



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

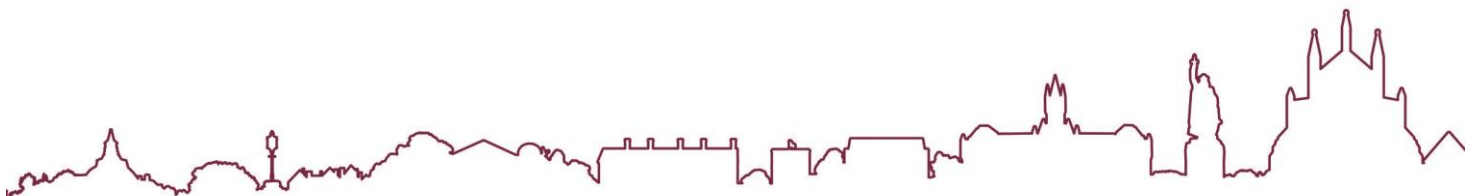
Note: *This meeting is being held in person at the location specified above. In line with relevant legislation and public health guidance the following arrangements apply. Members of the public should note that a live audio feed of the meeting will be available from the councils website (www.winchester.gov.uk)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

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.
- 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 20 October 2021.** (Pages 5 - 12)

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 Wednesday 17 November 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. A land transaction in respect of the River Park Leisure Centre site and associated parking area (less exempt appendix) (Pages 13 - 42)

Key Decision (CAB3324)

9. Housing Revenue Account (HRA) business plan and budget options (Pages 43 - 66)

Key Decision (CAB3325)

10. Fees and Charges 2022/23 (Pages 67 - 142)

Key Decision (CAB3326)

11. To note the future items for consideration by Cabinet as shown on the December 2021 Forward Plan. (Pages 143 - 148)

Non Key

12. EXEMPT BUSINESS:

Non Key

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. A land transaction in respect of the River Park Leisure Centre site and associated parking area (exempt appendix) (Pages 149 - 150)

Non Key

Lisa Kirkman
Strategic Director and Monitoring Officer

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15 November 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 will 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

Wednesday, 20 October 2021

Attendance:

Councillor Thompson (Chairperson)	– Leader and Cabinet Member for Partnership Working
Councillor Cutler (Vice-Chair)	– Deputy Leader and Cabinet Member for Finance and Service Quality
Councillor Clear	– Cabinet Member for Communities and 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:

Councillors Lumby, Godfrey and Radcliffe

[Full audio recording and video recording](#)

1. **MEMBERSHIP OF CABINET BODIES ETC.**

There were no changes of Cabinet body membership to be made.

2. **DISCLOSURE OF INTERESTS**

Councillor Thompson declared a pecuniary interest in respect of report CAB3318 as she was a trustee of the Hampshire Cultural Trust. She left the room during consideration of the recommendation relating to the Trust and took no part in the debate or decision thereon.

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

3. **MINUTES OF THE PREVIOUS MEETING HELD ON 15 SEPTEMBER 2021, LESS EXEMPT MINUTE.**

RESOLVED:

That the minutes of the previous meeting held on 15 September 2021, less exempt minute, be agreed as a correct record.

4. **PUBLIC PARTICIPATION**

Mike Robinson spoke during public participation in relation to report CAB3313 and his comments are summarised under the relevant minute below.

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

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

Councillor Tod

Following discussions between the City Council, Hampshire County Council, National Express and Stagecoach, National Express would be operating new trials with the aim of restoring the coach service to/from Winchester.

The City Council had negotiated with Stagecoach a free bus service (operating for a one month period and using the park and ride buses) between the Broadway and the new leisure centre.

New permanent bollards had been installed to control traffic access to Great Minster Street and the Square, Winchester.

Councillor Learney

The City Council had rehomed a number of refugee families from Afghanistan. Many donations had already been received from the public and the charity coordinating donations (Community First) suggested that supermarket and mobile phones vouchers were in particular demand.

Councillor Murphy

The City Council's Animal Welfare team had received their 10th gold medal from the RSPCA in recognition of their work.

The new major flood defence at Durngate, Winchester had been completed.

Councillor Clear

Meadowside Leisure Centre, Whiteley re-opened on 2 October 2021 following a refurbishment.

Winchester Sport and Leisure Park would also be opening for special events with a disability sporting event taking place.

Provided an update on various elements of the Council's grant funding programme.

6. **PROPOSED ARTICLE 4 DIRECTION FOR CHALK RIDGE, WINCHESTER (CAB3313)**

Councillor Gordon-Smith introduced the report and highlighted that the proposals had been recommended following meetings with local residents earlier in the year. He explained that before the direction was made, the Council must

publicise and take account of any representations and the direction must then be approved by the Secretary of State, because it removed permitted development rights.

Mike Robinson and Alison Broderick spoke during public participation as summarised briefly below.

Mr Robinson

Speaking as a resident of Chalk Ridge and on behalf of other residents of the road in support of the proposed Article 4 direction. Emphasised the negative impact on existing residents of the significant increase in houses in multiple occupation (HMOs) which had been developed for larger number of tenants than originally intended for the houses. This included additional traffic movements and anti-social and criminal behaviour.

Ms Broderick (Savills associate on behalf of Platinum property partners)

Stated that the percentage of HMOs in Chalk Ridge was below the threshold that necessitated an Article 4 direction. The landlords did not necessarily agree with the requirement but understood the residents' concerns. Therefore, they supported a non-immediate Article 4, as was recommended in the report.

At the invitation of the Leader, Councillors Radcliffe and Lumby addressed Cabinet as summarised briefly below.

Councillor Radcliffe

Spoke as a ward councillor in support of the report's recommendations and highlighted the impact of the number of HMOs in Chalk Ridge on local residents. He recognised that HMOs were an important element of an area's housing stock but believed they should be appropriately regulated and controlled.

Councillor Lumby (speaking on behalf of Councillor Brook)

Emphasised the importance of HMOs within the overall housing stock but recognised the particular impact on Chalk Ridge residents. Believed that the Article 4 direction could move the development of additional HMOs to surrounding areas and it was therefore more appropriate for the Local Plan to take a holistic approach rather than the piecemeal approach currently being adopted.

During debate, Cabinet Members recognised the need for HMOs in general, but supported the introduction of an Article 4 direction in Chalk Ridge to help tackle the particular issues in the area. Members also emphasised the requirement for other smaller affordable housing provision and the Local Plan to forecast and plan for the number of purpose built student halls of accommodation within the city.

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

RESOLVED:

1. That the Service Lead: Legal be authorised to make a non-immediate Direction under the provisions of Article 4(1) of the Town and Country Planning (General Permitted Development) (England) 2015 to remove permitted development rights under Class L, of Schedule 2, Part 3 (development consisting of a change of use of a building from a use falling within Class C3 (dwellinghouses) of the Schedule to the Use Class Order, to a use falling within Class C4 (houses in multiple occupation).

