



Meeting	Cabinet
Date and Time	Wednesday, 23rd June, 2021 at 9.30 am.
Venue	Walton Suite, Winchester Guildhall

Note: *This meeting is being held in person at the location specified above. In line with relevant legislation and public health guidance the following arrangements apply. Members of the public should note that a live audio feed of the meeting will be available from the council's website (www.winchester.gov.uk) and the video recording will be available shortly after the meeting.*

For members of the public and "visiting councillors" who are unable to utilise this facility a limited number of seats will be made available at the above named location however attendance must be notified to the council at least 3 working days before the meeting. Please note that priority will be given to those wishing to attend and address the meeting over those wishing to attend and observe.

AGENDA

PROCEDURAL ITEMS

- 1. Apologies**
To record the names of apologies given.
- 2. Membership of Cabinet bodies etc.**
To give consideration to the approval of alternative arrangements for appointments to bodies set up by Cabinet or external bodies, or the making or terminating of such appointments.
 - North Whiteley Development Forum
To agree to a change to the previously appointed Chairperson for 2021/22 to Councillor Fern (from Councillor Bentote).
- 3. Disclosure of Interests**
To receive any disclosure of interests from Members and Officers in matters to be discussed.
Note: Councillors are reminded of their obligations to declare disclosable pecuniary interests, personal and/or prejudicial interests in accordance with legislation and the Council's Code of Conduct.



4. **To note any request from Councillors to make representations on an agenda item.**

Note: Councillors wishing to speak about a particular agenda item are required to register with Democratic Services three clear working days before the meeting (contact: democracy@winchester.gov.uk or 01962 848 264). Councillors will normally be invited by the Chairperson to speak during the appropriate item (after the Cabinet Member's introduction and questions from other Cabinet Members).

BUSINESS ITEMS

5. **Minutes of the previous meeting held on 25 May 2021.** (Pages 5 - 10)

6. **Public Participation**

– to note the names of members of the public wishing to speak on general matters affecting the District or on agenda items (in the case of the latter, representations will normally be received at the time of the agenda item, after the Cabinet Member's introduction and any questions from Cabinet Members).

NB members of the public are required to register with Democratic Services three clear working days before the meeting (contact: democracy@winchester.gov.uk or 01962 848 264).

Members of the public and visiting councillors may speak at Cabinet, provided they have registered to speak three working days in advance. Please contact Democratic Services **by 5pm on Thursday 17 June 2021** via democracy@winchester.gov.uk or (01962) 848 264 to register to speak and for further details.

7. **Leader and Cabinet Members' Announcements**

8. Winnall Flats Open Space Project - Community Infrastructure Levy (CIL) Funding (Pages 11 - 22)

Key Decision (CAB3305)

9. New council homes, Winnall Flats site – final business case (less exempt appendices) (Pages 23 - 36)

Key Decision (CAB3300)

10. Revised terms of reference for Major Development Area Fora (Pages 37 - 60)

Key Decision (CAB3306)

11. To note the future items for consideration by Cabinet as shown on the July 2021 Forward Plan. (Pages 61 - 68)

12. EXEMPT BUSINESS:

To consider whether in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

- (i) To pass a resolution that the public be excluded from the meeting during the consideration of the following items 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 100 (I) and Schedule 12A to the Local Government Act 1972.

13. New council homes, Winnall Flats site – final business case (exempt appendices) (Pages 69 - 84)

Key Decision (CAB3300 exempt appendices)

14. New Council Homes - purchase of 54 homes at Whiteley (Pages 85 - 98)

Key Decision (CAB3304)

15. City Offices Energy Efficiency Improvement Works (Decarbonisation) (Pages 99 - 108)

Key Decision (CAB3307)

**Lisa Kirkman
Strategic Director and Monitoring Officer**

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15 June 2021

Agenda Contact: Nancy Graham, Senior Democratic Services Officer
Tel: 01962 848 235, Email: ngraham@winchester.gov.uk

**With the exception of exempt items, Agenda, reports and previous minutes are available on the Council's Website www.winchester.gov.uk*

CABINET – Membership 2021/22

Chairperson: Councillor Thompson (Leader and Cabinet Member for Partnership Working)

Councillor Cutler (Deputy Leader and Cabinet Member for Finance and Service Quality)

Councillor	-	Cabinet Member
Clear	-	Cabinet Member for Communities and Wellbeing
Gordon-Smith	-	Cabinet Member for Built Environment
Learney	-	Cabinet Member for Housing and Asset Management
Murphy	-	Cabinet Member for Climate Emergency
Tod	-	Cabinet Member for Economic Recovery

Quorum = 3 Members

Corporate Priorities:

As Cabinet is responsible for most operational decisions of the Council, its work embraces virtually all elements of the Council Strategy.

Public Participation at meetings

Representations will be limited to a maximum of 3 minutes, subject to a maximum 15 minutes set aside for all questions and answers.

To reserve your place to speak, you are asked to **register with Democratic Services three clear working days prior to the meeting** – please see public participation agenda item below for further details. People will be invited to speak in the order that they have registered, subject to the maximum time period allowed for speaking not being exceeded. Public Participation is at the Chairperson's discretion.

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.

Terms Of Reference

Included within the Council's Constitution (Part 3, Section 2) which is available [here](#)

CABINET

Tuesday, 25 May 2021

Attendance:

Councillor Thompson (Chairperson)	– Leader and Cabinet Member for Partnerships
Councillor Cutler (Vice-Chair)	– Deputy Leader and Cabinet Member for Finance & Service Quality
Councillor Clear	– Cabinet Member for Communities & Wellbeing
Councillor Gordon-Smith	– Cabinet Member for Built Environment
Councillor Learney	– Cabinet Member for Housing and Asset Management
Councillor Murphy	– Cabinet Member for Climate Emergency
Councillor Tod	– Cabinet Member for Economic Recovery

Others in attendance who addressed the meeting:

Councillor Horrill

Others in attendance who did not address the meeting:

Councillor Lumby

[Full audio recording and video recording](#)

1. **DISCLOSURE OF INTERESTS**

Councillor Tod declared a personal (but not prejudicial) interest in respect of reports due to his role as a County Councillor.

2. **MINUTES OF THE PREVIOUS MEETING HELD ON 10 MARCH 2021.**

RESOLVED:

That the minutes of the previous meeting held on 10 March 2021 be agreed as a correct record.

3. **PUBLIC PARTICIPATION**

Patrick Davies spoke during public participation in relation to the minutes of the previous meeting and report CAB3298 as summarised briefly below.

He queried what steps were being taken to increase the use of buses in general and specifically requested that the notices at Winchester bus station promoting essential travel only should be removed, in line with current Covid guidelines. With regard to CAB3298, he requested clarification regarding public involvement at the various Cabinet groups

which were open to the public, particularly the Local Plan Advisory Group, the Central Winchester Regeneration Open Forum and Station Approach Open Forum.

The Leader, Councillor Learney and the Chief Executive responded to the points raised by Mr Davies.

4. **THE LEADER TO APPOINT CABINET MEMBERS AND ALLOCATE RESPONSIBILITIES FOR 2021/22**

The Leader expressed her thanks to the previous Cabinet Members, Councillors Ferguson, Porter and Prince for their work over the previous years.

She announced the following Cabinet Members and responsibilities for 2021/22:

Councillor	Responsibility
Thompson	Leader and Cabinet Member for Partnership Working
Cutler	Deputy Leader and Cabinet Member for Finance and Service Quality
Clear	Cabinet Member for Communities and Wellbeing
Gordon-Smith	Cabinet Member for Built Environment
Learney	Cabinet Member for Housing and Asset Management
Murphy	Cabinet Member for Climate Emergency
Tod	Cabinet Member for Economic Recovery

5. **LEADER AND CABINET MEMBERS' ANNOUNCEMENTS**

Cabinet members made a number of announcements as summarised briefly below.

The Leader

A new Climate Emergency Open Forum would be established to continue the Council's work since declaring a climate emergency in 2019. A report would be submitted to a future Cabinet with further details regarding the Forum's terms of reference and membership.

The new leisure centre at Bar End would be opening on 29 May 2021.

Councillor Tod

Following a recent County Council announcement regarding the removal of bottle banks at household waste recycling centres, he confirmed that all the "bring" bottle banks within the Winchester district would remain in place.

6. **ANNUAL APPOINTMENTS TO CABINET INFORMAL GROUPS AND FORA 21/22**
(CAB3298 and Addendum)

Cabinet noted that nominations for the various appointments had been received prior to the meeting and were displayed for those present at the meeting (and subsequently published as an Addendum to the report). The Leader reported additional nominations for the Station Approach Open Forum as follows: Councillors Tod, Westwood and Tippett-Cooper.

At the invitation of the Leader, Councillor Horrill addressed the meeting as summarised briefly below:

Welcomed the nominations for the Station Approach Open Forum and queried whether there were any current plans for the Forum to meet?

The Leader responded that there were no current plans but it was intended that the Forum would be appointed in order that it could meet when next required.

Cabinet agreed to the following for the reasons set out in the report and addendum and outlined above.

RESOLVED:

1. That the following appointments to Fora and other informal groups be made for the 2021/22 Municipal Year:

- (i) Local Plan Advisory Group – Councillors Gordon-Smith (Chair), Brook, Clear, Edwards, Evans, Horrill and Thompson.
- (ii) Strategic Asset Purchase Scheme Board
Leader and Portfolio Holders with responsibility for Finance; Estates; and Business (Councillors Thompson, Cutler, Learney and Tod)
Finance Manager (Capital & Treasury), Corporate Head of Housing, Corporate Head of Asset Management, Strategic Director: Place and Section 151 Officer – final approver of the purchase.
- (iii) Treasury Investment Group
Cabinet Member with responsibility for Finance (Councillor Cutler) and Councillor Thompson (from Cabinet). Councillor Power (Chair of Audit & Governance Committee), Councillor Laming (member of Audit & Governance Committee) and Councillor Miller (Shadow Cabinet Member).
Finance Manager (Capital and Treasury)
(The Section 151 Officer, as final decision maker, would not be a member of the TIG).

- (iv) Kings Barton Forum
Councillors: Rutter (Chair), Cramoysan, Cunningham, Godfrey, Horrill, Learney, Prince and Scott (Deputy: Warwick).
- (v) West of Waterlooville Forum –
Councillors: Clear (Chair), Brook, Cutler and Read (Deputies: Evans and Weston)
- (vi) North Whiteley Development Forum –
Councillors: Bentote (Chair), Evans, Fern, McLean, Miller and Pearson (Deputy: Gemmell)
- (vii) Central Winchester Regeneration Open Forum –
Councillors Learney (Chair), Edwards, Gordon-Smith, Horrill and Lumby (Deputy: Isaacs)
- (viii) Station Approach Open Forum –
Councillors Tod (Chair), Godfrey, Miller, Tippett-Cooper and Westwood
- (ix) Winchester Sports and Leisure Park Open Forum –
Councillors Clear (Chair), Cook, Cramoysan, Laming and Lumby

7. **ANNUAL APPOINTMENTS TO OUTSIDE BODIES 21/22**
(CAB3299 and Addendum)

Cabinet noted that a list of nominations received had been distributed to Members present at the meeting (and subsequently published as an Addendum to the report).

At the invitation of the Leader, Councillor Horrill addressed the meeting as summarised briefly below:

Queried the use of the heading “no contest” for table 3 of the addendum as the Conservative group had decided not to submit nominations due to not being selected in the past. With regard to table 4, she requested that the names submitted by the Conservative group be given due consideration.

