



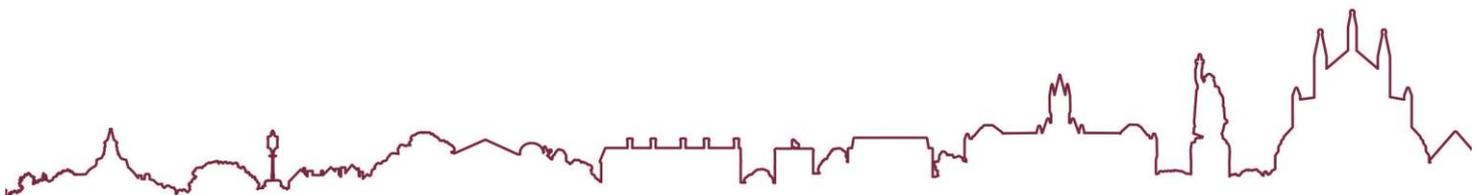
Meeting	Council
Date and Time	Wednesday, 23rd September, 2020 at 6.00 pm.
Venue	This meeting will be held virtually and a live audio stream can be listened to via www.winchester.gov.uk .

NOTICE IS HEREBY GIVEN that an Ordinary Meeting of the Council will be held at 6.00 pm on Wednesday, 23rd September, 2020. This meeting will be held virtually and a live audio stream can be listened to via www.winchester.gov.uk. and all Members of the Council are summoned to attend.

Note: *Owing to the ongoing Covid-19 pandemic and government guidance, it will not be possible to hold this meeting in person. The Council has therefore made arrangements under the Coronavirus Act 2020, and subsequent Regulations permitting remote meetings, to hold the meeting virtually. If you are a member of the public and would like to listen to the audio stream of the meeting you may do so via www.winchester.gov.uk*

AGENDA

- 1. Minutes of the Ordinary Meeting of the Council held on 8th July 2020**
(Pages 5 - 12)
- 2. Disclosure of Interests**
To receive any disclosure of interests from Members or 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 the Council's Code of Conduct.
- 3. Announcements from the Mayor, Leader and Chief Executive.**
- 4. Questions from Members of the Public**
To receive and answer and questions from the public.
(Questions must be received in writing by Democratic Services – democracy@winchester.gov.uk – no later than noon on Wednesday 16 September)



5. **To consider and determine the following Recommended Minutes:**

- a) **Cabinet - 16 September 2020 - Revised General Fund Budget 2020/21 (CAB3256)** (Pages 13 - 48)

Recommend Minute of Cabinet held 16 September 2020 (to follow)

- b) **Scrutiny Committee - 2 July 2020 - Draft Scrutiny Annual Report 2019/20 (SC026)** (Pages 49 - 66)

RECOMMENDED:

That Council note the Annual Scrutiny Report for 2019/20.

6. **Notice of Motion**

To consider the following Notice of Motion to be proposed by Councillor Horrill (seconded by Councillor Brook):

Green Belt for South Hampshire

“That this Council, in developing its Strategic Issues and Options as part of the forthcoming update of the Winchester Local Plan, and as part of its participation in the refresh of the PfSH Sub-Regional Strategy, supports the principle of a South Hampshire Green Belt designation for the countryside north of the cities of Portsmouth and Southampton, to prevent coalescence of our towns and villages; and that support for this designation be sought with neighbouring authorities.”

7. **Changes to Committee Memberships**

To receive any resignations from committees and to make any necessary re-appointments.

8. **Questions from Members of Council**

The total time for questions and the answer and supplementaries thereto shall not exceed 30 minutes.

LAURA TAYLOR
Chief Executive

All of the Council's publicly available agendas, reports and minutes are available to view and download from the Council's [Website](#) and are also open to inspection at the offices of the council. As part of our drive to minimise our use of paper we do not provide paper copies of the full agenda pack at meetings. We do however, provide a number of copies of the agenda front sheet at the meeting which contains the QR Code opposite. Scanning this code enables members of the public to easily access all of the meeting papers on their own electronic device. Please hold your device's camera or QR code App over the QR Code so that it's clearly visible within your screen and you will be redirected to the agenda pack.



15 September 2020

Agenda Contact: David Blakemore, Democratic Services Team Manager
Tel: 01962 848217 Email: dblakemore@winchester.gov.uk

Quorum = 12 members

PUBLIC PARTICIPATION

Members of the public may ask questions of the Leader, Cabinet Members and Committee Chairs at Ordinary Meetings of the Council. The total time allocated for questions by the public shall normally be limited to 20 minutes.

A question may only be asked if notice has been given by delivering it in writing to Democratic Services no later than 5 working days preceding the Council meeting. For example, if the Council meeting is being held at 7pm on a Wednesday then the question would need to be received by noon on the preceding Wednesday. Please email to democracy@winchester.gov.uk.

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:

Disabled access is normally available, but please phone Democratic Services on 01962 848 264 or email democracy@winchester.gov.uk to ensure that the necessary arrangements are in place.

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COUNCIL

Wednesday, 8 July 2020

Attendance:

Councillors
Cunningham (The Mayor)

Achwal	Humby
Becker	Hutchison
Bell	Laming
Bentote	Learney
Bronk	Lumby
Brook	Mather
Clear	McLean
Clementson	Miller
Cook	Murphy
Craske	Pearson
Cutler	Porter
Evans	Power
Ferguson	Prince
Fern	Read
Gemmell	Ruffell
Godfrey	Rutter
Gordon-Smith	Scott
Gottlieb	Thompson
Green	Tod
Griffiths	Weir
Hiscock	Williams
Horrill	

Apologies for Absence:

Councillor Weston

Audio recording of the meeting

A full audio recording of this meeting is available via [this link](#)

1. MINUTES

RESOLVED:

That the minutes of the Ordinary Meeting of the Council held on 26 February (less exempt item) and the Annual Meeting of the Council held on 20 May 2020 be approved and adopted.

2. DISCLOSURE OF INTERESTS

Councillors Hiscock, Humby, Tod and Porter declared personal (but not prejudicial) interests in respect of matters referred to in the petition to be heard at agenda item 5 due to their roles as County Councillors.

3. **ANNOUNCEMENTS FROM THE MAYOR, LEADER AND CHIEF EXECUTIVE**

The Mayor made a number of announcements.

Although the Armed Forces Day flag raising event at the Great Hall was unable to take place this year, the Mayor reported that the council flew the flag from the Guildhall in the normal way. A special message from him to show the council's support for all the armed services was recorded for social media and for the council's website.

The Mayor was pleased to announce that Bishops Waltham Community First Responders had received the Queen's Award for voluntary service and he congratulated them for receiving this accolade.

The Mayor had recently visited the Basics Bank at Bar End, Winchester where he was able to personally thank the volunteers for their commitment both before and during the lock down in delivering food boxes to those in need and adversely affected by the pandemic.

The Mayor then reported that as the Cathedral had been unable to host the annual Mayor's Sunday civic service, a virtual Prayer and Reflection service had been arranged. This was to be available via the Cathedral's website from 23 July.

Finally, the Mayor announced that he had been pleased to engage with the local community with virtual engagements, video recordings, and also meeting people face to face whilst socially distancing. He was looking forward to visiting some schools in the district and the Army Training Regiment at St John Moore Barracks.

The Leader then made several announcements.

The Council had been awarded £93,000 from the Enterprise M3 LEP fund to assist with the recovery of the local economy. This had been combined with the £109,000 of government funding and £40,000 of Community Infrastructure Levy funding to use on a package of measures to encourage people back to the district's centres and to walk and cycle. The Leader thanked officers for their work in achieving this successful bid for the funds.

The Leader then referred to the recent National Health Service 72nd birthday commemorations. Together with the Mayor, she offered her special thanks to all those who work in NHS and social care and reported that the Guildhall clock was lit up in blue to mark this event.

The Leader then referred to the recent volunteering response and she passed on her thanks to all those who had given their time. The Leader made special mention of those volunteers who had attracted national attention. These included Debbie Lockett who was the national winner of the HSBC UK 'Local Heroes' campaign whose project to provide free meals in Winchester during the pandemic had been

supported by the council. The Leader also added her congratulations to those of the Mayor to the Bishops Waltham Community First Responders for their prestigious award.

Finally, the Leader then congratulated Clare Bradley from Winchester who was the recent winner of the BBC's 'Great British Sewing Bee' programme.

The Chief Executive then announced that she had been very pleased to have attended the recent presentation of the Deputy Mayor's badge to Councillor Vivian Achwal at Abbey House. Councillor Achwal's husband and daughter had also attended this special celebration together with the Leader and the Strategic Director (Resources).

The Chief Executive then announced apologies for the meeting.

4. **QUESTIONS FROM MEMBERS OF THE PUBLIC**

Four written questions had been received, three of which were presented by the members of the public at the meeting along with an associated supplementary question. The questions and the response from the Cabinet Member were subsequently set out in full on the [council's website](#).

5. **PETITIONS**

In accordance with Council Procedure Rule 16, a petition was submitted by Extinction Rebellion Winchester containing 746 signatures.

Mr Joyce on behalf of Extinction Rebellion introduced the petition. In summary, Mr Joyce referred to the desire to reduce traffic in the centre of Winchester and creating safer conditions for pedestrian and cyclists. He suggested that that where the pavements were at their most narrow, one lane of traffic should be reallocated for use by pedestrians and cyclists. There should be restrictions to the use of inner city car parks and roads and some areas considered for permanent pedestrianisation. These arrangements would be good for safety, business and also to prevent the return of levels of pollution previously experienced.

Councillor Tod (Cabinet Member for Service Quality and Transformation) thanked Mr Joyce for his presentation. In summary, Councillor Tod reported that a number of the initiatives referred to in the petition had already been implemented. He shared some of the ambition in the petition, but that more funding from government would need to be forthcoming as well as time to design schemes in consultation with stakeholders. County Council traffic engineers were also involved with schemes across the district. Councillor Tod referred to the Movement Strategy which was a joint study with the City and County Council Councils. This work focused on longer-term goals including reducing city centre traffic, supporting healthier choices and sustainable growth.

Councillor Tod explained that he would be pleased to meet with Extinction Rebellion to explain the Movement Strategy further and to share its views. He also proposed that the ideas set out in the petition could be further explored by officers involved in the Movement Strategy. There would also be further discussion of the petition at a

future meeting of the Health and Environment Policy Committee to help formulate a considered response.

