

Ref	What will we do?	Greener FASTER	Thriving Places	Healthy Communities	Good Homes for All	Efficient and Effective	Listening and Learning	Council Plan - What we want to achieve (if relevant) select from drop down	Project Stage (if req'd) select from drop down	Key Milestones	Key Milestone Target Date	Project Delivery Date	Project Progress select from drop down	Cabinet Member	Lead Officer	Resources	TC25	Comments
Legal																		
GOV001	Complete review of all paper files held in Guildhall archive and store with a review to destroying all that are older than 6 years unless there is a business need to keep and (b) review/destruction of all expired Contract documents					✓		A balanced budget and stable council finances	Start up			31-Mar-26	Started	Cllr Becker	Fiona Sutherland	Existing		
GOV002	Review of internal and external legal charging rates- to maximise income and to ensure rates accord with current staff grades					✓		A balanced budget and stable council finances	Not Started		31/12/2025			Cllr Becker	KM and FS	Existing		
GOV003	Cloud based Iken - to obtain costings for implementing Iken Cloud and work with IT on implantation if affordable					✓		A balanced budget and stable council finances	Not Started		31/12/2025			Cllr Becker	GJ, KM and FS			
GOV004	Community Governance Review: creation of a Winchester Town Council – legal support					✓		Improved resident survey results for involvement, contact and response	Not Started	Terms of Reference	01/04/2025	01-Apr-27	Not Started	Cllr Becker	GJ	To be determined. Initial £100k estimate		
GOV005	Provide legal support throughout the Local Plan process		✓					Increased investment in our district	Delivery	Local Plan Examination	Apr-25		On Track	Cllr Porter		Budgeted		
GOV006	Local Government Reorganisation and Devolution – legal support		✓					Increased investment in our district	Proposal	Detailed proposal with partner authorities	26th September 2025	2027/2028	Not Started	Cllr Becker	Gareth John	To be determined (possible Government financial assistance)		
GOV007	Wider Legal Service Review for TC25 purposes - identifying suitability of solutions for improving permanent recruitment/headcount and reducing temporary staff usage to meet budget (TC25 Action - TC062)					✓		A balanced budget and stable council finances	Delivery	Recruitment for 7 positions underway	May-25	May-25	On Track	Cllr Becker	Gareth John Fiona Sutherland Karen Murphy	Inhouse	TCE062	Business Plans have been approved by ELB for re-structure of Legal Services team- including regrading 2 posts and replacing 2 other posts with trainee solicitor posts. This is intended to reduce reliance on agency staff and to assist with future staffing needs. Adverts have been placed (to end of Jan 2025).
GOV008	Improvements in use of IKEN Legal Case Management System					✓		A balanced budget and stable council finances	Initiation	Review/refinement of charging codes to enable time to be more accurately codes to service areas			On Track	Cllr Becker	Gareth John Fiona Sutherland Karen Murphy			Relates to TC25 Digital First agenda. IKEN Legal Case Management System is in use since 2021. A range of functionality is available and a review should identify what further areas can be utilised in eth software that may enhance capacity and effectiveness in the team.
GOV009	Supporting the legal provision to the wider Council and Corporate projects					✓		Improved satisfaction for our services	Delivery	Note - This support spans the full variety of projects and projects across the Council including regeneration, Further User Training	Ongoing		On Track	Cllr Becker	Fiona Sutherland Karen Murphy	Inhouse and External legal provision if required		A full range of projects and programmes are supported by Legal Services. Some key ones are: the TC25 programme, Central Winchester Regeneration Project, the Local Plan, nitrate and phosphate mitigation schemes, waste
Land Charges and Cemeteries																		
GOV010	Transfer of Land Charges data to Land Registry in line with national timetable and associated review of resources (TC25Action - TC021)					✓		A balanced budget and stable council finances	Delivery	awaiting data transfer discovery day - project now pushed back by Land Registry		01-Dec-2025	On Track	Cllr Becker	Marriam Baxendale		TC021	Latest update due to our data quality and other LA's requesting to hold transfer we have been advised our delivery date will be 3rd quarter of 2025
GOV011	Investigation into provision of a natural burial area at cemetery					✓		Improved satisfaction for our services					Started/ Behind	Cllr Becker	Marriam Baxendale			Fact finding with natural burials organisations / undertakers at present
Electoral Services																		
GOV012	Preparation for 2026 Mayoral Elections					✓		Improved satisfaction for our services	Initiation			01-Mar-2026	Not Started	Cllr Becker	Kim Beaumont			HCC elections delayed due and will become Mayoral elections in 2026

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GOV013	Carry out absent voter renewal in accordance with the Elections Act 2022 - contact our 17,000 who are required to renew their absent vote with an emphasis on completing online forms via government portal (to be run in phases with completion required by January 2026.)						✓	Improved satisfaction for our services	Not Started		Commence Mid March 2025		Not Started	Cllr Becker	Kim Beaumont				
Democratic Services																			
GOV014	Provide a comprehensive member induction and development programme						✓	Improved satisfaction for our services	Initiation				Started		David Blakemore				Need to review content to ensure meets needs considering devolution
GOV015	Provide specific support for The Scrutiny Committee in order to build skills to review of policy to improve service delivery						✓	Improved satisfaction for our services							David Blakemore				