The Leader responded to the comments made, including highlighting that table 3 included the proposed retention of previous representatives from the Conservative group.

Cabinet considered the appointments set out in table 4 of the Addendum (where there more nominations put forward than vacancies) and agreed appointments as set out in the resolution below.

Cabinet agreed to the following for the reasons set out in the report and addendum and outlined above.

RESOLVED:

1. That the following appointments to external bodies be made for the 2020/21 Municipal Year (unless stated otherwise):
- (a) Citizens Advice Winchester District – Councillor Clear (Observer) (until May 2024)
 - (b) Hampshire & Isle of Wight Association of Local Authorities (HIOWA) – Leader and Deputy Leader (Councillors Thompson and Cutler)
 - (c) Hampshire County Council Annual Meeting with Parish & District Councils regarding public transport issues – Cabinet Member with responsibility for Transport (Councillor Tod)
 - (d) Hampshire Cultural Trust – Cabinet Member with responsibility for Culture (Councillor Thompson) (Trustee) and Councillor Evans (Observer)
 - (e) Hampshire Homechoice Board – Cabinet Member with responsibility for Housing (Councillor Learney)
 - (f) Hampshire Rural Forum – Cabinet Member with responsibility for the Economy (Councillor Tod)
 - (g) Intergr8 CIC at Unit 12 – Cabinet Member with responsibility for the Economy (Councillor Tod)
 - (h) Local Government Association – Leader and Deputy Leader (Councillors Thompson and Cutler)
 - (i) Partnership for South Hampshire (PfSH) Joint Committee – Leader and Deputy Leader (Councillors Thompson and Cutler)
 - (j) Police and Crime Panel (until May 2025, confirmed annually) – Councillor Power (Councillor Clear)
 - (k) Project Integra Management Board – Cabinet Member with responsibility for Waste (Councillor Tod) plus Councillor Murphy (deputy)
 - (l) River Hamble Harbour Management Committee – Councillor Pearson and Councillor Miller (deputy)
 - (m) South East England Councils (SEEC) – Leader and Deputy Leader (Councillors Thompson and Cutler)
 - (n) South East Employers – Chair of Audit & Governance Committee (Councillor Power)
 - (o) South East Employers – Councillors’ Local Democracy & Accountability Network – Councillors Power & Pearson
 - (p) Southampton International Airport Consultative Committee – Cabinet Member with responsibility for Transport (Councillor Tod) plus Councillor Bronk (deputies Councillors Cook & Edwards)
 - (q) Tourism South East – Cabinet Member with responsibility for Tourism (Councillor Tod)
 - (r) WinACC – Cabinet Member with responsibility for Environment (Councillor Murphy)
 - (s) Winchester Business Improvement District (BID) – Cabinet Member with responsibility for Economy (Councillor Tod)
 - (t) Winchester Churches Night Shelter – Cabinet Member with responsibility for Housing (Councillor Learney)
 - (u) Winchester Road Safety Council Committee – Councillor Westwood

- (v) Winchester Sports Stadium Management Committee – Cabinet Member with responsibility for Sport (Councillor Clear) and Councillor Laming

2. That the Governance Manager remind representatives of their responsibilities whilst representing the Council on an external organisation, as summarised in Paragraphs 11.6 – 11.9 of the report and in the [Guidance regarding serving on Outside Bodies](#).

8. **Q3 FINANCE & PERFORMANCE MONITORING**
(CAB3287)

At the invitation of the Leader, Councillor Horrill addressed the meeting as summarised briefly below:

Noted that the information contained in the report related to some months ago. The notes from the Performance Panel contained a number of follow up items and she requested that this be picked up as soon as possible in the new municipal year.

Councillors Cutler and Tod responded to the comments made and confirmed that good progress was being made.

9. **FUTURE ITEMS FOR CONSIDERATION BY CABINET**

RESOLVED:

That the list of future items, as set out in the Forward Plan for June 2021, be noted.

The meeting commenced at 9.30 am and concluded at 10.00 am

Chairperson

CAB3305
CABINET

REPORT TITLE: WINNALL FLATS OPEN SPACE PROJECT - COMMUNITY
INFRASTRUCTURE LEVY (CIL) FUNDING

23 JUNE 2021

REPORT OF CABINET MEMBER: Cabinet Member for Environment – Councillor
Russell Gordon-Smith

Contact Officer: Corinne Phillips Tel No: 01962 841906 Email
cphillips@winchester.gov.uk

WARD(S): ST BARTHOLEMEW WARD

PURPOSE

In December 2019 the Council approved an outline business case for a new residential development at the Winnall flats site in Winnall Manor Road, Winchester.

Detailed proposals have now been developed and the final business case for progressing the scheme towards implementation is included elsewhere on this agenda (CAB3300).

Part of the overall scheme includes proposals for significant improvements of the open spaces at the Winnall Flats site, including a community park with a play area for younger children, meeting areas and food growing beds.

The purpose of this report is to consider the open space element of the scheme and it is recommended that £755,000 of Community Infrastructure Levy funding be allocated to help provide a public open space in association with the proposed new development. The funding will come from the 'district' pot of the City Council CIL fund.

RECOMMENDATIONS:

1. Approve an allocation of £755,000 to help fund the provision of a new public open space in association with the provision of new development at Winnall Flats. The allocation of funds will be conditional on the approval of the business case for the New Build housing scheme.

IMPLICATIONS:1. COUNCIL PLAN OUTCOME

- 1.1. Tackling the Climate Emergency and Creating a Greener District
- 1.2. The infrastructure which can be funded using CIL, supports projects which deliver improved open space, and improved community facilities to help enable better walking and cycling routes. This helps to reduce carbon emissions in both the city and around the district.
- 1.3. Homes for all
- 1.4. The allocation of CIL funding will support infrastructure for areas where new housing has been provided, which will enhance community and recreation facilities and open space for both new and existing residents.
- 1.5. Living Well
- 1.6. The allocation of CIL funding to recreation facilities and improved open space promotes community cohesion, and greater participation in physical activities, which supports healthier lifestyles, as well as helping to support biodiversity.
- 1.7. Your Services, Your Voice
- 1.8. A consultation event was held in July 2018 to invite the views and comments of the existing residents of the flats. This event helped to shape the proposal for the improvement of the open space, and to provide the main elements of the scheme which were important to the residents.

2. FINANCIAL IMPLICATIONS

- 2.1. The Council has collected approximately £16.8m in CIL receipts since April 2014, when CIL charging came in to effect. The Community Infrastructure Levy Regulations allow up to 5% of CIL income received to be used to administer the fund, which includes the collection, monitoring, reporting and allocation. A further 15% of funding collected is transferred to the relevant Parish Council where a particular development is occurring. (25% where a Parish has a Neighbourhood Plan, which currently is only Denmead). This is also the case in the Winchester Town area where the Town Forum receives 15% of the CIL collected from developments with the town area. Until September 2018, 25% of the CIL remaining was transferred to Hampshire County Council, as a main provider of infrastructure in the district. However this arrangement is no longer in place. (CAB3071 refers)
- 2.2. To date, of the remaining CIL retained by the City Council (approximately £11.8m) c£5m has either been spent or allocated to infrastructure projects, which leaves approximately £6.8m which has yet to be allocated. In a report to Cabinet in March 2021 (CAB3293 refers) a number of emerging

infrastructure projects were identified which would likely require funding in future, which included Winnall Housing Development Open Space Improvements.

- 2.3. A request for Community Infrastructure Levy funding has since been received which seeks an allocation of £755,000 for the provision of an improved public open space in association with the proposed residential development at Winnall Flats. The bid for CIL funding represents approximately 4% of the cost of the whole scheme.

3. LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1. The allocation of Community Infrastructure Levy funds must be in accordance with the Community Infrastructure Levy Regulations 2010 (and subsequent amendments). CIL may be used to help deliver infrastructure to support the development of an area, including open space provision and green infrastructure, so the proposal for the use of CIL funding to provide a new and improved open space as part of the larger scheme for new housing, complies with the regulations in principle.
- 3.2. The bids for CIL funding are considered in line with statutory procedures by members of the Informal Panel, consisting of the Cabinet Member for Built Environment and Well Being, the Cabinet Member for Sport Leisure and Communities, and members of the Executive Leader Board. Funding recommendations are made by the panel for Cabinet to consider and decide whether to approve.
- 3.3. The recommendation of this report is in keeping with the procedures set out by statute and is in line with the spending protocol previously agreed by cabinet (CAB3071).

4. WORKFORCE IMPLICATIONS

- 4.1. None

5. PROPERTY AND ASSET IMPLICATIONS

- 5.1. None requiring consideration by this report.

6. CONSULTATION AND COMMUNICATION

- 6.1. Bids for funding whether from community organisations or from departments within the city council are considered by an Informal Panel, as per the agreed protocol (CAB3071 refers). The panel consists of the Cabinet Member for Environment and Well Being, and members of the Executive Leaders Board. At a meeting of the Informal Panel on the 9th June 2021, the allocation of £755,000 of CIL funding was considered, and the panel members agreed that the scheme for the open space improvements, including landscaping, a playground and new pedestrian and cycling links would be of benefit to both the residents of the flats and the wider Winnall

community. Therefore the funding as requested was agreed for recommendation to Cabinet.

- 6.2. A large scheme such as the one proposed for Winnall Flats will go through a number of stages of consultation, from inception to completion, albeit not specifically relation to the use of CIL income, with funding decisions always requiring approval by Cabinet in line with the agreed spending protocol. Details regarding engagement events undertaken in association with the development of this project are set out in CAB3300 included elsewhere on the agenda.

7. ENVIRONMENTAL CONSIDERATIONS

- 7.1. There are several elements of the open space improvement project which will provide positive environmental outcomes, including the planting of more trees, the opportunity for residents to grow fruit, vegetables and flowers and the improvement of the links for cycling and walking from the site to the wider area. The specific environmental impact will be more thoroughly considered as part of the individual assessment of the whole project and as part of the planning application process for the whole development.

8. EQUALITY IMPACT ASSESSEMENT

- 8.1. Officers have had regards to the council's duties under the Human Rights Act 1998, and the Equalities Act 2010. There is no adverse impact through the allocation of CIL funding to anyone with a protected characteristic under the Equalities Act 2010 or with regards to human rights.
- 8.2. The project to improve the open space as part of the development of the new flats, will provide more accessible footways and links both within the site and to links beyond the site to enable wider community inclusion and engagement

9. DATA PROTECTION IMPACT ASSESSMENT

- 9.1. None required.