During the debate which followed, Members raised a number of points including:

- Many of the points referred to in the petition regarding social distancing and wider pavements and separation and prioritisation of traffic were likely to be generally accepted. Existing poor air quality in the town area was an existing issue that must also be improved upon. However, consideration must be given to the fact that Winchester draws in many visitors due to it being an administrative, tourist, educational and retail centre; as well as a transport hub and a place of work and an urban centre with a sizeable population.
- The petition indicated that there was a good level of support for safer walking and cycling routes. During the pandemic, there had been a notable reduction to the number of vehicles on the roads and also from air pollution from vehicles. It was hoped that more sustainable transport options in future would reduce car ownership, although there would need to be some provision for car parking in the city centre at least in the shorter term. Further changes would also help with the climate emergency.
- There must be safe separation between cyclists and pedestrians, as some cyclists travelled at speed.
- Some aspects of the petition were already in place, or under consideration as part of the Movement Strategy. However, an effective public transport system for Winchester was important and residents should not be given priority in central car parks, as they were best placed to use other more sustainable means of transport.
- Winchester city and the district's market towns all face economic challenges as a consequence of the pandemic. People needed to be able to access these centres to support businesses with their recovery. Car parks should remain open for visitors.
- Some historic city centres which have been fully pedestrianised have not seen a fall off in visitor numbers. Market towns and villages must also be considered as part of further discussion of the petition.
- The new Local Plan would mirror the Council Plan by having a focus on reducing carbon footprint at its heart. Extinction Rebellion were encouraged to comment on the options and issues elements of the new Local Plan when this was published

In summing up, Councillor Tod reassured that there was an ongoing desire for Winchester and other centres to continue to thrive. As a consequence of the pandemic, people should be able to confidently access streets by ensuring that they are safe and practical. The Health and Environment Policy Committee would be able to give further detailed consideration and discussion of the matters presented in the petition so that a considered response can be provided.

RESOLVED:

That the matters raised in the petition be referred to a future meeting of the Health and Environment Policy Committee.

6. **NOTICES OF MOTION**

In accordance with Council Procedure Rule 10, a Motion was submitted by Councillor Horrill as follows. The Motion was seconded by Councillor Godfrey.

“That the Council commends the Chief Executive and all the Council's officers for maintaining the delivery of all essential services during the COVID lockdown.

Normal engagement with Councillors has, however, been adversely affected.

In the interests of openness and transparency, we call on the Administration to arrange a full round of additional meetings, briefings and training sessions during July and August to allow Councillors and the public to regain a full understanding of what the Council has been doing and what it is planning to do in the short, medium and longer terms as the Coronavirus situation evolves over the coming months.”

Councillor Horrill introduced the Motion and firstly commended officers for their hard work in delivering services during the pandemic with dedication, whilst remaining flexible. All Members reciprocated with applause.

In summary, Councillor Horrill was concerned that the ‘open and transparent’ agenda promised by the administration during the previous year had yet to be envisaged. For example since the start of the pandemic, until recently, there had been few opportunities to discuss important matters with officers and fellow councillors. A break over the summer would therefore mean that the role of councillors would once again be diminished. There should be discussion and involvement in decisions of how to implement government guidance etc on the ongoing pandemic situation and also with regard to the council's short to longer term plans.

During the debate which followed on Councillor Horrill's Motion, in summary, the following points were raised:

- Officers had shown dedicated care and support since the start of the pandemic and should not be asked to arrange additional meetings and briefings during August as they needed a break. This was especially important in case there was a second wave of the virus in the autumn.
- The administration should use the summer months to get its plans and vision back on track, including for the post covid recovery phase. The Council Plan and the council's major projects had seen little progress during recent months and Members should therefore be told of plans for the future.
- Cabinet members had continued to perform their usual duties as well those additional challenges presented by the pandemic. The council as a whole has also operated with a ‘business as usual’ approach and had maintained

delivery of quality services throughout the crisis. The new municipal year had started with regular scheduled meetings and a series of member briefings.

- Officers need time to recuperate and councillors have been hard at work in their wards and parishes throughout the pandemic. There have been many virtual meetings and briefings arranged with councillors. The shadow cabinet was closely involved with the cabinet throughout the crisis.
- Officers had responded to the challenges of the pandemic crisis and continued to deliver high quality services. Officers had ensured that meetings and engagement events continued to take place and a full cycle of council meetings was to take place before August. Virtual meetings take longer to arrange.
- Communication on the small screen was not as easy for councillors to communicate with officers. The joint cabinet and shadow cabinet meetings and member briefing events do not have opportunities for discussion or debate. Members and the public need to be better engaged in decision making so can support the administration to tackle the challenges that it faced.
- The previous four months had changed how the council operates and officers had responded despite greater workloads and the personal impact of shielding, home schooling etc. Engagement with councillors had not been adversely affected and delivery of key services had continued. The agreed schedule of council meetings had been maintained. Officer delegated decisions and emergency powers had not been exercised. Officers need to take a break and ensure that they take their holiday entitlement.

Council then voted on the Motion, which was lost.

RESOLVED:

That the Motion as set out above be not supported.

7. CHANGES TO COMMITTEE MEMBERSHIPS

The Strategic Director (Resources) reported that it had been necessary to re-evaluate the proportionality of the council further to the recent designation of an independent councillor.

Accordingly, the following proposed changes to the existing memberships of committees had been agreed by Group Managers. These changes were also circulated to all Members prior to the meeting.

RESOLVED:

1. For the Audit and Governance Committee (which has now become a committee of eight members), Councillors Bentote, Laming and Miller are no longer members. Councillors Bentote and Laming are to replace Councillors Gordon-Smith and Gottlieb respectively as deputy

members. Councillor Miller will replace Councillor Read also as a deputy member.

2. For the Planning Committee (which has also now become a committee of eight members), Councillor Pearson is no longer a member and is to replace Councillor Brook as a deputy member.

8. QUESTIONS FROM MEMBERS OF THE COUNCIL

23 written questions had been received which were all heard at the meeting along with any associated supplementary questions. All questions are set out in full on the [council's website](#), together with responses from the relevant Cabinet Member.

9. EXEMPT BUSINESS

RESOLVED:

1. That in all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

2. That the public be excluded from the meeting during the consideration of the following item of business because it is likely that, if members of the public were present, there would be disclosure to them of exempt information as defined by Section 100I and Schedule 12A to the Local Government Act 1972.

<u>Minute Number</u>	<u>Item</u>	<u>Description of Exempt Information</u>
) Information relating to any individual. (Para 1 Schedule 12A refers)
)

10. EXEMPT MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD ON 26 FEBRUARY 2020

RESOLVED:

That the exempt minutes of the Ordinary Meeting of the Council held on 26 February be approved and adopted.

The meeting commenced at 6.00pm and concluded at 8.25pm.

The Mayor

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CAB3256
CABINET

REPORT TITLE: REVISED GENERAL FUND BUDGET 2020/21

16 SEPTEMBER 2020

REPORT OF CABINET MEMBER: Councillor Neil Cutler – Deputy Leader and Cabinet Member for Finance and Risk

Contact Officer: Richard Botham Tel No: 01962 Email
rbotham@winchester.gov.uk

WARD(S): ALL

PURPOSE

The COVID19 pandemic has had a very significant impact on council finances, with additional costs incurred in providing the necessary and life saving community response to support the most vulnerable residents in our district. However, with the national restrictions on social mobility and enforced closure of businesses there has been a significant reduction in income received by the council due to significant reduction in demand in parking, Guildhall activity and service related fees and charges. The associated reduction in economic activity has also severely impacted the council's property portfolio with a reduction in commercial rent.

This unprecedented situation has resulted in a forecast year end deficit of £10.7m compared to the General Fund budget approved by Council in February 2020. Government grants and additional support is projected to amount to £5.6m and this report proposes a revised budget to address the remaining £5.1m deficit to ensure that council can balance the general fund budget by March 2021.

A number of councils have already raised concerns with Government regarding the potential need to issue a section 114 notice in light of their financial uncertainty. Whilst the measures set out in this report would mitigate against the risk of such as position for the council, "worst case" forecasts which take account of the risk of further lockdowns illustrate such a situation remains a possibility later in the year.

RECOMMENDATIONS:

1. That due to the continuing restrictions on operation of public venues and associated operating costs of the Guildhall, that the Guildhall remain closed to general public hire for the next 12 months but that a "venue only" service be provided.

2. That virtual meetings of the council's committees continue for the remainder of the 2020/21 committee calendar but this be reviewed on a quarterly basis.

That Cabinet recommend to Council that:

3. The revised revenue budget as set out in Appendix 1 be approved
4. The revised Capital Programme, as set out in Appendix 3 be approved
5. The efforts of community groups and local councils in supporting essential work to support our district is recognised and that the Leader of the Council writes to all groups to thank them for their ongoing support.

IMPLICATIONS:

1 COUNCIL PLAN OUTCOME

- 1.1 The budget approved in February 2020 (CAB3211 refers) directly supported the delivery of all outcomes set out in the Council Plan.
- 1.2 The global pandemic and associate costs and loss of income require the council to review the budget. As set out in this report, changes to service provision are expected in the medium term.

2 FINANCIAL IMPLICATIONS

- 2.1 The impact of the additional costs related to the emergency response to COVID19 and the reductions in income forecasts due to economic downturn and restrictions on social mobility are set out in the report and in Appendix 1. In accordance with the “base case”; which is considered to be the most likely outcome by March 2020 in light of existing actual spend/income and forecasts for the remainder of the year, the impacts of these changes have resulted in a forecast deficit, before government support, of £10.7m compared to the 2020/2021 budget set out in CAB3211 in February 2020.
- 2.2 Government support in the form of grants to cover additional costs has to date totalled £1.72m. The recently announced “co-payment” scheme to cover 75% of income losses in relation to fees and charges is forecast to provide an additional £3.8m, based on current “base case” income forecasts.
- 2.3 Following management review, revenue savings totalling £1.074m are set out in section 16 of the report. Changes to the Capital Programme set out in Appendix 3 will release £4.15m of revenue reserves, which when combined with the Government support and revenue savings, supports a revised budget which achieves a net balanced position without having to make additional calls on reserves.
- 2.4 The forecast in Appendix 1 illustrates the potential impact of a “second spike of infection” or any additional “local lockdowns”. The impacts of such events are extremely difficult to predict and if they do occur, it will be necessary to rely on revenue reserves to cover any unfunded additional losses.
- 2.5 The report includes proposals for changes to the operation of the Guildhall which could result in reduced staff numbers. Potential severance costs could amount to £56,000 although there may be opportunities to retain staff in alternative positions which would then reduce this figure.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 Local authorities are required by law to have a balanced budget. However what is meant by ‘balanced’ is not defined in law and chief finance officers are to use their professional judgement to ensure that the local authority’s budget is balanced, robust and sustainable.

