

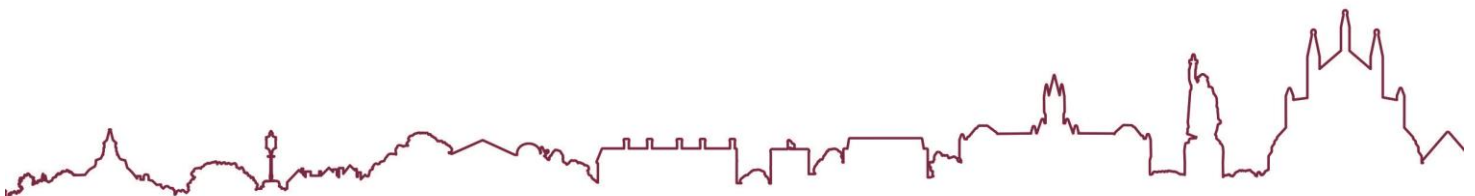


Meeting	Winchester Town Forum
Date and Time	Wednesday, 11th September, 2019 at 6.30 pm.
Venue	Walton Suite, Guildhall, Winchester

AGENDA

- 1. Apologies**
To record the names of apologies given
- 2. Disclosures of Interests**
To receive any disclosure of interests from Members and Officers in matters to be discussed.
Note: Councillors are reminded of their obligations to declare disclosable pecuniary interests, personal and/or prejudicial interests in accordance with legislation and the Council's Code of Conduct.

If you require advice, please contact the appropriate Democratic Services Officer, prior to the meeting.
- 3. Chairperson's Announcements**
- 4. Minutes** (Pages 5 - 12)
Minutes of the previous meeting held on 12 June 2019.
- 5. Public Participation**
To receive and note the questions asked and statements made from members of the public on issues relating to the responsibility of this Forum.
- 6. Heritage Action Zone bid (Verbal Update & Presentation)**
- 7. Winchester Town Forum - Grant Allocation Proposal** (Pages 13 - 20)
(Report WTF276)
- 8. St Maurice's Covert - Update** (Pages 21 - 28)
(Report WTF274)



9. **Local Plan Consultation & Engagement Process** (Pages 29 - 44)
(Report CAB3191)
10. **Winchester Town Account Financial Planning 2020/21** (Pages 45 - 56)
(Report WTF273)
11. **Work Programme 2019/20** (Pages 57 - 62)
To note the current Work Programme for the Town Forum 2019/20 and to agree and further changes.

Lisa Kirkman
Corporate Head of Resources and Monitoring Officer

Members of the public are able to easily access all of the papers for this meeting by opening the QR Code reader on your phone or tablet. Hold your device over the QR Code below so that it's clearly visible within your screen and you will be redirected to the agenda pack.



3 September 2019

Agenda Contact: Matthew Watson, Democratic Services Officer
Tel: 01962 848 317 Email: mwatson@winchester.gov.uk

**With the exception of exempt items, Agenda, reports and previous minutes are available on the Council's [Website](#)*

MEMBERSHIP

Chairperson: Becker (Liberal Democrats)

Vice-Chairperson: Gottlieb (Liberal Democrats)

Liberal Democrats

Craske
Ferguson
Green
Hiscock
Hutchison
Learney
Murphy
Thompson
Tod
Weir

Conservatives

Mather
Scott

Quorum = 4 members

The two County Council Members representing the Winchester Town area are invited as observers.

PUBLIC PARTICIPATION

A public question and comment session is available at 6.30pm for a 15 minute period. There are a few limitations on the questions you can ask. These mainly relate to current applications (including grants), personal cases and confidential matters. Please contact the Democratic Services Officer in advance of the meeting for further details. If there are no members of the public present at 6.30pm who wish to ask questions or make statements, then the meeting will commence.

VOTING

- apart from the Chairperson, every Member has one vote when a matter before the meeting requires a decision.
- in the event of an equality of votes, the Chairperson may exercise a casting vote and that vote may be exercised in any way seen fit.
- a Member may abstain from voting, or vote differently from how they may have indicated during the debate, without further explanation.

The way each Member voted will not be recorded in the minutes, unless a motion to have a Recorded Vote has been passed.

FILMING AND BROADCAST NOTIFICATION

This meeting may be recorded and broadcast live on the Council's website. The meeting may also be recorded and broadcast by the press and members of the public – please see the Access to Information Procedure Rules within the Council's Constitution for further information, which is available to view on the [Council's website](#).

DISABLED ACCESS:

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Public Document Pack Agenda Item 4

WINCHESTER TOWN FORUM

Wednesday, 12 June 2019

Attendance:

Councillors

Craske	Mather
Ferguson	Murphy
Gottlieb (Chair for this meeting)	Scott
Green	Thompson
Hiscock	Tod
Hutchison	Weir (Vice Chair for this meeting)
Learney	

Apologies for Absence:

Councillors Becker

1. **APPOINTMENT OF CHAIRPERSON AND VICE CHAIRPERSON FOR THE 2019/20 MUNICIPAL YEAR**

RESOLVED:

That Councillor Becker is elected Chairperson and Councillor Gottlieb is elected Vice-Chairperson for the 2019/20 Municipal Year.

2. **TO NOTE THE DATE AND TIMES OF FUTURE MEETINGS OF THE FORUM AS SET OUT:**

RESOLVED:

That the meetings of the Forum for the 2019/20 Municipal year commence at 6.30pm on the following dates:

- Wed 11 Sep 2019
- Wed 13 Nov 2019
- Thu 23 Jan 2020
- Thu 19 Mar 2020

3. **DISCLOSURES OF INTERESTS**

Councillors Learney and Weir declared a personal (but not prejudicial) interest in relation to report WTF269 (Weeke Community Centre – CIL Application). This was due to them being members of the Weeke Social Club and Community Centre respectively.

Councillors Hiscock and Tod declared a personal (but not prejudicial) interest due to their role as Hampshire County Councillors.

4. **MINUTES**

RESOLVED:

That the minutes of the previous meeting held on the 21 March 2019 be approved and adopted.

5. **PUBLIC PARTICIPATION**

Teresa Skelton addressed the Forum regarding Alleyne House, Hyde Street, Winchester. Ms Skelton felt that there had been a lack of consultation with residents regarding the use of the facility. In particular, Ms Skelton drew member's attention to the involvement of the Police and Crime Commissioner and local Members of Parliament in the matter. The Chairman invited comments from Forum Members and thanked Ms Skelton for raising the matter with the Forum.

John Hearn, speaking on behalf of the City of Winchester Trust addressed the Forum. Mr Hearn put forward a proposal for a Citywide Urban Design Framework to be included in the 2019/2020 Winchester Town Forum Work Programme (report WTF272 on the agenda). Mr Hearn provided the Forum with an overview of what was meant by a Citywide Urban Design Framework, the benefits, suggestions on how it could be progressed and examples of where similar frameworks had been implemented.

Members of the Forum made a number of comments concerning Mr Hearn's contribution. These chiefly related to how the Town Forum could examine the proposals as part of its work programme for 2019/20 (see item 10 of these minutes). Members thanked Mr Hearn for his contribution.

6. **VERBAL UPDATE AND PRESENTATION - NORTH WALLS ENGAGEMENT EVENT**

The Head of Landscape & Open Spaces and the Recreational Spaces Officer provided the Forum with a presentation regarding the North Walls Engagement Event held on 22nd and 23rd March 2019, attended by over 800 people. The purpose of the presentation was to provide the Town Forum with an overview of the event, the detailed results and a summary of the next steps. (The presentation slides have been made available on the council's website.)

Members raised a number of points regarding the presentation which were summarised as:

- The levels of engagement and satisfaction of the skateboarders.
- The relative numbers of dog-walkers Vs walkers
- The physical boundaries of the site i.e. what was within or outside the scope of the engagement exercise.

The points were responded to in detail by Officers:

- Regarding skateboarders; 34 responded, overall they were highly satisfied and had put forward improvements such as water and first aid provision.
- Regarding walkers, it was explained that these numbers would include both those “walking for leisure” and also those “walking to get somewhere.”
- Regarding the physical boundaries, Officers confirmed that the consultation related to the area highlighted in green on the plan and no specific questions were asked regarding the Leisure Centre itself.

In debate, Members made the following comments:

- Officers should be congratulated for the engagement event.
- There was general agreement that North Walls was a vitally important open green space, a hub and was regarded as such by residents and users.
- There was clear support within the findings to retain the Café and Changing rooms and to examine additional enhancements such as water stations.
- There was a general agreement from the Forum for the Next Steps as described in the presentation.
- As a general point, Members asked that wherever possible that presentations were made available in advance of the meeting.

7. **WINCHESTER NIGHT BUS SERVICE UPDATE**

(Report WTF271 refers)

The Strategic Director: Services (Interim) introduced the report which updated the Forum following a previous report, ref WTF 268, tabled at the March 2019 meeting of the Town Forum.

At the Town Forum meeting in March 2019, it was resolved “*That the Town Forum supports the funding of the Winchester night bus service in principle by asking Hampshire County Council to tender for a new contract for a period of 2 years with a 1-year extension from September 2019.*” And “*That the Town Forum asks Hampshire County Council to tender the night bus service with the results of the tendering exercise being reported back to the next meeting of the Forum in June when a final decision can be made whether to continue funding the night bus service.*”

The Strategic Director: Services (Interim) updated the Forum regarding the outcome of the tendering exercise.

RESOLVED:

1. That following the tendering of the contract by Hampshire County Council, that the Town Forum confirms that they wish to continue the nightbus service from September 2019 for a further period of 2 years with an option of a 1-year extension at a price of £7152 per annum.

8. **WEEKE COMMUNITY CENTRE - COMMUNITY INFRASTRUCTURE LEVY (CIL) APPLICATION**

(Report WTF269 refers)

Councillor Mather left the meeting at this item.

The Recreational Spaces Officer introduced the report which updated the Forum following a previous report, ref WTF267, tabled at the March 2019 meeting of the Town Forum. Report WTF267 approved in principle, expenditure of up to £50,000 for the improvements to the Weeke Community Centre driveway using the Forum's share of the Community Infrastructure Levy (CIL).

The Recreational Spaces Officer advised the Forum that the purpose of this report was to provide information on how the project would be managed and delivered and to seek approval for the funding needed to enable the project to proceed to delivery.

Members welcomed the report and were pleased to see that progress was being made.