10. RISK MANAGEMENT

Risk	Mitigation	Opportunities
<p><i>Property</i> Increasing the density of the housing without improving the open space could lead to pressure on existing local facilities and potentially an increase in antisocial behaviour.</p>	<p>Providing a pleasant and functional open space will encourage community cohesion and to integrate the new development into the Winnall neighbourhood with benefits for current and new residents alike.</p>	

<i>Community Support</i> Failure to deliver a scheme to improve the open space could harm the council's reputation amongst local residents.	Improving the open space for new and existing residents will encourage community cohesion and will provide wider benefits for Winnall.	
<i>Timescales</i> The project will not be delivered within a reasonable timescale	The project will be linked to the larger development scheme to ensure delivery is achieved	
<i>Project capacity</i> Lack of resources could hinder the use of CIL funding to deliver projects	Up to 5% of the CIL collected is used to provide support for the collection, allocation monitoring, and reporting of CIL funded projects	
<i>Financial Exposure / VfM</i> The cost of the scheme will exceed the CIL income allocated	The scheme is allocated a fixed amount, and prioritised within budget limits in accordance with agreed protocol. The Council will manage the budget allocated for the implementation of open space improvements as part of the wider project.	
<i>Exposure to Challenge</i>	There is a specific protocol agreed by Cabinet to determine how CIL funding should be allocated and spent. All bids for CIL funding are subject to this agreed protocol	
<i>Legal</i> None		
<i>Innovation N/A</i>		
<i>Reputation</i> Failure to deliver schemes using CIL income could damage the council's reputation	Allocating CIL funds to the project will enhance the support from the community.	The funding from CIL gives the opportunity in Winnall to provide better quality open space.
<i>Achievement of Outcome</i>	The proposed community park will deliver a pleasant and improved outdoor space but it will be for the residents to	

	make proper use of the opportunity that it has to offer.	
Other N/A		

11. SUPPORTING INFORMATION:

- 11.1. The proposal for 76 new homes (both one and two bedroom flats, and three new two bedroomed houses) will be built within the existing site at Winnall Flats on Winnall Manor Road. This will add to the existing 156 flats, making a total of 232 homes. The new flats will be built in two blocks on existing open space, with three houses on space currently occupied by garages.
- 11.2. To help mitigate the effects of building on the current open space around the existing flats it is proposed to re-route the link road in to the site, which currently runs predominantly to the south of the site and leads to the parking areas. The new link road will be diverted through the centre of the site, and the 'old' route of the road will be removed to enable a community park to be created. A survey of the whole site revealed that the proposed location of the community park is in an area which receives the most sunlight throughout the day, and would therefore be suitable for planting trees, and providing food growing beds, as well as seating areas and a children's playground.
- 11.3. New accessible pedestrian routes are proposed to link the community park and both the new and proposed residential blocks, with a route to Winnall Manor Road, where there are bus stops for a bus route to the city centre. There will be a new pedestrian 'spine' footway running from east to west through the site to the north of the proposed community park, which will be straight, wide and well-overlooked. The path to Tesco, known locally as Black Path will also link to the development, as will the Sustrans National Cycle route N23, which runs through the site to Winnall Manor Road and on to the city centre. This will encourage active travel choices for the residents of the flats as well as those living in the wider local area by providing pleasant and safe routes through the site to the surrounding facilities.
- 11.4. During the Covid 19 pandemic, the various restrictions brought by the lockdown highlighted the desire for easily accessible outdoor space. The residents of the flats do not have private gardens and a community garden, such as that proposed, would provide a good quality easily accessible outdoor amenity for a range of ages. This will also help to foster community cohesion with the introduction of seating areas for residents to meet and food growing beds. The proposal meets the criteria for CIL funding in a number of ways. It contributes to the provision of enhanced open space (Policy CP7 of the Winchester District Local Plan Part 1) and greater opportunities for active travel which are priorities for living well in the Council Plan. The proposed open space and park with the links to the nearby footways and cycleway to local facilities, maximises the development

potential of the site, which is in line with Policy CP14 of the Winchester District Local Plan Part 1 regarding the effective use of land. The provision of additional housing on the site at Winnall Flats will help to meet the demands for social housing across the district, and the new park and improved access routes will help assimilate the proposed development into the existing area whilst creating wider benefits for this area of the town.

11.5. Conclusion

11.6. The proposal to provide an improved open space and community park in conjunction with the provision of 76 new homes on the existing site at Winnall Flats, will create a pleasant and healthy environment, which should help to enhance community cohesion and the well-being of new and existing residents. The provision of new homes supported by high quality open space is considered an appropriate use of CIL funds and the allocation recommended, will enable a much better provision to be realised which will cater for different age groups and recreational activities. The improved connectivity of the site with pedestrian routes, cycle routes and the bus route beyond the site which links to the city centre and other amenities, such as Tesco, will encourage more sustainable modes of travel for the residents of the new and existing flats, Winnall and wider area.

11.7. Although the proposed development will be within the site of the existing Winnall Flats, the proposed open space will also be available for wider use by other residents of Winnall and together with the improved access for pedestrians and cyclists, delivers on a number of policies and strategies contained within the adopted Winchester District Local Plan and Council Plan.

12. OTHER OPTIONS CONSIDERED AND REJECTED

12.1. It is possible for the residential development for the new housing to go ahead without the new and improved open space, which CIL funding supports. The CIL allocation only forms part of the overall funding for the scheme.

12.2. However, it is considered that an opportunity to enhance the quality of the environment in this area of the city would be missed if the open space around the flats were not improved. The planned enhancements would provide a good quality amenity space, as the proposed park would bring health and well-being benefits for existing and new residents alike. For this reason it is proposed to support the request for funding so that these improvements can be delivered.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

CAB3292 - Community Infrastructure Levy (CIL) Future Funding Priorities and Monitoring Update – 10th March 2021

Other Background Documents:-

None

APPENDICES:

Appendix 1 – Plan of proposed pocket park

Appendix 2 – Proposed site plan

3. THE POCKET PARK



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KEY:

BLOCK A - 32 apartments
 18 no. 2 bed, 3 person apartments
 14 no. 1 bed, 1 person apartments
 4 storeys

BLOCK B - 41 no. apartments
 41 no. 1 bed, 1 person apartments
 5 storeys

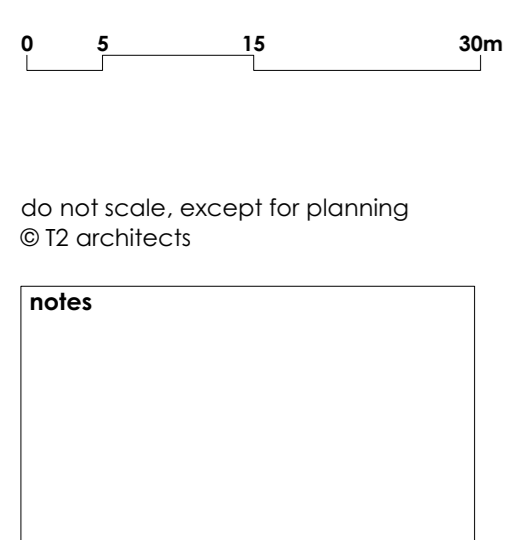
AVENUE LODGE - 1no. 2 bed (4p) house
 2 storeys

AVENUE HOUSES - 2no. 2 bed (4p) house
 2 storeys

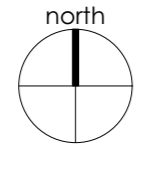
Total Development - 75 units

Parking - 192 spaces
 (117+75)
 Based upon 0.75 spaces per existing dwelling (156 No. flats) and 1 space per new unit.

SITE PLAN BASED ON SOLENT SURVEYS DRAWING 13178_S1 REVISION B



revisions	
D	27.02.19 Co-ordination with UBL
E	07.03.19 Parking & Landscaping Amends
F	09.04.19 Carports added
G	25.06.19 issued to SMA for tracking
H	18.07.19 Amends following tracking
I	24.09.19 Amends to Avenue units / parking
J	09.01.19 Block A development boundary added
K	22.10.19 legend added, annotation updated
L	26.11.19 Amends to Access Road
M	11.09.20 Stage 2 issue



legend

- blue boundary line denotes extent of Block A development
- existing tree
- tree removed
- proposed tree

project
Winnal Flats
Winnal Manor Road
Winchester
SO23 0LX

client
WCC New Homes

drawing
Proposed Site Plan

stage
Outline

scale
1:500 @ A1

date
September 2020

job no. - drwg no.
1637-02-100

revision
Rev M

T2 architects

23 City Business Centre
 Hyde Street
 Winchester
 SO23 7TA

drawn by
DS

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RA

revised by
RA

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CAB3300
CABINET

REPORT TITLE: NEW COUNCIL HOMES AT WINNALL FLATS SITE – FINAL BUSINESS CASE

23 JUNE 2021

REPORT OF CABINET MEMBER: COUNCILLOR KELSIE LEARNEY, CABINET MEMBER FOR HOUSING AND ASSET MANAGEMENT

Contact Officer: Debbie Rhodes Tel No: 01962 848368

Email: drhodes@winchester.gov.uk

WARD(S): ST BARTHOLOMEW

PURPOSE

In December 2019, the Council approved the outline business case for the development of 76 new homes at the Winnall Flats site, Winnall Manor Road, Winchester, to submit a planning application and to use the Southern Construction Framework to obtain tenders to construct the scheme.

This report sets out progress and the outcome of the tender process. It seeks authorisation to proceed with a new homes scheme on the Winnall Flats site, dispose of the properties through a shared ownership scheme and enter into a Design and Build building contract with Wates Construction Ltd to construct the 76 properties.

The provision of 76 new homes makes a significant contribution towards the Council's ambition to provide 1000 new homes in the period 2021-30. All of the homes will be built to very high energy efficiency standards to reflect the Council's zero carbon targets

The report sets out the viability of the project as both an all affordable scheme and an alternative version which allows Block B to be delivered as a sub-market option for key workers and younger households through a council owned Housing Company or in partnership with a third party.

The report seeks approval to dispose of the shared ownership properties at the site, as supported by the Housing Development Strategy agreed by Cabinet on 10 March 2021 (CAB3291) and Business Case. It also includes a similar recommendation for the Valley, Stanmore and Hookpit Farm Lane Kingsworthy, developments which are both nearing completion.

RECOMMENDATIONS:That Cabinet recommend Council to:

1. Approve an increase in the scheme budget of £896,691, funded from the “unallocated schemes” provision in the New Homes Capital Programme and approves capital expenditure of up to £18,840,000 including contingency funding and estimated fees as set out in exempt appendix 3.

That Cabinet:

2. Authorise the Corporate Head of Asset Management to award and enter into a design and build contract to construct 76 properties at Winnall Flats site, Winnall Manor Road, Winchester with Wates Construction Ltd for the sum as detailed in exempt appendix 1.
3. Authorise the Corporate Head of Asset Management (CHAM) to negotiate and agree terms for easements, wayleaves and related agreements with utility suppliers, telecom/media providers and neighbours and relevant associated legal agreements in order to facilitate the development.
4. Authorise the Corporate Head of Asset Management to dispose of the shared ownership properties, and other tenure mix, on this site as supported by the Housing Development Strategy agreed by Cabinet on 10 March 2021 (CAB3291) and Business Case.
5. Authorise the Corporate Head of Asset Management to dispose of the shared ownership and discounted market sale properties at the Valley, Stanmore and the site off Hookpit Farm Lane, Kings Worthy.
6. Authorise the Corporate Head of Asset Management to negotiate to purchase/lease Block B (41 flats) to enable the flats to be let at sub-market rents in partnership with a third party or representatives of a council owned housing company.
7. Approve the disposal of open space following the consultation exercise undertaken in September 2020.
8. Authorise the Corporate Head of Asset Management to agree a scheme to mitigate nitrates in perpetuity either on sites owned by the Council, at Micheldever wetland scheme or purchase nitrates credits from a 3rd party prior

to the occupation of the new homes located at the Winnall Flats site.

9. Authorise the Corporate Head of Asset Management to submit a funding bid to Homes England, and if applicable, negotiate and finalise a grant figure and agree the terms and conditions associated of the grant funding and to enter into a funding agreement.
10. Authorise the Corporate Head of Asset Management, in consultation with the Service Lead – Legal Services to include a condition in the tenancy agreement and shared ownership lease to limit occupancy levels.
11. Authorise the Corporate Head of Housing to approve the bid for estate improvement funding for the cost of improvements to the areas around the existing blocks of flats.

