



Meeting	Winchester Town Forum
Date and Time	Thursday, 16th September, 2021 at 6.30 pm.
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 councils website (www.winchester.gov.uk) and the video recording will be available shortly after the meeting.*

For members of the public 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 clear 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

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

If you require advice, please contact the appropriate Democratic Services Officer, prior to the meeting.

- 3. Chairperson's Announcements**
- 4. Minutes of the previous meeting held on 24 June 2021 (Pages 5 - 12)**



That the minutes of the meeting be signed as a correct record.

5. **Public Participation**

To receive and note the questions asked and statements made from members of the public on issues relating to the responsibility of this Forum.

Members of the public and visiting councillors may speak at the Forum, provided they have registered to speak three working days in advance. Please contact Democratic Services by 4.30pm on Friday, 10 September 2021 via democracy@winchester.gov.uk or (01962) 848 264 to register to speak and for further details.

6. **Vision for Winchester 2030 - Update (WTF300)** (Pages 13 - 24)

7. **Winchester Town Account Financial Planning 2021/22 (WTF301)** (Pages 25 - 34)

8. **North Walls Park Plan - feedback of results from consultation event (Presentation - to follow)**

9. **Informal Group - Verbal Update**

Optional: The Chairs of any of the informal groups may briefly update the Forum on any recent developments from their group.

10. **Work Programme 2021/22** (Pages 35 - 36)

To note the current version of the Work Programme for 2021/22.

Lisa Kirkman
Strategic Director and Monitoring Officer

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



8 September 2021

Agenda Contact: Claire Buchanan, Senior Democratic Services Officer
Tel: 01962 848 438 Email: cbuchanan@winchester.gov.uk

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

MEMBERSHIP

Chairperson: Becker (Liberal Democrats)

Vice-Chairperson: Murphy (Liberal Democrats)

Liberal Democrats

Craske
Edwards
Ferguson
Green
Learney
Radcliffe
Tippett-Cooper
Thompson
Tod
Weir
Westwood

Conservatives

Scott

Quorum = 4 members

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

PUBLIC PARTICIPATION

A public question and comment session is available at 6.30pm for a 15 minute period. There are a few limitations on the questions you can ask. These mainly relate to current applications (including grants), personal cases and confidential matters.

To reserve your place to speak, you are asked to register with Democratic Services three clear working days prior to the meeting –Please contact Democratic Services via democracy@winchester.gov.uk or (01962) 848 264 to register to speak and for further details.

VOTING

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

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

Disabled Access

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

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](#).

WINCHESTER TOWN FORUM

Thursday, 24 June 2021

Attendance:

Councillors

Becker
Murphy
Craske
Edwards
Ferguson
Green
Radcliffe

Scott
Tippett-Cooper
Thompson
Tod
Weir
Westwood

[Full audio recording and video recording](#)

Apologies for Absence:

Councillors Learney

1. **CHAIRPERSON AND VICE CHAIRPERSON FOR THE 2021/22 MUNICIPAL YEAR**

RESOLVED:

That Councillor Becker is elected Chairperson and Councillor Murphy is appointed Vice-Chairperson for the 2021/22 Municipal Year.

2. **DISCLOSURES OF INTERESTS**

Councillor Tod declared a non-pecuniary interest concerning agenda items that may be related to his role as a County Councillor.

3. **CHAIRPERSON'S ANNOUNCEMENTS**

There were no announcements.

4. **MINUTES OF THE PREVIOUS MEETING HELD ON THE 17TH MARCH 2021**

RESOLVED:

That the minutes of the previous meeting held on 17 March 2021 be approved and adopted.

5. **PUBLIC PARTICIPATION**

Five members of the public spoke regarding various agenda items, with two people speaking at this point in the agenda, as summarised briefly below.

Edward Fennell (Hyde 900)

Spoke in support of the campaign to ensure the proper care and security of Hyde Gate as an important part of the history of Winchester. He welcomed the opportunity to work further with the Council to achieve this aim.

Emma Back

Generally welcomed the proposals for improvements to play areas as set out in report WTF297, but requested it be expanded to include a specific section on skate parks and multi-use game areas (MUGAs). The only existing MUGA was at Stanmore. With regard to report WTF298, she emphasised the importance of the replacement of the pavilions for the future use of the areas and requested that the council continue to work closely with residents.

6. **NORTH WALLS AND KING GEORGE V SPORTS PAVILIONS UPDATE REPORT**

(WTF298)

The Strategic Director: Services introduced the report which provided a general update on progress to replace both pavilions. With regard to North Walls pavilion, the previously allocated funding was now insufficient and the report requested that the Forum agree one of two options proposed to enable the project to progress.

Mike Caldwell and Janet Berry spoke during public participation as summarised briefly below.

Mike Caldwell (Pavilions Project)

Emphasised the value of the project and that the Pavilion Project supported option (b) as set out under paragraph 11.3 of the report. Considered that as a district facility, the project should be eligible for district Community Infrastructure Levy (CIL) funding and would provide all round use of the area for sports other than cricket and wider community use. Highlighted the dangers of further delay in terms of rising construction costs. If there was no possibility of district CIL funding, the Pavilions Project would reluctantly support option (a) provided the new design fulfilled a number of key elements of the original, including meeting England Cricket Board standards.