RESOLVED:

1. That Town Forum approves up to £50,000 of its Community Infrastructure Levy (CIL) to fund improvements to the access road to Weeke Community Centre and Taplings Road play area.
2. That Town Forum approve authority for the Engineering and Transport Manager to incur expenditure of up to £50,000 for the improvements to the access road to Weeke Community Centre and Taplings Road play area

9. **PUBLIC CONVENIENCES CLEANSING CONTRACT - VERBAL UPDATE**

The Strategic Director: Services (Interim) advised that as the Forum made a contribution to the overall cost of this service that Officers wished to provide Members with an update. Members were informed that the existing joint service arrangements were coming to an end and that a replacement, 3-year contract based upon the current specification was being proposed.

Members asked a number of questions as summarised below:

- Had Officers considered operating the contract using a direct labour force?
- Could officers provide a list of Public Conveniences?
- Had Officers looked at the introduction of Pay for Use Toilets?

The points were responded to in detail by Officers:

- The direct labour option had been considered but did not produce a viable solution.
- Regarding a list, it was confirmed that this was available on the Councils website and would be circulated to Forum Members.
- Regarding Pay for Use toilets, this had been considered but had not been taken forward.

Members debated the issue further and made a number of points, many of which related to the maintenance of Public Conveniences. The points raised were summarised as follows:

- That this was an important service for both residents and visitors.
- That a Service Level Agreement may be useful in managing maintenance issues.
- Whether the opening times of Public Conveniences could be flexed for when significant evening events took place.

The Forum was informed that maintenance works were commissioned on a case by case basis but Officers would consider the Forums comments regarding maintenance, service levels and opening times.

10. **WORK PROGRAMME AND INFORMAL GROUP FORMATION 2019/20**

(Report WTF272 refers)

The Forum considered the report which set out the draft work programme for the new Municipal Year, 2019/20 and asked Members to consider appointments to a number of Informal Groups.

Following discussion, the Forum agreed for the following items and indicative terms of reference to be included in the Work programme for 2019/20:

1. **Winchester Town Forum - future governance.** “to form a task and finish group of the Town Forum to consider options and to make recommendations to Cabinet”
2. **Planning for the future in Winchester.** “Proposals have come forward to the Town Forum - including an urban design framework and a neighbourhood plan. A task and finish group would consider the options and make early recommendations to Cabinet on preparation of a plan for Winchester Town to be adopted as an SPD under the LP refresh (2036).”

In addition to these two items, a number of other issues were identified for future consideration and action as appropriate:

1. **Safer Streets** (it was intended that the Cabinet member would bring a short paper to a future meeting of the Forum on this)
2. **Community Infrastructure Levy scheme, KGV Pavilion, Fees and Charges and Environmental Services Contract:** Members agreed that these items would be discussed with the Chair and if required would be brought back to a future Forum meeting for inclusion in the work programme.

With regards to the appointment to Informal groups for 2019/20, the following was agreed:

1. Planning for the future in Winchester Town:

Notes: “Look at co-design approach to development of vision and plan for Winchester Town Area“

Members: Hutchison, Gottlieb, Craske and Tod

Lead Officer: J Nell

2. Winchester Town Forum (Engagement) Informal Group

Notes: Agreed to rename the group to “Governance” and regarding the scope to “follow up on preliminary work on new governance models for Winchester Town Forum.

Members: Becker, Craske, Hutchison and Tod.

Lead Officer: J Holmes

3. Winchester Town Forum (North Walls) Informal Group

Members: Hiscock, Becker, Ferguson, Gottlieb and Learney.

Lead Officer: S Croker

4. Winchester Town Forum (St Maurice’s Covert)

Notes: It was agreed to rename the group “High Street including St Maurices Covert and Jewry St). There was reference to the scope of the group being “Delivery of projects and review of cleaning, maintenance and furniture”

Members: Mather, Gottlieb, Murphy, Tod and Hutchison.

Lead Officer: S Finch

5. Winchester Town Forum (Town Accounts Grants) Group

Notes: Scope of the group to include: “Activate new grant making regime”.

Members: Weir, Craske and Hiscock.

Lead Officer: M Fletcher

6. Winchester Town Forum (Account Informal) Group

Notes: There was a reference to the scope of the group being “Budget and CIL”.

Councillors: Learney, Murphy and Ferguson.

Lead Officer: D Kennedy

7. Walking Strategy Group:

It was agreed that Councillor Hiscock would be the Town Forums nomination to this group.

Members agreed that it would be beneficial for the groups to convene as soon as possible in order that remits could be compiled and priorities established. The Strategic Director Services (Interim) advised the Forum that resources for both the Work programme items and the Informal Groups would need to be identified.

RESOLVED:

1. That the items listed above are added to the Annual Work Programme;
2. That the Strategic Director Services (Interim) in liaison with the Chair would consider the work programme items agreed above and present an outline timetable for the next meeting; and
3. That the Informal groups listed above be formed for the 2019/20 Municipal year.

The meeting commenced at 6.30 pm and concluded at 7.55 pm

Chairperson

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REPORT TITLE: WINCHESTER TOWN FORUM GRANT ALLOCATION PROPOSAL

11 SEPTEMBER 2019

REPORT OF CABINET MEMBER: Cllr Anne Weir, Portfolio Holder for Local Economy

Contact Officer: Susan Robbins Tel No: 01962 848 461 Email srobbins@winchester.ogv.uk

WARD(S): TOWN WARDS

PURPOSE

This report sets out a proposal to create a Winchester Town Fund as a specific grant fund to be accessed through the Council's crowd funding platform. The eligibility criteria, the outcomes to be achieved through this grant fund and the level of financial contribution per eligible project are described below and follow from the Council's strategic strategy.

RECOMMENDATIONS:

1. That Winchester Town Forum approve:
 - a. The creation of a Town Fund to be made available via the Council's crowd funding platform.
 - b. The Town Fund delivery outcomes of Inclusion, Environment and Well-being, as set out in the Detailed Proposals section, against which grant funding applications are to be assessed.
 - c. A match funding limit per project submitted on the crowd funding platform for the Town Fund of 50% or £2,000 which ever is the less.
 - d. The match funding contribution from the Town Fund will only be offered when the project has secured, from the public investment pledges, a value of 25% of the target total project expenditure.

- e. The option to revise or withdraw the grant offer of match funding contribution if the organisation fund raising for the project fails to reach its stated target expenditure.
- f. That one project per organisation in a single financial year is eligible for funding through the Town Fund.
- g. That authority is delegated to Corporate Head of Service for Engagement to approve grant allocation and to enter into grant agreement, monitor and in circumstances where reasonable and grant offer criteria and conditions are not met to withdraw from the funding arrangement.

IMPLICATIONS:

1 COUNCIL STRATEGY OUTCOME

- 1.1 The Council's community and voluntary sector grants programme contributes to all four priorities in the Council Strategy. The crowd funding platform is one of the funding streams approved under the grants review completed in December 2018 and supports the Council's aim to be innovative in the way resources are used.

2 FINANCIAL IMPLICATIONS

- 2.1 The Town Forum considered its grant budget at the 17 January 2019 meeting and approved an allocation of £27,000 for the Citizen's Advice Bureau and Small Grants Fund. This allocation left £33,000 of the Winchester Town Forum grant budget uncommitted for the 2019/2020 financial year. The Council's crowd funding platform, currently being procured, was identified as a suitable method by which this unallocated budget could be offered as a town fund grant.
- 2.2 The new crowd funding platform would provide a process for funding specific projects that meet outcomes agreed by the Town Forum and that meet the special expenses requirements.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 There are no procurement implications as a result of the recommendations in this report.
- 3.2 The Town Forum may distribute grants in accordance with its agreed criteria. Due weight must be given in terms of equalities duties, procedural fairness and any statement of intent. It is therefore necessary to ensure that the application procedure and the award of grants are based upon evaluation criteria that are in themselves open and transparent and non-discriminatory in nature. Should the Town Forum distribute funds not in accordance with these

principles, then it could be at risk of legal challenge. Therefore following the completion of the grants process an equality assessment should be undertaken in respect of all the recipients of the grants and consider whether further action is required in order to ensure that the Town Forum is compliant with its section 149 duty.

- 3.3 The Council, and hence Town Forum, is obliged, to “make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness” as a best value authority under section 3 of the Local Government Act 1999. Therefore, the Town Forum must also make provision within the arrangements to monitor the use of the grants to ensure that the anticipated benefits from the use of the money are achieved by the grant recipient.
- 3.4 It therefore follows that the grant should only be given upon agreement of an appropriately drafted agreement which allows the Council a sufficient and proportionate level of monitoring of the use of the grant. The report requests approval to establish a fund and eligibility criteria for a grant to be accepted. A grant fund offered through the crowd funding platform would need to comply with the Council’s overall grant programme and special expenses legislation. Officers are aware of these requirements which are taken into consideration in this report. A grant offer letter and grant agreement will be completed for each successful application prior to commencement.

4 WORKFORCE IMPLICATIONS

- 4.1 There are no additional workforce implications as the crowd funding platform, applications, grant agreement and monitoring etc. will be managed within the existing staff resources.

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 None

6 CONSULTATION AND COMMUNICATION

- 6.1 The Council’s grant programme was consulted upon as part of the review in 2018. This included the proposal to launch a crowd funding platform to enable eligible local groups and organisations to raise funds for projects.

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 Projects that have negative or detrimental impact on the environment or are counter to the Council’s declaration of a Climate Emergency will not receive Council grant.
- 7.2 Environment is proposed as funding outcome to support projects that positively contribute to sustainability and carbon reduction.

8 EQUALITY IMPACT ASSESSEMENT

- 8.1 An equality impact assessment (EIA) was completed for the Council's grants programme. The EIA was reviewed and approved at the Council's December Cabinet meeting. The EIA included the crowd funding platform within its scope, consequently a new or revised EIA is not deemed necessary.

9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 The chosen supplier of the online crowd funding platform is required to carry out a data impact assessment.