IMPLICATIONS:1 COUNCIL PLAN OUTCOME

1.1 Tackling the Climate Emergency and Creating a Greener District

1.2 The development contributes towards tackling the climate emergency and the need to reduce the Winchester District's carbon footprint. All the new homes will meet the AECB (Association of Environmentally Conscious Buildings) or Passivhaus low energy building standard which requires the fabric of the building to be extremely efficient and air tight to minimise the heating requirement and carbon emissions and to minimise over-heating as the climate heats up. This produces healthy homes which are affordable to run and resilient to extreme climate events. The homes will take a large step in reducing the energy demand and will be ready to achieve net zero carbon when the electricity grid is fully decarbonised

1.3 The proposals also include significant improvements to the external environment including the creation of a new pocket park.

1.4 Homes For All

The new homes provide a mix of tenures with 35 new shared ownership homes and 41 flats for sub-market rent. The homes are aimed at low paid workers, including younger people and key workers, earning around and below median incomes who are not necessarily on the Hampshire Home Choice Register.

This reflects the 'Homes for All' priority, enabling more young people to live in the district and encourage diverse, healthy and cohesive communities

1.5 Vibrant Local Economy

1.6 Homes for younger, working people helps to support the local economy by enabling employees of local businesses to live in Winchester.

1.7 Living Well

The significant improvements proposed for the open spaces at the Winnall Flats site, including a pocket park with a play area for younger children, meeting areas and food growing beds, will provide more useable and accessible areas for recreation. This will support the 'Living Well' priority - attractive and well-used public facilities and green spaces with space for relaxation and play

1.8 Your Services, Your Voice

1.9 The improvements to the open spaces on the site reflects the objectives in the Winnall Community Plan and Winnall Planning Framework which both mention the need to enhance the green spaces in Winnall with play facilities, community gardens and dog bins.

2 FINANCIAL IMPLICATIONS

- 2.1 The total cost of the scheme is £18,840,000. A number of funding applications have been made to support the scheme. A Homes England grant application will be submitted for a minimum £30,000 per unit of shared ownership homes, a total of £1,050,000. In addition, a CIL funding application has been made for the provision of the new pocket park; and estate improvement funding for the improvements to the estate around the existing blocks of flats. The scheme budget was approved via the HRA Budget 2021-22 & Business Plan report CAB3290 dated 11 February 2021 with an approved total scheme cost of £17,943,309. The updated total scheme cost of £18,840,000 is an increase on the approved budget of £896,691. This increase can be met from within the New Homes capital programme.
- 2.2 The scheme has a total net cost to the Housing Revenue Account (HRA) of £13,628,179. Provision for funding the scheme has been included in the HRA new build capital programme 2021/23. Financial details are set out in the Supporting Information section of the report.
- 2.3 The total scheme development costs are higher than average as they include the cost of the improvements to the existing estate. This includes new parking courts, re-routing the access road to provide a new pocket path, a new spinal path to link the 4 existing blocks, new paving, doors, canopies and tiling to the existing blocks and landscaping across the whole site including 131 new trees.
- 2.4 In addition the new homes meet the AECB / Passivhaus low energy building standard energy specification as outlined in paragraph 1.2 which adds about 10% to the build cost. They also meet the new fire regulations for buildings over 11 meters including sprinklers and cavity barriers surrounding the windows and at the junctions of the compartment walls and floors, which all add additional cost to the scheme.
- 2.5 The financial appraisal is based on a Net Present Value (NPV) model and this indicates that the project is NPV positive and financially viable given the assumptions provided in appendix 4. The viability assessment indicates a positive net present value of £595,675.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 The scheme has been procured using a two-stage design and build tender process through the Southern Construction Framework (approved via CAB3198, December 2019). The successful contractor from this process, Wates Construction Limited, were appointed under a Pre-Construction Services Agreement and have completed an open book procurement exercise for the trade packages for the building works. The returns have been thoroughly and extensively reviewed by the council's appointed Employer's Agent and Quantity Surveyor. The process meets the criteria in the Public Contract Regulations 2015 (as amended) and the council's Contract Procedure Rules.

- 3.2 Section 122(2A) and 123(2A) of the Local Government Act require that before appropriating and disposing of any land consisting of or forming part of open space the Council must place advertisements in two consecutive editions of a local newspaper and consider any objections received in response. Disposal is considered at paragraph 13.1 of this report and was undertaken in accordance with statutory criteria.
- 3.3 Under section 1 of the Localism Act 2011, the council has the power to undertake any activity a normal person could undertake, so long as not otherwise prohibited by an express statutory restriction. There are no such prohibitions that apply, and therefore the council may pursue the Scheme under this power and take steps to deliver it. In doing so, it will be subject to other statutory and common law obligations, including in relation to consultation. In reaching decisions, the council must observe general public law principles framed by the Wednesbury test, i.e. to take account of all relevant considerations, to disregard irrelevant ones, and to act in rational manner. Moreover, the council should have regard to its fiduciary duty, having regard to council tax-payers in particular.
- 3.4 The Council has a broad power to provide housing accommodation under section 9, Housing Act 1985 that can be relied on in this project. Section 9 contains no restriction on the type of tenure that must be used if the Council decides to provide the accommodation, or on whether the Council must retain ownership. The power can be relied on where some properties will be developed for tenure such as shared ownership.
- 3.5 The Council has had regard to its obligations under section 1 Local Government Act 1999 to secure continuous improvement in the way in which its functions are exercised having regard to economy, efficiency and effectiveness. A range of options have been properly considered.
- 3.6 Regulation 63 of the Habitats Regulations 2017 requires that the planning authority can only grant planning permission after it has ascertained that the proposal will not adversely affect a protected European site. In order to meet the statutory test the council as developer must provide appropriate mitigation to off-set the nitrate impact of the development. Natural England guidance recommends an occupancy rate of 2.4 any lower rate must be appropriately justified. Natural England is content with the recommended off-setting approach of securing nitrate credits through an appropriate s106 agreement or undertaking along with a Grampian condition.

4 WORKFORCE IMPLICATIONS

- 4.1 None – within existing Business Plan objectives

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 The proposed scheme provides 76 new homes on land within the Council's ownership.

6 CONSULTATION AND COMMUNICATION

- 6.1 Two main consultation events were held with the local community with further updates via newsletter and drop-in events. Comments helped inform the design process prior to the submission of the planning application. The main purpose of the first event for residents in July 2018 was to inform the design and use of the open spaces around the flats. 60-70 residents attended the event. Keeping and improving green space was clearly important to people. There was a strong call to keep trees, and ideas such as small play areas and quiet sitting areas were popular. Residents also asked for outside areas to socialise. The new pocket park meets these suggestions. There were requests for dog walking and exercising areas to be kept separate from the other communal spaces and parking to be spread across the site in smaller parking courts both of which have been designed into the external areas.
- 6.2 The second event in October 2020 was a virtual consultation event for residents, to gather feedback on the design of the new homes and proposals for the parking and open spaces prior to the planning application. Residents asked whether there will be sufficient parking and it was explained that the parking provision is based on parking surveys conducted over many months, including during the pandemic. Other questions included how many new trees would be planted (131); what improvements were planned for the existing flats – as part of the project, the entrances and areas around the flats will be improved; and residents asked how to apply for one of the new homes.
- 6.3 Local members have been regularly updated throughout the development of the project.

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 Consistent with the council's Climate Emergency priorities the development be designed to AECB/Passivhaus low energy building standard with the aim that the properties will take a large step in reducing the energy demand and will be ready to achieve net zero carbon when the electricity grid is fully decarbonised
- 7.2 External consultants Greenbox Associates have been appointed as green energy specialists to consider energy and design options. Their report confirms that building this scheme to the AECB/Passivhaus low energy standard will achieve carbon savings of approximately 27% above Building Regulation requirements. Building to our usual planning requirements would see 19% improvement in carbon savings.
- 7.3 The scheme was granted planning consent in May 2021 following the submission of detailed information on the issues of sustainability, ecology, air quality, noise and climate change mitigation. All of the homes meet current planning guidelines on water sustainability and significantly exceed planning policy on reducing energy and carbon emissions.

7.4 The scheme design takes account of the council's emerging Air Quality Supplementary Planning Guidance with regard to noise reduction and not using gas boilers; Electric Vehicle charging points are provided as well as secure cycle storage for residents.

8 EQUALITY IMPACT ASSESSEMENT

8.1 An Equality Impact Assessment has been completed for the Housing Development Strategy approved by Cabinet in March 2021 (CAB3291).

8.2 In terms of equality and social implications, the proposals will increase the supply of affordable housing which will be of benefit to disadvantaged groups and therefore in compliance with the city council's public sector equality duty..

8.3 The homes will be built to AECB/passivhaus low energy building standards of energy efficiency which will reduce running costs for tenants. Significant environmental works to the open space surrounding the blocks will help facilitate a healthier living environment for new and existing tenants.

9 DATA PROTECTION IMPACT ASSESSMENT

9.1 None required

9.2 RISK MANAGEMENT

9.3 The scheme has been subject to a full risk assessment and the risk register is regularly reviewed at the Winnall Project Board meeting. The principal risk identified through the detailed design process are the issues of contamination in the ground and the diversion of utilities. These risks have been reduced through detailed ground and utilities investigations, so that the provisional cost included in the contract sum has been minimised as far as possible. There is also a risk that the contract sum will increase if the contractor is unable to start on site in early August 2021.

Risk	Mitigation	Opportunities
<i>Property Delays due to contamination or due to unforeseen utility diversions</i>	Detailed surveys of utilities and ground condition, together with detailed designs have mitigated risks.	Contractor has programmed further site investigations once start on site is achieved
<i>Delays due to lack of availability of materials</i>	Risk of delays to materials reaching site	Contractor to place early order of materials such as bricks
<i>Community Support Small number of</i>	Planning consent granted with minimal public	Contractor to arrange a community event once

<i>residents object to proposals</i>	objection	project is approved
<p><i>Timescales – Start on site delayed due to:</i></p> <p><i>*Need to discharge pre-commencement planning conditions</i></p> <p><i>*Garage licensees have not vacated their garage</i></p> <p><i>*Hampshire Highways delay in approval of highways works including S278 and S38 agreements – extent of adopted road not yet agreed</i></p> <p><i>*Contract amendments may delay start on site</i></p>	<p>Detailed design work and discharge of most pre-commencement planning conditions before contract award. Design and Build contract to be drafted ready to sign following Cabinet approval.</p> <p>Most garages have been cleared ready for demolition.</p> <p>Potential risk that Hampshire Highways will delay scheme but early contact has been made.</p> <p>Contract amendments under discussion</p>	<p>Contractor is ready to start on site on 1 August if project is approved. Contractor has highlighted the risk that costs will increase due to inflation if start on site is not achieved on 1 August</p>
<i>Project capacity</i>	Staff resources allocated	
<p><i>Financial / VfM Scheme viability</i></p> <p><i>Risk of increase to contract sum due to contamination and need for utilities to be diverted – provisional sum in contract price.</i></p> <p><i>Risk of contract sum being increased due to a number of outstanding items not yet fully agreed, including specification details</i></p>	<p>Two-Stage Design & Build contract approach should assist in reducing unforeseen costs by transferring risk to the contractor.</p> <p>Contract sum is fixed apart from a provisional sum for contamination/asbestos and utility diversions. However contractor has accepted risk cost of preliminaries and time.</p> <p>Likely to be savings on some items and additional expenditure on others</p>	<p>Several procurement routes were explored before approving the two stage approach</p> <p>Financial appraisal includes a sum for contingency</p> <p>Any additional expenditure will improve the quality of the specification.</p>
<i>Legal</i>	Full title search was carried out at the project inception stage and advice on procurement issues was obtained	
<i>Innovation</i>	Light weight steel frame.	Modular construction was