Janet Berry (Highcliffe Community Forum for Action)

Requested clarification of the availability for general community use of the KGV pavilion. Asked a number of detailed questions, including whether the plans could include storage for groups that regularly use and an additional ground floor area for refreshments. She requested that the

hiring rents be affordable and that the toilets be accessible at all times, not just when sporting events were being held. She requested clarification on the reference to a “bar” and the number of parking spaces. Emphasised the importance of biodiversity and requested that a further report be prepared into the relocation of the green waste bin to prioritise pedestrian and cycle movements in the area. She queried whether any more consultation meetings would take place before the planning application was submitted.

The Corporate Property Surveyor and Open Spaces Officer responded to the detailed questions raised by Mrs Berry regarding KGV pavilion including advising that it was intended to install a lift to allow full accessibility to the upstairs rooms, confirming there would not be a bar and would not be further parking spaces. In addition, more local consultation would be carried out before a planning application was submitted.

The Strategic Director and other officers responded to questions raised by Town Forum Members regarding mitigating the risk of further rising costs, professional fees incurred so far, future maintenance and operating costs, future rental charges and future potential revenue streams. It was noted that recommendations 1(a) and 1(b) in the report should be reversed to correspond with the order of the options set out in paragraph 11.3 of the report.

The Strategic Director advised that he had addressed Mr Caldwell’s comments in his response to Members’ questions regarding proposals to refine the design to reduce costs but still retain the key features for use as a cricket pavilion and also allow flexibility for community use.

Members requested that the issue of access to the toilets at the KGV pavilion be re-examined as there was a wish to allow disabled access and preferably wider access. This was noted but Officers expressed some concern regarding the risk of vandalism and other anti-social use.

Following debate, Members considered the two options set out in the report and, with the exception of one Councillor who abstained, voted in favour of the option as set out in resolution 1 below.

RESOLVED:

1. Agree to the Corporate Head of Estates and Asset Management seeking new tenders based on a revised design in accordance with the Public Contract Regulations 2015 and Councils Contract Procedure Rules and in consultation with the Cabinet Member for Housing and Asset Management and the Pavilion Project Board.
2. That to the Corporate Head of Estates and Asset Management seeking quotations in accordance with the Public Contract Regulations 2015 and Councils Contract Procedure Rules, for professional services associated with the preparation and submission of a revised planning application and procurement process, for the North Walls Pavilion.

7. **PLAY AREA IMPROVEMENT PLAN REPORT**
(WTF297)

The Open Spaces Officer introduced the report which set out a five year improvement plan for play areas and highlighted that both North Walls and KGV were included. She responded to points raised by Ms Back during public participation, including confirming that the Council was committed to funding multi-use games areas (MUGAs) with one already at Stanmore and another at KGV.

The Open Spaces Officer responded to a number of detailed questions from Members, including outlining the consultation process for each play area refurbishment and confirming that the requirements of older children and young adults could also be considered.

The Strategic Director clarified that the report's recommendation 2 sought authority to incur expenditure of £240,000 and not just the supplementary capital budget of £40,000.

RESOLVED:

1. That the updated 5-year refurbishment programme for play areas be approved, as detailed in Appendix 1 of the report.
2. That a supplementary capital budget of £40k in 2021/22, funded by the town earmarked reserve, and authority to incur capital expenditure be approved. This increases the KGV play area and skate park budget from £200k to £240k.
3. That the funding requirement of £120k for works detailed in year 5 of the refreshed plan be noted.
4. That authority be delegated to the Natural Environment and Recreation Team Manager to amend the evaluation weightings from those set out in the Contract Procedure Rules.

8. **HYDE ABBEY - OFFICER VERBAL UPDATE**

The Forum noted the comments made by Mr Fennell (Hyde 900) earlier in the meeting and Rose Burns also addressed the meeting under public participation at this point, as summarised briefly below.

Rose Burns (Hyde 900)

Outlined some of the background to the Hyde 900 group. Believed that as Grade 1 and 2 listed buildings, Hyde Gate should be more of a major focal point and be weather-proofed and protected and funding was being sought from the City and County Councils to this end. Hyde900 were

organising a public event in Autumn 2021 to demonstrate proposals for the area and she requested support from the Council with this initiative.

The Corporate Property Surveyor provided a verbal update on Council proposals regarding Hyde Gate, which included improvements to protection from pigeons and other maintenance work. He and the Strategic Director responded to questions from Members, including confirming that improvements to Hyde Gate would be included in the Council's Asset Management Plan.

The Chairperson proposed that a Town Forum Heritage Informal Group be established to consider further proposals for Hyde Gate, along with the other historic assets within the Winchester town area. It was agreed that this new Group should respond to the Hyde900 group's request for support around their proposed Autumn event.

The Chairperson thanked the officer for their presentation and members of the Hyde900 groups for their contributions.

9. **WINCHESTER NIGHT BUS SERVICE UPDATE REPORT**
(WTF296)

The Strategic Director: Services introduced the report which sought a decision about whether the Town Forum should continue to support the funding of the Winchester night bus service.

The Strategic Director responded to questions from Members regarding the background to the funding. Members spoke in support of the proposal to fund as it had previously offered significant value gained in encouraging Stagecoach to provide additional evening services.

