

 <b>Overview and Scrutiny Committee</b> <b>27<sup>th</sup> November 2018</b>		<b>Agenda Item No. 5</b>
<b>Title</b>	Development Portfolio – Service Review	
<b>For further information about this report please contact</b>	Dave Barber Head of Development Services <a href="mailto:dave.barber@warwickdc.gov.uk">dave.barber@warwickdc.gov.uk</a> 01926 456065  Alan Rhead Development Portfolio Holder	
<b>Wards of the District directly affected</b>		
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>	NA	
<b>Background Papers</b>	NA	

<b>Contrary to the policy framework:</b>	No
<b>Contrary to the budgetary framework:</b>	No
<b>Key Decision?</b>	No
<b>Included within the Forward Plan? (If yes include reference number)</b>	No
<b>Equality Impact Assessment Undertaken</b>	No
NA	

<b>Officer/Councillor Approval</b>		
<b>Officer Approval</b>	<b>Date</b>	<b>Name</b>
Chief Executive/Deputy Chief Executive	14/11/18	Chris Elliott
Head of Service	12/11/18	Dave Barber
CMT	14/11/18	Bill Hunt
Section 151 Officer		Mike Snow
Monitoring Officer	14/11/18	Andrew Jones
Finance		Mike Snow
Portfolio Holder(s)	5/11/18	Cllr Alan Rhead
<b>Consultation &amp; Community Engagement</b>		
NA		
<b>Final Decision?</b>	NA	
<b>Suggested next steps (if not final decision please set out below)</b>		

1. **Summary**

1.1 This report brings together details of performance relating to the Development Portfolio.

2. **Recommendation**

2.1 That Overview and Scrutiny Committee should review Development Portfolio Performance Report and make observations on it as appropriate.

3. **Reasons for the Recommendation**

3.1 It has been requested by members that performance details of each service/portfolio are reviewed.

3.2 The Portfolio-holder for Development and Head of Development Services are presenting this report on performance to the Overview and Scrutiny Committee. It should be noted, that the report does not cover performance associated with the Business Portfolio, even though much of the work relating to that Portfolio is also the responsibility of Development Services

3.3 The annual performance report is available as Appendix B. The 2018/19 Service Area Plan for Development Services (in so far as it relates to the Development Portfolio) 2017/18 is available as Appendix A.

4. **Policy Framework**

4.1 **Fit for the Future (FFF)**

“The Council’s FFF Strategy is designed to deliver the Vision for the District of making it a Great Place to Live, Work and Visit. To that end amongst other things the FFF Strategy contains several Key projects.

“The FFF Strategy has 3 strands – People, Services and Money and each has an external and internal element to it. The table below illustrates the impact of this proposal if any in relation to the Council’s FFF Strategy.”

<b>FFF Strands</b>		
<b>People</b>	<b>Services</b>	<b>Money</b>
<b>External</b>		
<b>Health, Homes, Communities</b>	<b>Green, Clean, Safe</b>	<b>Infrastructure, Enterprise, Employment</b>
<u>Intended outcomes:</u> Improved health for all Housing needs for all met Impressive cultural and sports activities Cohesive and active communities	<u>Intended outcomes:</u> Area has well looked after public spaces All communities have access to decent open space Improved air quality Low levels of crime and ASB	<u>Intended outcomes:</u> Dynamic and diverse local economy Vibrant town centres Improved performance/productivity of local economy Increased employment and income levels
<b>Impacts of Proposal</b>		
Development Services	Development Services	Development Services

plays a key role in supporting the delivery of high quality housing developments in the district as well as supporting cultural and sporting infrastructure and applying policies that help to deliver cohesive and active communities	supports the provision of open space in new developments. The service applies policies relating to air quality and crime in the consideration of planning applications.	plays a key role in obtaining finance to support infrastructure delivery through Section 106 agreements and CIL. The service is also responsible for supporting the delivery of employment land in line with the adopted Local Plan
<b>Internal</b>		
<b>Effective Staff</b>	<b>Maintain or Improve Services</b>	<b>Firm Financial Footing over the Longer Term</b>
<u>Intended outcomes:</u> All staff are properly trained All staff have the appropriate tools All staff are engaged, empowered and supported The right people are in the right job with the right skills and right behaviours	<u>Intended outcomes:</u> Focusing on our customers' needs Continuously improve our processes Increase the digital provision of services	<u>Intended outcomes:</u> Better return/use of our assets Full Cost accounting Continued cost management Maximise income earning opportunities Seek best value for money
<b>Impacts of Proposal</b>		
Staff are continually developed using a range of methods including formal courses, in-house training and attendance at seminars, conferences or regional bodies.	The Service Area is continually looking at ways of improving the way services are delivered to customers, through improved working practices and use of ICT.	Development Services ensures that any expenditure achieves the best value for money. It is also responsible for several major income streams (WBC, DM, Pre-apps, CIL, S106) to the Council which are continually reviewed to ensure income targets are met, and exceeded where possible.

## 4.2 Supporting Strategies

- 4.2.1 The Local Plan is key to the work of Development Services. It's policies are used many times every day to ensure high quality is supported and the District's infrastructure requirements are provided for.
- 4.2.2 The report also relates to the Medium Term financial strategy and sets out how Development Services is delivering the savings required along with key income streams.

## 4.3 Changes to Existing Policies

- 4.3.1 There are no changes to existing policies as a result of this report.

## **5. Budgetary Framework**

- 5.1 Annual Budgets for Development Services are set by the Executive on an annual basis and budget reports are routinely considered by the Senior Management Team, with quarterly reports issued to the Executive. A separate report providing further details of Development Services Budgets is being presented to Finance and Audit Scrutiny Committee on the 27<sup>th</sup> November 2018.

## **6. Risks**

- 6.1 Risks are managed using the service area's Risk Register which is reviewed and updated on a quarterly basis, and is subject to scrutiny by the Finance and Audit Committee on the 27<sup>th</sup> November 2018.

## **7. Alternative Option(s) considered**

- 7.1 As this report is predominantly for information, at the request of the Overview and Scrutiny Committee, no other options are proposed.