	AECB standard for energy specification	considered; however it was estimated to add a further 20% to the scheme cost and was rejected as an option
<i>Reputation</i>	The scheme has been presented as a mix of shared ownership and sub-market rent. The latter relies on Housing Company or other vehicle to own or lease the units	The scheme could be developed as an affordable housing scheme; however community support has been received for a mixed tenure model
<i>Other</i>		

10 SUPPORTING INFORMATION:

- 10.1 Cabinet approved the outline business case for Winnall Flats new build scheme in December 2019 as well as the two-stage design and build contract route for the procurement of the building contract for the 76 homes through the Southern Construction Framework.
- 10.2 The original option agreed by Cabinet in December 2019 was to consider a partnership with Pocket Living to deliver Block A as a discounted market sale product for local key workers and younger households. After negotiations, Pocket Living withdrew from the project when it became clear they couldn't meet the property values required to make the scheme viable. Block A is now proposed to be shared ownership dwellings. It is the preference of the local community and local Members that an alternative form of affordable housing is provided in Block B to meet the needs of key workers and younger households which is a priority in the Council Plan. Authorisation is sought to allow the CHAM to continue to negotiate with a third party or Housing Company to achieve this objective.
- 10.3 Full planning consent was granted for 76 dwellings in May 2021. The overall scheme mix is in 2 x 5 storey blocks of flats and 3 individual houses:-
- (i) Block A
 - 14 x 1 bed/1 person shared ownership flats
 - 18 x 2 bed/3 person shared ownership flats
 - (ii) Block B
 - 41 x 1 bed/1 person flats for sub-market rent
 - (iii) 3 x 2 bed/4 person shared ownership houses
- 10.4 The small 1 bedroom flats in blocks A and B are 40sqm which meets the nationally described space standards for single person occupancy. As part of addressing any nitrate impact so that planning permission can properly be

granted, the council is committed to ensuring these flats are not over-occupied: an occupancy condition will therefore be included in the tenancy agreement for the rented units limiting occupancy to single persons and will be enforced by the council as housing authority. The shared ownership flats will also include an equivalent occupancy condition in the leases limiting occupancy to 2 persons.

- 10.5 Wates Construction Limited having been appointed under a Pre-Construction Services Agreement through the Southern Construction Framework have developed the design for the Winnall Flats project to facilitate a planning submission and develop a Contract Sum on an open book basis. The open book process required trade packages to be tendered to a minimum of three subcontractors with the resulting tender returns being analysed and compared. All tender returns were shared with Welling the Council's appointed Employer's Agent and Quantity Surveyor and thoroughly and extensively reviewed. This resulted in a series of detailed questions being presented to Wates which were reviewed and discussed.
- 10.6 Welling confirm that each of the trade contractors whose tenders were carried forward to the Contract Sum were the most commercially competitive in all instances and without exception. All other elements of the Contract Sum were similarly and comprehensively reviewed for value for money and where appropriate compliance with requirements of the SCF. This included but not limited to design fees, preliminaries and all on-costs.
- 10.7 Welling confirm that the two-stage tender process has been appropriately administered and suitably concluded. The resultant Contract Sum which includes all pre-construction costs falls within an acceptable range for a project of this nature when making allowance for all relevant considerations and being cognisant of all abnormal items. Therefore the proposed Contract Sum represents value for money. Welling recommend that the Council accept the proposal in order to facilitate an expedient start on site.
- 10.8 The total scheme cost is £18,840,000, including pre and post-contract fees and design contingency. The full Tender Report from Welling can be found at exempt appendices 1 and 2.

11 Funding

- 11.1 An indicative Homes England funding bid for £1,050,000, will be submitted to fund the shared ownership element of the scheme (Block A and the houses). This equates to £30,000 per shared ownership dwelling and is subject to negotiation and final agreement with Homes England.
- 11.2 A CIL funding application for £755,000 has been made. This is required to fund the removal of the access road to Earle House, the creation of a community park and improved access to the network of footpaths within the Winnall estate. This is not required for the new homes but will provide significant health and well-being benefits to existing and new residents.

- 11.3 £400,000 estate improvement grant funding has been proposed to improve the estate areas excluding the new community park. This includes new paths, planting and bin stores for the existing flats.
- 11.4 35 of the homes will be of shared ownership leasehold tenure, which is projected to initially contribute £ 2,990,821 of sales income.
- 11.5 The total net capital funding requirement for the Housing Revenue Account (HRA) is therefore £13,628,179 after taking account of all specific funding sources. The scheme budget was approved via the HRA Budget 2021-22 & Business Plan report CAB3290 11/2/2021 with an approved total scheme cost of £17,943,309. The updated total scheme cost for the Winnall scheme is now £18,840,000, an increase on the approved budget of £896,691.

12 Financial Viability

- 12.1 The scheme is financially viable as both an all affordable housing scheme where Block A (and houses) are shared ownership and Block B is affordable rented, and a hybrid scheme where Block A (and houses) are shared ownership and Block B is delivered through a council owned Housing Company or third party organisation.
- 12.2 The council's and local communities' preference is that the second hybrid option is preferable if a suitable third party ownership vehicle can be established. As previously noted authority is requested for the CHAM to continue investigations to establish a suitable vehicle as the construction phase progresses.

13 Other approvals

- 13.1 Disposal of the Open space - The potential loss of the open space at Winnall Flats site was advertised in accordance with S123 (1) (2A) of the Local Government Act 1972 for a period of 2 consecutive weeks in September 2020. There were no comments or objections made in response to the advertisement. There was one objection received in response to an article in the Hampshire Chronicle in March 2020. The resident objected to the plans due to concerns about fire risk, insufficient parking and bats roosting in the trees. These issues have been addressed in the planning application. Members are requested to confirm the disposal of the open space.
- 14.2 Tenure – 35 of the new homes on the site will be for shared ownership. In September 2020, MCHLG introduced a new shared ownership model which will reduce the minimum initial ownership stake from 25% to 10% and will enable purchasers to then buy further shares in smaller instalments of as little as 1%. The financial appraisal has taken account of the new shared ownership model. The sales manager will offer the initial ownership stake at 10% where appropriate. Members are requested to approve the sale of the shared ownership homes.

- 13.2 The remaining 41 new homes on the site will be let at sub-market rents either through a council owned Housing Company or through a third party organisation that is able to let properties on assured shorthold tenancies (ASTs) at sub-market rents. The financial appraisal assumes the rents at 90% of open market rents. Members are requested to approve the use of Block B to provide sub-market rental units on ASTs.
- 13.3 Nitrates mitigation – two options are being progressed to address the recommended Grampian condition on the planning consent to mitigate the nitrates produced by the scheme. One option is to create a wetland area on a site owned by the council in Micheldever. The other option is to purchase nitrates credits from a third party prior to occupation of the scheme. Members are asked to approve the nitrates mitigation plan for the project in perpetuity.
- 13.4 The small 1 bedroom flats in blocks A and B are 39sqm which meets the nationally described space standards for single person occupancy. As part of addressing any nitrate impact so that planning permission can properly be granted, the council is committed to ensuring these flats are not over-occupied: an occupancy condition will therefore be included in the tenancy agreement for these rented units limiting occupancy to single persons and will be enforced by the council as housing authority. The shared ownership flats will also include an equivalent occupancy condition in the leases limiting occupancy to 2 persons
- 13.5 Two council schemes which are due for completion in June 2021 include a number of shared ownership and discounted market sale units. The Valley scheme was approved by Cabinet, CAB3112(HSG) 20/03/21 and has 23 x 2 bedroom flats to be sold as shared ownership homes. The site off Hookpit Farm Lane (approved by Cabinet CAB 3147(HSG)) in Kings Worthy includes 8 shared ownership homes with a mix of 2, 3 and 4 bedroom houses and 2 x 2 bedroom houses to be sold as discounted market sale homes. Approval is sought for the sale of the homes across the two sites in keeping with the Housing Development Strategy agreed by Cabinet on 10 March 2021 (CAB3291).

14 OTHER OPTIONS CONSIDERED AND REJECTED

- 14.1 Whilst the Council have no obligation to proceed to Contract, Welling suggest it is highly probable that should the Winnall Flats project be re-tendered on a competitive basis the resulting process would create a significant delay with the prospect of cost increases over the tender and build period. This option is therefore rejected.
- 14.2 The Winnall Flats Project Board considered the proposal to let Block B at affordable rents on secure tenancies. This option is also financially viable. However it doesn't meet the objectives of the project, communicated to stakeholders throughout the development of the project, to provide housing for low paid workers, including younger people and key workers, earning around and below median incomes who are not necessarily on the Hampshire

Homes Choice Register. A significant number of small flats such as those being provided, let through Hampshire Home Choice, are likely to create housing management issues.

- 14.3 The Project Board considered the additional cost to provide significant improvements to the environment around the flats and to the entrances to the existing flats. They agreed that these costs should be included in the project with additional funding from elsewhere (CIL and estate improvement funding)

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

CAB 3198 WINNALL FLATS – APPROVAL OF OUTLINE BUSINESS CASE & PROCUREMENT PROCESS 23 December 2019

Other Background Documents:-

None

APPENDICES:

Exempt Appendix 1 - Tender Report, Winnall Flats site
Exempt Appendix 2 – Contract sum analysis, Winnall Flats site

Exempt Appendix 3 – Summary Outcome of the financial viability assessment
Exempt Appendix 4 – Inputs and Assumptions used in the financial viability assessment

CAB3306
CABINET

REPORT TITLE: REVISED TERMS OF REFERENCE FOR MAJOR DEVELOPMENT AREA FORA

23 JUNE 2021

REPORT OF CABINET MEMBER: Cllr Russell Gordon-Smith - Cabinet Member for Built Environment

Contact Officer: Julie Pinnock Tel No: 01962 848439 Email
jpinnock@winchester.gov.uk

WARD(S): DENMEAD, THE WORTHYS, SOUTHWICK AND WICKHAM,
WHITELEY AND SHEDFIELD,

PURPOSE

This report seeks approval for the establishment of a single terms of reference to be adopted for the fora of all major development areas (MDA) in the District.

The terms of reference for the existing 3 MDA's are not the same, and whilst each MDA is at a different stages of development, this single terms of reference ensures a consistent approach to how each fora operates, transitioning from planning led to community-led over time.

RECOMMENDATIONS:

1. That the revised terms of reference for MDAs attached at Appendix 1 to this report be adopted and reviewed annually.

IMPLICATIONS:1 COUNCIL PLAN OUTCOME

- 1.1 Tackling the Climate Emergency and Creating a Greener District
- 1.2 Major development ensures the delivery of new housing and associated infrastructure including significant areas of open space. They are built to modern building regulation standards.
- 1.3 Homes for all
- 1.4 Major development areas deliver a variety of homes, from market to affordable housing.
- 1.5 Vibrant local economy.
- 1.6 Major development areas provide mixed land use sustainable communities with the necessary infrastructure to support those communities.
- 1.7 Living Well
- 1.8 Major development areas provide sustainable communities with the necessary infrastructure to support those communities to live well.
- 1.9 Your Services, Your Voice
- 1.10 A key part of the Fora is to provide a mechanism for local elected members and the wider community to contribute and shape the initial development process and the new community as it grows.