RESOLVED:

That the Town Forum continue to support the funding of the Winchester night bus service by asking Hampshire County Council to enact the one-year extension to the current contract from September 2021 in accordance with Exception to Contract Procedure Rules 41.1(e).

10. **LOCAL PLAN UPDATE - OFFICER VERBAL UPDATE**

The Strategic Planning Manager gave a presentation updating the Forum on the Local Plan. The presentation was available on the Council's website [here](#).

The Strategic Planning Manager and Corporate Head of Regulatory responded to Members' questions including regarding whether sufficient resources were required to properly develop the Local Plan for Winchester and providing further detail on the proposed workshops.

11. **WINCHESTER TOWN FORUM - 2021/22 INFORMAL GROUP APPOINTMENTS AND WORK PROGRAMME**
(WTF299)

The Forum considered the report which set out the draft work programme for the new Municipal Year, 2021/22 and asked Members to consider appointments to a number of informal Groups.

Following discussion, the Forum agreed the work programme as set out, subject to noting that the meeting on 17 March 2022 should be included.

Regarding the informal groups, it was agreed that a Heritage Informal Group be established for 21/22. In addition, the Governance Informal Group should not be re-appointed as it had completed the review of the Forum's terms of reference and consequential changes required would be taken forward by officers or the Constitution Working Group. Councillor Scott confirmed he did not wish to put his name forward for any of the groups. The membership of this new informal group and the other existing informal groups was agreed as set out below.

RESOLVED:

1.

That the 2021/22 work programme be approved, subject to the inclusion of the 17 March 2022 meeting and authority be delegated to the Strategic Director: Services, in consultation with the Chairperson, to set the detailed work programme.

2. That membership of the Forum's informal groups for 2021/22 be approved as set out below:

- a) Planning for the future in Winchester Town:
Members: Becker, Craske, Green and Westwood
Lead Officer: S Finch
- b) Winchester Town Forum (North Walls) Informal Group
Members: Becker, Ferguson, Learney, Radcliffe and Tippett-Cooper.
Lead Officer: S Croker
- c) Winchester Town Forum (High Street) Informal Group
Members: Edwards, Green, Learney, Murphy, Radcliffe and Tod
Lead Officer: S Finch
- d) Winchester Town Forum (Town Accounts Grants) Group
Members: Ferguson, Green, Radcliffe and Tippett-Cooper
Lead Officer: M Fletcher
- e) Winchester Town Forum (Account Informal) Group
Members: Ferguson, Learney, Murphy and Tod.
Lead Officer: D Kennedy
- f) Winchester Town Forum (KGV) Informal Group

Members: Learney, Murphy and Weir
Lead Officer: S Croker

- g) Winchester Town Forum (Heritage) Informal Group
Members: Becker, Radcliffe, Tippet-Cooper & Westwood
Lead Officer: tba

3. That the Winchester Town Forum (Governance) Informal Group not be reappointed for 21/22.

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

Members noted the date and times of future meetings for 2021/22 as set out on the agenda front sheet.

13. **INFORMAL GROUP - VERBAL UPDATE**

It was noted that an update would be provided to the next Forum meeting.

The meeting commenced at 6.30 pm and concluded at 8.55 pm

Chairperson

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REPORT TITLE: Vision for Winchester 2030 – Update

16 SEPTEMBER 2021

REPORT OF CABINET MEMBER: Cllr Clear, Cabinet Member for Communities and Wellbeing

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

WARD(S): TOWN WARDS

PURPOSE

The Town Forum, at its 28 January meeting, approved the recommendation to adopt the suite of documents (Handbook, 1, 2 and 3) as the 'Vision for Winchester' which will be used to help shape the future of the city over the next ten years.

The purpose of this report is to set out the approach to take the Vision for Winchester forward to implementation.

It is clear in the Vision's recommendations, which were informed by the findings of the topic based working groups, that future implementation is about the "how" as much as the "what" in terms achieving the outcomes set out in the document. Therefore, it is important that the council develops an approach that responds to the values of the Vision as well as the recommended actions.

RECOMMENDATIONS:

Winchester Town Forum is asked to:

Endorse the next steps proposed to implement the recommendations of the Vision for Winchester comprising the following:

- a) Establish an internal briefing, to be arranged and led by the Vision consultants to start to embed the Vision in our work across the city, and to develop a model to frame how we deliver our services that encompasses the Vision's principles and approach.
- b) Develop an implementation framework and programme that sets out a

roadmap for how and when recommended outcomes can be achieved.

- c) A Town Forum Members session is arranged with officers to review the implementation framework and programme to agree next steps including resources.
- d) Approve a supplementary revenue budget estimate of up to £9K from the Town Reserve to cover the costs of the Vision consultant undertaking the internal briefing as outlined at (a) above.