3.2 The Local Government Act 1972 (Section 151) makes the Chief Financial Officer responsible for the proper administration of the Council's financial affairs. The responsibilities of the Chief Finance Officer, in particular in relation to section 114 notices, are set out primarily in section 151 of the Local Government Act 1972.

3.3 All Members and officers have a general responsibility for taking reasonable action to provide for the security of the assets under their control and for ensuring that the use of these resources is legal, is properly authorised and achieves value for money. In doing so proper consideration must be given at all times to matters of probity and propriety in managing the assets, income and expenditure of the Council.

4 WORKFORCE IMPLICATIONS

4.1 The report includes proposals for the future management of the Guildhall operation, which if approved will result in 13 staff being at risk of redundancy. Whilst it may not be possible to completely avoid the risk of redundancy, there are a number of existing vacancies which will be restricted to applications from affected staff in the first instance.

4.2 If approved, it is anticipated that 11 posts will be removed from the establishment with two posts being retained to manage the ongoing facilities management requirements of operating the Guildhall for council and venue only services if required.

4.3 It is proposed to maintain a "work from home" arrangement for the majority of staff which will be reviewed on a quarterly basis. Site visits have continued through the pandemic and will continue to do so from home but staff that return to the office will be based in City Offices which have been made COVID19 secure in accordance with national guidance. The council's recognised union have been engaged in this proposal.

5 PROPERTY AND ASSET IMPLICATIONS

5.1 The proposals set out in this report directly impact on the operation of council property and assets, including the management of the Guildhall and works to car parks. The detail is included in the report. The challenges facing existing tenants of commercial property is also discussed in section 19.

6 CONSULTATION AND COMMUNICATION

6.1 The challenges set out in this report were initially outlined in report CAB3244 –The Impact of Covid 19 (dated 21 May 2020) and in an all member briefing held on 23 July 2020, which also covered the proposed revisions to the 2020/21 budget.

6.2 Staff and members have been briefed on the emerging financial situation for the council. All Staff Briefings were held on 1 June 2020, 30 June 2020 and

26 August 2020. All Member Briefings were held on 24 June 2020 and 23 July 2020.

- 6.3 Unison and staff potentially affected by proposals for the future management of the Guildhall have been advised of the content of this report prior to public release. Appropriate consultation will be undertaken with all staff (and their representatives) who are directly affected.
- 6.4 The report was considered by the Scrutiny Committee at its meeting on 7 September 2020. Specific comments raised included:
- a) Concern was raised with regard to the degree of revisions to the Capital programme, particularly in relation to the Housing Revenue Account programmes. It was noted that the revisions related to the inclusion of “carry forwards” from the 2019/20 outturn and also “re-profiling” to reflect changes to programmes required as a result of COVID19. Overall there is no change to programmes such as investment in fire safety, new homes provision and energy efficiency works. However, the Committee did raise its ongoing concern regarding the changes to timing of investment.
 - b) Clarification was sought as to whether the restrictions in relation to the BAPSY bequest which funded works to the Guildhall would have any impact on the proposals set out in this report. It was clarified that the proposals do not conflict with the requirements of the bequest.
 - c) Not all members supported the proposals for the continuation of “virtual meetings” for the remainder of the calendar year.
 - d) A review of how “restricted reserves” such as the Community Infrastructure Levy (CIL) fund could be used to support the Capital programme was requested. A report on the proposals for CIL reserves will be brought to Cabinet later this year.

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 Reducing the operating footprint of the council’s Winchester operations will directly result in a reduction in carbon emissions from council buildings. “Work at home” arrangements have also resulted in a significant reduction in travel to work mileage. The impact of both of these measures is currently being assessed.

8 EQUALITY IMPACT ASSESSMENT

- 8.1 The national guidance that requires ongoing closure of the Guildhall to public events has an impact on regular bookings. An integrated impact screening assessment has been completed. This resulted in an equality impact assessment being undertaken in respect of regular bookings and is included at Appendix 6. There is currently 98 bookings for 2021. It remains unclear

whether these bookings represent actual demand and it is likely that they would be influenced by emerging government guidance.

8.2 The Medium Term Financial Strategy discussed in section 20 will be subject to a full Equality Impact Assessment before being recommended to Council in February 2021.

9 DATA PROTECTION IMPACT ASSESSMENT

9.1 All projects set out in this report and the Capital Programme will be subject to individual data protection impact assessments.

10 RISK MANAGEMENT

10.1 The financial impact of COVID19 is without precedent and the potential risks and proposed mitigation are discussed in the table below:

Risk	Mitigation	Opportunities
<p><i>Property Commercial tenants unable to pay rents or subject to business failure</i></p> <p><i>Slow down in commercial property investment, meaning that the councils development schemes achieve less interest or less income than expected</i></p>	<p>Rent abatement process established to support tenants, although deferrals of rent remain the main option where appropriate.</p> <p>The council's advisors are reviewing the property investment market and will provide advice as to timing of any marketing.</p>	
<p><i>Legal</i></p> <p><i>Challenge from potential hirers if Guildhall space not available</i></p>	<p>Compliance with Requirements under Govt guidance for safe use of multi-purpose community facilities which currently prevent most potential hires</p>	
<p><i>Timescales</i></p> <p><i>Slower than projected economic recovery affecting income received by the council</i></p>	<p>The council is actively supporting high street recovery through a EM3 LEP grant working with local partners</p> <p>The council has £12m uncommitted revenue reserves available to support further increases to the projected deficit</p>	
<p><i>Financial</i></p> <p><i>The council is unable to</i></p>	<p>This report sets out proposals</p>	

<p><i>balance the revenue budget</i></p> <p><i>Risk of lower than projected demand for income generating services specifically parking</i></p> <p><i>Govt co-payment scheme generates less receipts than forecast</i></p>	<p>to balance the budget but failure to so may require the S151 officer to make a s114 notice</p> <p>The council has £12m uncommitted revenue reserves available which can be utilised as a last resort</p> <p>As above</p>	
<p><i>Reputation Negative impacts resulting from delays in re-opening Guildhall</i></p>	<p>Demand for event hire projected to remain low throughout 2021. Alternative venues can be considered. Option to “mothball” Guildhall not recommended and venue only hire will be maintained.</p>	

11 SUPPORTING INFORMATION:

- 11.1 The council’s response to Coronavirus was set out in the Cabinet report CAB3244 dated 21 May 2020. Other than where national guidance prevented delivery of services or due to staff redeployment to other critical services, the council retained a full suite of service delivery. The report also set out projections for the potential impact on the council budget as a result of reduced income and additional cost of responding to COVID19. The report highlighted potential deficits in the current year of between £6m and £12m. It is necessary to prepare a revised budget recommending proposals for addressing the deficit.
- 11.2 The forecasts set out in the previous report have been refined and updated in light of events and the latest information. As set out in the table below a net deficit of £10.7m by March 2021 is projected compared to the 2020/21 budget with the emerging MTFS indicating greater deficits than expected for future years (see section 23).

General Fund Revenue Budget Forecast 2020/21

	Forecast Budget Variance		
	Optimistic	Base	2nd Spike
Funding*			
Council Tax	-288,475	-517,230	-692,339
Business Rates	-324,114	-446,000	-648,228
	-612,588	-963,230	-1,340,566
Income			
Car Parking	-3,532,187	-4,617,743	-5,770,583
GF Property (Incl. Garages)	-888,786	-1,290,757	-1,377,552
Guildhall	-301,125	-657,000	-657,000
Development Management	-164,194	-561,942	-561,942
Building Control	-140,516	-243,032	-243,032
Other	-399,963	-701,646	-701,646
	-5,426,770	-8,072,120	-9,311,755
Additional Expenditure	-1,458,548	-1,663,548	-2,033,548
Forecast Net Position Before Gov. Funding	-7,497,906	-10,698,898	-12,685,869

** Any collection fund losses (NNDR and Council Tax) will impact on future years but are shown in the table above in order to address these shortfalls in the current financial year.*

- 11.3 This in year deficit includes additional costs arising as a result of COVID19 and projections for reduced income. This deficit has in part been addressed by recent announcements of additional Government support for local councils. The council has received grants totalling £1.72m and the latest “co-payment” proposals to support income losses, excluding commercial income, could generate up to £3.8m.
- 11.4 This report presents a “base case” on which the revised 2020/21 budget is recommended. A more optimistic position is also presented along with the possible impact of a local lockdown or second spike in infections.
- 11.5 The forecast scenarios are:
- a) Optimistic: Strong recovery in second half of year and car parks at capacity for the Christmas season and in final quarter 2020/21
 - b) Base Case: Slow recovery, economic pressures continue until later in year, social distancing continues and parking demand remains lower than budget for rest of 2020/21r.
 - c) Impact second infection spike: Impact as base case but local lockdown affecting Winchester for two months later in year with further impact on income and delay in economic recovery.

12 Impact on the collection fund

- 12.1 The Council acts as billing authority for the Winchester district and is therefore responsible for the collection of business rates and council tax behalf of Hampshire County Council, Police and Fire, Parish Councils and Central Government.
- 12.2 In January, the Council forecast total gross collection of £90m of Council Tax for 2020/21, representing a forecast collection rate of 99%. Latest forecasts show an expected reduction of £4m or 4.5% (£2.2m relating to non-payment and £1.8m relating to additional Council Tax Support claims). This equates to a net reduction of £0.5m for Winchester in 2020/21. Current estimates are broadly based on data to the end of July and extrapolated for the full year, with a small additional provision. There is a risk that LCTS claims could be even higher than forecast due to a severe recession and this will be closely monitored on a monthly basis.
- 12.3 Total collectible business rates of c£60m were anticipated for 2020/21. Significant additional government reliefs have reduced this to around £39m and of this £2.2m is currently forecast to result in non-payment. This equates to a Winchester net reduction of c£0.45m, after taking into account the 50% Levy on business rate retention.
- 12.4 The additional rate reliefs implemented nationally have reduced pressures on the collection of business rates as a result of organisations receiving full relief. The council has also distributed over £28m in grants to over 2,300 eligible businesses.
- 12.5 Hampshire County Council agreed with all districts to reduce HCC related precept payments in April, May and June, with the balance being passed to them in the final quarter. All precept payments due to other bodies have been paid as due. Most is paid monthly although payments to parish and town councils are made in two advance instalments at the start of the first and third quarters.
- 12.6 These are “base case” estimates and future estimates of economic performance is subject to a large degree of sensitivity.