10 RISK MANAGEMENT

Risk	Mitigation	Opportunities
<p><i>Community Support</i></p> <p><i>Local organisations and communities do not respond to the crowd funding opportunity.</i></p>	<p>The Council and supplier will provide support and will extensively promote the platform for applicants.</p>	<p>Local groups and organisations can develop their own campaign and be actively involved in putting forward projects.</p>
<p><i>Financial / VfM</i></p> <p><i>The cost of implementing the new online system does not give the return on investment in terms of additional investment generated via fundraising, and efficiency of staff time in administering funds.</i></p>	<p>The implementation stage has been supplemented by a support package from the supplier to ensure organisations are able to succeed in generating funds.</p>	<p>The Council has the potential to put its own projects on the platform in order to raise public funds that contribute towards their delivery.</p>
<p><i>Legal</i></p> <p><i>New online platform fails or is abused and results in a legal challenge</i></p>	<p>Supplier will provide the necessary assurance and liability insurances. A process to vet and check content will be carried out by the platform provider A standard funding agreement will be completed.</p>	
<p><i>Innovation</i></p> <p><i>The use of a new online grant system results in organisations not being</i></p>	<p>The chosen supplier will be required to demonstrate a proven</p>	<p>Online systems present greater opportunity to access communities</p>

<p><i>able to access grants.</i></p>	<p>track record in operating, managing and supporting such platforms.</p> <p>The Council and supplier will provide support for applicants.</p> <p>Investigation was undertaken with other local authorities to understand and learn from any implementation issues.</p>	<p>willing to support local projects, helping to build local capacity and participation.</p>
<p><i>Reputation</i></p> <p><i>Failure or misuse of the platform causes negative press and public sentiment.</i></p>	<p>The service/system specification requires the monitoring and vetting of content and projects to ensure no bogus or inappropriate material is posted on the site.</p>	<p>The innovative use of online systems that gives greater access to funding and can potentially support a greater number of local projects.</p>

11 SUPPORTING INFORMATION:

11.1 **Background**

11.2 In March 2019 the City Council Cabinet approved a new grants programme, following an extensive review of the existing approach. The new programme included a series of funds with clear priority outcomes, application process and evaluation criteria, with aim of making the programme more transparent, fair and equitable. The crowd funding platform was one the funds approved.

11.3 At its January 2019 meeting the Winchester Town Forum agreed its grant budget for 2019/20. A contribution of £27,000 was made to the Strategic Fund and to the Small Grants. The remainder of £33,000 was to be allocated to a fund that was directed specifically at the town wards and would meet special expenses legislation. The Council's crowd funding platform to be launched in October 2019 provides a mechanism by which such a Town Fund can be established. The specific Town Fund would be in addition to the £35,000 district wide fund.

11.4 **Details of Proposals**

11.5 Town Fund Priorities

11.6 It is proposed that the Winchester Town Fund will have three outcomes against which projects will have to demonstrate they deliver benefits to town ward residents to be considered eligible for funding. Projects are able to contribute to one, two or three of the outcomes.

- a) Inclusion support for schemes that:
 - (i) Create new activities and provide opportunities for people to participate in community life.
 - (ii) Target activities and support for:
 - over 65's, this may include inter-generational approaches
 - young families
 - young people under the age of 16
- b) Environment - support for schemes that:
 - (i) Demonstrably reduces the town's carbon footprint.
 - (ii) Develop and encourage healthy and sustainable travel options.
 - (iii) Install and maintain green technologies, including energy generation, storage and distribution.
 - (iv) Deliver facilities and building management systems that reduce consumption and waste.
 - (v) Undertake practical works which benefit Sites of Importance for Nature Conservation (SINCs) or priority species.
 - (vi) Protect and encourage priority species as identified within the Winchester Biodiversity Action Plan.
 - (vii) Deliver events, activities, training or engagement that encourage people to gain a greater understanding of their local wildlife and places.
- c) Wellbeing – support for schemes that:
 - (i) Create positive activities for young people. Inclusive and accessible projects/schemes for all young people which raise aspirations, promote life skills and leisure and recreational activities, and targeted to young people needing specific or additional support.
 - (ii) Enable self help strategies/coping mechanisms and education around mental health.
 - (iii) Increase the amount of opportunities for people to make healthy lifestyle choices and become regularly active.

- (iv) Develop ideas and innovation to reach new audiences and increase their participation in the arts to improve their sense of mental, psychological, social and physical wellbeing, and to promote social engagement.

11.7 Grant Application and Award Process

- 11.8 Organisations apply to have their project listed on the crowd funding platform. To be eligible project activity must specifically target town ward residents, who need to be the primary beneficiaries. It is not enough for the applying organisation to be located in the town wards. The applying organisation must not have already received a grant from the Town Fund in that financial year. Proposals are vetted to ensure they are from an eligible organisation and not proposing any project or activity that is not supported by the Council, as per the grant application processes for the Community and Voluntary grants programme.
- 11.9 Once vetted, against set eligibility criteria including financial viability of the organisation and proposal, the project is added to the crowd funding platform and a period of fund raising begins. Applicants will be supported and assisted in this by both the Council and the platform provider, but the onus is on the applying organisation to promote their project to their local community and supporters and gain pledges of financial support.
- 11.10 The Town Fund will contribute 50% or up to £2,000 whichever is the less. It is usual practice to only make a provisional grant offer once a certain level of local fundraising has been achieved. It is recommended that this trigger be set at 25% of project costs. Advice will be taken from the platform provider as to the upper limit that should be set for the financial value of projects.
- 11.11 Once the project has been successful in raising all the funds needed to proceed, a formal grant offer will be made and if accepted, the applicant will be required to enter into a formal grant agreement with the Council.
- 11.12 In line with the Council's other grant funds it is recommended that only one project per organisation is supported through the Crowd funding platform per financial year. In addition, priority will be given to those organisations that are not currently in receipt of other Council grant funding.

12 OTHER OPTIONS CONSIDERED AND REJECTED

- 12.1 At the 17 January 2019 meeting the Town Forum considered the Priority Outcome funds established under the grant review but this was not able to meet the special expenses requirement.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

WTF267 TOWN ACCOUNT BUDGET FOR 2019/20 - 17 JANUARY 2019

CAB3079 COMMUNITY AND VOLUNTARY SECTOR GRANTS REVIEW - 12
DECEMBER 2018

Other Background Documents:-

Funding themes and Priority Outcomes

APPENDICES:

None

REPORT TITLE: ST MAURICE'S COVERT - UPDATE

11 SEPTEMBER 2019

REPORT OF CABINET MEMBER: Cllr Learney

Contact Officer: Simon Finch Tel No: 01962 848271 Email
sfinch@winchester.gov.uk

WARD(S): TOWN WARDS

PURPOSE

This report provides and up-date on progress relating to the St. Maurice's Covert improvement scheme further to the presentation provided by the architects, ScottWhitbystudio (SWS), to the Town Forum at the meeting held in September 2018.

RECOMMENDATIONS:

1. To note progress on the St. Maurice's Covert improvement scheme.

IMPLICATIONS:

1 COUNCIL STRATEGY OUTCOME

- 1.1 Improving St. Maurice's Covert is consistent with outcome 4 of the Council Strategy – Improving the quality of the district's environment - and in particular it will help to protect, enhance, and respect the district's rich heritage and landscape while allowing appropriate development to take place.

2 FINANCIAL IMPLICATIONS

- 2.1 There are no additional financial implications for the Town Forum regarding the funding of the project at this point in time. The position relating to the funding of the scheme in light of escalating costs was considered by Cabinet on 28th August 2019 where it was resolved to increase the budget to £225,000 to meet the increasing costs of the works (CAB3812 refers). This should enable the works to proceed to implementation. Full details of the funding arrangements are set out in CAB3812.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 Works at St Maurice's Covert will be progressed through contracts that will encompass; civil surfacing works and ceiling and lighting works. Current intentions are to undertake procurement of the civil surfacing works through an established Framework whilst the most likely means of procuring the ceiling and lighting works will be through a competitive tender.
- 3.2 The procurement processes used will be furthered in discussed with legal and procurement teams to ensure a process that is compliant with the Public Contract Regulations 2015 (if applicable), the Council's Contract Procedure Rules and Financial Procedure Rules for contracts of the relevant type and value of the intended contract.
- 3.3 The Council has the power to enter such contracts with a third party by virtue of section 111 of the Local Government Act 1972, providing the power to do anything is calculated to facilitate, or is conducive or incidental to the discharge of any of its functions. Under section 1 of the Localism Act 2011, the Council has the power to undertake any activity a normal person could undertake, for the benefit of the authority, its area or persons resident or present in its area. The Council must be satisfied it has the enabling power(s) to award and enter into the relevant agreements.
- 3.4 Additionally the Council has an obligation as a best value authority under section 3 of the Local Government Act 1999 to "make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness." By following due process the Council's Contract Procedure Rules and Financial Procedure Rules, the Council will have observed its other statutory duties, including in regard to the duty to obtain best consideration.

3.5 Whilst a Judicial Review challenge is always a possibility where the Council has fully complied with the correct procedures, as above, the risk of a successful challenge is considered minimal.

3.6 .

4 WORKFORCE IMPLICATIONS

4.1 None other than officer time is needed to support the management of the St. Maurice's Covert scheme.

5 PROPERTY AND ASSET IMPLICATIONS

5.1 These were previously considered in the Winchester Town Forum report WTF247.

5.2 However further investigative works in the Covert mean that it is now likely that the ceiling and lighting improvements will need to comply with the requirements of Party Wall Act as they may affect land or buildings owned by a third party. The requirements of the Act will therefore need to be met before these works can commence so present an element of risk to the project proceeding which will need to be managed. It should also be noted that the water fountain, which is part of the civils works, will rely on a water supply from the adjacent public conveniences which are leased to the Council. When this lease ends and if it is not renewed or extended, the supply to the fountain will need to be negotiated.

6 CONSULTATION AND COMMUNICATION

6.1 As members of the Town Forum may recall the scheme has evolved since its inception with a number of iterations. The works have been subject to extensive public and stakeholder consultation (CAB2958 refers) and further amendments to the detailed design of the works have been overseen by the St. Maurice's Covert Steering Group, up-dates considered by the Winchester Town Forum (presentation by SWS September 2018) and discussions have been on-going with stakeholder groups potentially affected by the design amendments.

6.2 The Steering Group remains firmly committed to all of the proposed improvements proposed notwithstanding a significant increase needed in the budget to accommodate their delivery. The revised budget was as agreed by Cabinet on 28th August 2019 (CAB3812).

7 ENVIRONMENTAL CONSIDERATIONS

7.1 The scheme would enhance the visual attractiveness of the St. Maurice's Covert, giving it a better sense of place, as well as improving the visual links

between the High Street and Cathedral. The works will therefore be of benefit to the locality and wider town centre.