2. That the Service Lead: Built Environment and the Service Lead: Legal be authorised to consider any objections received after the Direction is made and publicised and to confirm the Direction.

7. **WINCHESTER DISTRICT GREEN ECONOMIC DEVELOPMENT STRATEGY**
(CAB3319)

Councillor Tod introduced the report which set out a strategy which would enable continuing economic growth whilst reducing carbon emissions.

At the invitation of the Leader, Councillor Lumby addressed Cabinet as summarised briefly below. Councillor Lumby declared a personal (but not prejudicial) interest in respect of this report due to his role as a county councillor.

He thanked the Cabinet Member and officers for the opportunity to be involved in discussions on the appointment of the consultants and the formation of the strategy. He broadly supported the strategy but raised a number of reservations and detailed comments, including that the document should be shortened and refined to help understanding and buy in from relevant partners (which was vital for the strategy's success) and that actions should be adequately resourced. He also considered that some proposals for de-carbonisation were not appropriate for inclusion in this particular strategy.

Councillor Tod responded to the comments made, including confirming that the strategy would involve a collaborative approach with the County Council in addition to other partners and stakeholders.

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

RESOLVED:

1. That the ten year Winchester District Green Economic Development Strategy framework (GEDS) be adopted.

2. That authority be delegated to the Corporate Head of Economy & Community to prepare a detailed action plan to respond to the scenarios, themes and outcomes outlined in the 10 year Winchester District Green Economic Development Strategy Framework which will be developed in partnership with internal and external stakeholders.

8. **AIR QUALITY SUPPLEMENTARY PLANNING DOCUMENT (SPD)**
(CAB3311)

Councillor Murphy introduced the report together with the Service Lead: Public Protection who provided some more detail, including emphasising the proposed retention of the restrictions regarding solid fuel appliances. He also summarised the consultation responses received and where changes had been recommended.

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

RESOLVED:

That the revised Air Quality Supplementary Planning Document (AQ SPD) be adopted, as set out in Appendix A of CAB3311.

9. **GENERAL FUND BUDGET OPTIONS & MEDIUM TERM FINANCIAL STRATEGY**
(CAB3318)

Cabinet noted that the Leader had declared a pecuniary interest in respect of this report due to being a trustee on the Hampshire Cultural Trust. Cabinet therefore did not consider recommendation 5 or any related matters in the report until Councillor Thompson had left the room.

Councillor Cutler introduced the report and highlighted key elements of its contents. He proposed a number of changes to the recommendations in the report (amended recommendations subsequently agreed as set out in the resolution below).

At the invitation of the Leader, Councillor Godfrey addressed Cabinet as summarised briefly below.

He welcomed some of the proposed amendments but considered that the proposed £10 discount for garden waste subscriptions was insufficient to assist residents on lower incomes and requested a review be undertaken without delay. He acknowledged there was a great deal of uncertainty facing the council, but considered that the medium term financial strategy was inadequate in terms of forecasting and planning. He questioned how the council's predicted financial shortfall could be addressed if no actions were proposed.

Councillor Cutler and other Cabinet Members responded to the comments made including emphasising that the transition reserve had been created to assist with dealing with the difficulties created due to ongoing uncertainties, including regarding the level of government settlement.

Cabinet then considered the recommendations, with the exception of recommendation 5, and agreed as set out below for the reasons contained in the report and outlined above

Councillor Thompson left the room at this point in the meeting.

Councillor Cutler (in the chair) introduced the amended recommendation 5 which proposed a contribution to the Hampshire Cultural Trust (HCT) towards the development of an Anglo-Saxon experience in the city in 2022. During debate, Cabinet Members emphasised that it offered an exciting opportunity to attract more visitors to the city and consequently help with footfall and consumer spending.

Cabinet considered recommendation 5 and agreed as set out below for the reasons contained in the report and outlined above.

RESOLVED:

1. That the projections set out in Appendix A to the report which delivers a balanced budget for 2022/23 be noted and the proposal that £1.0m of Transitional Reserve be used if required to address the forecast deficit for 2023/24 be supported.
2. That the Medium Term Financial Strategy be approved, as set out in sections 17-22 of the report.
3. That one off provision of £200k be included in the 2021/22 budget, funded by the forecast surplus for the year, to provide additional short term capacity and support for teams experiencing additional demands on core services.
4. That “one off” provision of £1m be approved to provide funding for additional project delivery resources to support regeneration work in the district, with £400k funded from the forecast surplus for 2021/22 and the remaining £600k from the Transitional reserve.
5. Approve a contribution of £75k, (subject to agreement of grant terms and conditions and funded from the Grants reserve), to the Hampshire Cultural Trust towards the development of an Anglo-Saxon experience attraction in the city in 2022, in recognition of the positive impact this initiative will have in supporting high street recovery and visitor numbers to the city.
6. That the proposal to spend £300k of the Tranche 5 Covid grant fund to upgrade the Council’s IT desktop infrastructure to support “agile/flexible working” proposals be approved.
7. That a detailed report be prepared on the basis of an average 3% increase in fees and charges (other than parking and garden waste subscriptions) and brought to the next Cabinet meeting for determination.
8. That a £10 discount to garden waste subscriptions for residents in receipt of Council tax reduction be approved.
9. That a detailed budget be prepared for consideration by Council in February 2022 based on the above assumptions, final spending review announcements and including the following options:

- a. That there will be no increases to off-street parking charges Winchester's central AQMA parking zone. Detailed proposals for the central Air Quality Management zone will be brought forward at a later date;
- b. That no increase is made to Green Waste collection subscriptions for the 2021/22 financial year;
- c. That other fees and charges be subject to recommendation 7 above;
- d. That, subject to referendum limits, Council tax be subject to an overall combined town and district £5 increase for 2022/23 (approx. 2.97%) and that Cabinet indicate whether consideration should be given to a lower district charge.

Note: Councillor Thompson returned to the meeting following consideration of recommendation 5 above and resumed in the chair.

10. **GOODS SHED SITE IN BARFIELD CLOSE, WINCHESTER**
(CAB3315)

Councillor Learney introduced the report and welcomed the provision of a mixed office/industrial space within an industrial area and with good transport links. She confirmed that the existing goods shed building would be refurbished and the opportunity would also be taken to improve the path next to Barfield Close.

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

RESOLVED:

- 1. That the proposal to refurbish the Goods Shed, Barfield Close, Winchester to create three self-contained office units and to develop a terrace of adjacent small industrial / workshop units be approved
- 2. That the Corporate Head of Asset Management be authorised to prepare and submit a detailed planning application for the proposed scheme.
- 3. That the Corporate Head of Asset Management be authorised to incur capital expenditure of pre-construction costs up to £95,000 and that this work proceeds at a financial risk to the Council.
- 4. That, subject to securing planning approval, the Corporate Head of Asset Management be authorised to invite tenders to undertake the proposed works.
- 5. That a Final Business Case report is brought to Members after tenders are evaluated and the final tender price is known, to agree

whether to proceed with the scheme and to award the contract to the preferred bidder.