13 Additional costs incurred

- 13.1 The Council is currently forecasting an additional £1.642m of additional expenditure directly as a result of Covid 19. This has included:
- a) Costs associated with the extended period of closure of the council's leisure centres and with finalising the reopening of River Park Leisure Centre as set out in report CAB3249 dated 22 July 2020.

- b) Property related costs resulting from leasing a vacant hostel in the city centre to ensure the council responded to Government requirements to house rough sleepers.
 - c) Additional cleaning to provide COVID secure operations across the council estate
 - d) Costs associated with the shift to virtual meetings
 - e) The establishment of a Local Resource Centre to provide a 7 day response service to vulnerable residents
 - f) Additional signage and support for businesses and market towns with re-opening the High Street
- 13.2 The additional costs associated with re-opening the High St and supporting businesses through this process have been covered by a direct Government grant of £111k and an additional grant secured from the Local Enterprise Partnership of £93k, resulting in a net cost of the other measures highlighted in 13.1 above totalling £1,438,000.
- 13.3 However, it should be noted that the above costs are those incurred to date and no additional provision is currently included in the proposed revised budget for 2020/21 to cover potential costs arising from the council's recovery and restoration plans for the district.
- 14 Revised income projections
- 14.1 Revised income projections are set out in Appendix 2 and currently project actual income to be £8.072m less than the original budget of £18.254m.
- 14.2 Annual car parking income usually amounts to £8.1m but reduced from £120k per week to less than £5k per week in May 2020 due to national social mobility restrictions. It has recovered in June and July and is currently in excess of £60k per week. Whilst usage of car parks in the air quality management areas has increased to near 80% capacity, use of those outside of this area remains very low. The base case forecast includes provision for the scheduled price increases and Sunday/evening charges approved in February 2020, which will be implemented in car parks in October. It also assumes that car park occupancy across the city returns to 75% overall by the final quarter of the 2020/21 financial year. Whilst it is uncertain whether this can be achieved, the Government "co-payment" scheme will help to mitigate against further losses.
- 14.3 Throughout this period, free parking was available in all car parks for NHS staff with specific provision for hospital staff provided in Tower St. This provision has continued whilst public demand is low but will be kept under review. It may be necessary to relocate provision to the Pitt Park and Ride if and when demand for Tower St increases.

14.4 Park and ride buses continued to run to schedule throughout the period and the council continued to pay full contract sums to Stagecoach. A grant of £113,000 has been received in respect of the reduced income for this service.

14.5 The events of recent months highlighted how sensitive council finances are to changes in income and car parking in particular. Proposals for a revised medium term financial strategy which attempt to reduce the reliance on car parking are discussed later in this paper and more detail will be brought to Cabinet in October.

15 Government financial support

15.1 The Government announced a number of specific support packages including grants for local councils to meet additional “COVID related” costs. The city council has been allocated:

a)	P&R Bus Subsidy	£ 113,000
b)	Benefits New Burdens Grant	£ 170,000
c)	Grant to cover COVID costs 1 (March)	£ 39,000
d)	Grant to cover COVID costs 2 (April)	£1,240,000
e)	Grant to cover COVID Costs 3 (July)	£ 158,000

15.2 In July, the Government has also set out proposals for a “co-payment” scheme. The scheme will support councils by reimbursing 75% of lost income from sales, fees and charges after first 5% deducted and not including “commercial rents”.

15.3 Based on the latest technical note issued, it is estimated that this scheme will cover £3.8m of the £8.072m income losses set out in Appendix 1.

15.4 The council has also received £75,000 of additional Government funding via the county council to cover ongoing costs in providing assistance to the most vulnerable residents. Demand has reduced significantly in recent weeks although this resource will be essential in the event of further controls or if a spike in infections results in further shielding measures.

16 In year revenue saving measures

16.1 With over £5.1m deficit remaining after Government support, it is essential that spend on council services reduces for the remainder of the 2020/21 financial year. Some financial savings have occurred as direct result of national controls, such as the cancellation of the May 2020 elections. In addition a review of service delivery in the current context has been undertaken and budgets will be reduced where clear spending plans are not in place, where reduced demand has reduced the requirement to spend, where work has been deferred or delayed and where the council has discretion over standards of delivery.

16.2 There are areas where additional funding may be required to support recovery and these have been incorporated in proposed budget. Staffing is the most

significant cost within the budget and from 1 August 2020 only essential recruitment will take place. Agency staff will be released unless deployed on essential activity.

- 16.3 It has been possible to identify £1.074m of spending reductions which make a significant contribution towards addressing the forecast deficit as set out in Appendix 1. A summary of proposals is included in the table below:

Budget	£	Comment
Elections	127,000	Cancellation of May 2020 elections
Resources	119,000	“Bheard” external staff survey replaced by “in house” solution. Reduced spend of office expenses/stationery and training (more reliance on line seminars/webinars)
Guildhall	161,500	Reduced operating costs (cleaning, utilities, laundry etc) whilst building is closed. Some staff furloughed.
IMT	52,000	Reduced spend on hardware maintenance and replacement. Desktop replacement deferred.
Parking	20,000	Support software purchase deferred
Support Services/Project Office	227,500	Graduate trainee to be funded from HRA. Project office vacancy management (£55k) and unallocated general provision for consultancy support not required in current year (£105k). Reduced utilities costs in offices (West Wing building not being used with office based staff in City Offices only (£50k).
Environmental Services Contract	£100,000	The net impact of reduced costs achieved by deferring the start of the new contract to February 2020/21.
RPLC Site	142,500	Provision for consultancy support to complete feasibility studies deferred pending
Station Approach	42,000	Vacancy management in relation to programme lead and provision for additional consultancy support deferred whilst project subject to review.
Public Protection	28,000	Consultancy provision not required this year
Engagement	28,000	Proposed not to print “About Winchester”. Also reduced spend on marketing campaigns. “Wheels to Work” scheme not renewed
Criterion	24,000	No criterion in 2020
Others	2,000	Various minor budget changes
Total	1,074,000	

17 Revisions to the capital programme and funding

- 17.1 Due to COVID-19, general fund capital expenditure was significantly lower than originally forecast for the first quarter of 2020/21. In total, there was £5.6m expenditure of which £5.3m related to the new Sport & Leisure Park. The revised programme set out in Appendix 3 includes “carry forwards” from 2019/20 as well as a number of amendments in relation to timing and funding of projects and the supplementary estimate for a decked car park at the

former Vaultex site as approved by Cabinet in August (CAB3258 refers) (Appendix 3) The most significant changes include:

- a) RPLC demolition costs – CAB3242 dated 24 June 2020 approved proposals for decommissioning of the RPLC building which results in £790k of capital receipts funding being released back to the capital receipts reserve.
- b) Coach Park – Proposals to establish a new coach park at the South Park and Ride site result in a further £350k savings from the previously agreed capital programme.
- c) Chesil St Car Park – The approved programme included £500k provision for cosmetic improvements to the car park, which although desirable can be deferred. . Essential maintenance work is still planned for 2020/21.
- d) Housing Company – It was previously agreed to purchase £2.5m equity in a wholly owned housing company. However, the funding model for the company has been amended with a greater emphasis on leasing rather than borrowing, reducing the equity provision to £1m. It is proposed to fund this from the element of Right to Buy receipts that can be used to cover debt or support the capital programme rather than from capital receipts, releasing £2.5m back to the capital receipts reserve.

17.2 By using the released capital receipts to fund capital projects rather than revenue reserves, the net total of the changes included in the capital programme contribute £4.150m to the deficit set out in Appendix 1.

17.3 The capital programme detailed in Appendix 3 also includes revisions to the Housing Revenue Account capital programme to include 2019/20 “carry forwards” and to reflect reduced spend on maintenance and New Build programmes since April and anticipated completion dates for all projects. Overall, programmes and outcomes remain unchanged and the changes simply reflect revised “profiling” to take account of up to date projected completion dates for works.

18 The Guildhall

18.1 The Winchester Guildhall is an iconic building in the city centre providing a range of public entertainment, hosting civic functions and is available for private hire. However its operation has a net cost to the council of approximately £500k per annum. Operating costs have reduced for the period April 2020 to date as it has not been open for booking due to national social mobility restrictions and other Government directives and 6 staff were furloughed through the Government scheme. However, as a consequence of the pandemic, to date, none of the projected income has been realised and there is no indication when public events such as live music, comedy or plays could take place in any form similar to that offered by the Guildhall. The

Guildhall is a popular wedding venue but at the present time weddings can only provide for 30 guests. If and when the Council is able to reopen the building for external use, demand is likely to be significantly lower for as long as the need for social distancing continues. This is likely to result in net operating costs increasing to nearer £750k-£800k. The Government backed co-payment scheme may cover up to 75% of lost income and could assist to March 2021, subject to final guidance which is still awaited. However, this would only represent a partial contribution towards overall losses and the furlough scheme closes at the end of September.

- 18.2 In light of the very challenging operating period that the council is likely to be facing over the next year, there are two broad medium term options for the Guildhall:
- a) Firstly, that the currently suspended operation recommences with immediate effect but limited to council and civic meetings, or for external hire bookings where no operational support and no internal bar/catering facilities are required. A small team would be retained to manage the building but sales/events support staff would not be retained as demand will not be sufficient to fund the team over the next year. Some events, such as craft fayres, exhibitions, etc bring in their own equipment and operating teams (stalls, reception staff, crew, bars, catering, cleaning etc) and require very limited council support. Other events, such as weddings, parties, conferences and public meetings do rely very much on the wider Guildhall team to facilitate them and could not be supported under such an arrangement. In this scenario, the council effectively acts as key holder providing a venue only service but would be able to facilitate a number of existing customers, subject to individual risk assessments.
 - b) The second option is that some of the Guildhall space could be attractive to an organisation/employer for a short to medium term lease, on a similar basis to the existing use by South East Employers. With its large spaces, it could be possible for a third party to use the space for a range of functions. A number of options are under consideration and negotiations in relation to one specific proposal are already well advanced. Such opportunities may well increase later in the year as the economic situation improves.
- 18.3 The Guildhall is a large complex and the Visitor Information Centre has recently reopened. This can continue as the VIC is a self contained unit of accommodation. The tender exercise for the eighteen71 restaurant is complete. Works to form a self contained catering unit are planned for this year and can continue as it will no longer be dependent on Guildhall facilities.
- 18.4 However, the proposals which suspend some operations at the Guildhall mean that the marketing and events function would be suspended indefinitely pending a review of future operating options. This is regrettable as this proposal has a significant impact on 13 staff engaged in Guildhall operations

who would therefore be at risk of redundancy. It is proposed that two staff are retained in a caretaking role and in accordance with the councils HR procedures, other staff would be eligible for redeployment opportunities.