IMPLICATIONS:1. COUNCIL PLAN OUTCOME

- 1.2 When the Town Forum considered the Vision for Winchester at its 28 January 2021 meeting details of how it contributed to the council plan were provided and these remain unchanged. However in terms of taking the Vision forward the following are actions that are recommended in Handbook 3 as they relate to the council priorities.
- 1.3 Tackling the Climate Emergency and Creating a Greener District
- 1.4 There was not a specific working group on climate emergency as it was felt this issue must be addressed in each group and that any project identified should not contribute to carbon emissions. Projects could also reduce CO₂ emissions and could include for example recycling, energy consumption to net gain in biodiversity actions. The concept of the 15 minute city aligns with the objective “Everything most residents need should be in reach by foot, bike or public transport”.
- 1.5 Homes for all
- 1.6 The Home working group focused on the problems, delights, challenges, assets and people of the city’s distinctive neighbourhoods. It also described components of an ideal neighbourhood. The group considered how, when and where to build more homes. However the group wanted most to focus on how to make the neighbourhoods of the city feel more like home. This aligns with the objective: “Diverse, healthy and cohesive communities - not just homes.”
- 1.7 Vibrant Local Economy
- 1.8 There was not a working group for economy but like climate emergency was considered as part of all the groups work. For example the group that considered Culture identified the potential to support start-ups, entrepreneurs and graduates through the creation of creative enterprise zones. This would also develop a profile to the cultural and creative sector in Winchester which it was felt was hidden or did not have a sufficient level of exposure. The Movement group recommended working with small businesses to give a voice to those that support less traffic to create space for more people. This aligns with the objective “Increased opportunities for high quality, well-paid employment across the district” and “More younger people choose to live and work in the district”.
- 1.9 Living Well
- 1.10 The theme of the Lifetimes Group was ‘Living’ in Winchester and the group’s focus and concern was about people and how they live in, and inhabit, the city. Project ideas focus on connecting people to places and each other. This aligns with the objectives: “A wide range of physical and cultural activities for

all ages and abilities” and “Attractive and well-used public facilities and green spaces with space for relaxation and play.”

1.11 Your Services, Your Voice

- 1.12 People who participated in creating the Vision identified the need for a greater ability to shape and influence the places where they live, work and play. A new approach to engaging and working with local communities needs to shift the emphasis away from the council setting the agenda towards the council supporting an agenda, set by communities, and creating time and space to encourage and enable them to deliver the changes they want to see. This aligns with the objective “An open, transparent, inclusive and enabling council”

2 FINANCIAL IMPLICATIONS

- 2.1 The internal briefing will be carried out by the original consultants. This is an additional cost to the contract to create the Vision and is estimated to be £9,000.
- 2.2 This additional work on implementing the Vision will need to be funded by the Town Account.
- 2.3 The approach to embed the principles of working with and empowering the local community is about delivering projects and programmes differently, rather than need to find additional budget for new activities.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 The further works proposed in this report will require a new contractual arrangement which must be agreed in accordance with the council’s Contract Procedure Rules and the Public Contract Regulations 2015.
- 3.2 A request for Exception to Contract Procedure rules will be required to allow the use the Vision consultants to run the officer briefing session.

4 WORKFORCE IMPLICATIONS

- 4.1 The Director responsible for Place will have oversight for the Vision for Winchester work with the leads for supporting the implementation to be Susan Robbins (Corporate Head of Economy & Community), Simon Finch (Corporate Head of Regulatory) and Steve Lincoln (Service Lead Communities & Wellbeing).

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 NONE

6 CONSULTATION AND COMMUNICATION

- 6.1 The Vision itself was developed following extensive dialogue with stakeholders and the public and the emerging document was considered by the Forum in autumn last year before being adopted in January this year. The approach to take the Vision for Winchester forward was discussed with the council's Executive Leadership Board and with Cllrs Becker (Town Forum Chair), Gordon-Smith (Cabinet Member for Built Environment) and Clear (Cabinet Member for Communities & Well-Being) in June. Further to these discussions the Corporate Head of Regulatory Service, Corporate Head for Economy & Community and Service Lead for Community and Wellbeing formulated the approach that is being recommended in this report. This internal consultation has also resulted in the Vision work moving from Regulatory Services (Policy) and into Economy & Community (Delivery).

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 The Vision for Winchester recommends a number of far reaching actions and outcomes that will positively impact on the environment in terms of sustainability, carbon emissions, air quality and ecology. This includes:
- a) 15 minute city concept.
 - b) Reduction in car use / car free streets.
 - c) Auditing resources and spaces so that they are better shared and used.
 - d) Creation and enhancement of public parks and opens spaces.

8 EQUALITY IMPACT ASSESSMENT

- 8.1 None arising from the content of the report, although officers will have regard to the considerations as set out in the Equalities Act 2010 and whether an Equality Impact Assessment will be required to be undertaken on any specific recommendations, projects and or future decisions made.

9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 All personal information collected as part of a procurement process, including that contained in contract documentation will be held in accordance with the Council's Data Protection Policy and comply with the six Data Protection Principles set out in Article 5(1) of the General Data Protection Regulation (GDPR) and sections 35 to 40 of the Data Protection Act 2018 (DPA).

10 RISK MANAGEMENT

- 10.1 This approach to taking the Vision forward is in line with the council current risk appetite which is moderate. This does means the council remains open to innovative ways of working.