11. **FUTURE ITEMS FOR CONSIDERATION**

RESOLVED:

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

12. **EXEMPT BUSINESS:**

RESOLVED:

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

2. That the public be excluded from the meeting during the consideration of the following 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 100I and Schedule 12A to the Local Government Act 1972.

<u>Minute Number</u>	<u>Item</u>	<u>Description of Exempt Information</u>
13	Exempt minute of the previous meeting) Information relating to the) financial or business affairs of) any particular person (including) the authority holding that) information). (Para 3 Schedule) 12A refers)

13. **EXEMPT MINUTE OF THE PREVIOUS MEETING HELD ON 15 SEPTEMBER 2021**

RESOLVED:

That the exempt minute of the previous meeting, held 15 September 2021, be agreed as a correct record.

The meeting commenced at 9.30 am and concluded at 11.10 am

Chairperson

CAB3324
CABINET

REPORT TITLE: A LAND TRANSACTION IN RESPECT OF THE RIVER PARK LEISURE CENTRE SITE AND ASSOCIATED PARKING AREA

23 NOVEMBER 2021

REPORT OF CABINET MEMBER: Councillor Kelsie Learney Cabinet Member for Housing and Asset Management

Contact Officer: Geoff Coe Tel No: 07776 681761 Email gcoe@winchester.gov.uk

WARD(S): ST BARTHOLOMEW

PURPOSE

The University of Southampton have approached the council to express interest in acquiring the River Park Leisure Centre site fronting Gordon Road. The leisure centre on this site was decommissioned upon the opening of the new Winchester Sport and Leisure Park in May 2021.

This report proposes disposal of land to University of Southampton which would enable the university to bring forward their proposal for a transformational development to the Winchester School of Art campus at the land currently occupied by the now closed RPLC and associated parking area.

RECOMMENDATIONS:

It is recommended that Cabinet:

1. Agree, as landowner of the River Park Leisure Centre, Gordon Road, Winchester, to enter into an agreement for lease to enable the University of Southampton to progress options for the extension of the neighbouring Winchester School of Art campus on the River Park Leisure Centre site.
2. Agree the Heads of Terms as in appendix B. The Heads of Terms include a five year long 'stop date' during which time the University of Southampton will

investigate and obtain planning consent for their proposed development.

3. Agree to dispose of the land known as The River Park Leisure Centre, Gordon Road, Winchester, as identified within the red line at Appendix A, to the University of Southampton on a 150 year ground lease subject wholly to obligations set out in the Agreement for Lease.
4. Delegate authority to the Corporate Head of Asset Management to enter into an Agreement for Lease with the University of Southampton in accordance with the heads of terms. This delegation is subject to agreeing the land price with the University of Southampton in accordance with S123 best consideration provisions and other relevant valuation assumptions.
5. Delegate authority to the Corporate Head of Asset Management to enter into a ground Lease with the University of Southampton for the disposal of the land (identified as outlined in red in Appendix A), such lease to be in accordance with the above-mentioned Agreement for Lease. Disposal is subject to a 150 year Ground Lease to the university, and payment of a capital sum by the university to the council. The capital sum for the disposal is to be calculated having regard to S123 best consideration provisions and other relevant valuation assumptions.
6. Delegate to the Service Lead Legal the completion of the Agreement for Lease and the ground Lease, and any relevant ancillary agreements as are necessary to implement the recommendations above.

IMPLICATIONS:

1 COUNCIL PLAN OUTCOME

1.1 Tackling the Climate Emergency and Creating a Greener District

The city council has declared a Climate Emergency and is committed to sustainable development. Our Carbon Neutrality Action Plan ensures all council activity is undertaken with a view to supporting our commitment to achieving net zero carbon. We are actively working with partners to ensure that development in the district is undertaken sustainably. The proposed development would align to this ambition.

The re-use of this previously developed site which provides economic, social and community benefit supports this aim. The University of Southampton shares this commitment to sustainability, and their ambitions for development of their sites are set out in the University of Southampton Sustainability Strategy: 2020-2025.

Homes for All

1.2 This site will not be developed to provide housing for students. Restrictive covenants on this freehold title preclude use of the land for housing. This includes student housing and any other form of residential building. Housing for students using the facilities would be provided as part of the university's full development programme and any development of housing would be subject to planning approval. The Council will work with the university to assist them to identify suitable sites for the provision of new purpose-built student accommodation.

1.3 Vibrant Local Economy

The UK creative industry sector is valued at £11.7bn GVA and in Winchester is growing almost 5 times faster than other areas of the economy in terms of gross value added. Winchester is already well known for its strength in this area and in the architectural sector in particular. The council's Green Economic Strategy sets out the opportunity to build a cluster of national significance in creativity, design and related heritage and nature/land based professional services along with the opportunity to deepen a creativity network of scale. This development would therefore support the economic development of the city in line with the council's already stated ambitions.

The University of Southampton is a globally top ranked business incubator. Their 'Future Worlds' initiative works with aspiring founders to launch products and services and then to scale their businesses introducing them to funders, useful contacts and advisors.

The university has founded 15 new 'spinout' companies since 2015, with £117m invested in these concerns in 2020/21 (up from £65 million in in 2019/20). These companies cover a wide range of sectors producing a range of materials and developing innovative processes (including creating non-clay gel for bone, cartilage and skin regeneration, to gamma radiation detection and brewing carbon neutral beer).

The University of Southampton will share their existing cultural expertise with other leading academic bodies to create new products, services and companies that could be nurtured through the organisation's renowned business incubators.

The university is committed to providing a high-quality student experience which would deliver direct community advantage through an 'open campus' ethic. This could bring a vibrancy to the area with the provision of libraries, eat/drink venues, a flexible performance and events infrastructure, a considerate landscape and greenspace stewardship and a greatly enhanced offer to young people.

Once the development is defined it would bring construction and professional jobs to the area. The value of these jobs would be quantified once the masterplan is known.

In short, the university has stated that it looks to ‘bring new ideas, opportunities and resources to Winchester that will complement existing efforts and build a creative cluster that will make a substantial contribution to the vibrant Winchester economy’.

1.4 Living Well

The university is already an active partner in the city, offering creative opportunities to a range of residents as part of their commitment as a Civic University. The university is seeking to deepen and widen the opportunities for local people to experience international standard creative opportunities.

At all times free public access to North Walls Recreation Ground and the Skate Park will be maintained.

There is no impact on the surrounding outdoor sports facilities on this site – these would remain in place.

1.5 Your Services, Your Voice

The council and university have an established partnership and this proposal enhances the opportunities for people local to Winchester and district to experience world class creative opportunities.

The university would consult locally on their masterplan.