- 7.2 The works support the Council's wider objectives regarding the environment (Climate Emergency) in that the latest version of the scheme will include a drinking fountain to enable people visiting the town centre to refill reusable drinking vessels rather than relying on single use plastic bottles.
- 7.3 It is also intended to source the main stone finish from within the UK, rather than using an imported material, and to selectively re-use some of the existing materials. The proposed surfacing materials will provide a high-quality and durable solution. The same applies to the new benches and cubes which will be made of Portland stone. Furthermore, the scheme only entails resurfacing the part of the Covert adjacent to Market Lane, which would benefit most from having new materials provided, rather than simply resurfacing the entire area.

8 EQUALITY IMPACT ASSESSEMENT

- 8.1 These were covered in the previous Cabinet report CAB2958. Some changes to the detailed design of the scheme since September 2017 are being assessed in relation wider mobility issues as well as the location of cycle parking. However, it is envisaged that the scheme will still deliver many of the improvements outlined in the previous report and will, at worst, have a neutral effect.

9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 None required.

10 RISK MANAGEMENT

- 10.1 [START TYPING HERE]

Risk	Mitigation	Opportunities
<i>Property: The ceiling and lighting works will need to comply with the Party Wall Act requirements</i>	Discuss the proposals with the owner of the adjoining structure and ensure the requirements of the Act are complied with. Ceiling design can be changed if it is not possible to deliver the current proposal.	

<i>Water fountain will rely on a water supply from the public conveniences leased to the Council</i>	Use best endeavours to negotiate the water supply if the lease is not renewed or extended.	
<i>Community Support: Given consultation undertaken on the Covert scheme failure to complete it may undermine confidence in the Council's ability to deliver improvement schemes.</i>	Additional budget allocated by Cabinet 28/08/19 to enable the scheme to be implemented.	
<i>Timescales: Further delays could see costs increase further.</i>	Additional funding to enable the scheme to progress in 2019/20 agreed by cabinet 28/08/19.	
<i>Project capacity</i>		
<i>Financial / VfM Escalating costs caused by delays may prevent implementation as costs exceed budget. Full costs unknown until works are tendered. External factors are increasing costs on civil engineering and other schemes like St. Maurice's Covert.</i>	Proceed to tendering as soon as possible but keep costs and budget under review. Look at options including value engineering to reduce and minimise costs. Revised options can be considered for the ceiling works if costs, when tendered are unaffordable.	
<i>Legal</i>		
<i>Innovation</i>		
<i>Reputation As Community Support above.</i>		
<i>Other</i>		

11 SUPPORTING INFORMATION:

- 11.1 There has been a longstanding commitment by the Town Forum to improve St. Maurice's Covert. SWS were architects appointed to develop an enhancement scheme aimed at enhancing the visual attractiveness of the space, creating stronger links between the High Street and Cathedral and providing a stronger sense of place for the Covert itself.

- 11.2 A range of measures to improve the surface, walls and ceiling/lighting of the Covert were produced by SWS and agreed by Cabinet in September 2017 (CAB2958 refers) with a budget of £110,000 (phase 1). Further improvements were identified which could form a second phase of works.
- 11.3 Since that time a number of changes to the detailed design of the project were required to respond to concerns raised by the police and others regarding anti-social behaviour and rough sleeping, which saw the plinth removed, and the new bin/bike store omitted (refuse storage was relocated to a new structure in Colebrook Street car park). A revised package of works was presented at the Town Forum meeting in September last year which was favourably received.
- 11.4 During the last year there have been on-going discussions with representatives of interest groups potentially impacted by the scheme in its amended form and, as a result, the design has been refined so that the covered cycle parking within the Covert will be renewed rather than relocated to another location in the centre whilst external parking adjacent to Market Lane will be omitted. It is considered that this is an appropriate compromise in terms of accommodating the needs of cyclists whilst avoiding adverse effects for blind and partially sighted people crossing the space.
- 11.5 In addition to finalising the design of the scheme there have been delays generated by the rising costs of the project. When the civil engineering (surfacing) aspects of the scheme were agreed and put out to tender earlier this year the prices which came back were more than envisaged, even allowing for the time lag between the design being finalised and tendering exercise, and were considerably more than originally budgeted for in the cost estimates.
- 11.6 This is apparently typical of projects of this nature at the present time where external factors, such as Brexit, create uncertainty and therefore risks for contractors, and are likely increasing costs significantly. Costs of materials are also increasing. Consequently, it was necessary for the Steering Group to reconsider the project in light of escalating costs which could not be met by the allocated budget.
- 11.7 The Steering Group remains fully committed to delivery the scheme in its entirety and the increase in budget agreed by Cabinet in August from £110,000 to £225,000 should enable this to happen. The budget issues have meant that value engineering has been applied to the project intended to reduce costs, without compromising the overall quality of the scheme, so for example revising the street furniture products to those originally specified, when the civils elements of the work were tendered earlier this year, should help to reduce prices quoted moving forwards.

- 11.8 The intention now is to proceed with tendering the revised civils works as soon as possible and, subject to receiving quotes which align with the new budget agreed, to progress to implementation. It is envisaged that allowing for this process to be completed, a contractor appointed with lead in times for sourcing materials etc..., and avoiding implementation during the busy festive season, works will start early in 2020 and be completed by March.
- 11.9 At the same time work on progressing the ceiling and lighting improvements will continue but there are issues involving adjoining land owners that will need to be addressed prior to works beginning on site (Party Wall Act requirements). These works will also need to be tendered with prices that reflect the increased budget. For these reasons it is more challenging to put a timescale to these works but it is hoped they can be completed by April 2020.

12 OTHER OPTIONS CONSIDERED AND REJECTED

- 12.1 The Council could decide not proceed with the St Maurice's Covert Project in light of higher costs than originally envisaged meaning the package of works would not be delivered but this could undermine confidence in the Council's ability to deliver schemes of this nature which include external funding. The Council has already incurred significant costs in relation to professional fees.
- 12.2 The scheme could be phased over more than one financial year in order to manage costs over a longer time period or certain measures could be omitted from the scheme altogether. The Steering Group is committed to delivering all the measures designed by SWS to deliver the original vision and realise the full benefits of the project. Furthermore, spreading the costs over more than one year could mean a higher cost overall particularly given the current uncertainties in the market.

BACKGROUND DOCUMENTS:-

None

Previous Committee Reports:-

CAB2958 Enhancing St. Maurice's Covert.

WTF193 – St Maurice's Covert and other Town Centre Enhancements.

WTF247 – Enhancing St. Maurice's Covert.

WTF219 - St. Maurice's Covert Environmental Enhancement up-date.

WTF200 – St. Maurice's Covert Up-date.

Other Background Documents:-

None

APPENDICES:

None

REPORT TITLE: LOCAL PLAN 2036 CONSULTATION AND ENGAGEMENT PROCESS

11 SEPTEMBER 2019 - WINCHESTER TOWN FORUM

18 SEPTEMBER 2019 - CABINET

REPORT OF CABINET MEMBER: Built Environment and Well Being

Contact Officer: Jenny Nell Tel No: 01962 848278 Email jnell@winchester.gov.uk

WARD(S): ALL

PURPOSE

This report sets out a programme for moving forward with Local Plan 2036, with a focus on how we will engage with communities and stakeholders across the District. This includes a refresh of the Vision for Winchester building on the earlier 2012 document. It is intended that consultation on the key matters to be included in Local Plan 2036 will take place during 2020.

RECOMMENDATIONS:

That the Winchester Town Forum consider the paper and provide any comments for the Cabinet Member in particular respect of

- Support the proposal to refresh the 'Vision for Winchester' building on the concept of the 2012 Vision document
- Agree that a supplementary budget estimate of up to £25,000 is allocated from Winchester Town Forum earmarked reserve to fund specific city related research and engagement to support this work

That Cabinet :-

1. Consider the views of Winchester Town Forum in respect of development of a Vision for Winchester and its subsequent role in informing policies to achieve appropriate development in the Forum area
2. Agree the engagement model for the emerging local plan as set out in the report
3. Agree that £50,000 is allocated from existing General Fund Local Plan budget to assist the Town Forum to prepare an update of the Vision for Winchester.

IMPLICATIONS:1 COUNCIL STRATEGY OUTCOME

- 1.1 The preparation of the district wide Local Plan 2036 provides an opportunity to reflect and reinforce in planning policies the positive outcomes for our communities which are at the core of the Council Strategy, thereby supporting its vision and objectives. The Local Plan is a key mechanism by which to deliver those elements of the Council Strategy and other strategies prepared by the Council, that are reliant on the use of land, the protection of the environment and the provision of infrastructure. The Local Plan will include policies to promote economic development and diversity reflecting the emerging Economic Strategy; allocate land for housing purposes and include policies to address specific housing needs across the District. Given the Council's declaration of a Climate Emergency it will include appropriate planning measures relating to climate change, in so far as national planning policy will allow. It will also provide controls on inappropriate or poor quality development across the District.
- 1.2 The Local Plan is required by national planning policy to promote sustainable development and will incorporate a range of policies to enhance the character and strengthen the communities of our towns and villages and to protect our countryside and natural resources. Provision of open space and green infrastructure are key planning requirements when considering new development and contribute to the health and well being of our communities.