19 Refresh of the Medium Term Financial Strategy (MTFS)

19.1 It is proposed to bring forward detailed proposals in relation to the MTFS to Cabinet in October 2020 but as set out below the potential economic downturn leads to an unfavourable ongoing financial outlook which will require the council to reconsider its financial priorities. .

19.2 Significant financial support has been provided to local councils but no indications have been given as to future Government funding position and there remains significant uncertainty regarding the impact of issues such as the resetting of business rates, the future of New Homes Bonus or any proposals for Government damping to mitigate the impact of changes (effectively phasing in of changes over a two to three year period)..

19.3 The fair funding review has been delayed by a further year until 2022/23 and there is the potential for a full review of the business rates system.

19.4 The MTFS approved in February 2020 provided a balanced budget covering the two year period from 2020/21 to 2021/22. It also approved the creation of a transitional reserve in order to give the flexibility to create change plans in order to balance the budget over the medium to long term.

19.5 However, the MTFS was based on the assumption of income received based on car parks at capacity and minimal commercial rent arrears.

20 The table below sets out the projected four year deficit with the draft MTFS set out in Appendix 5. This provides an initial indication of the impact of a 10% reduction in income which is anticipated in light of current pressures and the economic projections. Whilst the draft MTFS provides only a high level overview and requires further work regarding forecasts and assumptions, it does indicate potential deficits in excess of £2m per annum from April 2021 which will need to be addressed in the coming months through the outcome based budgeting process. Options include:

- a) Above inflation increases in fees and charges
- b) Review of scope for efficiencies and reductions in base operating costs, both by investing less in service provision and through transformation of service delivery.
- c) Review and prioritisation of the services offered by the council and associated resourcing levels

- d) A focus on investment in the Council's assets and estate, assessing opportunities for disposals and development to support income generation and reducing operating/holding costs

20.2 The below table highlights how financial projections have changed from February 2020 and shows the high degree of sensitivity around income levels. In addition, government funding decisions are not likely to be announced until December 2020 and could further impact on the projected deficits. On current projections, the "best case" scenario on only a 10% reduction in previous budgeted income results in a further £2.3 million budget gap in 2021/22 which will be a significant financial challenge for the council.

<u>GENERAL FUND FINANCIAL PROJECTIONS - 2021/22</u>	CAB3211 - FEB BUDGET	10% less income	20% less income
FUNDING			
Council Tax	8.458	8.458	8.458
Business Rates	2.939	2.939	2.939
Other Government Funding	3.455	3.455	3.455
NET SERVICE AND INVESTMENT EXPENDITURE	-14.625	-16.918	-18.743
RESERVES AND OTHER MOVEMENTS	-0.227	-0.227	-0.227
NET DEFICIT	0.000	-2.292	-4.118

Opportunities to generate additional income through commercial investments are very limited with such uncertainty regarding asset values. Although property prices are currently low, the council should continue to take a measured approach in considering purchases through the SAPS scheme. There is no proposal to change the criteria of the scheme at this time. It should also be noted that Government is currently consulting on proposals to prevent borrowing for investment to address the recent trend of local authorities to replace reductions in national funding by generating commercial investment income. The current economic pressures and increasing commercial arrears demonstrates the risks associated with this strategy.

20.3 The Government proposes to release a Devolution White Paper in the Autumn and although the contents are as yet unknown, this may start the debate around unitarisation of councils or creation of combined authorities which could impact local council structures and responsibilities

21 OTHER OPTIONS CONSIDERED AND REJECTED

21.1 This report recommends addressing projected deficits through reduced revenue spend and changes to the funding of the capital programme. An

alternative option would have been to use uncommitted or unrestricted reserves to cover the deficit. However, such an approach would have taken the level of reserves to below acceptable levels and also reduced the options for addressing potential shortfalls in future years and is not recommended.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

CAB3211 – General Fund Budget and Medium Term Financial Strategy 2020/21

Other Background Documents:-

None

APPENDICES:

Appendix 1 2020/21 Revised General Fund Budget Forecast

Appendix 2 Projected Income Reductions due to COVID 19

Appendix 3 Revised Capital Programme

Appendix 4 Revised Capital Programme Financing

Appendix 5 Draft Medium Term Financial Projections

Appendix 6 Equality Impact Assessment – Guildhall proposals

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General Fund Revenue Budget Forecast 2020/21 (£m)

	Forecast Budget Variance		
	Optimistic	Base	2nd Spike
Funding*			
Council Tax	-0.288	-0.517	-0.692
Business Rates	-0.324	-0.446	-0.648
	-0.613	-0.963	-1.341
Income			
Car Parking	-3.532	-4.618	-5.771
GF Property (Incl. Garages)	-0.889	-1.291	-1.378
Guildhall	-0.301	-0.657	-0.657
Development Management	-0.164	-0.562	-0.562
Building Control	-0.141	-0.243	-0.243
Other	-0.400	-0.702	-0.702
	-5.427	-8.072	-9.312
Additional Expenditure	-1.459	-1.664	-2.034
Forecast Net Position Before Gov. Funding	-7.498	-10.699	-12.686
COVID-19 Government Support			
P&R Bus Subsidy	0.113	0.113	0.113
Benefits New Burdens Grant	0.170	0.170	0.170
First Tranche	0.039	0.039	0.039
Second Tranche	1.243	1.243	1.243
Third Tranche	0.158	0.158	0.158
Additional Government Funding - Loss of Income Estimate	2.152	3.752	4.617
	3.874	5.475	6.340
NET GENERAL FUND DEFICIT	-3.624	-5.224	-6.346
Spending Review Proposals	1.074	1.074	1.074
Review of Capital Programme	4.150	4.150	4.150
TRANSFER TO / (FROM) RESERVES	1.600	0.000	-1.122

* Any collection fund losses (NNDR and Council Tax) will impact on future years but are shown in the table above in order to address these shortfalls in the current financial year.

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Forecast income reductions due to COVID-19 pandemic (£000)

Description	20/21 Budget	OPTIMISTIC - Loss of Income					BASE - Loss of Income					2nd SPIKE - Loss of Income				
		Qtr 1	Qtr 2	Qtr 3	Qtr 4	Full Year	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Full Year	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Full Year
High Risk																
+ Car Parking and Enforcement	(8,122)	1,732	1,003	487	311	3,532	1,732	1,152	812	922	4,618	1,732	1,098	1,733	1,207	5,771
+ General Fund Property	(3,688)	285	252	138	138	814	285	285	285	285	1,141	285	252	345	345	1,227
+ Guildhall	(735)	164	137			301	164	164	164	164	657	164	164	164	164	657
+ Grounds Maintenance	(106)	13	7	4	4	27	13	13	13	13	50	13	13	13	13	50
	(12,652)	2,194	1,398	629	453	4,674	2,194	1,614	1,274	1,384	6,465	2,194	1,527	2,255	1,729	7,705
Medium Risk																
GF Garages	(751)	19	19	19	19	75	38	38	38	38	150	38	38	38	38	150
+ Development Control	(1,394)	120	15	15	15	164	120	147	147	147	562	120	147	147	147	562
+ South Downs National Park	(450)	25	19	19	19	81	25	38	38	38	138	25	38	38	38	138
+ Building Control	(547)	38	34	34	34	141	38	68	68	68	243	38	68	68	68	243
+ Materials Recycling	(592)	22	22	22	22	89	30	30	30	30	118	30	30	30	30	118
+ Local Land Charges	(381)	61	19	19	19	118	61	48	48	48	204	61	48	48	48	204
+ Licencing	(153)		38			38		38	38	38	115		38	38	38	115
+ Legal Business Unit	(114)	28				28	28	19			47	28	19			47
+ Pest Control	(93)	13				13	13				13	13				13
+ Tax and Private Hire	(91)		6			6		6	6	6	17		6	6	6	17
	(4,564)	326	172	128	128	753	352	431	412	412	1,607	352	431	412	412	1,607
Low Risk																
	(511)															
Below £50k																
	(528)															
TOTAL	(18,254)	2,520	1,570	757	581	5,427	2,546	2,045	1,686	1,796	8,072	2,546	1,958	2,667	2,141	9,312

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Revised Capital Programme 2020 to 2030