2 FINANCIAL IMPLICATIONS

- 2.1 None.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 None

4 WORKFORCE IMPLICATIONS

- 4.1 The resource requirements for the fora will be officer time in preparing reports, attending the fora meetings and preparation of the minutes. As these are non-decision making meetings they can continue to operate virtually reducing room hire costs.

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 None

6 CONSULTATION AND COMMUNICATION

6.1 Chair of each forum has been consulted and contributed to the revised terms of reference.

6.2 The fora meet approximately 3 times a year. The terms of reference ensure ward members, parish councils and new community groups play an integral role in shaping the growing community.

7 ENVIRONMENTAL CONSIDERATIONS

7.1 None

8 EQUALITY IMPACT ASSESSEMENT

8.1 None

9 DATA PROTECTION IMPACT ASSESSMENT

9.1 None required

9.2 RISK MANAGEMENT

Risk	Mitigation	Opportunities
Financial Exposure	N/A	N/A
Exposure to challenge	N/A	N/A
Innovation	N/A	N/A
<i>Reputation - Some decisions taken without local engagement may make residents feel they are not involved in helping to shape new communities</i>	Ensure new residents are aware of the fora and invited to attend and participate.	Gives the Council the opportunity to enhance its reputation by local engagement.
Achievement of outcome	N/A	N/A
Property	N/A	N/A
Community Support – <i>new residents will not engage with the fora</i>	Ensure new residents are aware of the fora and encouraged to attend and participate. Information in new resident packs. Use site notices, leaflets, and promotion of meetings by parish councils.	Further opportunities to engage with our residents and communities

Timescales– <i>Fora will meet 3 times per municipal year</i>	N/A	N/A
Project capacity	N/A	N/A
Other	N/A	N/A

10 SUPPORTING INFORMATION:

- 10.1 The City Council currently has 3 major development areas (MDA) in the district. All have planning permission, but each are at different stages of their development. West of Waterlooville is the most advanced with an established local community residing in over 1000 homes, Kings Barton is well underway with a new growing community living in 310 dwellings, and North Whiteley, which is the most recent, is making fast progress with 202 residential properties built and occupied.
- 10.2 The current terms of reference for each forum is different, and whilst it is recognised that the nature of the forum will change as the MDA progresses, it is proposed to review the terms of reference now to ensure consistency across the 3 fora, as well as recognising the different stage that each may be at. As development at each MDA progresses, and the community becomes increasingly established, the main role of the fora will move from being planning-led to community-led. .
- 10.3 The fora are not decision making bodies but provide a mechanism for ward members, parish councils and the new communities to discuss issues of design, implementation and community development. They can make recommendations on suitable arrangements relating to democracy and community representation.
- 10.4 The life span and nature of the role of the fora will evolve as development progresses. Stage 1, the planning stage, focuses on the initial master planning of the MDA, granting of outline consent and other issues associated with the beginning of works on site. Stage 2 relates to recognising and empowering the emerging community to help shape its future as planning permissions are implemented and building continues, and Stage 3 concentrates on consolidating the growing community and agreeing governance arrangements for the community to take over the role performed by the fora in the longer term. North Whiteley and Kings Barton are both at stage 2 in this process and West of Waterlooville is moving towards stage 3 whilst there are still some 1865 homes to be built. It should also be noted that the Joint Planning Committee with Havant Borough Council will be re-appointed for 2021/22.
- 10.5 This fora arrangements will be subject to an annual review.
- 10.6 Appendix 1 sets out the proposed terms of reference and identifies the key stages and objectives of the fora. It established the membership, officer

support, quorum and voting rights as well as the public speaking arrangements to ensure active participation.

11 OTHER OPTIONS CONSIDERED AND REJECTED

11.1 The Council could choose not to update the terms of reference and decide not to appoint these meetings. However it is considered that they have a valuable role to play in developing a sense of community. Ceasing their operation would not be in the interests of proper planning or community engagement.

11.2 The fora could continue indefinitely, but over time there is an increasing overlap with the work of the parish or town council and the continuing operation of a forum could cause confusion and duplication. Stage 3 will ensure a smooth transition from one to the other.

BACKGROUND DOCUMENTS:-

None

Previous Committee Reports:-

CAB1909 PROPOSED NORTH WHITELEY DEVELOPMENT FORUM 12 NOV 2009

CAB2437 ESTABLISHMENT OF THE BARTON FARM FORUM 16 JAN 2013

CAB2667 WEST OF WATERLOOVILLE FORUM – REVISED TERMS OF REFERENCE 18 MARCH 2015

Other Background Documents:-

Relevant planning decision / case files

APPENDICES:

Appendix 1 New terms of reference of the Fora

Appendix 2 Current terms of reference for North Whiteley Forum

Appendix 3 Current terms of reference for Barton Farm Forum

Appendix 4 Current terms of reference for West of Waterlooville Forum

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Appendix 1

Updated/refreshed Terms of Reference for Fora – May 2021

North Whiteley Development Forum – TOR last updated 12 November 2009 (CAB 1909) – Appendix 2

This is a development of up to 3500 residential units; including affordable housing; 2 primary schools and 1 secondary school; up to 2000sqm of flexible use space for A1, A2, A3, A5, B1 and D1, 2 children's nurseries in 2 local centres; provision of an extra care facility creation of a community building; Grass pitches - 4 youth and 4 adult (including pavilion) and 2 all-weather pitches within the secondary school site; allotments; landscaping; extensive recreation and play provision. Creation of link roads between Whiteley and Botley Road, wider highways work, cycleway and footpath.

Detailed approval has been granted for 1,446 houses and construction has started on 535 houses of which 202 have been occupied. The extension to Bluebell Way to link Whiteley through to the Botley Road was opened in January 2021. Primary school 1 (to replace Cornerstone) is under construction and on schedule to open in September 2021.

It is being developed by a consortium of developers.

Kings Barton Forum (formerly known as Barton Farm) – TOR last updated 16th January 2013 (CAB 2437) - Appendix 3

This is the development of 2000 homes at Kings Barton, North Winchester. It is a major strategic project with significant implications for the Winchester District, originally planned to be built over a 10 year period. It is vital that Kings Barton is successfully integrated into the existing Winchester community and this will require that issues of infrastructure provision, community development and political representation are carefully managed.

The initial outline planning permission was granted in October 2012. To date only the first phase is under development with 310 occupations from the 423 consented dwellings. One further phase is consented but is yet to commence on site. In total, the site will deliver 2000 dwellings, 40% of which are affordable units, a primary school, supermarket, community centre and nursery.

It is being developed by a single developer CALA homes.

The MDA is currently within Headbourne Worthy parish, but the parish council has made it known that it does not feel suitably placed to oversee a large urban extension so is keen for a review of local governance arrangements when the time is right.

A residents association has been established.

West of Waterlooville Forum – last updated 18 March 2015 (CAB2667) – Appendix 4

This major development of 3000 homes at West of Waterlooville is well underway. This development is cross boundary with part of the site within Winchester and part within Havant.

Both Councils have worked collaboratively, in terms of the allocation of the MDA, its subsequent development and community planning. Both Councils are represented on the forum, and have been represented in the joint planning committee.

To date eight phases of 1135 dwellings consented with 1016 occupations. All phases that have detailed approval are now being developed. We expect the next two phases to be submitted late 2021/early 2022.

It is being developed principally by Grainger with phases sold onto individual developers including Taylor Wimpey.

The establishment of Newlands Parish Council, following a community governance review in 2018, means that there is a forum for discussion about all matters related to the Winchester part of the MDA. However due to the unique cross boundary nature of the development, and the fact that the Havant side of the development is not parished, it is considered that there is value in retaining the Forum for the immediate future.

Primary objectives of the fora

The fora have no formal decision making powers, but can make recommendations on suitable arrangements relating to democracy and community representation.

The fora will:

1. Meet 3 times per year. Virtual meetings have proved successful and it is proposed that these continue.
2. Comment and advise on the next stages of the implementation of the MDA.
3. Monitor and comment on progress relating to the development of the MDA including the implementation of planning conditions and requirements of planning obligations (s106 agreements) and s278 agreements (highway works).
4. Seek to promote and support community development activities within the development area and provide advice on how these should progress.
5. Secure the establishment of appropriate local democratic structures for the emerging community.

How this will be achieved

1. Each meeting will receive the following input:
 - a. Update on the physical development of the MDA (from the developer).
 - b. Report on the community development activities and any issues arising within the MDA.
 - c. Discussion on infrastructure.

Key stages of the fora:

Stage 1 – Planning	Stage 2 - Emerging	Stage 3 - Establishing
<p><u>Start:</u> Initial master planning</p> <p><u>End:</u> Outline planning consent / start on site.</p>	<p><u>Start:</u> Start on site</p> <p><u>End:</u> Establishment of a residents association or parish council as applicable.</p>	<p><u>Start:</u> Establishment of a residents association or parish council</p> <p><u>End:</u> Future community governance agreed and established.</p>
<ul style="list-style-type: none"> • Act as a sounding board where ideas, options and issues relating to the development can be considered before becoming part of the formal planning process. • Consider and advise upon the infrastructure required 	<ul style="list-style-type: none"> • Receive updates on the progress of development and compliance with relevant planning conditions and S106/S278 agreements • Input into creation of a community development strategy 	<ul style="list-style-type: none"> • Receive updates on progress in establishing the community and any emerging issues • Consider and advise upon a strategy for the ownership and management of the social infrastructure and community assets. • Receive updates on the progress of development and compliance with relevant planning conditions and S106/S278 agreements
Lead: Service Lead – Built Environment	Lead: Service Lead – Built Environment	Lead: Service Lead – Community & Wellbeing

The fora will be subject to annual review.

Membership

North Whiteley / Stage 2

- | | |
|-----------------------------|--|
| • Winchester City Council | 6 elected representatives (inc. Chair) |
| • Hampshire County Council | 2 elected representatives |
| • Whiteley Town Council | representative |
| • Curdridge Parish Council | representative |
| • Adjoining Local Authority | EBC / FBC |

Officers:

Lead Officer	Julie Pinnock
Implementation Officer	Hilary Oliver
Community Worker	To be determined

Kings Barton / Stage 2

- | | |
|--|--|
| • Winchester City Council | 7 elected representatives (inc. Chair) |
| • Hampshire County Council | 2 elected representatives |
| • Littleton & Harestock Parish Council | representative(s) |
| • Headbourne Worthy Parish Council | representative(s) |

Officers

Lead Officer	Julie Pinnock
Implementation and Community Worker	Christopher Hughes

West of Waterlooville / Stage 2/3

- | | |
|----------------------------|---|
| • Winchester City Council | 4 elected representatives (inc. Chair) |
| • Havant Borough Council | 4 elected representatives (inc. Vice Chair) |
| • Hampshire County council | 2 elected representative |
| • Newlands Parish Council | 1 representative |

Officers

Lead Officer	Steve Lincoln
Community Worker	Katie Bone – Havant Borough Council

Quorum

The fora will be quorate if five voting representatives are present.

Method of working and voting rights

All representatives are expected to seek to reach conclusions by general consensus. Where any voting representatives on the Forum requires a formal vote to be taken, this shall be by a show of hands by those voting representatives present and voting (as per the membership set out above).