2 FINANCIAL IMPLICATIONS

- 2.1 Resources needed to undertake preparation of Local Plan 2036 including procurement of the evidence base and community/stakeholder engagement have been approved as part of the budget process. Specific commissioning of the necessary reports and studies has commenced following approval via PHD868.
- 2.2 The current forecast external expenditure of approximately £560,000 for the period 2019/20 to 2021/22 is within existing budget projections and supported by the Local Plan reserve (opening 2019/20 balance of £454,000) as well as baseline revenue budget projections. This budget is also required to fund the update of the Councils' Community Infrastructure Levy (CIL) charging schedule, including its evidence base, preparation, consultation and examination processes.
- 2.3 The report (para 11) includes reference to the requirement to update the 'Vision For Winchester' last updated in 2012 (Winchester Town Forum report WTF 173 refers (12 June 2012)). Depending on the level of updating required including the need for stakeholder/community engagement and consultation, additional resources will be required to be allocated to this element of work. At present there is no capacity within the Strategic Planning Team to assist with this process and therefore additional resources will need to be secured

through a secondment or short term contract opportunity. This report proposes that a budget of £50,000 is identified from the existing General Fund Local Plan budget (reflecting that this work impacts on a wider area than just the city boundaries) and £25,000 from the Town Forum earmarked reserve to secure this resource. The Town contribution would significantly deplete the remaining uncommitted reserve balance and the replenishment of the reserve would need to be considered in the town budget setting process.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 It is a statutory requirement for the Council to have a district wide Local Plan in place and ensure it is relevant. The statutory provisions under which a Local Plan is made are within the Planning and Compulsory Purchase Act 2004 (as amended) and regulations made under the Town and Country Planning (Local Planning) (England) Regulations 2012 and The Environmental Assessment of Plans and Programme Regulations 2004. To not prepare a sound and up to date Local Plan runs the risk that the Secretary of State will 'step in' and prepare a Local Plan for the Council.
- 3.2 The National Planning Policy Framework (NPPF) and Planning Practice Guidance (PPG) contains guidance that must be met to enable a Council to approve a Local Plan, including the 'tests of soundness' that Local Plans are assessed against. A Local Plan must be justified, effective, positively prepared and consistent with national policy
- 3.3 The Local Plan Regulations, in particular Regulations 18 and 19 require very specific steps to be undertaken in respect of consultation to ensure that both statutory consultees and the wider communities' responses are taken into consideration during the plan making process. The steps outlined below reflect these statutory requirements, the risk of legal challenge will be avoided if the Local Plan meets the objectively assessed needs of the Council and the evidence is consistent with and has regard to the statutory framework and the requirements of the National Planning Policy Framework.
- 3.4 Procurement of the evidence base reports will be conducted in accordance with Contract Procedure Rules and/or the Public Contracts Regulations 2015 (PCR 2015), as necessary.

4 WORKFORCE IMPLICATIONS

- 4.1 Preparation of Local Plan 2036 is a key corporate district wide project (excluding the area within SDNP) which will be led by the Strategic Planning Team. Given the strategic nature of the plan, contributions from a number of teams across the Council, will be required, in particular housing, landscape/ecology, transport, finance, communications and legal.

- 4.2 The Strategic Planning Manager has secured another role with a neighbouring authority and it will be necessary to recruit to this post as soon as possible. It is anticipated that the Town Forum may wish to appoint an external resource to support development of the Vision for Winchester using the budget available, but this will still require some input from within the Strategic Planning team to manage the overall process.

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 There is opportunity to consider the impact of local plan policies on the Council's estate during the development of the plan.

6 CONSULTATION AND COMMUNICATION

- 6.1 National Planning Guidance and statutory requirements including the Local Plan Regulations 2012 require the preparation of Local Plans to demonstrate community and stakeholder engagement throughout the plan making process. The Council would always want such an important policy document to be the subject of wide and effective community engagement and it will follow the requirements of the Statement of Community Involvement which was updated in last year.

- 6.2 The Winchester Town Forum will consider this paper in advance of Cabinet and have opportunity to provide their views

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 The purpose of a local plan is to plan for sustainable development in accordance with national planning policy and guidance which has been recently revised. This is to ensure a balance of growth and change with protection and conservation being embedded in the local plan process. Furthermore, once a local plan is drafted it will be assessed against sustainability criteria which will also encompass strategic environmental assessment; habitat regulations assessment, equalities and health impact assessments.

8 EQUALITY IMPACT ASSESSMENT

- 8.1 The Public Sector Equality Duty (PSED) under section 149 of the Equality Act 2010 requires the Council, when exercising its functions, to have due regard to:
- (i) the need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
 - (ii) the need to advance equality of opportunity between persons who share protected characteristics and those who do not, and;
 - (iii) foster good relations between those who have protected characteristics and those who do not.

Note: 'Protected characteristics' are: age, sex, race, disability, sexual orientation, marriage and civil partnerships, religion or belief, pregnancy and maternity and gender reassignment.

- 8.2 The Council is committed to all of the above in the provision, procurement and commissioning of its services, and the employment of its workforce. In addition, the Council is also committed to improving the quality of life and wellbeing for all residents in respect of socio-economics and health determinants.

9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 The Council is required to engage with a range of organisations set out in legislation throughout the plan making process. Whilst a formal DPIA will not be required, it is worthwhile noting that the Local Plan process involves consultation with many individuals and organisations and the collection of large amounts of personal information. Meeting the requirements of the General Data Protection Regulation for the data gathered and held will be a significant additional responsibility.
- 9.2 All responses to consultations are 'redacted' of personal information as necessary prior to their publication on the Council's website.

10 RISK MANAGEMENT

- 10.1 The Local Development Scheme was updated in December 2018 (CAB3087(LP)) and this includes a high level risk assessment, which forms the basis of the identified risks below:

Risk	Mitigation	Opportunities
<i>Property</i>	N/A	
<p data-bbox="177 387 587 719"><i>Community Support</i></p> <p data-bbox="177 465 587 719">Preparation of a local plan requires extensive community and stakeholder engagement and consultation. This is documented at all stages and published.</p> <p data-bbox="177 757 587 1160">If the Vision for Winchester is updated in parallel with preparation of the Local Plan, there is a risk of confusion of the remit of each document – the Vision having a more aspirational and broader remit than a land use document such as the local plan.</p> <p data-bbox="177 1198 587 1637">A further consideration is that the larger settlements (Bishops Waltham/New Alresford etc) may also request a similar focus given their position in the existing settlement hierarchy and wish to develop their own visions through preparing/updating parish plans.</p> <p data-bbox="177 1675 587 1890">Denmead Parish has its own neighbourhood plan and has indicated that it wishes to update this in parallel with the LP2036 process.</p> <p data-bbox="177 1928 587 2047">Officers are also aware of additional communities (Kings Worthy) that are</p>	<p data-bbox="595 387 999 685">Given the level of interest in planning matters across the District, it is necessary to ensure sufficient time and staff resources are allocated to allow for comprehensive engagement.</p> <p data-bbox="595 1198 999 1496">The Council will work with these communities to ensure they are properly engaged in the Plan making process as was the case with the development of previous Local Plans.</p> <p data-bbox="595 1675 999 1890">The Council will work with the parish council to ensure there is alignment between the Neighbourhood and Local Plans.</p> <p data-bbox="595 1928 999 2047">The Council will work with these communities to ensure they are properly</p>	<p data-bbox="1007 387 1412 645">Methods of community engagement are set out in the Council's Statement of Community Involvement (SCI) which was revised and published in December 2018.</p> <p data-bbox="1007 683 1412 940">The Council sees the benefit of working collaboratively with local communities and opportunities to continue with this approach will be explored.</p> <p data-bbox="1007 978 1412 1193">It will be necessary to be clear with the remit of the local plan and any documentation linked with Winchester Town Forum and the larger parishes.</p>

<p>exploring the opportunity for preparing their own neighbourhood plan.</p>	<p>engaged in the Plan making process as was the case with the development of previous Local Plans.</p>	
<p><i>Timescales</i></p> <p>Preparation of the local plan is established in the Local Development Scheme which identifies key milestones.</p> <p>A number of evidence studies have been recently commissioned and the results of these are anticipated by end of November 2019. These are crucial to inform the emerging options to be explored.</p>	<p>Timescales expressed in the revised LDS allow for a number of processes to be undertaken in parallel particularly community engagement and commissioning of evidence studies.</p>	<p>The LDS anticipates that a draft plan (including draft policies and proposals) will be available for consultation during late 2019. This is no longer the case so at some point it will be necessary to update the LDS. At this time the intention is that a 'Local Plan Prospectus', will be published and consultation undertaken to explore current issues arising from the evidence base and potential options for resolution.</p> <p>It will however, be necessary to ensure that any updating of the Vision for Winchester, work with parish councils and associated evidence and engagement remains synchronised with local plan preparation.</p>
<p><i>Project capacity</i></p> <p>Preparation of the Local Plan and updating the Vision for Winchester and engagement with parishes, will involve both in-house resources consisting of officers of the Strategic Planning team and others within the Council, plus appointment of specialist consultants to prepare technical reports for the evidence base.</p>	<p>It will be necessary to ensure that adequate resources are in place to prepare both the Local Plan, update the Vision for Winchester and engage with parishes.</p> <p>Every effort should be made to fill staff vacancies rapidly with appropriately qualified and experienced staff.</p>	<p>Opportunities for joint evidence and engagement will be maximised</p>

<i>Financial / VfM</i>		
<i>Legal If legal processes are not followed correctly the plan could be found unsound or vulnerable challenged.</i>	<p>Statutory process and consultation requirements are clearly defined through both legislation and central government guidance and policy. It is important to ensure that these are followed.</p> <p>It is necessary to ensure that adequate resources are in place to work with the Local Plan team during the consultation and preparation of both the Local Plan, update the Vision for Winchester and engagement with stakeholders including the Parishes.</p>	
<i>Innovation</i>		
<i>Reputation Incorrect statutory procedures or consultation may lead to a reputational risk</i>	Ensure that the plan making process, including public engagement, accords with statutory requirements.	
<i>Other</i>		

11 SUPPORTING INFORMATION:

- 11.1 This report builds on the content of CAB 3158 reported to Cabinet in June 2019, which summarised current progress with Local Plan preparation through the workshops with parishes and commissioning of the evidence base.
- 11.2 Technical evidence recently commissioned includes the following, this data will be available by the end of November 2019 to inform the formulation of local plan policy expression:-
- a) Housing needs and population projections
 - b) Employment needs
 - c) Retail, Town Centre and Leisure Use needs

- d) Strategic Housing Market Assessment
 - e) Gypsy and Traveller Accommodation Assessment
 - f) Transport assessment (Stage 1)
- 11.3 These reports will present detailed data on the state of the District and future trends for growth and change summarised as 'objectively assessed needs'. This is required by National Planning Policy/Guidance, and addressing these needs through land use planning is what is required to be reflected in LP2036, whether this be expressed through allocations for new development or policies to promote/control certain types of development.
- 11.4 Preparation of a local plan/neighbourhood plan is a regulated process focussing on spatial planning and must be subject to independent examination prior to final adoption. However non planning documents such as parish plans/visions are simply reflective of local communities' aspirations for the locality and can cover a wider range of matters and be more general in their expression.
- 11.5 It is important that full and proper engagement is undertaken in line with the national requirements. In development of the previous Local Plan a successful approach was taken called Blueprint and we can draw upon this experience when moving forward with the new Plan. The key principles and timeline for the engagement process is set out at para 11.17.
- 11.6 A key issue is engagement with the Parish Councils. Opportunity has already been taken to brief the Parish and Town Councils on the emerging timetable for the Local Plan in sessions held in autumn 2018 and this was followed up by workshops held at the start of the year which were designed to help the Council prepare for the next steps in the plan making process.
- 11.7 The Winchester Town Forum, as the representatives of the non parished city areas agreed at their meeting of 12 June 2019 (Report WTF272 refers) that:

"The Forum considered the report which set out the draft work programme for the new Municipal Year, 2019/20 and asked Members to consider appointments to a number of Informal Groups. Following discussion, the Forum agreed for the following items and indicative terms of reference to be included in the Work programme for 2019/20:

1. Winchester Town Forum - future governance. *"to form a task and finish group of the Town Forum to consider options and to make recommendations to Cabinet"*

2. Planning for the future in Winchester. *"Proposals have come forward to the Town Forum - including an urban design framework and a neighbourhood plan. A task and finish group would consider the options and make early recommendations to Cabinet on preparation of*

a plan for Winchester Town to be adopted as an SPD under the LP refresh (2036)."