	Outcome	2020/21				2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	TOTAL
		Original budget	Brought forward from 2019/20	Other changes incl. reforecast	Revised budget	Forecast	2020-2030 Forecast								
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
General Fund															
Approved*															
Winchester Sport & Leisure Park	Living well	23,208	1,780	-	24,988	-	-	-	-	-	-	-	-	24,988	
Disabled Facility Grants	Homes for all	1,085	198	-	1,283	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	10,283	
Replacement surgery	Living well	2,040	-	(2,040)	-	-	-	-	-	-	-	-	-	0	
Car Parks	Vibrant local economy	190	(40)	16	166	200	180	180	180	180	180	180	180	1,806	
IMT Assets	Your services, your voice	125	-	(90)	35	456	68	195	205	107	200	70	110	1,656	
Bishop's Waltham Depot	Vibrant local economy	1,171	137	(200)	1,108	200	-	-	-	-	-	-	-	1,308	
Flood Prevention Works	Climate Emergency	1,165	121	-	1,286	-	-	-	-	-	-	-	-	1,286	
SAPS - Car Park at the Dean, Alresford	Vibrant local economy	-	-	-	-	1,005	-	-	-	-	-	-	-	1,005	
North Walls Pavilion	Living well	800	-	-	800	-	-	-	-	-	-	-	-	800	
SAPS - Central Winchester	Vibrant local economy	733	135	(768)	100	768	-	-	-	-	-	-	-	868	
The Weirs - Essential Repairs	Vibrant local economy	175	-	(25)	150	150	-	-	-	-	-	-	-	300	
West Wing Refurbishment	Your services, your voice	380	105	(385)	100	385	-	-	-	-	-	-	-	485	
Vault car park - surface element	Vibrant local economy	290	4	230	524	-	-	-	-	-	-	-	-	524	
River Park Leisure Centre site	Living well	-	-	410	410	-	-	-	-	-	-	-	-	410	
Garden waste bins	Your services, your voice	400	-	-	400	-	-	-	-	-	-	-	-	400	
Chesil Multi Storey car park	Vibrant local economy	290	60	-	350	-	-	-	-	-	-	-	-	350	
SAPS - Friarsgate Medical Centre	Vibrant local economy	215	-	-	215	-	-	-	-	-	-	-	-	215	
Guildhall café	Your services, your voice	130	-	-	130	-	-	-	-	-	-	-	-	130	
EV charging points	Climate Emergency	120	-	-	120	-	-	-	-	-	-	-	-	120	
Replacement printers	Your services, your voice	-	-	-	-	-	-	-	93	-	-	-	-	93	
Hampshire Community Bank	Vibrant local economy	62	-	-	62	-	-	-	-	-	-	-	-	62	
River Park Leisure Centre	Living well	50	-	(30)	20	-	-	-	-	-	-	-	-	20	
Meadowside Leisure centre	Living well	40	-	-	40	-	-	-	-	-	-	-	-	40	
CIL funded community projects	Living well	-	601	-	601	-	-	-	-	-	-	-	-	601	
Chilcomb Pavilion improvements	Living well	-	94	-	94	-	-	-	-	-	-	-	-	94	
Open Spaces & Recreational Facilities	Living well	-	-	-	-	-	-	-	-	-	-	-	-	0	
Garrison Ground Pitch & Boxing Club	Living well	-	11	-	11	-	-	-	-	-	-	-	-	11	
Hyde HA Waltham Chase Grant	Homes for all	-	75	-	75	-	-	-	-	-	-	-	-	75	
Winchester Hospice grant	Living well	-	50	-	50	-	-	-	-	-	-	-	-	50	
Guildhall microphones	Your services, your voice	-	40	(40)	-	40	-	-	-	-	-	-	-	40	
Broadway bus shelters	Your services, your voice	-	40	-	40	-	-	-	-	-	-	-	-	40	
Digital Signage Pilot	Your services, your voice	-	35	-	35	-	-	-	-	-	-	-	-	35	
Coach Park	Vibrant local economy	400	-	(365)	35	-	-	-	-	-	-	-	-	35	
Winchester Science Centre grant	Living well	-	25	-	25	-	-	-	-	-	-	-	-	25	
Total Approved*		33,069	3,471	(3,287)	33,253	4,204	1,248	1,375	1,478	1,287	1,380	1,250	1,290	48,155	

Revised Capital Programme 2020 to 2030

	Outcome	2020/21				2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	TOTAL
		Original budget	Brought forward from 2019/20	Other changes incl. reforecast	Revised budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	2020-2030 Forecast
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Subject to Appraisal*															
Strategic Asset Purchase Scheme (SAPS)	Vibrant local economy	18,009	-	497	18,506	-	-	-	-	-	-	-	-	-	18,506
Vaultex car park - additional decking	Vibrant local economy	-	-	400	400	5,000	250	-	-	-	-	-	-	-	5,650
Housing Company	Homes for all	500	-	(500)	-	2,000	2,000	-	-	-	-	-	-	-	4,000
SAPS - Transfer of HRA Garages to GF	Your services, your voice	1,977	1,010	1,013	4,000	-	-	-	-	-	-	-	-	-	4,000
Coitbury House	Vibrant local economy	-	-	-	-	-	-	-	-	-	-	-	-	-	0
Asset Management Plan	Your services, your voice	200	-	-	200	200	200	200	200	200	200	200	200	200	2,000
King George V Pavilion	Living well	1,200	-	(1,000)	200	1,000	-	-	-	-	-	-	-	-	1,200
Open Spaces & Recreational Facilities	Living well	160	-	-	160	350	40	80	200	-	-	-	-	-	830
Energy Management Projects	Climate Emergency	250	-	-	250	250	250	-	-	-	-	-	-	-	750
Public Realm - Station Approach CIL funded	Vibrant local economy	500	-	(500)	-	500	-	-	-	-	-	-	-	-	500
CIL funded community projects	Living well	115	-	(115)	-	365	-	-	-	-	-	-	-	-	365
59 Cobbrook Street	Vibrant local economy	200	-	(200)	-	200	-	-	-	-	-	-	-	-	200
68 St Georges Street	Vibrant local economy	125	-	(125)	-	-	-	-	-	-	-	-	-	-	0
EV charging points	Climate Emergency	30	-	(30)	-	-	-	-	-	-	-	-	-	-	0
2-3 Bridge St	Vibrant local economy	100	-	(100)	-	-	-	-	-	-	-	-	-	-	0
Goods Shed, Barfield Close	Vibrant local economy	50	-	-	50	-	-	-	-	-	-	-	-	-	50
Abbey House	Your services, your voice	49	-	(49)	-	-	-	-	-	-	-	-	-	-	0
South Downs Way & Blackpath Access	Living well	35	-	-	35	-	-	-	-	-	-	-	-	-	35
Subject to Appraisal*		23,500	1,010	(709)	23,801	9,865	2,740	280	400	200	200	200	200	200	38,086
Total General Fund		56,569	4,481	(3,996)	57,054	14,069	3,988	1,655	1,878	1,487	1,580	1,450	1,490	1,590	86,241

* Under the Council's Financial Procedure Rule 7.4, the inclusion of a scheme in the capital programme does not constitute authority to incur the expenditure. Such authority is obtained subject to the various conditions and limits as set out in the Constitution.

Housing Revenue Account															
New Build	Homes for all	26,909	5,595	(12,587)	19,917	24,788	32,362	18,225	10,160	6,680	6,880	7,087	7,299	7,518	140,917
Major repairs	Homes for all	5,669	279	(1,827)	4,121	6,868	7,074	6,258	6,446	6,748	6,951	7,159	7,374	7,595	66,594
Improvements & Loft Conversions	Homes for all	500	132	(132)	500	670	546	506	522	537	553	570	587	-	4,993
Disabled Adaptations	Homes for all	770	32	(178)	624	911	939	867	893	919	947	975	1,005	1,035	9,115
Fire Safety provision	Homes for all	1,030	1,000	(1,630)	400	1,061	688	-	-	-	-	-	-	-	2,149
Climate Change Emergency	Climate Emergency	1,030	-	(730)	300	1,448	1,492	1,126	1,159	1,194	1,230	1,267	1,305	-	10,520
Other Capital Spend	Homes for all	106	-	-	106	109	113	116	119	123	127	130	134	138	1,216
Total Housing Revenue Account		36,014	7,038	(17,084)	25,968	35,857	43,214	27,097	19,300	16,202	16,688	17,189	17,704	16,287	235,504

Grand Total		92,583	11,519	(21,080)	83,022	49,926	47,202	28,752	21,178	17,689	18,268	18,639	19,194	17,877	321,745
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Revised Capital Programme Financing 2020 to 2030

	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
General Fund											
<i>Externally Funded</i>											
Government Grants	1,283	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	10,283
External Contributions											0
Non governmental grants	2,705	5,500	250	0	0	0	0	0	0	0	8,455
Open Space Fund	256	228	0	0	0	0	0	0	0	0	484
Developer's Contributions	75	349	0	0	0	0	0	0	0	0	424
Total Externally Funded	4,319	7,077	1,250	1,000	19,646						
<i>Earmarked Reserves</i>											
Car Parks Property	0	0	0	0	180	180	180	180	180	180	1,080
Community Infrastructure Levy (CIL)	1,473	1,387	0	0	0	0	0	0	0	0	2,860
Town CIL	295	0	0	0	0	0	0	0	0	0	295
Information, Management, and Technology	0	0	0	0	0	107	200	70	110	210	697
Landscape Mitigation	0	0	0	0	0	0	0	0	0	0	0
Major Investment Reserve	0	0	0	0	0	0	0	0	0	0	0
Property - Asset Management Reserve	0	0	0	0	200	200	200	200	200	200	1,200
Winchester Town	84	350	40	80	200	0	0	0	0	0	754
Total Earmarked Reserves	1,852	1,737	40	80	580	487	580	450	490	590	6,886
<i>Capital Receipts</i>											
General fund	2,207	1,664	448	575	205	0	0	0	0	0	5,099
Right to buy allowable	0	500	500	0	0	0	0	0	0	0	1,000
Total Capital Receipts	2,207	2,164	948	575	205	0	0	0	0	0	6,099
<i>Revenue Contribution to Capital</i>	0	0	0	0	0	0	0	0	0	0	0
<i>Capital Financing Requirement</i>	48,676	3,091	1,750	0	93	0	0	0	0	0	53,610
Total General Fund	57,054	14,069	3,988	1,655	1,878	1,487	1,580	1,450	1,490	1,590	86,241
Housing											
Capital Grants and Contributions	1,372	2,254	1,281	1,600	3,500	2,600	1,400	4,400	3,000	0	21,408
Major Repairs Reserve	8,182	8,320	8,775	9,031	9,417	9,895	10,168	10,448	10,735	11,030	95,999
Capital Receipts	6,370	5,780	8,240	10,166	4,576	2,004	2,064	2,126	2,190	2,256	45,772
Revenue Contribution to Capital	0	0	0	0	0	0	0	0	0	0	0
<i>Capital Financing Requirement</i>	10,044	19,503	24,917	6,301	1,807	1,703	3,056	215	1,779	3,001	72,326
Total Housing Revenue Account	25,968	35,857	43,214	27,097	19,300	16,202	16,688	17,189	17,704	16,287	235,504
Total Financing of Capital Programme	83,022	49,926	47,202	28,752	21,178	17,689	18,268	18,639	19,194	17,877	321,745

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Council Tax Base	1.2%	1.2%	1.2%	1.2%
Council Tax - Band D £	3.0%	3.0%	3.0%	2.0%
Contractual Inflation	1.0%	1.0%	1.5%	2.0%
Pay Inflation	2.0%	2.0%	2.0%	2.0%
General Fund Revenue (£m)	Forecast	Forecast	Forecast	Forecast
	2021/22	2022/23	2023/24	2024/25
Funding				
Council Tax (excluding Parish Precepts)	8.458	8.786	9.127	9.401
Retained Business Rates	2.939	2.983	3.016	3.095
New Homes Bonus	1.382	0.970		
Damping - 5% cap on total resource reduction	1.872	1.388	1.126	
Revenue Support Grant & Other Grants	0.200	0.200	0.200	0.200
	14.852	14.328	13.470	12.696
Investment Activity	0.460	0.016	0.419	0.418
Resources available	15.312	14.343	13.889	13.114
Baseline resource requirements	-17.378	-15.160	-14.544	-14.952
One-off budgets & Reserve Related Movements	-0.227	-1.073	-1.144	-1.145
Total net resource requirements	-17.604	-16.233	-15.689	-16.097
Budget Surplus / (Shortfall)	-2.292	-1.889	-1.799	-2.983
<i>% of Gross Expenditure</i>	7.7%	6.3%	5.9%	9.7%

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Winchester City Council

Data and Equality Impact Assessment

When undertaking your Equality Impact Assessment for your policy or project, it is important that you take into consideration everything which is associated with the policy or project that is being assessed against the statutory public sector equality duty.