Public Participation procedure

There will be a period of 10 minutes maximum at the beginning of each forum meeting when the Chair will invite the public, including local interest groups, to raise any general matters of interest and/or matters relating to the work of the forum.

An individual speaker will be limited to a maximum of three minutes per agenda item. Where a number of members of the public wish to speak they will be encouraged to agree the allocated maximum ten minutes between them.

The Chair will retain discretion to manage the public speaking process, and may limit individual speakers to less than three minutes, or take other steps necessary in order to maximise public participation in an appropriate way.

Members and Officers will not provide an immediate response to public comments raised from the floor. All comments and queries will be noted and the Chair will invite Officers and/or Members to respond to specific points during the round table debate and discussion amongst forum members that follows.

Members of the public should contact the Democratic Services Officer 3 working days before the meeting (preferably telephone or email) so that as many people who wish to speak can be accommodated during the public participation sessions.

Once the period of public participation has drawn to a close, there will be an opportunity for elected members who are not on the forum (i.e. Cabinet or Ward Members) to speak in advance of questions and debate amongst forum members at the Chair's discretion.

The forum will then debate the item with any conclusions and recommended recorded.

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CAB 1909
FOR DECISION
WARD(S): WHITELEY, OWSLEBURY & CURDRIDGE

CABINET

12 November 2009

PROPOSED NORTH WHITELEY DEVELOPMENT FORUM

REPORT OF THE CORPORATE DIRECTOR (OPERATIONS)

Contact Officer: Steve Tilbury Tel No: 01962 848 135

RECENT REFERENCES:

None.

EXECUTIVE SUMMARY:

The report proposes the establishment of a North Whiteley Development Forum to provide a mechanism for local elected members and the wider community to contribute to and shape the development process for the proposed Major Development Area north of Whiteley.

RECOMMENDATION:

That the North Whiteley Development Forum be established with the terms of reference and membership as described in the report.

CABINET12 November 2009PROPOSED NORTH WHITELEY DEVELOPMENT FORUMREPORT OF THE CORPORATE DIRECTOR (OPERATIONS)DETAIL:1 Introduction

- 1.1 The City Council's emerging core strategy proposes the allocation of an area of new development to the north of the existing Whiteley settlement, the North Whiteley MDA. This proposed allocation of approximately 3000 dwellings is consistent with the agreed strategy for the Partnership for Urban South Hampshire (PUSH) and the South East Plan.
- 1.2 Although it would be overstating the position to say that the proposal is uncontentious, the extensive consultation on the core strategy has generated very little local opposition to the principle of development, provided that the infrastructure necessary to support the housing numbers and its impact on existing problems in Whiteley is properly provided for. This is, of course, entirely consistent with the objectives of the local planning authority and, to a large extent, those of the development interests.
- 1.3 Further development at Whiteley would present the opportunity to resolve some existing problems and to create a settlement of sufficient size to meet many of its own needs – a key sustainability objective. This is also the thinking behind the proposed redevelopment of the Whiteley Outlet Shopping Village as a 'proper' town centre for an extended Whiteley.
- 1.4 Given the likely planning position and what would appear to be the "in principle" view of the local community, the development of an MDA at Whiteley is a likely prospect under any regulatory environment. This is also the view of the development interests who have control of the land that will form part of the MDA. It is a matter of public record that they are considering an early planning application and have made clear their wish to consult fully with the local community, indeed some consultations have already taken place.
- 1.5 To be acceptable any development will have to address complex issues such as integration with the existing community, transport impacts, phasing, ecological and environmental impacts and so on. All of these will be fully and properly dealt with through the planning process. However, there are options and alternatives on many issues which have to be weighed up before formal applications are made. Engaging with the community to understand which of

these are preferred, how they are to be phased and when they may happen are important elements in making a good place to live in.

- 1.6 Given the likely timetable for a planning application it is important that a formal mechanism for community engagement is put in place. It is proposed to follow the successful model for West of Waterlooville and to establish a North Whiteley Development Forum with the following terms of reference:

The Forum is to act as an informal advisory body to allow the members of the Forum to discuss and engage with the public on the following issues, and advise the relevant authorities accordingly:-

- *Advise upon a vision for the development of the MDA at north Whiteley which will act as a template for the master planning process and subsequent planning applications and keep this under review.*
- *Provide a response to key issues and options arising during the course of planning for and delivering the extension to the community at Whiteley, with input from local authorities, community groups and development interests.*
- *Act as sounding board where ideas, options and issues relating to the development can be considered before becoming part of the formal planning process.*
- *Develop for consideration by the relevant authorities a community development strategy for the MDA.*
- *Consider and advise upon the community infrastructure required to support and integrate the new and existing communities.*
- *Consider good practice from development elsewhere and consider key findings for inclusion in the master planning process.*
- *Consider and advise upon a strategy for the ownership and management of the social infrastructure and community assets.*
- *Review progress reports on the development of the masterplan and relevant planning applications.*

- 1.7 The membership of the Forum is proposed as follows:

- Winchester City Council (4 representatives - including chairman of the Forum)
- Hampshire County Council (2 representatives)
- Fareham Borough Council (1 representative)
- Whiteley Parish Council (1 representative)
- Curdridge Parish Council (1 representative)

- 1.8 Although parish councils are not represented formally on the West of Waterlooville forum, this is because for all practical purposes the development area is an extension of Waterlooville town centre rather than a greenfield development in Boarhunt and Southwick parish and therefore the impact on the parish itself is marginal. In the case of North Whiteley there will be a very great deal of interest from existing residents in Whiteley parish and on Curdridge parish in which the development will actually be constructed. Including parish council representatives therefore seems appropriate to ensure input from all three tiers of local government.
- 1.9 The other aspects of the operation of the forum are proposed to mirror those of the West of Waterlooville Forum. Its first meeting will probably be called before Christmas 2009 and it will meet on an 'as necessary' basis thereafter as the development process progresses.
- 1.10 It should be stressed that the existence and operation of the Forum will not prejudice the position of the City Council as local planning authority which will consider all aspects of any planning applications on their merits.

OTHER CONSIDERATIONS:

2 SUSTAINABLE COMMUNITY STRATEGY AND CORPORATE BUSINESS PLAN (RELEVANCE TO):

- 2.1 The establishment of a Forum is seen as an important mechanism to help achieve all of the desired outcomes in the Sustainable Community Strategy for the existing residents of Whiteley and through the spatial planning of the MDA.

3 RESOURCE IMPLICATIONS:

- 3.1 The Forum itself will have no budget and will not make spending decisions. The organisation of meetings, hire of rooms etc will have a small cost which can be accommodated within existing budgets. It will require support from Democratic Services which will have to be prioritised against other pressures on resources within that service.

4 RISK MANAGEMENT ISSUES

- 4.1 The Forum is an advisory body only and there are not considered to be any financial or policy risks associated with the Forum itself. The existence of a Forum is likely to be helpful to the progress of the MDA both in quality of outcome and timescale.

BACKGROUND DOCUMENTS: None

APPENDICES: None

Barton Farm Forum

Draft Terms of Reference

The development of 2000 homes at Barton Farm, north Winchester, will be a major strategic project with significant implications for the Winchester District as a whole over a ten year period. It is vital that Barton Farm is successfully integrated into the existing Winchester community and this will require that issues of infrastructure provision, community development and political representation are carefully managed. A large quantity of technical work is required to meet the conditions of the planning consent granted in October 2012.

It is important that elected members, on behalf of existing residents and residents of Barton Farm, have an opportunity to monitor and comment on issues of interest and concern as they arise.

The purpose of the Barton Farm Development Forum is to assist in the establishment of a successful new community by providing an opportunity for the public discussion of issues and the provision of purposeful guidance.

The Forum does not substitute the formal role of the Planning Development Control Committee in considering planning applications relating to Barton Farm.

To achieve its objectives the Forum will meet in public and will act as an informal advisory body to discuss and engage with the public on the following issues, and advise the relevant authorities accordingly:-

1. Receive reports and make comment as required on matters relating to the form and character of the development at Barton Farm which are still to be resolved, particularly as they impact on existing neighbourhoods
2. Receive reports and comment as required on the provision and management of infrastructure for the new community and consider any issues raised by infrastructure delivery
3. Consider issues of community development and representation and make comment if appropriate
4. Monitor the progress of construction and the impact that it has. Raise any issues of concern to be considered by the appropriate organisation or the developer

There may be occasions where there is a need to meet in private, due to matters of confidentiality and commercial sensitivity.

Membership

The Barton Farm Development Forum consists of the following voting members:

- 7 members of Winchester City Council
- 2 members of Hampshire County Council
- 1 member of Headbourne Worthy Parish Council

Quorum

The Forum will be quorate if five voting representatives are present.

Method of Working and Voting Rights

All representatives are expected to seek to reach conclusions by general consensus. Where any voting representative on the Forum requires a formal vote to be taken, this shall be on a show of hands by those voting representatives present and voting (the membership as set out above).

Administration

Winchester City Council's Democratic Services Team shall be responsible for administering the Forum, calling meetings, and recording proceedings.

Public Participation Procedure

General

1. There will be a period of 10 minutes maximum at the beginning of each Forum meeting when the Chairman will invite the public, including local interest groups, to raise any general matters of interest and/or matters relating to the work of the Forum. Detailed matters related to agenda items will not be accepted at this point, as there will be an opportunity for these comments to be heard later in the meeting. As is the usual practice for general public participation, however, officers and Members may not be able to immediately respond at the meeting to points raised by the public where these relate to non-agenda items.

Consideration of Individual Agenda Items

2. After an officer has introduced an agenda item, the Chairman will invite public participation on matters relating to that agenda item. At this point, a period of up to

ten minutes (subject to extension at the Chairman's discretion) will be allowed for public comments. During this period, members of the public, including local interest groups, will be able to object, support or ask questions directly relating to the agenda item and contents of the officer report.

3. An individual speaker will be limited to a maximum of three minutes per agenda item. Where a number of members of the public wish to speak, they will be encouraged to agree the allocation of the maximum ten minute period for public participation. The Democratic Services Officer will assist in this process before the start of the meeting. The Chairman will retain a general discretion to manage the public speaking process, and may limit individual speakers to less than three minutes, or take other steps necessary in order to maximise public participation in an appropriate way. The extension of the total 10 minutes limit allowed for the public to discuss an agenda item will be at the discretion of the Chairman.

4. There will be no further opportunity for the public to comment on an agenda item once the period of public participation has ended even if the prescribed period has not been reached. The subsequent discussion, consideration and decision on the matter is then passed to Forum Members.

5. Members and Officers will not provide an immediate response to public comments raised from the floor. All comments and queries will be noted and the Chairman will invite Officers and/or Members to respond to specific points during the round table debate and discussion amongst Forum members that follows.

6. Members of the public should wherever possible contact the Democratic Services Officer before the start of the meeting (preferably by telephone or email prior to the day of the meeting), so that as many people who wish to speak can be accommodated during the public participation sessions.

Forum Debate and Vote

7. The Chairman will subsequently invite questions and open the discussion and debate to all Members of the Forum and will invite officers and/or Members to respond to any public comments raised from the floor. Where appropriate, a vote will be taken to reach a formal recommendation on the agenda item.

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West of Waterlooville Forum – Revised Terms of Reference

The major development area at West of Waterlooville has outline planning consent and several phases are now under way. The community is beginning to take shape and to find its own voice.

The initial purpose of the West of Waterlooville Forum has been served and it is now revised to oversee the transition from new community to established community.