- 11.8 In accordance with item 2 the task and finish group has met and discussed options for consideration. A key requirement is to understand the broader aspirations for the Town area, an appropriate mechanism for this would be to update the Vision for Winchester which was last updated in 2012. This document sets out eight themes :-
- Encourage people to create economic prosperity
 - Care for our history, heritage and setting
 - Be a natural destination for visitors and shoppers
 - Provide new and affordable housing
 - Improve transport, infrastructure and air quality
 - Be a regional centre for creativity and culture
 - Create a green and environmentally friendly city
 - Be a town that supports safe and stable communities
- 11.9 It would be beneficial to assess each of these and determine if they are still relevant and what actions have taken place during the intervening period in terms of implementing projects and proposals that would contribute.
- 11.10 Numerous projects have been initiated – including the major projects of Station Approach, Central Winchester Regeneration and the new leisure centre, which would support a number of the themes, both individually and collectively.
- 11.11 Recent concerns highlighted by the Town Forum appear to focus on public realm and design aspects of how the City is growing and evolving with the impact new development is having on the character of certain areas of the town. An opportunity exists to update the Vision for Winchester to set out clearly future aspirations for the city along with future guidance which could provide the means to identify areas that are changing and how potential effects could be appropriately managed. A key challenge would therefore be how to accommodate new development and redevelopment proposals needed to support the sustainable growth of Winchester without compromising valued attributes of established neighbourhoods across the city (see 11.15 below).
- 11.12 The role of the Local Plan is to set out the land use requirements for the whole district outside SDNP for the period up to 2036, local plans have to comply with national planning policy/guidance and contribute to the achievement of sustainable development, the NPPF summarises this as *'meeting the needs of the present without compromising the ability of future generations to meet their own needs'*. The policy goes on to elaborate that achieving sustainable development means that *the planning system has three overarching objectives (economic, social and environmental), which are interdependent*

and need to be pursued in mutually supportive ways (so that opportunities can be taken to secure net gains across each of the different objective)

11.13 The NPPF requires plans to '*positively seek opportunities to meet the development needs of their area, and be sufficiently flexible to adapt to rapid change*' and at the heart of the framework lies a presumption in favour of sustainable development.

11.14 It is envisaged that Local Plan 2036 will include general design policies (as currently expressed in existing policies CP13, CP14, DM15- DM18), but it is not the right forum to be overly prescriptive as this would be contrary to the aims of the NPPF. The Local Plan will have to express the strategic priorities for Winchester looking ahead to 2036 and this will include reference to meeting housing, retail and employment needs. It is anticipated that policies will be required to identify new sites for development.

11.15 In relation to Winchester a suggested way forward is for the Town Forum is to adopt a two stage process:-

- Stage 1. To produce a new 'Vision for Winchester' through which to identify and articulate the key issues for the town area (which may be across a broad range of policy areas) so as to ensure that these can be properly reflected in the policies of the Local Plan as a whole and to guide and prioritise other projects and opportunities;
- Stage 2. Once the policies of the Local Plan have begun to take shape, to undertake additional evidence gathering and produce more detailed guidance on which will shape the nature and form of development in the town area, for example through character assessments to inform design guidance, through better local infrastructure planning such as provision for pedestrian and cycling infrastructure or through specific projects to improve specific areas and for these to be expressed in formal documents in due course.

11.16 In terms of timings the immediate focus should be to ensure that the major issues and considerations for the town area are brought together in a new Vision for Winchester which can inform the emerging local plan.

11.17 Next Steps

It is therefore proposed that the following steps are instigated for the local plan and associated documents:-

11.18 Stage 1 – Preparation of a 'LP 2036 Prospectus'

Having gathered a range of evidence and reflecting its priorities in responding to the challenges of growth and change across the District, the City Council prepares and consults upon the principles and features of a development strategy. This would include explaining and identifying how it proposes to choose areas/sites for growth, achieve excellence in development proposals

of all types and to address the issues of climate change and low carbon. This document would endeavour to bring together the ambitions set out in other Council strategies, such as the Movement Strategy, to demonstrate how the next Local Plan could help to achieve these. This document will then be issued for consultation, probably in the early part of the 2020.;

11.19 Stage 2 – Engagement and Consultation on ‘Prospectus for LP 2036’

This stage consists of the Council inviting responses to that document and in particular:

- for the Town forum to produce a new ‘Vision for Winchester’ to identify those matters with a Winchester focus that require either a planning policy response in LP2036 or other Council strategy/action plan;
- for parish councils to be given the opportunity to identify any locally specific matters that require either a planning policy response in LP2036 or other Council strategy/action plan;
- options for resolution – meeting development needs, issues arising from evidence studies, growth around Winchester, locally derived development requirements elsewhere;
- Following the requirements of the Local Plan Regulations 2012, it is necessary to formally consult on the available documentation, this would be for a minimum of 6 weeks and made available through the website, Citizen Space online questionnaire and in libraries across the District.
- At this stage the Prospectus would be available to view, along with the evidence studies and any other local data for communities/parishes to assist them in commenting on the options presented for consideration.
- It is envisaged that this engagement/consultation would encourage local debate with workshops/forums to discuss the data presented and options identified. It is anticipated that this would be concluded by spring 2020.

11.20 Stage 3 – Feedback from Engagement and Consultation and production of a draft Local Plan

- it may be necessary to commission additional evidence, or explore points made with technical advisors depending on the level of comments made.
- Any feedback and emerging commentary would be reported for consideration, along with suggested actions/way forward;
- At this stage it will be necessary to translate the Prospectus into a draft Local Plan with chapters on settlements/spatial areas of the District (as per Local Plan Parts 1/2) and to include policies and allocations for new development.

- Further consultation on a draft local plan would be required following the requirements of the Statement of Community Involvement and the emerging local plan would be amended accordingly and published for formal consultation in late 2020.

11.21 Stage 4 – Pre- Submission Consultation

- By this stage the Local Plan strategy and policies would be established, however it is necessary under the Local Plan Regulations to hold a further consultation on the ‘soundness’ of the plan prior to submission of the document to the Planning Inspectorate for examination.
- Formal minimum 6 week consultation is required under Regulation 19 Town and Country Planning (Local Plan)(England) Regulations 2012. The current published Local Development Scheme, anticipates that the Pre-Submission consultation would take place at the end of 2020. This consultation is purely based around the tests of ‘soundness’ as set out in the NPPF 2019, rather than detailed content and proposals:-
- Positively prepared – meets the areas objectively assessment needs, including unmet needs of neighbours under the Duty to Cooperate
- Justified – an appropriate strategy based on evidence
- Effect – is deliverable
- Consistent with National Policy – enables the delivery of sustainable development

11.22 Stage 5 – Submission for Examination and Examination

- All documentation is submitted for independent examination against the tests of soundness (see above). The current LDS (Local Development Scheme) envisages submission in March 2021, however, it may be necessary to revise this, depending on the results of the previous stages.
- The examination consists of hearings where participants are invited by the planning inspector to contribute to the debate of matters identified for discussion.

11.23 Stage 6 – Modifications

- It is likely that through the examination process, modifications will be identified that not only resolve objections raised but also clarify the intention of policy expression.
- It is necessary for any proposed modifications to be subject to SA/SEA/HRA etc and consultation for a minimum of 6 weeks. Any

responses are then considered directly by the appointed planning inspector.

11.24 Stage 7 – Inspector’s Report and Adoption

- Following consultation on the proposed modifications, the inspector will prepare a report to the Local Planning Authority recommending if the Local Plan is sound or not. At this stage Main Modifications may well be recommended to make the plan sound.
- The Council’s procedures will then be applied to formally adopt the Local Plan as part of the development plan for the District. The current LDS (Local Development Scheme) envisages adoption in December 2021, but this will be highly dependent on the previous stages and results of the examination and inspector’s Report.

12 OTHER OPTIONS CONSIDERED AND REJECTED

- It is a statutory requirement to have an up to date local plan and failure to do so creates uncertainty for businesses and investment and for local communities having to deal with speculative planning applications.
- Government advice also emphasises the importance of having an up to date local plan, and of reviewing it as necessary every 5 years. Delay or failure to progress the local plan is not, therefore, a realistic option and would risk the existing Local Plan becoming out of date and planning decisions being made on the basis of national planning policy or by appeal.

13 BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

Other Background Documents:-

None

APPENDICES:

None

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REPORT TITLE: WINCHESTER TOWN ACCOUNT FINANCIAL PLANNING
2020/2021

11 SEPTEMBER 2019

REPORT OF FINANCE MANAGER (STRATEGIC FINANCE)

Contact Officer: Darren Kennedy Tel No: 01962 848464 Email
dkennedy@winchester.gov.uk

WARD(S): WINCHESTER TOWN

PURPOSE

To provide an update of the current financial position of the Winchester Town Account and financial projections over the medium and long term. This supports the development of a refreshed financial strategy and final budget recommendations in January 2020.

RECOMMENDATIONS:

1. That the Town Forum notes the financial projections in Appendix A, and agrees the budget timetable for 2020/21.

IMPLICATIONS:

1 COUNCIL STRATEGY OUTCOME

- 1.1 This report sets out the current financial position and latest medium and long term projections, along with detailed sensitivity analysis. This analysis will help to guide and inform budget planning work and the options for delivering the Council Strategy which will be presented to the November Town Forum meeting.

