | None | Decision by October 2020Decision by January 2021 Decision by October 2020Decision by January 2021  |

Part 4 BUDGET – Main budgetary pressures and changes

| **Activity** | **Budgetary Impact** | **2020/21** | **2021/22** | **2022/23** | **PFH** |
| --- | --- | --- | --- | --- | --- |
| 1% discretionary budget reduction | On-going challenges to budget managers to address savings without affecting service delivery | £8,760 | £8,760 | £8,760 | DEV / E&B |
| Pre-application planning charges | Potential to increase income through more use of PPAs and bespoke quotes balanced against potential for less pre-apps to be submitted  | £70,000 | £70,000 | £70,000 | DEV |
| BC Fee earning income | This is a ring fenced budget (figures assume no change in current arrangements in Northants) | £836,000 | £836,000 | £836,000 | DEV |
| Forecasting/monitoring planning fee income | Identify expected total annual income (including 20% increase). Planning Investment Reserve (20% increase only) | £1,700,000£283,000 | £1,700,000£283,000 | £1,560,000£260,000 | DEV |

**Part 5 – Managing Planned Changes, Major Work-streams and Projects**

| **Change/Project**  | **Sponsor/Lead Officer** | **Budget Impact** | **Impact on other Services** | **Milestones** | **PFH** |
| --- | --- | --- | --- | --- | --- |
| Preparation of Climate Change & Sustainable Buildings DPD (See CEAP Work package 3) | David Butler | Unknown, potential for requirement for additional resources to monitor and enforce delivery of requirements.  | Housing; HCP | Adoption Quarter 4 2020/21. | DEV |
|  |  |  |  |  |  |
| Preparation of Canalside DPD | David Butler | Unknown | None | Adoption by Q3 2020. | DEV |
| Preparation of PBSA DPD | David Butler | None | Housing | Adoption Q2 2022. | DEV |
| Identification of Gypsy and Traveller sites to meet need for negotiated stopping; transit and permanent…leading to preparation of Gypsy and Traveller DPD | David Butler / Lorna Hale | To be confirmed. Likely to require additional planning resources within Planning Policy Team | Housing | Milestones included in LDS | DEV  |
| Plan for Local Plan Review (See CEAP Work Package 3) including:* establishing potential for a Coventry and Warwickshire Single Spatial Strategy
* developing a spatial strategy that minimises the need to travel and supports development is sustainable locations
* Planning ahead for large scale infrastructure investments that support carbon neutral developments
* Bring forward proposals that ensure Town centre are a focus for our communities and are accessible by means other than the private car
* Considering policies that encourage active lifestyles, promote green infrastructure and take account of the need to adapt to climate change.
 | Phil Clarke | There will be costs associated with Local Plan evidence. Potential for extra staff resources, depending on timing and scope | All services | Final decision on single spatial strategy by June 2020. Scope of local plan review by March 2021 | DEV |
| Work with Warwickshire County Council and other relevant organisations to start the preparation of the sustainable transport strategy for Warwick District (and if possible the wider region) – see CEAP Work Package 3 (Transition to Low Emissions Transport) | Phil Clarke | TBC (unknown at this stage) | Neighbourhood Services; Finance;  | TBC once work has been scoped | DEV |
| Develop a Transport Strategy to support the district’s town centres | Phil Clarke | TBC (unknown at this stage) | Neighbourhood Services; Finance;  | TBC once work has been scoped | DEV |
| Prepare/Complete Supplementary Planning Documents:* Affordable housing
* Health Impacts
* Developer contributions
 | David Butler | Some costs associated with compiling evidence base | Neighbourhood ServicesHousingHealth & Community Protection | In line with milestones in Local Development Scheme  | DEV |
| Facilitating and supporting the delivery of significant housing schemes in the district including Housing Delivery Test | Dave Barber / David Butler / Philip Clarke  | Fund for monitoring contributions. | Will involve Housing, Neighbourhood and Cultural Services | Specific milestones predominantly driven by Housing projects and planning applications.  | DEV |
| Introduction of Infrastructure Funding Statement | Phil Clarke/David Butler | None | Potentially will involve culture, neighbourhood and finance as well as other stakeholder | First statement by December 2020 | DEV |
| Work with Director for Climate Emergency to identify Section 106 and CIL funds that can match fund carbon neutral initiatives and sustainable transport solutions - see CEAP Work Package 3 | Phil Clarke | CIL expected to provide approx. £23m over 5 yearsS106 expected to provide approx. £50m over 5 years | All services |  |  |
|  |  |  |  |  |  |
| Prepare Economic Development Strategy including encouraging inward investment and relocation of innovative low carbon technology enterprises engaged in the low carbon energy, transport and construction sectors (See CEAP Work Package 3) | Martin O’Neill / Joanne Randall | Unknown  | All service areas | On-going | E&B |