The checklist below is to help you sense check your policy or project before you move to Section 2. The public sector duty is inclusive and not exclusive if there are any other relevant matters please insert a row.

Section 1 - Data Checklist

		Yes/No	Please provide details
1	Have there been any complaints data related to the policy or project you are looking to implement?	No	No formal complaints have been received. To note, the building has been closed since May and a number of enquiries regarding provisional bookings have been received.
2	Have all officers who will be responsible for implementing the policy or project been consulted, and given the opportunity to raise concerns about the way the policy or function has or will be implemented?	Yes	A meeting was held at the Guildhall on 26/8/20 with all staff affected and they are currently being consulted on this review of operating proposals
3	Have previous consultations highlighted any concerns about the policy or project from an equality impact perspective?	No	No
4	Do you have any concerns regarding the implementation of this policy or project? <i>(i.e. Have you completed a self-assessment and</i>	No	All wider community impacts have been reviewed. A self-assessment and action plan for the implementation of this policy has been undertaken.

	<i>action plan for the implementation of your policy or project?)</i>		
5	Does any accessible data regarding the area which your work will address identify any areas of concern or potential problems which may impact on your policy or project?	No	None that I am aware off.
6	Do you have any past experience delivering similar policies or projects which may inform the implementation of your scheme from an data protection and equality impact point of view?	Yes	The Guildhall has operated as an events venue for many years with well established operations and regular hirers. All usual hirers have either not held events or made other arrangements for their activities since May 2020
7	Are there any other issues that you think will be relevant?	No	

Section 2 - Your Equality Impact Assessment form

Directorate:	Your Service Area: Guildhall Services	Team: Engagement	Officer responsible for this assessment: Chris Smith	Date of assessment: 23/8/2020
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	Question	Please provide details
1	What is the name of the policy or project that is being assessed?	Guildhall – amended operation
2	Is this a new or existing policy?	New policy
3	Briefly describe the aim and purpose of this work.	The events hire bookings previously taken often required a significant team to facilitate them. With reduced demand as a result of the Govt guidance on events in multi purpose community buildings, it will not be possible to generate sufficient income to cover facilitation of these events and the costs of such hires. Therefore, the building will be used for activities which are self-sustaining, require less facilitation or for longer term business leasing.
4	What are the associated objectives of this work?	To mitigate against increased operating costs and yet enable retention of the Guildhall's use as a civic building.
5	Who is intended to benefit from this work and in what way?	Reopening the building with an ability to accommodate uses as above in para 3 may result in an estimated £250k of additional costs to be met by the Winchester tax payer. The proposals mitigate against this whilst maintaining some use of the building.

6	What are the outcomes sought from this work?	Operating costs reduced – the benefit from proposed sustainable and/ or longer term letting arrangements will be to the wider Winchester community as the Guildhall is able to open, used and an income generated able to be put towards the upkeep of the building.
7	What factors/forces could contribute or detract from the outcomes?	The main factor which could contribute or detract from the outcome is prolonged or additional Government COVID guidance on the nature of events that can that further restrict the anticipated hires and leases. Therefore it is optimal to lease to medium to long term hire/lease to agencies that can facilitate their own operation. Event hire to groups that are able to provide their own support can still be facilitated, with the Council team responsible for “keyholding/liaison” only.
8	Who are the key individuals and organisations responsible for the implementation of this work?	The Council has a directly employed team which manages the facility
9	Who implements the policy or project and who or what is responsible for it?	The Council is responsible for the implementation of the policy and will continue to manage the building.

		Please select your answer in bold . Please provide detail here.		
10a	Could the policy or project have the potential to affect individuals or communities on the basis of race differently?	Y	N	The policy does not affect individuals or communities on the basis of race. Everyone is treated equally.
10b	What existing evidence (either presumed or otherwise) do you have for this?	Community impact assessment completed along with a review of existing hirers shows no treatment of individuals or communities on the basis of race in a different way.		
11a	Could the policy or project have the potential to affect individuals or communities on the basis of sex?	Y	N	The policy does not have the potential to affect individuals or communities on the basis of sex .
11b	What existing evidence (either presumed or otherwise) do	A review of existing hirers shows no treatment of individuals		

	you have for this?	or communities on the basis of sex in a different way.		
12a	<p>Could the policy or project have the potential to affect individuals or communities on the basis of disability differently in a negative way?</p> <p><i>(you may wish to consider:</i></p> <ul style="list-style-type: none"> • <i>Physical access</i> • <i>Format of information</i> • <i>Time of interview or consultation event</i> • <i>Personal assistance</i> • <i>Interpreter</i> • <i>Induction loop system</i> • <i>Independent living equipment</i> • <i>Content of interview)</i> 	Y	N	<p>Building has good access for wide community use and support through loops, opening times etc.</p> <p>Each individual use will be assessed to ensure that no individual or community is disadvantaged on the basis of disability.</p>
12b	What existing evidence (either presumed or otherwise) do you have for this?	Community impact assessment completed along with review of existing hirers		
13a	Could the policy or project have the potential to affect individuals or communities on the basis of sexual orientation?	Y	N	<p>can write as above because they are all different</p> <p>The policy does not have the potential to affect individuals or communities on the basis of sexual orientation.</p>
13b	What existing evidence (either presumed or otherwise) do you have for this?	Community impact assessment completed along with review of existing hirers		
14a	Could the policy or project have the potential to affect individuals or group of community on the basis of age?	Y	N	The policy will not have an effect on an individual or group of the community on the basis of age.
14b	What existing evidence (either presumed or otherwise) do you have for this?	Community impact assessment completed along with review of existing hirers		
15a	Could the policy or project have the potential to affect			Small number of religious hires currently occur

	individuals or communities on the basis of religious belief?	Y	N	within the Guildhall. Every effort will be made to maintain the offer to this group or discuss alternative options.
15b	What existing evidence (either presumed or otherwise) do you have for this?	Community impact assessment completed along with review of existing hirers		
16a	Could this policy or project have the potential to affect individuals on the basis of gender reassignment?	Y	N	The policy does not have the potential to affect the individuals on the basis of gender reassignment
16b	What existing evidence (either presumed or otherwise) do you have for this?	Community impact assessment completed along with review of existing hirers		
17a	Could this policy or project have the potential to affect individuals on the basis of marriage and civil partnership?	Y	N	Unfortunately it is unlikely that weddings both civil and religious will continue under the revised arrangements. There is no discrimination on individuals due to this policy.
17b	What existing evidence (either presumed or otherwise) do you have for this?	Community impact assessment completed along with review of existing hirers		
18a	Could this policy or project have the potential to affect individuals on the basis of pregnancy and maternity?	Y	N	One regular hire related to maternity and to parents with small children. However, this group has yet to recommence their gathering and future intentions not yet clear. Every effort will to engage with this group and to facilitate suitable alternative space is available
18b	What existing evidence (either presumed or otherwise) do you have for this?	Community impact assessment completed along with review of existing hirers		
19	Could any negative impacts that you identified in questions 10a to 15b create the potential for the policy to discriminate against certain groups on the basis of protected characteristics?	Y	N	None identified.
20	Can this negative impact be justified on the grounds of			Race: n/a

	promoting equality of opportunity for certain groups on the basis of protected characteristics? Please provide your answer opposite against the relevant protected characteristic.	Y	N	Sex: n/a
				Disability: n/a
				Sexual orientation: n/a
				Age: n/a
				Gender reassignment: n/a
				Pregnancy and maternity: Bookings can be maintained if desired. Alternative suitable options available.
				Marriage and civil partnership: n/a
				Religious belief: Bookings can be maintained if desired. Alternative options being discussed with relevant groups
21	How will you mitigate any potential discrimination that may be brought about by your policy or project that you have identified above?	None identified. Whilst the availability of hire space for the community is reduced as part of this policy, alternative space is available in the city for events. Protected individuals and groups and community access to the building will be maintained where possible and alternative options discussed where possible.		
22	Do any negative impacts that you have identified above impact on your service plan?	Y	N	

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EXTRACT OF MINUTES

SCRUTINY COMMITTEE

2 JULY 2020

1. **ANNUAL SCRUTINY REPORT - DRAFT ANNUAL SCRUTINY REPORT
2019/20**

(Report SC026 refers)

The committee noted that the report represented a succinct summary of the main work it had carried out during the previous municipal year.

RECOMMENDED:

**THAT COUNCIL NOTE THE ANNUAL SCRUTINY
REPORT FOR 2019/20.**

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REPORT TITLE: DRAFT ANNUAL SCRUTINY REPORT 2019/20

2 JULY 2020

REPORT OF CHAIRPERSON: Councillor Caroline Brook

Contact Officer: Matthew Watson Tel No: 01962 848 317 Email
mwatson@winchester.gov.uk

WARD(S): ALL

PURPOSE

At the end of each Municipal Year, the Chairperson of The Scrutiny Committee for that year reviews the work of all overview and scrutiny bodies and provides a report back to Council.

The draft report for the 2019/20 Municipal Year is attached at Appendix 1 in order that The Scrutiny Committee can add its comments before it is finalised for presentation to Council.

RECOMMENDATIONS:

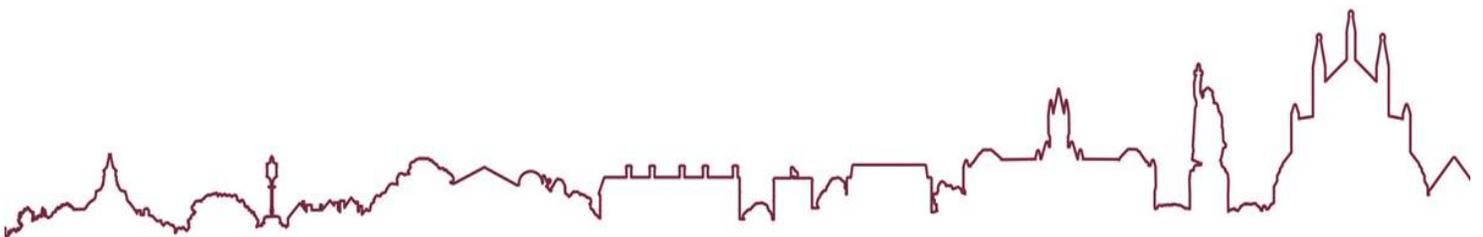
1. That the committee consider and make any necessary comment on the content of the Report.