The three primary objectives of the West of Waterlooville Forum are now as follows:

1. To comment and advise on the next stages of the implementation of the West of Waterlooville master plan, in particular major elements of community infrastructure.
2. To ensure the success of the community development activities undertaken within the development area and advise on how these should progress.
3. To secure the establishment of appropriate local democratic structures for the emerging community that will take responsibility for representing the area from April 2016.

In order to achieve this at each meeting the Forum will:

1. Receive and note a report outlining the progress of the physical development of the MDA;
2. Receive and comment on a report outlining community development activities and issues arising within the MDA;
3. Receive a report and comment to the relevant authority on any major infrastructure issue yet to be resolved which affects the MDA (if any);
4. Receive and comment on a report from the West of Waterlooville Advisory Group on the progress of the establishment of new parish level arrangements for representing the MDA in Winchester District and new neighbourhood level arrangements in Havant Borough.

(These may not be separate reports but may be combined where this is expedient).

Although the Forum has no formal decision making powers it can make recommendations to the parent authorities of Havant and Winchester on the most suitable arrangements for democratic and community representation within the MDA with a target that such arrangements become fully functioning from April 2016 at which point the Forum will be wound up.

In order to do this, the Forum shall:-

- Discuss the issues which arise out of these opportunities and challenges;
- Advise the relevant decision-making authorities on these issues;
- Consider the infrastructure and facility requirements.

The Forum shall meet in public (at least 3 times per year) and shall, so far as possible, seek to engage fully with the public. There may be occasions where there is a requirement to meet in confidential session due to matters of a commercial sensitivity.

Constituent Authorities and membership

The membership of the Forum shall comprise of representatives from:-

- Havant Borough Council = 4 members (one of which shall be the vice-chairman of the Forum)
- Winchester City Council = 4 members (one of which shall be the chairman of the Forum)
- Parish Council of Denmead = 1 member.
- Southwick & Boarhunt Parish Council = 1 member.
- Hampshire County Council = 2 members

The Constituent Authorities may appoint deputy members.

Method of Working and Voting Rights

All members are expected to use their best endeavours to reach conclusions by general consensus. Where any voting members of the Forum require a formal vote to be taken, this shall be on a show of hands by those members present and voting.

Chairman

The Chairman of the Forum shall be appointed by Winchester City Council and the Vice-Chairman will be appointed from the Havant Borough Council membership.

Quorum

The Forum will be quorate if five voting members are present.

Administration

Winchester City Council shall be responsible for administration of the Forum, calling meetings and recording proceedings.

Public Participation Procedure

General

- There will be a period of 10 minutes maximum at the beginning of each Forum meeting when the Chairman invites the public, including interested groups, to raise any general matters of interest and/or matters relating to the work of the Forum. Detailed matters relating to the agenda will not be accepted at this point, as there will

be an opportunity for these to be heard under the appropriate agenda item. As is the usual practice for general public participation, however, Officers and Members may not be able to immediately respond at the meeting to points raised by the public where these relate to non-agenda items.

Consideration of Individual Agenda Items

- After an Officer has introduced an agenda item, the Chairman will invite public participation on matters relating to that agenda item. At this point, a period of ten minutes (subject to the Chairman's discretion) will be allowed for public comments. During this period, members of the public, including local interest groups will be able to object, support or ask questions directly relating to the agenda item and the comments of the Officer's presentation.
- An individual speaker will be limited to a maximum of three minutes per agenda item. Where a number of members of the public wish to speak, they will agree to the maximum allocation of the ten minute period for the public participation. The Committee Administrator will assist in this process before the start of the meeting. The Chairman will retain a general discretion to manage the public speakers process and may limit individual speakers to less than three minutes or take other steps necessary in order to maximise public participation in an appropriate way. The extension of the total 10 minute allowed for the public participation on any one item will be at the Chairman's discretion.
- There will be no further opportunity for the public to comment on an agenda item once the period of public participation has ended, even if the prescribed period has not been reached. The subsequent discussion, consideration and decision on the matter is then passed to Forum Members.
- Members and Officers will not provide immediate response to public comments raised from the floor. All comments and enquiries will be noted and the Chairman will invite Officer/Members to respond to specific points during the questions and debate period of the meeting.
- Members of the public who wish to speak should wherever possible contact the Committee Administrator before the start of the meeting (preferably by telephone or email prior to the day of the meeting to register their wish to speak) so that as many people as possible can speak during the public participation sessions (this list will be given to the Chairman before the start of the meeting).
- Once the period of public participation has drawn to a close, there will be an opportunity for elected members who are not on the Forum (relevant Portfolio Holders) to speak in advance of questions and debate amongst Forum Members, at the Chairman's discretion. This may include any councillors from Winchester City Council and Havant Borough Council.

- The Forum will then debate the item.
- The Chairman will then invite Officers to respond to any public comments raised from the floor, where appropriate, a vote will be taken to reach a formal recommendation on the agenda item.

March 2015



Strategic Director: City Offices
Resources Colebrook Street
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Hampshire
SO23 9LJ
Tel: 01962 848 220
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website www.winchester.gov.uk

Forward Plan of Key Decisions

July 2021

The Forward Plan is produced by the Council under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. The purpose of the Plan is to give advance notice of Key Decisions to be made by the Cabinet, Cabinet Members or officers on its behalf. This is to give both Members of the Council and the public the opportunity of making their views known at the earliest possible stage.

This is the Forward Plan prepared for the period **1 - 31 July 2021** and will normally be replaced at the end of each calendar month.

The Plan shows the Key Decisions likely to be taken within the above period. Key Decisions are those which are financially significant or which have a significant impact. This has been decided, by the Council, to be decisions which involve income or expenditure over £250,000 or which will have a significant effect on people or organisations in two or more wards.

The majority of decisions are taken by Cabinet, together with the individual Cabinet Members, where appropriate. The membership of Cabinet and its meeting dates can be found [via this link](#). Other decisions may be taken by Cabinet Members or Officers in accordance with the Officers Scheme of Delegation, as agreed by the Council (a list of Cabinet Members used in the Plan is set out overleaf).

The Plan has been set out in the following sections:

Section A – Cabinet

Section B - Individual Cabinet Members

Section C - Officer Decisions

Anyone who wishes to make representations about any item included in the Plan should write to the officer listed in Column 5 of the Plan, at the above address. Copies of documents listed in the Plan for submission to a decision taker are available for inspection on the Council's website or by writing to the above address. Where the document is a committee report, it will usually be available five days before the meeting. Other documents relevant to the decision may also be submitted to the decision maker and are available on Council's website or via email democracy@winchester.gov.uk or by writing to the above



Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 refers to the requirement to provide notice of an intention to hold a meeting in private, inclusive of a statement of reasons. If you have any representations as to why the meeting should be held in private, then please contact the Council via democracy@winchester.gov.uk or by writing to the above address. **Please follow this link to definition of the paragraphs** (Access to Information Procedure Rules, Part 4, page 32, para 10.4) detailing why a matter may be classed as exempt from publication under the Local Government Acts, and not available to the public.

If you have any queries regarding the operation or content of the Forward Plan please contact David Blakemore (Democratic Services Manager) on 01962 848 217.

Cllr Lucille Thompson

Leader of the Council

Cabinet Members:	Title
• Cllr Lucille Thompson	Leader & Cabinet Member for Partnerships
• Cllr Neil Cutler	Deputy Leader & Cabinet Member for Finance & Service Quality
• Cllr Angela Clear	Communities & Wellbeing
• Cllr Russell Gordon-Smith	Built Environment
• Cllr Kelsie Learney	Housing & Asset Management
• Cllr Lynda Murphy	Climate Emergency
• Cllr Martin Tod	Economic Recovery

	Item	Cabinet Member	Key Decision	Wards Affected	Lead Officer	Documents submitted to decision taker	Decision taker (Cabinet, Cabinet Member or Officer)	Date/period decision to be taken	Committee Date (if applicable)	Open/private meeting or document? If private meeting, include relevant exempt paragraph number
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Section A

Decisions made by Cabinet

Page 69	1	Central Winchester Regeneration – Delivery	Cabinet Member for Housing and Asset Management	Expenditure > £250,000	Town Wards	Veryan Lyons	Cabinet report	Cabinet	Jul-21	21-Jul-21	Part exempt 3
		Revised Local Development Scheme	Cabinet Member for Built Environment	Significantly effect on 2 or more wards	All Wards	Adrian Fox	Cabinet report	Cabinet	Jul-21	21-Jul-21	Open
	3	General Fund outturn 20/21	Deputy Leader and Cabinet Member for Finance and Service Quality	Expenditure > £250,000	All Wards	Darren Kennedy	Cabinet report	Cabinet	Jul-21	21-Jul-21	Open

	Item	Cabinet Member	Key Decision	Wards Affected	Lead Officer	Documents submitted to decision taker	Decision taker (Cabinet, Cabinet Member or Officer)	Date/period decision to be taken	Committee Date (if applicable)	Open/private meeting or document? If private meeting, include relevant exempt paragraph number
4	Housing Revenue Account (HRA) outturn 20/21	Cabinet Member for Housing and Asset Management	Expenditure > £250,000	All Wards	Dick Johnson	Cabinet report	Cabinet	Jul-21	21-Jul-21	Open
Page 64	Q4 Performance Monitoring	Deputy Leader and Cabinet Member for Finance and Service Quality	Significantly effect on 2 or more wards	All Wards	Simon Howson	Cabinet report	Cabinet	Jul-21	21-Jul-21	Open
6	Land transaction	Cabinet Member for Housing and Asset Management	Expenditure > £250,000	All Wards	Geoff Coe	Cabinet report	Cabinet	Jul-21	21-Jul-21	Part exempt 3

	Item	Cabinet Member	Key Decision	Wards Affected	Lead Officer	Documents submitted to decision taker	Decision taker (Cabinet, Cabinet Member or Officer)	Date/period decision to be taken	Committee Date (if applicable)	Open/private meeting or document? If private meeting, include relevant exempt paragraph number
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Section B

Decisions made by individual Cabinet Members

7	New Homes scheme - Outline Business Case, Woodman Close, Sparsholt	Cabinet Member for Housing and Asset Management	Expenditure > £250,000	Wonston & Micheldever	Andrew Palmer	Cabinet Member decision report	Cabinet Member for Housing & Asset Management Decision Day	Jul-21	5-Jul-21	Open
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Section C

Decisions made by Officers

8	Treasury Management - decisions in accordance with the Council's approved strategy and policy	Deputy Leader and Cabinet Member for Finance and Service Quality	Expenditure > £250,000	All Wards	Designated HCC Finance staff, daily	Designated working papers	Designated HCC Finance staff, daily	Jul-21	Jul-21	Open
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Notification of additional item – July 2021 Forward Plan

On 7 June 2021, the following additional item was notified for inclusion for the July 2021 Forward Plan:

	Item	Cabinet Member	Key Decision	Wards Affected	Lead Officer	Documents submitted to decision taker	Decision taker (Cabinet, Cabinet Member or Officer)	Date/period decision to be taken	Committee Date (if applicable)	Open/private meeting or document? If private meeting, include relevant exempt paragraph number
Section A										
Decisions made by Cabinet										
Page 67	Nitrates neutrality further up-date	Cabinet Member for Built Environment	Significantly effect on 2 or more wards	All Wards	Simon Finch	Cabinet report	Cabinet	Jul-21	21-Jul-21	Part exempt 3

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