Risk	Mitigation	Opportunities
<p>Financial Exposure Low risk limited to the cost of procuring the Vision consultants to run officer briefing sessions.</p>	<p>Will be managed under the council Contract Management Procedures</p>	
<p>Exposure to challenge Low risk as the Vision was developed through extensive engagement and public briefings and has been adopted by Winchester Town Forum.</p>	<p>The One Great Win website is still live and will be used to keep interested stakeholders informed of next steps and proposed actions.</p>	
<p>Innovation The Vision recommends a new approach to the way we work with our local communities. Some teams will already be adopting this approach others will need to be supported to do so and this may take further development and exploration.</p>	<p>Briefing and training session with the Vision consultants to inform and explain the principles and approaches recommended.</p>	<p>Teams can look to work with our communities in new ways that lead to more effective outcomes.</p>
<p>Reputation The council fails to take forward the findings and recommendations from the Vision, and those who participated and gave over their time and energy to create it, lose trust in the process and the council.</p>	<p>Based on one of the key principles of the Vision of 100 small wins, an early opportunity to engage with local community stakeholders on a project needs to be identified and delivered.</p>	<p>There is potential to enhance the council's reputation by demonstrating that is taking forward the recommendations made by the participants in the working groups and is empowering communities to deliver the changes they want to make.</p>
<p>Achievement of outcome The Vision is broad in the issues it covers and the range of recommended actions. This creates a risk that there is no</p>	<p>A toolkit/model to frame how we deliver our services in the wards so our work encompasses the Vision's principles and approach will be developed.</p>	<p>The potential to better document and showcase the community engagement work that is undertaken across the council's services on the areas covered in the</p>

ownership of the outcomes with any one council team or activity and so no responsibility for ensuring outcomes are achieved.		Vision.
Property None		
Community Support Stakeholders originally involved in developing the Vision do not wish, or are not able, to participate in the engagement work or come forward as local champions and advocate for project work.	Based on one of the key principles of the Vision of 100 small wins, an early opportunity to engage with local community stakeholders on a project needs to be identified and delivered. The One Great Win website is still live and will be used to keep interested stakeholders informed of next steps and proposed actions.	
Timescales This is a ten year vision however there will be an expectation that change and action can be demonstrated early in the life of the vision, which may not be possible due to the long term nature of some of the recommendations.	A toolkit/model to frame how we deliver our services in the town wards will be developed so our work encompasses the Vision's principles and approach will be developed.	
Project capacity Teams delivering projects do not have the capacity to adapt their delivery approach to incorporate community engagement on the activities recommended in the	An officer briefing session lead by Vision consultants to start to embed the Vision in our work across the city. This will be designed to get officers thinking about the work they already do and how	New ways of working with a flexible and adaptable approach may result in increased capacity within communities to be more self-reliant and resilient, requiring less direct support by the council in

Vision.	<p>this aligns with the Vision or can be refreshed so that it does.</p> <p>A toolkit/model to frame how we deliver our services across the town wards is developed so our work encompasses the Vision's principles and approach.</p>	the longer term.
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11 SUPPORTING INFORMATION:

11.1 Background

11.2 Creating the Vision for Winchester comprised three stages of work (scoping/five key work streams/overarching Vision) with a Handbook produced for each phase (Handbooks 1-3). A dedicated website was created to facilitate the Vision work called One Great Win. Key themes identified from stage 1 which formed the basis for the second stage were:

- a) Home - Looking at housing, the town centre, and neighbourhoods.
- b) Culture - Addressing what culture means to Winchester
- c) Ecology - The rich relationship between landscape, history, historic buildings people and stories
- d) Movement - Actively getting around Winchester
- e) Lifetimes - Looking at what it means to live in the city

11.3 Handbook 3 pulled together the work from the first two phases into a single overarching document. The Vision revolves around three specific approaches:

- A. Spatial - The City Made by Walking
- B. People Power! Establishing Mechanisms that Enable Communities
- C. Auditing & Sharing Resources Creating and Sharing Data is Empowerment

11.4 These three specific approaches are underpinned by the following six critical values

- i. One hundred small wins are better than one big win

- ii. Tackle the climate crisis by building resilient communities that have learned to self-organise and work together
- iii. Build an effective dialogue with a wide range of voices that focuses on problem solving and enabling between the community and the council
- iv. The city needs strong leadership prepared to make difficult choices but before that, trust must be (re)established and this can be achieved by listening to people
- v. Tackle the negative impacts of car traffic by moving towards the “fifteen minute city model” which favours local walking and cycling access to services and facilities and creates viable, better alternatives to car use that have much wider benefits i.e. creating beautiful streets people enjoy walking down, leads to local town squares where one might encounter friends, a pop-up market stall or a temporary event
- vi. Create the space in the process to catch emerging ideas and be prepared to flex with changing times, changing attitudes, and changing technologies

11.5 Summary of Proposals

- 11.6 Whilst the Vision is an aspirational document there are range of specific proposals and ideas that can be taken forward. Some work in this regard has begun with the concept for a 15 minute city (good access for communities on foot/bike/public transport to facilities and services thereby negating the need to travel to them using other means) being included in the Local Plan consultation on Strategic Issues and Priorities which took place between February and April this year.
- 11.7 There are already a number of projects, areas of work and funding sources that can be used or developed to start implementing the principles set out in the Vision. Collectively these work streams and funding sources can form the basis of the implementation framework. It is as much about shifting “how” we do things rather than generating lots of new actions. Examples include:
- 11.8 Open spaces and play areas – the Natural Environment and Recreation Team is involved in a number of open space projects like North Walls, and various play area improvements which are included in an annual programme (town account funded) that could provide the chance to develop community based schemes.
- 11.9 Grants programme – Small grants and crowd funding grants provide an opportunity to empower and enable communities to identify and deliver local project and improvements. The Town Forum has ‘paused’ the small grants scheme to reviews how to best use the budget to deliver the recommendations set out in the Vision.