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Annual Scrutiny Report

2019/20



Introduction

The Scrutiny Committee comprises members who are not Cabinet Members. The general role for the overview and scrutiny function is set out in Section 21 Local Government Act 2000.

Overview and Scrutiny should be carried out in a constructive way and should aim to contribute to the delivery of efficient and effective services that meet the needs and aspirations of local inhabitants.

The Committees should also be prepared to challenge and question decisions and make constructive criticism. The Council has split its overview and scrutiny responsibilities across three Overview and Scrutiny Committees. Two policy-focused Committees, which undertake forward looking, policy development work and pre-decision scrutiny, relevant to their specific areas. These are the Business and Housing Policy Committee and the Health and Environment Policy Committee. A Scrutiny Committee (which holds the Cabinet to account, has a strategic outlook and solely holds the power of Call-In)

The Business & Housing Policy Committee undertakes forward looking, policy development work and pre decision scrutiny relevant to its specific areas as well as having broader terms of reference to maintain a strategic overview of the progress towards the achievement of the priorities in the Council Plan.

The Health & Environment Policy Committee undertakes forward looking, policy development work and pre decision scrutiny relevant to its specific areas as well as having broader terms of reference to maintain a strategic overview of the progress towards the achievement of the priorities in the Council Plan.

Underpinning some of the three policy and scrutiny committee's work of the past year has been consideration of the statutory [guidance](#) published by the Minister for Local Government in May 2019 on effective overview and scrutiny.

In summary, the guidance is set out in the following key areas and the Council has realised each of these as part of the scrutiny arrangements now in place and how they have operated over the past year

- A. Culture
- B. Resourcing
- C. Selecting Committee Members
- D. Power to Access Information
- E. Planning Work
- F. Evidence Sessions

A. Culture

The guidance has particular regard to the importance of organisational culture and a meaningful commitment to 'effective' overview and scrutiny. This should be challenging and able to have impact and provide added value and improved outcomes for residents.

The Council's new scrutiny arrangements allow for more focussed member involvement in policy-making at an early stage (at policy committees) whilst allowing the scrutiny committee to provide challenge to the executive. Members are also able to continue to bring forward matters for scrutiny that may not necessarily be the responsibility of the council. These can be scrutinised and external organisations invited to take part in any subsequent scrutiny investigation.

The respective chairs of the Council's scrutiny bodies are encouraged to influence development of respective work programmes, having regard to those of the other scrutiny committees and importantly, that of the executive.

B. Resourcing

Unlike combined authorities, there is no requirement for there to be statutory officer role for scrutiny. The council will work to achieve a cultural recognition of the potential of the added value that scrutiny can bring to the council's outcomes, for example, through policy development and effective challenge.

The latter will ensure that decisions best suit service priorities, the needs of residents and businesses and support delivery of the outcomes of the Council Plan.

C. Selecting Committee Members

Although the choice of chairpersons of scrutiny and policy committees is not an officer decision, the constitution sets out whether they should be an opposition or a member of the leading group of the council and this was discussed and accepted by the Member/Officer working group and subsequently adopted as part of the wider constitution. Membership of the committees is also a matter for the groups who will no doubt have regard to skill sets and interests, although they cannot additionally be a member of the executive.

D. Power to Access Information

The council is committed to supporting the overview and scrutiny function and will continue to facilitate access to work programmes and relevant documents where this is appropriate to do so. The scrutiny committee will be provided key performance and risk information on delivery against outcomes of the council strategy and the agreed budget.

E. Planning Work

Officers assist with developing work programmes and coordination with the Forward Plan. It is also proposed that all scrutiny chairpersons will periodically meet to coordinate their work.

All Members will wish to influence work programmes with matters brought to their attention from their local areas.

F. Evidence Sessions

The guidance sets out ideas on how these may be 'run'. Evidence sessions may take place either at the formal scheduled meetings of the respective committees, or informally or in special sessions.

The guidance had provided authorities with an opportunity to reflect on its existing overview and scrutiny function and this had been timely as the Council was reviewing its own arrangements as part of the constitution review. Officers will continue to refer to best practice, including that produced by the Centre for Public Scrutiny (CfPS), South East Employers (SEEMP) and discuss this with scrutiny chairperson as appropriate.

The Committee welcomes and encourages engagement with residents and other community representatives during its public participation session. During 2019/20 local residents commented on numerous matters including;

- Governance arrangements relating to the development of the Housing Revenue Account
- The size and configuration of the proposed new Leisure Centre
- Proposals for Station Approach

With the continuing pressure on the Council's resources, it is vital that Scrutiny and its newly established Policy Committees continue to play their part in ensuring that projects are delivered efficiently and with maximum benefit to residents while ensuring that the Council's key services to the public such as refuse, parking, open spaces and the myriad of other Council roles which help make our District a great place to live, continue to be delivered at a high standard.

Cllr Caroline Brook – Scrutiny Committee Chairman for 2019/20

THE ROLE OF SCRUTINY IN THE COUNCIL

Winchester City Council operates a 'strengthened' Leader and Cabinet Executive model. Members of the Cabinet manage the majority of the Council's business, while scrutiny bodies oversee the discharge of the Council's work.

The role of scrutiny is to review, challenge and develop what the City Council does, making sure the right decisions are being taken to Cabinet, in line with the general policies set by full Council, for the benefit of the Winchester District and its residents and businesses.

The Police and Justice Act 2006 and the Crime and Disorder (Overview and Scrutiny) Regulations 2009 required the Council to designate a scrutiny body as its 'Crime and Disorder Overview and Scrutiny Committee'. It could also consider individual matters related to crime and disorder issues referred from the local level. This role is undertaken by The Scrutiny Committee.

Petition organisers also have the right to request that The Scrutiny Committee review the steps that the Council has taken in response to a petition.

THE SCRUTINY COMMITTEE – 2019/20

Chairman: Cllr Caroline Brook

The work of the Committee

A summary of the items scrutinised in 2019/20 are listed below. These were mostly presented to the Committee in report format and introduced by the relevant cabinet member, in addition, several presentations were provided. The Committee also considered the work of the Council's Community Safety Partnership further to the requirements of the Police and Justice Act 2006 and the Crime and Disorder (Overview and Scrutiny) Regulations 2009

Meeting: 04/07/2019 18:30

Monitoring Report - Exceptions to Forward Plan (SC006)
Draft Annual Scrutiny Report (SC004)
Appointments of external bodies related to scrutiny (SC005)
Housing Revenue Account and Capital Programme Outturn 2018/19 (SC007)
Q4 Financial and Performance Monitoring Report (SC002)
Medium Term Financial Challenge (SC008)

Meeting: 14/08/2019 18:30

Station Approach - Proposals for Delivery and Further Public Realm Development (SC009)

Meeting: 09/09/2019 18:30

Q1 Financial and Performance Monitoring Report (SC011)
Annual Report: Local Government and Social Care Ombudsman 2018/19 (SC010)

Meeting: 27/11/2019 18:30

Council Strategy
Outcome Based Budget Challenges
Q2 Financial and Performance Monitoring

Meeting: 05/02/2020 18:30

Capital Investment Strategy 2020-2030 (SC017 & CAB3209)
Treasury Management Strategy 2020/21 (SC019 & CAB3218)

Medium Term Financial Strategy, Budget and Council Tax 2020/21. (Reports SC016 & CAB3211)

Housing Revenue Account (HRA) Budget 2020/21 & Business Plan (SC018 & CAB3214)

Q3 Financial and Performance Monitoring (SC020 & CAB3222)

Meeting: 12/03/2020 18:30

Implementation of the extension to the refuse and recycling arrangements
Community Safety Partnership Performance Review

Policy Committees

Both policy committees (Business and Housing & Health and Environment) undertake largely forward looking, policy development work and pre-decision scrutiny relevant to the specific priority areas.

THE BUSINESS AND HOUSING POLICY COMMITTEE – 2019/20

Chairman: Cllr Dominic Hiscock

During 2019/20 the Business and Housing Policy Committee met four times. The agendas for each of these meetings were as follows:

- Preventing Homelessness and Rough Sleeping Strategy BHP004
- Mutual Exchange Policy BHP005
- Housing Company - Presentation
- Economic Strategy - Presentation
- Estate Improvement Programme BHP007
- New Council Strategy
- Housing Company
- Central Winchester Regeneration - future uses
- Local Government Finance and Business Rates
- Station approach
- Tenant Survey results - Presentation
- New Council Strategy - presentation
- Procurement Strategy BHP009
- Housing Revenue Account Budget Options 2020/21 BHP011
- Procurement Strategy BHP009
- Review of downsizing incentive scheme - Presentation (to follow)
- Hampshire Home Choice Policy - Presentation
- Revision and update of Discretionary Housing Payments Policy BHP012
- Fire Safety in Council Housing Strategy - Presentation

The detailed terms of reference for this Policy Committee is set out at Article 7 of the constitution.

THE HEALTH & ENVIRONMENT POLICY COMMITTEE – 2019/20

Chairman: Cllr Angela Clear

During 2019/20 the Health and Environment Policy Committee met four times. The matters considered at these meetings were as follows:

- Planning Pre-application Advice (HEP003)
- The future of the Traffic Management and Civil Parking Enforcement Agency Agreements (CAB3173)
- Environmental Services Contract - Procurement Process Update - Presentation
- Car Parking Strategy (HEP002) and presentation
- Local Enforcement Plan (HEP008)
- Climate Emergency Action Plan - Presentation
- Southern Parishes Sports Facilities (HEP005)
- City of Winchester Movement Strategy - Update (Presentation)
- Air Quality Action Plan Update (Presentation)
- Options Appraisal for the Delivery of an Electric Vehicle Charging Network (Presentation)
- Proposed Parish Engagement on Grounds Maintenance and Street Cleaning (Presentation)
- Framework for Community and Wellbeing Strategy (Presentation)
- Carbon Neutrality Action Plan 2020-2030 - Progress Update (Presentation)
- Update on the Movement Strategy (Presentation)

The detailed terms of reference for this Policy Committee is set out at Article 7 of the constitution.