2 OTHER STRATEGIC IMPLICATIONS

2.1 Vision for Winchester 2030 sets out ambitions around promoting culture and supporting creative endeavour, supporting our post-pandemic recovery, the environmental sustainability of our economy and the long term employability of young people.

2.2 Winchester City Council received feedback from local people when consulting upon the development of Strategic Planning Document for the neighbouring Central Winchester Regeneration (CWR) site. The responses showed a desire locally for a greater accent on culture and an improved offering for younger people. While the CWR programme will see culture take a more prominent role in the centre of the city, the prospect of the university campus potentially could enhance this, whilst bringing an influx of young people who will support local shops and business and young talent to support the vibrancy of the city as a whole.

2.3 The council’s Green Economic Development Strategy looks to support environmentally sustainable enterprise and recognises that young people are looking for opportunities to explore careers in the green economy and creative and innovative technology sectors.

3 FINANCIAL IMPLICATIONS

- 3.1 The land disposal will generate a capital receipt based on an independent assessment of “best consideration” and other relevant valuation assumptions. No deposit will be paid which means that the full receipt will be due on completion of the long lease.
- 3.2 The emerging financial terms for this disposal are confidential and are detailed in Appendix C which is exempt for publication. The valuation process will entail both parties appointing their own external Surveyors to prepare a valuation report. Once both valuation reports are signed off, there will be a period of negotiation to agree a final ground lease premium.
- 3.3 The council can use capital receipts to fund capital expenditure either for future projects or to reduce the borrowing requirement for previous unfinanced capital projects. However, use of the receipt for this purpose has a positive revenue benefit for the council. After financing the cost of demolition, every additional £1m of capital receipt would deliver a positive annual revenue impact of around £40,000 per annum, which would become available to spend on future initiatives.
- 3.4 The council would retain an element of the car park’s capacity (77 spaces). It is expected that users will park elsewhere in the city centre and at the park & ride which may result in a small amount of lost income overall. The estimated net income for the retained spaces is £55,000 per annum. Reducing car parking spaces in the town centre is in line with our Movement Strategy.
- 3.5 The closure of RPLC has meant that all running costs associated with the buildings have become the City Council’s responsibility. Prior to sale, the council will therefore have ongoing maintenance, utilities and repairing obligations estimated to be circa £80,000 per annum. Under the Agreement for Lease, the council would also be liable for demolition costs estimated at £2 million (current day prices).
- 3.6 The council also has a current business rates liability of circa £155,000 per annum for the leisure centre; and although work is in progress to de-list the building, any ongoing liability will cease once the site is sold.

4 LEGAL AND PROCUREMENT IMPLICATIONS

- 4.1 The council has authority to dispose of land under the general power of competence provided for in section 1 of the Localism Act 2011, and section 123 of the Local Government Act 1972. Carrying out the recommended disposal would be a lawful exercise of these powers.
- 4.2 On a land disposal the council has an obligation to obtain the ‘best consideration reasonably obtainable’ (section 123 Local Government Act 1972). That best consideration can be established by way of a competitive process or by valuation exercise (or both). In this case the council is not able to satisfy the duty by reference to and reliance on the outcome of a competitive process but may lawfully gain assurance by way of separate valuation advice.

- 4.3 Disposal of the site would be in accordance with the agreed Heads of Terms which provide for delivery of the project by the university in accordance with a valid planning permission from the Local Planning Authority. The council, as landowner, would enter into the leasehold disposal on terms which make the grant of lease subject to the conditions laid down by the Agreement for Lease. Those terms also regulate the meanwhile uses of the property prior to the grant of the lease. The council is not specifying the works to be carried out or otherwise contracting on terms which engage a requirement on the council to go through a procurement exercise under the Public Contracts Regulation 2015 (PCR).
- 4.4 The Heads of Terms also contain provisions which would be incorporated into the Agreement for Lease and (if granted) the lease of 150 years. These terms have been negotiated with the university as landowner and provide suitable protections for the council, especially in relation to how the property may be used by the university during the lease term.
- 4.5 River Park Leisure Centre forms part of the council's freehold title no. P3062 which includes the North Walls Recreation Ground and the site of the Ancient Gateway of Hyde Abbey. The proposed leasehold conveyance will be granted out of the freehold interest.
- 4.6 As is common in relation to development sites, there are a number of potential adverse rights which might inhibit the proposed redevelopment, as set out in the previous Cabinet report ref CAB 3190. A more detailed legal review could be undertaken once the precise intended use of the site is known and might recommend that the proposed development area be appropriated to enable the university's development proposals to move forward. If this occurs then such appropriation is subject to a statutory process which would include a period of public consultation.

5 WORKFORCE IMPLICATIONS

- 5.1 Teams from across the council are engaged in this proposal but no further staffing is required other than external legal and valuation advice.

6 PROPERTY AND ASSET IMPLICATIONS

- 6.1 The opening of Winchester Sport & Leisure Park has offered the council an opportunity to consider options for use of the now decommissioned River Park Leisure Centre (RPLC) building and the site around it.
- 6.2 Options for redeveloping the RPLC site are limited due to restrictive covenants on the freehold title. This proposal offers the council:
- a) Delivering a development that is in line with the ambitions of local people that have been expressed via a series of consultations around the future of the city over recent years.
 - b) The prospect of securing a significant capital receipt.

- c) An enhancement of the city's tertiary educational offer and the potential long term reputational enhancements that relate to this.
- d) The site is situated on a flood plain. The council's existing Flood Alleviation Scheme would need to be preserved or enhanced as required by the formal planning application process.

7 CONSULTATION AND COMMUNICATION

- 7.1 There is no formal statutory requirement for consultation in this proposed leasehold disposal. The University of Southampton and the council set out proposals for the development of the Winchester School of Art campus at a Member Briefing on 20 October 2021 and at a Public Briefing on 1 November 2021 which attracted 191 attendees.
- 7.2 In addition to a public meeting, individual meetings were held with a number of stakeholder groups and organisations and this will continue.
- 7.3 The public event saw questions raised about the following matters which were responded to at the meeting:
 - e) What other options were being considered for this site, including reference to the petition for a Lido
 - f) Clarification sought on the site boundaries and restrictive covenants
 - g) the scope of the facilities that would be included, for example whether there would be options for an auditorium/concert hall
 - h) Several points were made regarding the potential impact on the area:
 - (i) Stewardship of the green spaces and any impact on Winnall Moors
 - (ii) The likely size of the proposed buildings on the site
 - (iii) Whether housing would be allowed on the site
 - (iv) Whether the development would be co-designed with the public
 - (v) How buildings on the site would integrate with the outside space
 - (vi) The potential number of students who would be using the facilities
 - (vii) Whether access to the site would be retained for local people
 - (viii) 'Access for All' – whether access for people with disabilities would be supported on the site

- (ix) The impact on parking – the degree to which the existing parking capacity would be retained and publicly accessible.
- (x) The likely timescale for the demolition of the RPLC building
- i) The impact upon specific organisations was also raised including the bowling club and canoe club
- j) Other considerations regarding impact on the use of the land by St Bede's school

7.4 The council's previous consultations relating to this area (and the wider area) include engagement around:

- North Walls Recreation Ground
- Central Winchester Regeneration
- Vision for Winchester (Winchester Town Forum)
- The Green Economic Development Strategy, and
- Winchester Movement Strategy (part of Hampshire County Council's broader Movement Strategy).