- 11.10 Community Infrastructure Levy (CIL) – The council (district wide) and Town Forum (neighbourhood portion) already provides funding for infrastructure projects that can be community lead. Historically the Town Forum funding stream has not attracted a high number of requests for funding from community groups (unlike the district wide scheme) so there is a real opportunity to promote this and use the funds to support local action.
- 11.11 These are only a few specific examples of areas of work where we can take the Vision forward but there may be further scope to do this in relation to the development of the new Local Plan, as mentioned above, housing and project delivery. It will be necessary to make all the council’s services aware of the Vision, its recommended approach for how we work with our town communities and to capture from them existing or planned activities with the potential to effect change in the city. The proposed officer briefing will, with some pre-emptive work first, help to understand people’s roles and responsibilities. From the session a short summary report will be produced confirming next steps and actions. However with the principle of 100 small wins in mind, and to maintain public confidence that the Vision can deliver change in different way, it will be important to identify work that can secure some outcomes early rather than wait for the implementation framework and programme to be finalised.
- 11.12 Conclusion
- 11.13 In order to take the Vision forward and to translate it into tangible actions the recommendation is to:
- a) Establish an internal briefing, be arranged and led by Vision consultants to start to embed the Vision in our work across the city, and to develop a model for how to frame how we deliver our services that encompasses the Vision’s principles and approach.
 - b) Develop an implementation framework and programme that sets out a roadmap for how and when recommended outcomes can be achieved.
 - c) A Town Forum Members session is arranged to review the implementation framework and programme to agree next steps including resources.
- 11.14 An indicative timetable for this work is shown below and is subject to confirmed availability of the consultants:

Period	Activity
September	Procurement of consultancy for officer briefing
October – November	Internal briefing(s) and model for working
November	Develop implementation framework and programme
December	Town Forum member briefing to review implementation framework, programme and resources

27 January 2022	Report to Winchester Town Forum
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12 OTHER OPTIONS CONSIDERED AND REJECTED

- 12.1 Do nothing: The Vision for Winchester has been adopted by the Town Forum and its development represented a significant investment of resources for the council. The council could opt to only use this document to promote an approach, and as a useful reference guide, without developing a more formal response to the recommendations in the form of an implementation framework and programme. This option is rejected. In order to capitalise on the investment made by the council, and the efforts of the stakeholders who participated in the development of the Vision, it should be taken forward in a planned way which demonstrates how work will be undertaken in the town area moving forwards.
- 12.2 Deliver officer briefing(s) in house: Lead offices involved in the development to the Vision could facilitate the officer briefing(s) in house. This option is rejected. The breadth and range of topics covered in the Vision, and new approaches recommended within the document, need a facilitated session involving all our relevant services to explain and explore the issues, utilising the in-depth knowledge and experience of the consultants that developed it.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

WTF293 – Winchester Town Forum 28 January 2021 VISION FOR WINCHESTER

<https://democracy.winchester.gov.uk/documents/s13889/WTF293%20Report%20-%20Vision%20for%20Winchester.pdf>

[CAB3191](#)

[REPORT TITLE: LOCAL PLAN 2036 CONSULTATION AND ENGAGEMENT](#)

PROCESS

[11 SEPTEMBER 2019 - WINCHESTER TOWN FORUM](#)

[18 SEPTEMBER 2019 - CABINET](#)

[24 NOVEMBER 2020 – WINCHESTER TOWN FORUM](#)

Other Background Documents:-

Vison for Winchester 2030 - Handbook Part 3.

<https://www.onegreatwin.com/wp-content/uploads/2020/11/Winchester-Vision-2030-Part-3.pdf>

APPENDICES:

NONE

REPORT TITLE: WINCHESTER TOWN ACCOUNT FINANCIAL PLANNING
2021/22

16 SEPTEMBER 2021

REPORT OF FINANCE MANAGER (STRATEGIC FINANCE)

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

WARD(S): TOWN WARDS

PURPOSE

To provide an update of the current financial position of the Winchester Town Account and financial projections over the medium and long term. This supports the development of a refreshed financial strategy and final budget recommendations in January 2022.

RECOMMENDATIONS:

1. That the Town Forum notes the financial projections in Appendix A, and agrees the budget timetable for 2022/23.
2. That the Town Forum agrees in principle to allocate town CIL funding of up to £23k for Weeke Community Centre replacement of water main, surface water drainage & Fibre optic broadband installation.

IMPLICATIONS:

1 COUNCIL PLAN OUTCOME

- 1.1 This report sets out the current financial position and latest medium and long term projections, along with detailed sensitivity analysis. This analysis will help to guide and inform budget planning work and the options for delivering the Council Plan.