2 FINANCIAL IMPLICATIONS

- 2.1 Identifying and analysing the financial pressures and risks helps to ensure the effective prioritisation of resources in order to deliver the Council Strategy and maintain a balanced budget.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 No legal or procurement implications are identified at this time through this report, as projects are brought forward legal and procurement input may be required.

4 WORKFORCE IMPLICATIONS

- 4.1 None directly from this paper

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 None directly from this paper

6 CONSULTATION AND COMMUNICATION

- 6.1 This report has been discussed with the town account informal group, portfolio holder, relevant staff and advisors.

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 Environmental considerations will be considered as part of the business case supporting any budget proposals.

8 EQUALITY IMPACT ASSESSEMENT

- 8.1 This document is part of the budget consultation process and equality impact assessments will be considered alongside any relevant budget options.

9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 None required

10 RISK MANAGEMENT

- 10.1 The main source of funding for baseline recurring expenditure is the town precept. As a stable source of funding overall financial risk is therefore relatively low but consideration must be taken of the requirement for the town to keep within government referendum limits (a restriction not currently applicable to parish councils).
- 10.2 In recent years one-off expenditure (capital or revenue) has been funded up-front from the town reserve or external funding. This reduces risk by lowering the baseline revenue budget requirement.

Risk	Mitigation	Opportunities
<i>Failure to set a balanced budget over the medium term</i>	<i>Financial projections are shown up until 2026/27 and the scenario planning highlights the potential sensitivities. Planning over a longer period will help to ensure understanding of the scale of the financial challenges and that early planning enables enough lead in time for the implementation of budget options.</i>	<i>Long term strategic planning Innovative funding streams Transformational efficiency savings</i>
<i>Council's service priorities are not reflected in the budget</i>	<i>The budget planning process, including the implementation of Outcome Based Budgeting and the informal account group meetings which review the detailed budgets and strategy.</i>	<i>Ensure the prioritisation of resources to best meet the outcomes of the authority</i>
<i>One-off projects increase the baseline recurring revenue budget requirement within limited ability to increase the town precept due to government referendum limits.</i>	<i>Identify all project requirements over the medium term (such as the play strategy) and ensure that funding is available for these projects.</i>	<i>Identifying project requirements over the medium term enables enhanced prioritisation and engagement.</i>

11 SUPPORTING INFORMATION:

Background

- 11.1 A revision of the terms of reference for the Winchester Town Forum (WTF) in 2007 gave the Forum a greater role in developing the Town Account Budget. To help it fulfil this role, the Town Forum set up an informal member group to give early consideration to budget setting issues.
- 11.2 The overall aim of the Medium Term Financial Plan is to provide the Town Forum with early consideration of the current financial projections, any possible impacts from Government consultations, and any other possible financial implications in respect of the Town Account Budget.
- 11.3 The Medium Term Financial projections will be influenced by actions within the Council's control and external factors. A sensitivity analysis, showing a range of possible scenarios is included for consideration.
- 11.4 In order to pro-actively meet the medium to long term challenges, the Council agreed to develop a smarter Outcome Based Budgeting (OBB) approach to budget setting from 2018/19. A refresh of this process is currently underway and any resulting options will be included for consideration within the Town budget setting process.
- 11.5 The core budget timetable remains in line with previous years, with initial budget proposals considered at November Town Forum and final recommendations made at January Town Forum. It has been agreed that, in line with the district budget timetable, the financial strategy will be agreed alongside budget recommendations in January. This will enable sufficient debate at Town Forum meetings in September and November, which will be incorporated into the final strategy.
- 11.6 In accordance with Section 35 of the Local Government Finance Act 1992 – "Special Expenses" are levied by the Council to cover the costs of local services in the Winchester Town area which elsewhere would be dealt with by parish councils, as there is no parish council for the Town area of Winchester.

Identifying Resources

- 11.7 **Winchester Town Precept** – The 2019/20 tax base is 13,980.82 with a precept of £69.19.
- The Council Tax Referendum limits for 2020/21 will be announced alongside the settlement. It is currently anticipated that this will remain at either below 3% or £5 for lower tier authorities.
 - Referendum limits prevent the Council increasing Council Tax above the Government's advised level, except with a referendum. Whilst parish tax

amounts are currently excluded from capping calculations the Winchester Town tax is included.

- Appendix A shows the financial projections up until 2026/27, including illustrative increases in the precept which present a balanced overall position.

11.8 **Fees and Charges** are reviewed on an annual basis in order to feed into the budget process. Proposals for 2020/21 and strategy decisions to 2023/24 are currently under development and will be reported back to November Town Forum.

11.9 The key existing fees and charges relating to the Town Account are:

- Cemeteries – a new charging scheme was introduced in 2016/17, and revised in 2018/19, to coincide with the conclusion of the cemetery extension works. Income is currently forecast at £164k per annum, which does result in a forecast net service cost of £34k in 2019/20.
- Sports pitches – income is currently forecast at £35k per annum (against forecast 2018/19 expenditure of £303k). A net service cost of £268k represents a significant proportion of the overall town budget and any options to increase income whilst continuing to support and promote sport within the town area should be considered.

11.10 **Community Infrastructure Levy (CIL)** – the Neighbourhood CIL (Town) receivable balance stood at £0.75m as at August 2019 (£0.8m billed less £0.05m of commitments), with further CIL expected to be billed before the end of 2019/20.

- The principles for spending the Winchester Town Forum's share of CIL were approved in November 2016 (see WTF245), in order to provide for the community led improvement of the environment and infrastructure in the Winchester Town.
- A budget of £150k has been set for 2019/20, which includes a brought forward budget of £100k from 2018/19.
- Increasing CIL receipts over the last couple of years will enable the town forum to allocate funding to a range of smaller and larger projects over the next few years, in order to mitigate the impact of recent development.

11.11 The following central case assumptions have been used in the financial forecast shown in Appendix 1:

	2019/2020 Forecast	2020/2021 Forecast	2021/2022 Forecast	2022/2023 Forecast	2023/2024 Forecast	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
Assumptions:								
Contract inflation	2.5%	2%	2%	2%	2%	2%	2%	2%
Utilities	5%	5%	5%	5%	5%	5%	5%	5%
Percentage increase in tax	3%	2%	2%	2%	2%	2%	0%	0%
Tax Base	13,981	14,149	14,318	14,490	14,664	14,840	15,018	15,198

11.12 The **Environmental Services Contract (ESC)** currently operated by IdVerde Ltd for the landscapes element of the contract will renew from October 2019. A detailed review will be undertaken in order to apportion the revised contract costs to the town, to be reported in the November Town Forum budget paper.

11.13 The **Public Conveniences Cleaning Contract** is currently under a tender process. The town currently contributes £50k per annum towards all general maintenance and cleaning costs which represents 50% of town toilets (excluding car parks and Abbey Gardens).

11.14 A **Tree Survey project** plan is currently being drafted in order to produce a comprehensive plan to survey all trees on district land. The costs will be shared between General Fund District / Town / and Housing and existing budgets are under review to determine whether this work can be completed within existing resources or whether a budget growth request will come forward.

Capital Expenditure

11.15 Capital expenditure is either funded directly from the Town Account Earmarked Reserve, external funding such as CIL, or through the General Fund and repaid over the life of the asset (along with interest).

11.16 In January 2017 (WTF250) the Town Forum approved a strategy to fund the long term requirements of the play area refurbishment up until the end of 2024/25, from the Town Account Earmarked Reserve. Play area refurbishments in the town make up the largest proportion of town capital expenditure as shown in 11.15 below.

11.17 The following budgets are currently included within the capital programme:

- i. Chesil Theatre Grant - £30k in 2019/20
- ii. Changing Pavilion North Walls - £44k in 2019/20 (total project budget of £300k with £256k funded by S106 receipts)
- iii. Changing Pavilion King George V – to be identified
- iv. Play Area Refurbishments - £865k from 2019/20 to 2024/25. A baseline projection of £150k per annum has been included in Appendix A from 2025/26 onwards.

- v. Report WTF265 identified an additional budget requirement of £200k for the KGV play area and skate park. This will form part of the play area refresh and budget consultation over the coming months.

Reserves

- 11.18 The Winchester Town Account earmarked reserve is available to support planned one-off expenditure over the medium term as well as a contingency balance of 10% of the total annual net expenditure which is set aside to deal with any urgent / unexpected requirements.
- 11.19 The Local Plan paper (WTF275) contains a request for up to £25k from the Town reserve. This is reflected in the financial forecasts in Appendix A.
- 11.20 The capital budget forecasts listed in 11.17 above, particularly the significant programme of play area refurbishments are planned to be funded from the Town reserve. It is therefore important that the long term planning ensures funding is in place to support these projects.
- 11.21 It should be noted that the forecast reserve balance shown in Appendix A does fluctuate on a year-by-year basis and is currently forecast to fall below 10% at the end of 2021/22. This is based on a number of central case estimates and is largely caused by significant capital play area expenditure over the next few years. The profiling of these projects will be reviewed as part of the budget process. It is possible that this review of profiling could push the funding requirements out to future years thereby increasing the near term forecast reserve balance.