7.5 This development at Winchester School of Art forms part of a wider campus enhancement aligned with the overall development plans for the university as a whole. Early stakeholder engagement is proposed by the university as part of their initial feasibility study. Stakeholders would continue to be engaged during the planning application process. It is envisaged that the development of the entire campus would be consulted upon and masterplanned prior to planning applications being submitted for individual elements of the site such as the RPLC site.

8 ENVIRONMENTAL CONSIDERATIONS

8.1 The university has demonstrated that their commitment to the environment is aligned with that of the council. They would aim to provide sustainable assets in terms of design as well as use. This would be tested within the masterplan and during the full business case phases of their programme.

8.2 The University of Southampton's Sustainability Strategy: 2020-2025 defines their ambition to attain net zero emissions by 2030 for Scope 1 and 2 emissions. The organisation is making Sustainability part of every university education programme by 2025 and has committed to make it a cornerstone of the research by and impact of the university's programmes. This would extend to any courses and research activity undertaken following any development on this site. The university aims for BREEAM excellence and over the last decade their new building projects have employed methods such as grey

water re-use, photovoltaic cells and passive cooling to maximise the sustainability of various new buildings.

9 EQUALITY IMPACT ASSESSEMENT

9.1 The Heads of Terms ensure that public access to the North Walls Recreation Ground would be retained and that a number of onsite parking spaces are available to ensure those with protected characteristics can still visit the adjacent public open space.

9.2 The City Council recognises the Public Sector equality duty and as we work through this process we will ensure that such duty will be met.

10 DATA PROTECTION IMPACT ASSESSMENT

10.1 There are no impacts in respect of data protection.

11 RISK MANAGEMENT

Risk	Mitigation	Opportunities
Financial Exposure Best Consideration not achieved	The Heads of Terms are legally binding and will not be entered into if Best Consideration is not achieved.	Development of tertiary education on this site represents an opportunity to make best use of council assets.
Exposure to challenge	Risk of challenge is mitigated as the lease arrangements exclude works within the Public Contracts Regulation 2015 and therefore no procurement exercise is required. Therefore the Heads of Terms are correctly within the Public Contracts Regulation 2015. There would be an exposure to potential legal risk if the council failed to secure best consideration	The University of Southampton will be undertaking public consultation as part of their planning application process.

Innovation	Public consultation and the formal planning process will aim to mitigate risks.	Development of this site creates a significant opportunity to enhance economic, cultural and social diversity within the city.
Reputation	Public consultation and the formal planning process will aim to mitigate risks.	The expansion of a Russell Group university in Winchester enhances the reputation of the city locally, nationally and internationally.
Achievement of outcome	The Heads of Terms contain a 5 year long stop date, at which point the land would return to the council if planning permission has not been secured.	
Property	The building has been stripped of fixtures and fittings and a business rates de-listing application is being made to mitigate ongoing costs to the council. The building has been secured and is monitored with security.	
Community Support	<p>The North Walls Recreation Ground is an important local green space and the Heads of Terms ensure that permeability through the site will be maintained.</p> <p>The increased numbers of students who may study in the city may lead to concerns regarding housing. The university is clear that appropriate provision must be made</p>	

	off site.	
Timescales	A 5 year, long-stop date is incorporated with the Agreement for Lease to allow sufficient time for the university to secure unfettered planning consent. The Heads of Terms have endeavoured to mitigate delays whilst recognising the inevitable long periods of time associated with planning and development of such schemes.	This is an opportunity to design and build an important new addition to the city and create a facility fit for the future. It will take time to work through feasibility and design options with input from stakeholders.
Project capacity	The university will be deploying a full professional team to design and manage the planning application and construction process. The council will require resources to demolish the existing structure and manage the pre-application and formal planning application process.	
Other Failure to secure planning permission for the redevelopment of the site in the requisite time scale.	<p>There is a risk relating to the granting of planning permissions. This applies to all development proposals.</p> <p>To mitigate this, proposals would need to be developed as early as possible, and in pre-application consultation with the council, as Local Planning Authority, to ensure that the development which is subject of an application has the best opportunity to receive planning</p>	

12 SUPPORTING INFORMATION:

- 12.1 The Winchester School of Art is a part of the University of Southampton, a founder member of the Russell Group of Universities. The university wishes to develop the creative offer at the Winchester School of Art to build ‘a nationally and internationally recognised significant centre for art, design and creative industries education, research and innovation’.
- 12.2 With proposals to enhance the old Police Station site and the River Park Leisure Centre site, the university has plans to expand and has identified Winchester as having the potential to be a national ‘seat of learning’, renowned as an international ‘beacon city’ of academic excellence in alignment with Oxford and Cambridge.
- 12.3 Over recent months the council has been in dialogue with the University of Southampton regarding development of the River Park Leisure Centre site.
- 12.4 The university has had a relationship with the city and its council for decades, largely through the presence of the art school, Winchester School of Art which itself has been a part of the city for over 150 years. Recently, in the context of shaping its plans for the growth of WSA and the improving of its campus, the university’s new institutional strategy has been set and is soon to be approved by its governing body (the University Council). In this context, the possibility of acquiring the RPLC site has prompted some ambitious and compelling discussions around the vision that the city of Winchester and the University can be more strategically intertwined.
- 12.5 The new University Strategy is set to support growth – not just in numbers of students, but in research and enterprise reach and impact, and in its civic role as a regional ‘anchor institution’, delivering significant socio-cultural and economic value. This does not immediately generate a fixed and specific plan (to move a particular activity/faculty to Winchester, for example), but rather, has suggested that the RPLC site could provide the opportunity to do something newly creative, different and multidisciplinary in a new facility, which would have a cultural, entrepreneurial, publicly engaging presence, as well as being a centre for research and learning.
- 12.6 Considering this proposal from the University of Southampton supports the Council Plan, such that it provides a use for this land asset which is anticipated to bring considerable benefits to the city.
- 12.7 The potential benefits include:
- The provision of facilities and opportunities for younger people;

- Improved economic benefits from a (planned for) increase in student population;
- The establishment of a central hub for our already well established creative, digital/technical sector;
- The enhancement of the city's cultural offer in an area of considerable historic importance (the heritage site of Hyde Abbey and the Hyde Gateway are adjacent to the area). The provision of an accessible cultural resource within the development could therefore meet local demands around promoting vibrancy in this area and also garner possible economic benefits from the visitor economy.
- The university propose to take a contextually astute approach to any development, considering carefully with the city council, the local and regional context - environmentally, culturally, and economically - to ensure new activities will be well-tuned to needs, opportunities and challenges. A development on the RPLC site, alongside a developing art school, would deliver tangible benefits, not just in terms of longer-term economic impact (jobs, skills, business support etc), but also would deliver direct community advantage through an 'permeable campus' ethic, libraries, eat/drink venues, flexible performance and events infrastructure, considerate landscape and greenspace stewardship, and a greatly enhanced offer to local citizens, of all ages, including young people.