2 FINANCIAL IMPLICATIONS

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

3 LEGAL AND PROCUREMENT IMPLICATIONS

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

4 WORKFORCE IMPLICATIONS

- 4.1 None directly from this paper

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 None directly from this paper

6 CONSULTATION AND COMMUNICATION

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

7 ENVIRONMENTAL CONSIDERATIONS

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

8 EQUALITY IMPACT ASSESSEMENT

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

9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 None required

10 RISK MANAGEMENT

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

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

11 SUPPORTING INFORMATION:

Background

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

Community Infrastructure Levy Funding Bids

- 11.7 An application for funding has been received in relation to Weeke Community Centre. The application is in relation to works to complete the replacement of failing services and new broad band service prior to the access drive to the Weeke Community Centre being widened and resurfaced. The informal member group support the bid in principle and have requested a further financial breakdown to fully understand the exact expenditure that would be supported.

Identifying Resources

- 11.8 **Winchester Town Precept** – The 2021/22 tax base is 14,461.12 with a precept of £73.41.
 - The Council Tax Referendum limits for 2022/23 will be announced alongside the settlement. It is currently anticipated that this will remain at either below 3% or £5 for lower tier authorities.

- Referendum limits prevent the Council increasing Council Tax above the Government's advised level, except with a referendum. Whilst parish tax amounts are currently excluded from these calculations the Winchester Town tax is included.
 - Appendix A shows the financial projections up until 2026/27, including illustrative increases in the precept which present a balanced overall position.
- 11.9 Fees and Charges are reviewed on an annual basis and feed into the budget setting process. The key existing fees and charges relating to the Town Account are:
- Cemeteries – an income budget of just over £160k supports annual expenditure of just over £200k.
 - Open Spaces (including sports pitches) – Expenditure of c£700k per annum is supported by income of just over £40k.
- 11.10 **Community Infrastructure Levy (CIL)** – the Neighbourhood CIL (Town) receivable balance stood at £1.078m as at April 2021. Commitments include £0.295m towards North Walls Pavilion; £0.050m towards a proposal from Abbotts Barton Scouts; £0.050m towards Weeke access road; and a £0.010m Milland road bid.
- The principles for spending the Winchester Town Forum's share of CIL were approved in November 2016 (see WTF245), in order to provide for the community led improvement of the environment and infrastructure in the Winchester Town.
 - A budget of £100k has been set for 2021/22 in order to progress the awarding and payment of CIL contributions to agreed projects.
 - Increasing CIL receipts over the last couple of years will enable the town forum to allocate funding to a range of smaller and larger projects over the next few years, in order to mitigate the impact of recent development.
 - Planning is underway to understand the facilities required at North Walls after the closure of River Park Leisure Centre. Additional infrastructure plans will be considered for CIL funding allocations.
- 11.11 The following central case assumptions have been used in the financial forecast shown in Appendix 1:

	2022/2023 Forecast	2023/2024 Forecast	2024/2025 Forecast	2025/2026 Forecast
Assumptions:				
Contract inflation	2%	2%	2%	2%
Utilities	5%	5%	5%	5%
Percentage increase in tax	0%	0%	0%	0%
Tax Base	14,635	14,810	14,988	15,168

Capital Expenditure

- 11.12 Capital expenditure is either funded directly from the Town Account Earmarked Reserve, external funding such as CIL, or through the General Fund and repaid over the life of the asset (along with interest).
- 11.13 In January 2017 (WTF250) the Town Forum approved a strategy to fund the long term requirements of the play area refurbishment up until the end of 2024/25, from the Town Account Earmarked Reserve. Play area refurbishments in the town make up the largest proportion of town capital expenditure as shown in 11.15 below.
- 11.14 The following budgets are currently included within the capital programme:
- i. Changing Pavilion North Walls - £800k total budget (£732k remaining revised budget 2021/22) funded by CIL of £295k, S106 Open Space funding of £256k, £205k external funding and Winchester Town Reserve of £44k.
 - ii. King George V Pavilions - £228k of S106 Open Space funding has been earmarked towards this project.
 - iii. Play Area Refurbishments - £830k from 2021/22 to 2025/26. A baseline projection of £150k per annum has been included in Appendix A from 2026/27 onwards.

Reserves

- 11.15 The Winchester Town Account earmarked reserve is available to support planned one-off expenditure over the medium term as well as a contingency balance of 10% of the total annual net expenditure which is set aside to deal with any urgent / unexpected requirements.
- 11.16 The capital budget forecasts listed in 11.13 above, particularly the significant programme of play area refurbishments is planned to be funded from the Town reserve. It is therefore important that long term planning ensures funding is in place to support these projects.
- 11.17 It should be noted that the forecast reserve balance shown in Appendix A does fluctuate on a year-by-year basis and individual end of year balances

are impacted by 'lumpy' one-off expenditure such as the play area refurbishments.