| Work with businesses and organisations to initiate and share Circular economy initiatives (see CEAP Work Package 3) | Martin O’Neill / Joanne Randall | Unknown  | All service areas | On-going | E&B |
| Trial opportunities to expand ring-fenced enterprise service  | Gayle Spencer | Additional income generation (unknown) | All support services | Exploring new opportunities - with focus on potential new projects  | E&B |
| Further review of Events service to ensure events minimise climate impacts, are environmentally sustainable and focus resources on events that add the greatest value | Martin O’Neill / Marcus Ferguson | Unknown | Culture; Community Protection | Implementation on-goingEconomic development evaluations of events to take place during 2019/20 | E&B |
| Leamington Future of the High Street Fund and associated projects  | Martin O’Neill / Guy Collier | Initial expenditure through FHSF. Potential for additional costs for associated projects but these are currently unknown. | Culture, Neighbourhood | FHSF Business case to be submitted June 2020 | E&B |
| Delivery of Creative Quarter project in conjunction with development partner. | Bill Hunt / Phil Clarke / Ellie Hirons | Specific projects may have a budget impact and this will be considered on a case-by-case basis by the Council.  | Culture, Neighbourhood Services | Detailed proposal being worked up for planning during 2020 (various timescales) | E&B |
| Provision of project support for health improvements in Lillington  | Andrew Jones / Phil Clarke | Potential investment to be established through project scoping. Funding may be available through CIL | Finance, Neighbourhood Services | Completion of feasibility work by March 2020. | E&B |
|  |  |  |  |  |  |
| Delivery of land at Stratford Road Warwick for employment use | Bill Hunt / Heather Johnson | None. | None | Agreement with other landowners and planning permission obtained | E&B |
| Newbold Comyn(NB: This project will move to Neighbourhood services during 2020/21 once project officers within that service are appointed. | Andrew Jones / Ellie Hirons | None | Neighbourhood Services, Cultural Services | Proposals for future use to be published spring 2020 with further public consultation to follow.  | Neighbourhood |
| Income maximisation(to include local lottery, grant finder, advertising & sponsorship and crowdfunding) | Dave Barber / Ellie Hirons | None. | Neighbourhood Services, Cultural Services, Finance,  | Various as established by Project Board.Aiming to implement Grant Finding strategy during 2020 | E&B |
| Infrastructure Delivery(Eg: new schools (Kenilworth, Bishops Tachbrook), country park, A46 link road, land north of Gallows Hill | David Butler and Site Delivery Officers | None (mainly funded through CIL/Section 106) | Neighbourhood Services, Cultural Services | Various  | DEV |
| Commence review of conservation areas  | Gary Fisher/ Rob Dawson | None | None | Programme to be agreed | DEV |
| Canal CA Management Plan | Gary Fisher / Rob Dawson | None | None | TBC | DEV |
| Consider service requirements for a new IT system to replace Acolaid and identify referred supplier | Dave Barber | TBC. Potential for backfilling posts during 2021/22 | HCP, NS, Housing | Identify preferred new supplier by March 2021. New system in place by March 2022 | DEV |
| Work up proposals for service transformation  | Dave Barber | TBC | IT | TBC | DEV |
| Major Growth Areas: south of Warwick and Leamington | Chris Elliott / Chris Garden | TBC | NS, CS, Finance |  | DEV |
| Major Growth Areas: Kenilworth | Andy Jones / Andrew Cornfoot | TBC | NS, CS, Finance |  | DEV |
| Major Growth areas: South of Coventry | Bill Hunt / Ragu Sittambalam | TBC | NS, CS, Finance |  | DEV |
| Facilitate planning permission requirements for Commonwealth Games, including LEP funded legacy projects (if bid to LEP successful) | Gary Fisher / Sandip Sahota / Ragu Sittambalam | None | Culture /Neighbourhood / Property | Pre-app advice in Q1 2020/21. Consider planning apps in Q2, and Q3 2020/21 | DEV |
| Implement new Building Regulation requirements | Phil Rook | None | Housing / Property | Dependent on outcomes of current national consultation | DEV / E&B |
| Explore expansion of WBC to include South Northants and potentially Northampton Borough | Phil Rook | Not known at this stage, although effective use of reserves from WBC could be considered. | None | Decision on S Northants by 1/4/20. Decision on Northampton by 30/12/20 | DEV |
| Support Riverside and Covent Garden Projects | Bill Hunt / Heather Johnson | Not known at this stage | All service | Not known at this stage | Leader / CX |
| Review of unauthorised HMOs Project | Rajinder Reddi/Kalvarn Birk | None | Housing | Complete by Dec 2020 | DEV |
| Consider the potential to identify Proceeds of Crime from enforcement  | Rajinder Reddi/Kalvarn Birk | None during 2020/21. Potential additional income thereafter | None | Complete by Dec 2020 | DEV |