12.8 This proposal to expand teaching at the Winchester School of Art would lead to an increased number of students attending the Winchester campus to study. The university understand that appropriate numbers of student housing units will be required but cannot be provided for on site. The council have previously provided introductions to appropriate developers where opportunity has arisen and is actively engaged with the university on helping them find the most appropriate solution for student housing provision.

12.9 The Agreement for Lease is proposed to enable the university to bring forward their proposal for a transformational development to the Winchester School of Art campus at the land currently occupied by the now closed RPLC and associated parking area. The campus development will further cement the University of Southampton as a world leader in creative industries and enhance the reputation of Winchester as a creative centre in the UK.

12.10 The Agreement for Lease includes a five year long stop date during which time the University of Southampton are obliged to progress and secure planning consent for the development of educational buildings. If this does not happen, the Agreement falls away. Upon approval of planning by the Local Planning Authority, the council, as landowner, and the university are able to enter into a lease for land identified as outlined in red in the appendix to the university on a 150 year ground lease, subject to the payment of a capital

sum. The capital sum for the disposal will be calculated having regard to S123 best consideration provisions.

- 12.11 The site has become available at a time when the university is in a position to consider it for development in line with their University Strategy. This offers a unique, once-in-a-generation opportunity to work together to realise aligned ambitions for both the council and the university.
- 12.12 The arrangements between the university and the council during the Agreement for Lease period would be governed through a steering group – details of which will be finalised subject to the Cabinet approving the recommendations of this report.
- 12.13 The future of the River Park Leisure Centre site has been under review since the opening of the new Winchester Sport and Leisure Park. Public interest in the site remains active. Through various consultations the public have provided the council with the following ideas for use of the site:
- Housing/affordable housing
 - Care setting for the elderly
 - Primary school
 - Start-up spaces for businesses
 - Community centre
 - Theatre/concert hall
 - Open air theatre
 - Arts centre
 - Museum
 - Adult Education College
 - Café and toilets
 - Council offices
 - Reinstated as a sports centre
 - Lido
 - Outside gym
 - Artificial turf pitch/football ground
 - Indoor tennis club/tennis courts
- 12.14 Not all of these ideas can be progressed due to the restrictive covenants and/or affordability; However some are already incorporated in other ideas such as the café being included in the North Walls Park Plan and the Museum being considered among options for the Central Winchester Regeneration scheme.
- 12.15 A current petition exists to gather support for a lido at the North Walls Park. Members and officers have met with the petition organisers to understand their ideas and shared information concerning the suitability of the site under discussion. The 2013 'River Park Leisure Centre Flood Risk Design Note' produced to aid the Council in identifying the location for a new leisure centre is available on the Council website along with the associated Environment Agency opinion. The site is in a flood risk area and the

groundwater levels are less than a metre below the surface. Winchester Town Forum Members have offered to work with the petition organisers to look at outdoor swimming opportunities in and around the Winchester Town.

12.16 The proposal that the council has received from the University of Southampton would deliver the council's ambitions for this site. For example, the proposed expansion includes a publicly accessible performance space, a benefit for the city which has been requested by residents from previous consultations. This proposal is also income generating as outlined in the Financial section of this report.

12.17 Entering into an Agreement for Lease would commit the Council to granting a 150 year ground lease to the university, provided planning permission for tertiary educational buildings on the RPLC site is secured within 5 years. Under the Heads of Terms, the university have a further 5 years before work starts on site, failing which, the council has the opportunity to buy the site back for the same consideration paid by the university.

13 The Heads of Terms

13.1 A copy of the detailed draft terms can be found at Appendix B and include the following provisions.

Seller	Winchester City Council (WCC)
Buyer	University of Southampton (UoS)
Property	The site of the former River Park Leisure Centre (RPLC), including the Riverside Indoor Bowling Club and the Skate Park plus adjoining southern car park.
Tenure	The property is to be sold on a 150 year long lease subject to an Agreement for Lease
Price	The price is to be determined before completion of the agreement for lease and paid on completion of the long leasehold purchase
Demolition & remediation	Winchester City Council will retain control over the procurement and timing of demolition subject to an obligation to provide The University of Southampton with a cleared and remediated site.
Conditions & Timing	<p>The purchase will be conditional on The University of Southampton securing an unfettered planning permission (together with any associated planning or statutory agreements) within five years of completing the agreement for lease.</p> <p>If the university does not obtain planning consent within 5 years from the date of the Agreement for Lease, then either party may terminate the Agreement for Lease.</p>

	The University of Southampton would have an option to terminate if, at any time, it believes that either there is no reasonable prospect of obtaining planning consent or that the campus scheme cannot be viably delivered.
Planning	The parties will agree a brief scheme description/narrative (but without any visuals or masterplan graphics) to include in the Agreement for Lease. It includes provision for a publicly accessible performance space but without any fixed parameters around that as to the scope and extent.
UoS's works and WCC's buy-back	If UoS does not implement (meaning material works) the planning permission for the campus scheme within 5 years from completing the purchase of the Property WCC may buy back the Property.
Lease terms	<p>The key terms of the long lease are:</p> <ul style="list-style-type: none"> • 150 year term contracted out of security of tenure • Peppercorn rent • Special terms in relation to the skate park for (i) UoS to retain the skate park (subject to any reasonable relocation or remodelling to better incorporate it into the campus scheme environment) and/or (ii) WCC to have reasonable input into the UoS's management of the skate park land as a community use to the reasonable satisfaction of WCC • The permitted use is to be restricted: <ul style="list-style-type: none"> ○ throughout the term so that the Property shall not be used <ul style="list-style-type: none"> ▪ for residential accommodation (including student residences); nor ▪ for state education of primary or secondary provision (but with a suitable carve out to prevent this restriction prohibiting outreach initiatives and other school engagement as part of tertiary education / university use) ○ for the first 35 years to principal uses only of or in connection with tertiary education including ancillary university purposes only.
WCC support	WCC will continue to manage the Property including vacant buildings and will not deal with the Property in any manner which is inconsistent with the UoS's objectives (or otherwise in any way to

	<p>the detriment of UoS) prior to purchase.</p> <p>WCC, in its capacity as owner of the Property (and not so as to fetter its discretion as planning authority), to provide the UoS with reasonable support with its master-planning, feasibility and the planning processes and with discussions with the Riverside Indoor Bowling Club.</p>
Costs	Each party is to be responsible for its own costs.