12 OTHER OPTIONS CONSIDERED AND REJECTED

- 12.1 None, this paper sets out the current financial position

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

Town Account Budget for 2019/20 – WTF267 – January 2019

Other Background Documents:-

None

APPENDICES:

Appendix A: Medium Term Financial Projections

Appendix B: Budget Forecast 2019/20

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WINCHESTER TOWN ACCOUNT - Financial Projections

	2018/2019 Outturn	2019/2020 Forecast	2020/2021 Forecast	2021/2022 Forecast	2022/2023 Forecast	2023/2024 Forecast	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
Assumptions:									
Contract inflation		2.5%	2%	2%	2%	2%	2%	2%	2%
Utilities		5%	5%	5%	5%	5%	5%	5%	5%
Percentage increase in tax		3%	2%	2%	2%	2%	2%	0%	0%
Tax Base		13,981	14,149	14,318	14,490	14,664	14,840	15,018	15,198
	£	£	£	£	£	£	£	£	£
Cost of Services									
Recurring Budgets:									
Allotments	(1,958)	(1,864)	(1,864)	(1,864)	(1,864)	(1,864)	(1,864)	(1,864)	(1,864)
Bus Shelter Cleaning / Maintenance / New Provision	6,652	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Cemeteries	39,339	34,073	36,286	38,556	40,882	43,269	45,716	48,225	50,799
Christmas Lights	8,000	8,946	9,115	9,287	9,463	9,642	9,825	10,012	10,202
Community Speed Watch	0	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Community Wardens (Contribution)	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000
Footway Lighting	17,510	20,642	20,927	21,226	21,540	21,870	22,216	22,580	22,962
Grants	57,210	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
- Theatre Royal (Contribution)	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Support Costs for Grant Scheme	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Grit Bins	0	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Maintenance Work to Council Owned Bridges	0	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Night Bus Contribution	9,420	13,545	13,816	14,092	14,374	14,661	14,954	15,254	15,559
Public Conveniences (Contribution)	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Recreation Grounds & Open Spaces	594,529	633,378	642,359	651,533	660,904	670,477	680,257	690,248	700,455
Town Forum Support	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Total Recurring Budgets	852,701	908,220	920,139	932,330	944,799	957,555	970,604	983,954	997,613
One-off Budgets:									
St Maurice's Covert	2,856	47,287							
Community Infrastructure	0	150,000							
Local Plan			25,000						
Historic Environment Projects Officer	1,799								
Total One-off Budgets	4,655	197,287	25,000						
Total Cost of Services	857,357	1,105,507	945,139	932,330	944,799	957,555	970,604	983,954	997,613

	2018/2019 Outturn	2019/2020 Forecast	2020/2021 Forecast	2021/2022 Forecast	2022/2023 Forecast	2023/2024 Forecast	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
Taxation and Non-specific grant income									
Council Tax Income	(927,735)	(967,335)	(998,466)	(1,030,636)	(1,063,870)	(1,098,193)	(1,133,631)	(1,147,235)	(1,161,001)
Interest on Balances	(5,264)	(4,330)	(986)	(845)	(636)	(33)	(340)	(874)	(1,015)
Total Taxation and Non-specific grant income	(932,999)	(971,665)	(999,452)	(1,031,481)	(1,064,506)	(1,098,226)	(1,133,971)	(1,148,108)	(1,162,017)
Transfers to/(from) Earmarked reserves									
(Surplus added to Reserves) / Deficit taken from Reserves	(75,642)	133,842	(54,313)	(99,151)	(119,707)	(140,671)	(163,367)	(164,154)	(164,404)
Capital Expenditure funded by Town Reserve	169,000	329,000	90,000	120,000	180,000	110,000	110,000	150,000	150,000
Release from Town Community Infrastructure Levy Reserve	0	(150,000)							
Opening Reserve Balance (at 1st April)	(526,361)	(433,003)	(120,160)	(84,473)	(63,624)	(3,331)	(34,002)	(87,369)	(101,523)
Closing Reserve Balance (carried forward)	(433,003)	(120,160)	(84,473)	(63,624)	(3,331)	(34,002)	(87,369)	(101,523)	(115,927)
Closing Reserves forecast as % of net expenditure (Target = 10%)	51%	11%	9%	7%	0%	4%	9%	10%	12%

Capital Expenditure

Handley's Café									
Chesil Theatre Grant		30,000							
Changing Pavilions - North Walls		44,000							
Changing Pavilions - King George V									
Play Area Refurbishment		255,000	90,000	120,000	180,000	110,000	110,000	150,000	150,000
		329,000	90,000	120,000	180,000	110,000	110,000	150,000	150,000

2019/20 Forecast

Cost of Services**Recurring Budgets:**

Allotments

(3,458) 1,594 **(1,864)**

Bus Shelter Cleaning / Maintenance / New Provision

10,000 **10,000****Cemeteries**(163,852) 197,925 **34,073**

- Grounds Maintenance (Contract)

75,408 75,408

- Depreciation & Notional Interest

38,407 38,407

- Grounds Maintenance (internal charge)

44,112 44,112

- Other Internal Charges

11,819 11,819

- Corporate Property Repairs (internal charge)

9,250 9,250

- Utilities & Business Rates

14,856 14,856

- Supplies & Services

3,968 3,968

- Other Premises costs

105 105

- Fees & Charges

(163,852) (163,852)

Christmas Lights

8,946 **8,946**

Community Speed Watch

1,000 **1,000**

Community Wardens (Contribution)

45,000 **45,000**

Footway Lighting

20,642 **20,642**

Grants

60,000 **60,000**

Support Costs for Grant Scheme

2,000 **2,000**

Grit Bins

1,000 **1,000**

Maintenance Work to Council Owned Bridges

5,500 **5,500**

Night Bus Contribution

13,545 **13,545**

Public Conveniences (Contribution)

50,000 **50,000****Recreation Grounds & Open Spaces**(43,586) 676,965 **633,378****Sports Pitches**

(34,891) 303,393 268,502

- Grounds Maintenance (Contract)

250,171 250,171

- Internal Charges

11,875 11,875

- Utilities & Business Rates

16,573 16,573

- Dog Control

11,774 11,774

- Premises Building Maintenance

7,000 7,000

- Materials

3,500 3,500

- Equipment

2,000 2,000

- Rent

500 500

- Fees & Charges

(34,891) (34,891)

Open Spaces

(8,695) 373,572 364,876

- Special Maintenance

109,325 109,325

- Grounds Maintenance (Contract)

102,341 102,341

- Tree Care (Contractors)

33,136 33,136

- Depreciation & Notional Interest

20,650 20,650

- Dog Control

21,865 21,865

- Materials

21,475 21,475

- Internal Charges

11,628 11,628

	2019/20 Forecast		
	Income	Expenditure	Net Expenditure
- Equipment		17,300	17,300
- Fixed Plant Improvements		16,500	16,500
- Employees		14,527	14,527
- Supplies and Services		3,822	3,822
- Electricity		244	244
- Cleaning		759	759
- Fees & Charges	(8,695)		(8,695)
Theatre Royal (Contribution)		20,000	20,000
Town Forum Support		5,000	5,000
Total Recurring Budget Requirement	(210,896)	1,119,117	908,220

WINCHESTER TOWN FORUM - WORK PROGRAMME FOR 2019/20

12 JUNE 2019					
BUSINESS	LEAD OFFICER	COMMITTEE DATE		REPORT/ ORAL REPORT	STATUS/ COMMENTS
		Original	Revised		
Night Bus Update	Dan Massey	12 June 2019		Report	Actioned
Verbal update and presentation – North Walls Engagement	Susan Croker	12 June 2019		Presentation	Actioned
Weeke Community Centre CIL application	Susan Lord	12 June 2019		Report	Actioned
2019/20 Work Programme and Appointments	Matthew Watson	12 June 2019		Report	Actioned

11 SEPTEMBER 2019					
BUSINESS	LEAD OFFICER	COMMITTEE DATE		REPORT/ ORAL REPORT	STATUS/ COMMENTS
		Original	Revised		
Heritage Action Zone bid	Susan Robbins	11 Sept 2019		Presentation	
Grant Allocation Proposal	Susan Robbins	11 Sept 2019		Report WTF276	
Winchester Town Account Financial Planning 2020/21	Darren Kennedy	11 Sept 2019		Report WTF273	
St Maurices Covert - Update	Simon Finch	11 Sept 2019		Report WTF274	
Local Plan Consultation & Engagement Process	Jenny Nell	11 Sept 2019		Report CAB3191	

13 NOVEMBER 2019					
BUSINESS	LEAD OFFICER	COMMITTEE DATE		REPORT/ ORAL REPORT	STATUS/ COMMENTS
		Original	Revised		
Winchester Town Account Medium Term Financial Position	Darren Kennedy	13 Nov 2019		Report	Confirmed
Play Area Improvement – 5 Year Programme Update	Susan Croker	13 Nov 2019		Report	Confirmed
Report back from Governance Group.	Lisa Kirkman	13 Nov 2019		Report	Not Confirmed
CIL Update	Corrinne Phillips	13 Nov 2019		Report	Confirmed
“Pavillions” Paper	Sue Croker/Coral	13 Nov 2019		Report	Confirmed

23 JANUARY 2020					
BUSINESS	LEAD OFFICER	COMMITTEE DATE		REPORT/ ORAL REPORT	STATUS/ COMMENTS
		Original	Revised		
Winchester Town Account Budget for 2019/20 (to be recommended to Cabinet)	Darren Kennedy	23 Jan 2020		Report	Confirmed by Darren.
Update from High Street Group.					

19 MARCH 2020					
BUSINESS	LEAD OFFICER	COMMITTEE DATE		REPORT/ ORAL REPORT	STATUS/ COMMENTS
		Original	Revised		
Grant Programme Report	Melissa Fletcher				Not Confirmed

To be timetabled:

1. Update from Planning for the Future Group
2. Update from North Walls Group
3. Extract from the June 2019 Town Forum minutes

“a number of other issues were identified for future consideration and action as appropriate:

1. *Safer Streets (it was intended that the Cabinet member would bring a short paper to a future meeting of the Forum on this)*
2. *Community Infrastructure Levy scheme, KGV Pavilion, Fees and Charges and Environmental Services Contract: Members agreed that these items would be discussed with the Chair and if required would be brought back to a future Forum meeting for inclusion in the work programme.*

1. Planning for the future in Winchester Town:

Notes: “Look at co-design approach to development of vision and plan for Winchester Town Area“

Members: Hutchison, Gottlieb, Craske and Tod

Lead Officer: J Nell

2. Winchester Town Forum (Governance) Informal Group

Notes: Agreed to rename the group to “Governance” and regarding the scope to “follow up on preliminary work on new governance models for Winchester Town Forum.

Members: Becker, Craske, Hutchison and Tod.

Lead Officer: J Holmes

3. Winchester Town Forum (North Walls) Informal Group

Members: Hiscock, Becker, Ferguson, Gottlieb and Learney.

Lead Officer: S Croker

4. Winchester Town Forum (High Street) Informal Group

Notes: It was agreed to rename the group “High Street including St Maurices Covert and Jewry St). There was reference to the scope of the group being “Delivery of projects and review of cleaning, maintenance and furniture”

Members: Mather, **Gottlieb**, Murphy, Tod and Hutchison.

Lead Officer: S Finch

5. Winchester Town Forum (Town Accounts Grants) Group

Notes: Scope of the group to include: “Activate new grant making regime”.

Members: **Weir**, Craske and Hiscock.

Lead Officer: M Fletcher

6. Winchester Town Forum (Account Informal) Group

Notes: There was a reference to the scope of the group being “Budget and CIL”.

Councillors: **Learney**, Murphy and Ferguson.

Lead Officer: D Kennedy

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