

## Leader Portfolio Plan 2016/17

With responsibility for Corporate Policy and Projects, Financial Services, Revenues & Benefits and IMT.



**Cllr Stephen Godfrey**

*'As Leader of the Council I have ultimate responsibility for the whole of the Council's services and activities, I am however committed to making the Winchester District a prosperous place, where everyone has enough to enjoy a good quality of life.*

*I work with my fellow Cabinet Members to ensure the Council is seen as a friend to business, and not a barrier. I also collaborate with partners such as the Winchester Business Improvement District, the Chamber of Commerce and Hampshire County Council to create the right environment for commercial success.*

*There is continued change in the way that the government provides financial support to councils and we are adapting our Financial and Capital strategies to ensure the continuing financial resilience of the Council'*

The Council has four priority outcomes included in its [Community Strategy](#). Each outcome is supported by a number of objectives. I list below the significant projects that I am responsible for in delivering these objectives and the Council's priorities during 2016/17.

### **Active Communities and Prosperous Economy Priority Outcomes**

Major Projects:

- River Park Leisure Centre – consideration of replacement facility;
- Station Approach Regeneration Scheme;
- Silver Hill;

### **Efficient and Effective Council**

- Develop the Council's Treasury Management Strategy to support the Council's increased capital spending requirements, with an acceptable level of risk;

- Continue to roll out SharePoint as the Council's corporate electronic document records management system (EDRMS)
- Continue to achieve IT cost savings with Test Valley Borough Council;
- Develop effective project resourcing plans to support the delivery of the Council's capital programme;
- Dispose of or develop Council assets to support Member priorities, including City Offices;
- Universal Credit (UC).

**Key documents and strategies that are linked to the objectives in this Portfolio Plan:**

Asset Management Plan (report [CAB2655](#))

Capital Strategy 2015 (report [CAB2710](#))

[Corporate Transformation Plan](#)

General Fund Budget 2016/17 - Capital & Revenue Considerations (report CAB2739)

Treasury Management Strategy 2015/16 (report [CAB2648](#))

Medium Term Financial Strategy 2016/17 to 2020/21 (report [CAB2732](#))

Winchester Station Approach Development Assessment [September 2014](#)

Projects Update and Programme ([CAB2731\(MP\)](#))

Carbon Reduction: Demonstrating Community Leadership ([PH660](#))

## Leader Portfolio Plan 2016/17

Which projects will contribute towards the outcomes?	Milestones	Milestone Due Date	Responsible Officer	How will we measure success?	Budget/ Resources
The <b>Leader</b> has overall responsibility for overseeing delivery of Special Projects					
<b>Priority Outcomes:</b> Active Communities/ Prosperous Economy					
River Park Leisure Centre	A decision on the way forward will be made once the financial assessment and discussion with potential funding partners has been completed.	2016	Corporate Director	Location and form of replacement facility to reflect the views of the local community and financial and low carbon considerations.	Feasibility budget within revenue budget Capital Programme 2015 includes budget for essential works
Station Approach Regeneration Scheme	<p>Consultation with Key Stakeholders and residents on Carfax site</p> <p>Architectural design for Carfax</p> <p>Planning application submitted for Carfax following local consultation</p> <p>Development to commence on site</p>	<p>2015</p> <p>Late 2015 / Early 2016</p> <p>End of 2016</p> <p>2016/17</p>	Head of Estates	<p>Feasibility of scheme established, including high quality of business and sustainability.</p> <p>Development of office space, housing and car parking</p>	<p>£29 million proposed for the development of Carfax and £10m proposed for redevelopment of Cattlemarket site in existing programme</p>
Silver Hill	Planning application approved & Development	Mar 2016	Corporate Director	Positive feedback from business community on	£4.3m in current Capital

Which projects will contribute towards the outcomes?	Milestones	Milestone Due Date	Responsible Officer	How will we measure success?	Budget/ Resources
	Agreement  Start of construction	To be determined		implementation plans  Positive public and business response to development as it takes shape.	Programme for St. Clement's Surgery.
<b>Priority Outcome:</b> Effective and Efficient					
<b>IT Projects</b> Corporate Electronic Document & Records Management System / SharePoint	<b>Phase 3</b> Roll out SharePoint to teams not already using EDRMS or SharePoint.	Starting Jan 2016	Assistant Director (Housing)	Increase efficiencies across the business and maximise capacity through common document management standards.	IMT capital budget approved
IT Shared Services	Assess potential for further savings at times of contract renewals	On-going	Head of IMT	Increased sharing of IT resources between the two Council's resulting in cost savings and more efficient systems	Existing budget and other resources
<b>Finance</b> Develop the Council's Treasury Management Strategy	Draft treasury management strategy reflecting proposed budget  Strategy agreed by Council	Jan 2016  Feb 2016	Chief Finance Officer	Robust Capital Programme	Increased borrowing
Asset Management Plan	Asset Management Plan reflected in Medium Term Financial forecasts and Budget	Feb 2016	Chief Finance Officer/ Head of Estates	Programme for asset management and income growth	Increased borrowing

Which projects will contribute towards the outcomes?	Milestones	Milestone Due Date	Responsible Officer	How will we measure success?	Budget/ Resources
Develop effective Project Resourcing Plans to support the delivery of the Council's Capital Programme	Prepare project plans for all new projects coming forward  Monitor project plans	On-going	Assistant Director (Policy and Planning)	Performance Management team to assess progress with established timescales and determine risks associated with any identified slippage	Existing budget and other resources Budget growth request
Dispose of or develop Council assets to support Member priorities, including City Offices	Preparation of options for City Offices	On-going	Chief Executive	To identify a scheme that will provide the Council with the appropriate amount and type of workspace to meet future challenges	To be determined
Universal Credit	Review customer experience as more claims are made.  Maintain regular contact with JobCentre Plus and Citizens Advice Bureau to ensure claimants are not faced with unavoidable barriers or delays in making claims.  Ensure good communications with voluntary organisations remain open and effective.  Review Universal Credit	Ongoing  Ongoing – bimonthly meetings  Ongoing  April 2016	Deputy Head of Revenues	Effective arrangements in place. Claimants not faced with unavoidable barriers or delays in making claims.	Existing budget and additional DWP funding

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	Action Plan to consider next steps.				