12 OTHER OPTIONS CONSIDERED AND REJECTED

12.1 None, this paper sets out the current financial position

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

Town Account Budget for 2021/22 – WTF292 – January 2021

Other Background Documents:-

None

APPENDICES:

Appendix A: Medium Term Financial Projections

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WINCHESTER TOWN ACCOUNT - Financial Projections

	2020/21 Outturn	2021/2022 Forecast	2022/2023 Forecast	2023/2024 Forecast	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
Assumptions:							
Contract inflation			2%	2%	2%	2%	2%
Utilities			5%	5%	5%	5%	5%
Percentage increase in tax			0%	0%	0%	0%	0%
Tax Base		14,461	14,635	14,810	14,988	15,168	15,350
Cost of Services							
Recurring Budgets:							
Allotments	(3,940)	(1,864)	(1,864)	(1,864)	(1,864)	(1,864)	(1,864)
Bus Shelter Cleaning / Maintenance / New Provision	9,596	10,000	10,000	10,000	10,000	10,000	10,000
Cemeteries	49,891	38,339	40,661	43,043	45,485	47,990	50,559
Christmas Lights	7,500	9,287	9,463	9,642	9,825	10,012	10,202
Neighbourhood Service Officers (Contribution)	45,000	45,000	45,000	45,000	45,000	45,000	45,000
Footway Lighting	16,402	21,226	21,540	21,870	22,216	22,580	22,962
Grants	27,000	27,000	27,000	27,000	27,000	27,000	27,000
Grants Bidding Process and Vision Delivery	0	33,000	33,000	33,000	33,000	33,000	33,000
- Theatre Royal (Contribution)	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Support Costs for Grant Scheme	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Maintenance Work to Council Owned Bridges	0	5,500	5,500	5,500	5,500	5,500	5,500
Night Bus Contribution	7,827	10,220	10,424	10,633	10,846	11,062	11,284
Public Conveniences (Contribution)	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Recreation Grounds & Open Spaces	641,857	647,324	666,611	686,298	706,194	726,304	746,632
Town Forum Support	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Total Recurring Budgets	878,134	922,032	944,335	967,122	990,202	1,013,584	1,037,275
One-off Budgets:							
St Maurice's Covert	5,787						
Community Infrastructure		200,000					
Local Plan	25,000						
Tree Survey Works		61,639					
Total One-off Budgets	30,787	261,639					
Total Cost of Services	908,921	1,183,671	944,335	967,122	990,202	1,013,584	1,037,275

	2020/21 Outturn	2021/2022 Forecast	2022/2023 Forecast	2023/2024 Forecast	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
Taxation and Non-specific grant income							
Council Tax Income	(1,006,776)	(1,061,591)	(1,074,330)	(1,087,222)	(1,100,269)	(1,113,472)	(1,126,833)
Interest on Balances	(3,272)	(3,401)	(950)	(1,859)	(2,279)	(1,402)	(1,215)
Total Taxation and Non-specific grant income	(1,010,048)	(1,064,992)	(1,075,280)	(1,089,081)	(1,102,547)	(1,114,874)	(1,128,049)
Transfers to/(from) Earmarked reserves							
(Surplus added to Reserves) / Deficit taken from Reserves	(101,127)	118,678	(130,944)	(121,959)	(112,345)	(101,290)	(90,773)
Capital Expenditure funded by Town Reserve	84,000	390,000	40,000	80,000	200,000	120,000	150,000
Release from Town Community Infrastructure Levy Reserve		(200,000)					
Opening Reserve Balance (at 1st April)	(386,526)	(403,653)	(94,975)	(185,919)	(227,879)	(140,224)	(121,514)
Closing Reserve Balance (carried forward)	(403,653)	(94,975)	(185,919)	(227,879)	(140,224)	(121,514)	(62,287)
Closing Reserves forecast as % of net expenditure (Target = 10%)	44%	10%	20%	24%	14%	12%	6%
TAX							
Tax at Band D		£73.41	£73.41	£73.41	£73.41	£73.41	£73.41
Increase over previous year (£)		£2.14	£0.00	£0.00	£0.00	£0.00	£0.00
Sensitivity							
Council tax % increase required to fund £10,000 expenditure				0.93%			
Council tax £ increase required to fund £10,000 expenditure				£0.68			
+/- 1% increase in Council Tax (£'s)				10,743			
Band D equivalent (£) per +/- 1% increase in Council Tax				£0.73			

WINCHESTER TOWN FORUM – SCHEDULED ITEMS OF BUSINESS ETC

16 SEPTEMBER 2021					
	BUSINESS	LEAD OFFICER	COMMITTEE DATE		STATUS/ COMMENT
			Original	Revised	
	Vision for Winchester 2030 - Update	Susan Robbins	16 September 2021		WTF300
	Winchester Town Account Financial Planning 2021/22	Darren Kennedy	16 September 2021		WTF301
	North Walls Park Plan - feedback of results from consultation event	Susan Croker	16 September 2021		Presentation
10 NOVEMBER 2021					
	BUSINESS	LEAD OFFICER	COMMITTEE DATE		STATUS/COMMENT
	Town Forum Grant Programme	Steve Lincoln/Melissa Fletcher	10 November 2021		
	Winchester Town Account Medium Term Financial Position	Darren Kennedy	10 November 2021		
	Magdalen Hill Cemetery Memorial Garden Update – To be confirmed	Marriam Baxendale	10 November 2021		
	Presentation - Future 50	Louise Dandy	16 September 2021	10 November 2021	Presentation

27 JANUARY 2022

	BUSINESS	LEAD OFFICER	COMMITTEE DATE		STATUS/COMMENT
	Winchester Town Account Budget for 2020/21 (to be recommended to Cabinet)	Darren Kennedy	27 January 2022		

17 MARCH 2022

	BUSINESS	LEAD OFFICER	COMMITTEE DATE		STATUS/COMMENT
	None				