14 Planning Considerations

- 14.1 The RPLC site is located just outside the settlement boundary of Winchester in an area defined in the adopted Local Plan as countryside but is occupied by the former leisure centre building so falls within the definition of previously developed land for planning purposes.
- 14.2 Policy DM1 (Location of new development) and Policy MTRA4 (Development in Countryside) which guide the location of new development within the district, would apply to any redevelopment proposals for the land, and identify the types of development that will generally be acceptable in the countryside. Any development proposals would need to accord with all the other relevant development plan policies, and national planning guidance, which relate to the more detailed aspects of schemes including matters such as sustainability, high quality design, and relationship with neighbouring uses, biodiversity impact and flood risk.
- 14.3 The site is also adjacent to the South Downs National Park (SDNP). There are views into, and out of the site, to the park which will be one of the key matters to consider when bringing forward plans for the redevelopment of the site (Policy CP18 – South Downs National Park).
- 14.4 As mentioned at paragraph 28 above the site falls within the definition of previously developed land. This means that, in accordance with paragraph 85 of the National Planning Policy Framework, the use of such land, and sites that are physically well-related to existing settlements, should be encouraged where suitable opportunities exist.
- 14.5 As the proposals by the university are likely to increase the number of students, and student accommodation is not going to be put forward on this site, it will be important that any scheme for the redevelopment of the RPLC land comes forward with a strategy designed to address the demand for additional student housing in the city.
- 14.6 The council is currently in the process of producing a new Local Plan and will consult on a draft document next year. This provides opportunity to review the

policy context of the town, including this site, particularly given the recent closure of the leisure centre building

15 The Process

15.1 Cabinet are being asked to approve this Agreement for Lease based on the principles of Best Consideration. In this case the factors considered to be considered will be

k) Capital Value Market Valuation

l) Council Corporate Strategy

m) Local Plan Policy

15.2 Taking these factors into account the capital receipt will be assessed by an independent valuer in accordance with S123 'Best Consideration' principles.

15.3 A steering group will be put in place to provide structure to the governance of the arrangements. Terms of reference and attending parties will be established as next steps.

16 OTHER OPTIONS CONSIDERED AND REJECTED

16.1 In addition to the ideas proposed to the Council as highlighted in section 12.13 of this report, the following options have also been considered.

16.2 Option 1: Refurbishing the existing River Park Leisure Centre

Previous committee reports considered the option of refurbishing the existing leisure centre but it was determined that the building was beyond its useful life and would require in excess of £10 million to bring it up to a suitable standard. Although the old leisure centre was much loved locally, in addition to the new sport and leisure park at Bar End, there are several other private leisure providers in the city centre.

This option is not recommended

16.3 Option 2: Potential site for housing development.

This is not an option due to the prevailing restrictive covenants.

16.4 Option 3: Demolition and restoration as public open space

The old leisure centre is sited at the entrance to North Walls Recreation Ground and although it would be possible to demolish and restore the site to public open space this is not recommended because it does not take the opportunity to make the best use of the site when other uses would deliver better cultural and economic advantages for local people and the wider city.

This option is not recommended

16.5 Option 4: Redevelop for surface car parking.

There are 192 spaces on site at the moment and the Heads of Terms retain 77 spaces. Development of the site for surface car parking would be contrary to the Council's Carbon objectives and Movement Strategy.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

CAB3319 WINCHESTER DISTRICT GREEN ECONOMIC DEVELOPMENT STRATEGY – October 2021

CAB3242 - RIVER PARK LEISURE CENTRE DECOMMISSIONING dated 24 June 2020

Other Background Documents:-

[RIVER PARK LEISURE CENTRE FLOOD RISK DESIGN NOTE](#)

[City of Winchester Movement Strategy](#)

[Vision for Winchester 2030](#)

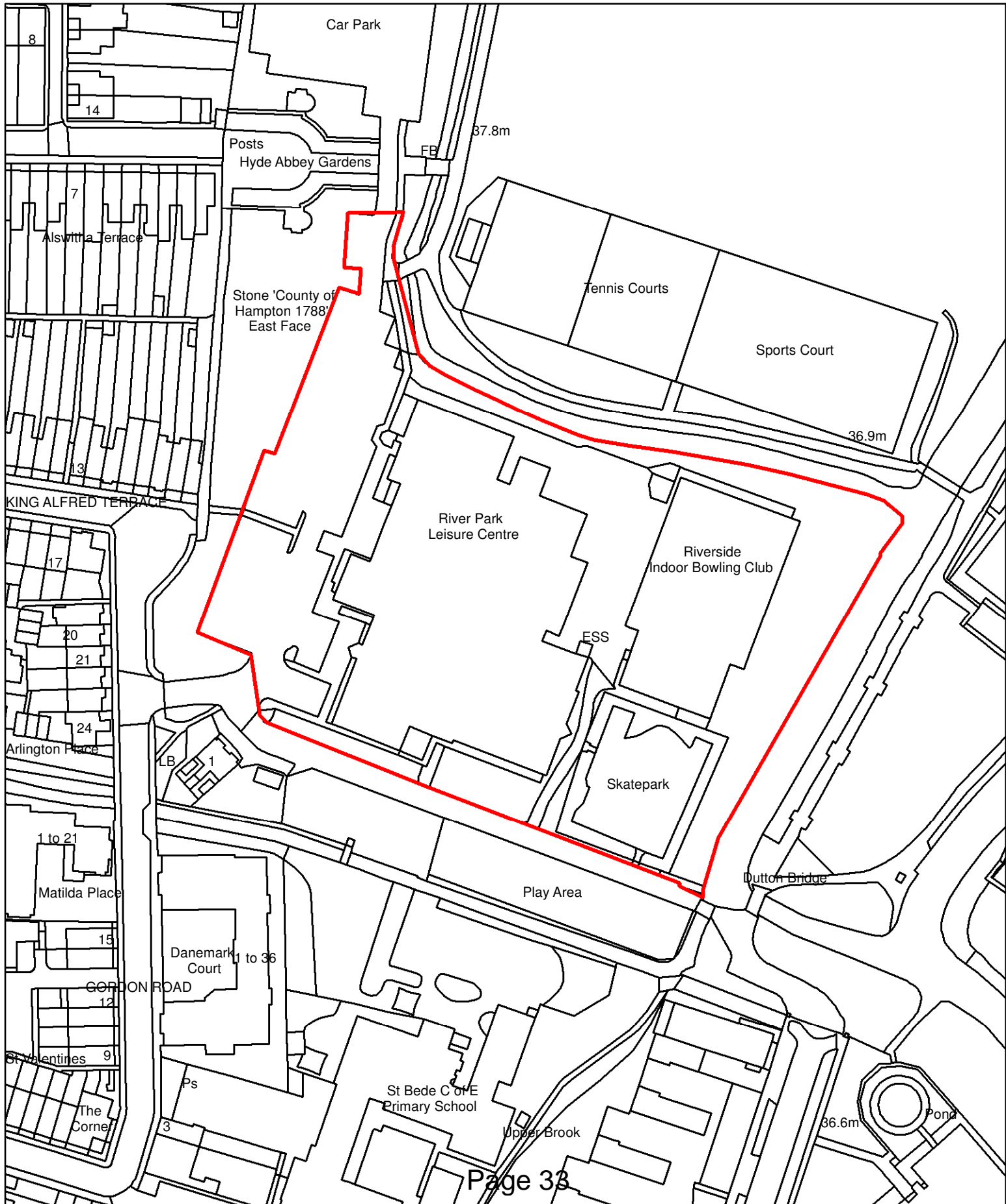
APPENDICES:

Appendix A – Plan of Site

Appendix B – Heads of Terms

Appendix C – Exempt paper - Ground Lease Premium (Land Price)

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DRAFT Head of Terms for purchase of River Park Leisure Centre, Winchester DRAFT

Subject to contract

Seller	Winchester City Council of City Offices, Colebrook Street, Winchester SO23 9LJ
Buyer	University of Southampton (a higher education establishment incorporated by royal charter in England and Wales with number RC000668) whose administrative offices are at Building 37, Highfield Campus, Southampton SO17 1BJ
Property	<p>Site of the former River Park Leisure Centre (RPLC), off Gordon Road, Winchester.</p> <p>The Property is shown edged red on the attached plan (which for the avoidance of doubt is indicative only and subject to review) and includes the site of the Riverside Indoor Bowling Club and the Skate Park.</p> <p>The Seller will retain access rights through the Property to the Seller's retained car park to the north-west. The access currently runs through the western car park at the Property but may in the future be reasonably relocated to allow for the Buyer's proposed development where such access is not materially less convenient.</p> <p>See the <i>Tenancies</i> and <i>Lease Terms</i> sections below for further terms applicable to the Bowling Club and the Skate Park.</p> <p>A final plan showing total extent of agreed Property/final boundary to be settled/supplied.</p>
Tenure	<p>Long leasehold.</p> <p>The Property is to be purchased by way of the grant of a new 150 years long lease and the parties will enter into an agreement for lease.</p> <p>See <i>Lease terms</i> below for more details</p>
Price	<p>The price is to be determined before exchange of the agreement for lease and paid on completion of the purchase when the long lease is granted (see the <i>Conditions & Timing</i> section below).</p> <p>Prior to exchange of the agreement for lease the Seller is to instruct its valuers to provide a valuation and the Buyer may, at its own cost, undertake a valuation to help inform negotiations.</p> <p>No deposit will be paid.</p> <p>No further sums, beyond the price, will be paid by the Buyer to the Seller for the Property.</p> <p>Seller to confirm VAT position.</p>
Demolition and remediation	<p>The Seller will retain control over the procurement and timing of demolition subject to an obligation to provide the Buyer with a cleared and remediated site (to be defined in the draft Agreement for Lease) before the Buyer completes the purchase of the Property.</p> <p>The detailed provisions regarding demolition and remediation to be further agreed in settling the agreement for lease.</p> <p>The parties recognise the need for all reasonable steps to be taken to coordinate and synchronise the timing of the demolition and remediation with the purchase to minimise so far as reasonably possible any adverse consequences which delays</p>

	<p>may cause to the Seller's receipt of the Price or to the Buyer's development programme.</p> <p>The parties will explore further the means by which the Seller's risk of (and cash flow for) paying for the demolition and remediation might be reasonably mitigated.</p>
<p>Conditions & Timing</p>	<p>The parties are targeting issuing a draft agreement for lease by the end of November 2021.</p> <p>The parties will use reasonable endeavours to exchange contracts (being an agreement for lease) as soon as possible and in any event by the end of March 2022.</p> <p>The purchase of the Property will be conditional on securing an unfettered planning permission (together with any associated planning or statutory agreements required to obtain or implement the planning permission) satisfactory to the Buyer (see Planning section below).</p> <p>The minimum trigger for grant of the long lease will be the approval and issue of consent to the Buyer's 'Outline Planning Application' for the RPLC site. The Buyer will commission its planning consultant to provide the detailed wording for defining 'planning consent' for review by the Seller. In the first instance, the references in these terms <i>to associated planning or statutory agreements required to obtain or implement the planning permission</i> shall include, at the Buyer's option, reserved matters approval for (and discharge of any critical pre-commencement planning conditions required for) the first building forming part of the campus scheme at the Property whose foundations/footings need to be laid to deal with the Seller's buy-back right (see the <i>Buyer's works and Seller's buy-back</i> section below) as well as any traffic regulation or similar orders. Regardless of what the Buyer chooses to pursue by way of such associated planning or statutory agreements required to obtain or implement the planning permission, nothing shall extend the 5 year period referred to below.</p> <p>If the Buyer confirms that it is satisfied with the planning permission (as defined) and that therefore the planning condition under the agreement for lease is satisfied then the Buyer shall have 4 months to confirm it still wishes to proceed to acquire the Property and:</p> <ul style="list-style-type: none"> • if it does then the purchase will complete by way of completion of the long lease and payment of the price by the Buyer to the Seller; and • if it does not then either party may terminate the agreement for lease. <p>If the Buyer does not satisfy the planning condition within a period of 5 years from the date of entering into the agreement for lease then either party may terminate the agreement for lease. The 5 year period shall afford the Buyer time in which to withdraw and submit any alternative application/s, or to allow for JR or appeals etc, and enter into any associated planning or statutory agreements required to obtain or implement the planning permission and generally be fully satisfied that the planning condition is satisfied. This 5 year period will not be capable of extension.</p> <p>The purchase will be completed (and the long lease granted/price paid) eight weeks after the Buyer confirms it wishes to proceed following satisfaction of the planning condition. To be clear, the Seller must at that stage complete the sale.</p> <p>In addition to progressing the two level levels of design: A) masterplan and B) individual building design and planning applications as appropriate (see the <i>Planning</i> section below), the Buyer also intends to use the 5 year period to complete all of its detailed physical and other due diligence, all site evaluation and surveys etc as well as its own business case for developing the campus scheme. The Buyer will also inform the Seller should the use of its powers of appropriation be required</p>

	<p>to bring forward the Buyer's proposals and the use of such powers shall not be unreasonably withheld by the Seller. To the extent the use of any appropriation powers are required for the Seller to be able to sell the Property by way of entering into the agreement for lease or completing the long lease then the seller will confirm that to the Buyer.</p> <p>The Buyer will have an option to terminate the agreement for lease if, at any time, the Buyer believes that either there is no reasonable prospect of satisfying the planning condition or that the campus scheme cannot be viably delivered for the Buyer.</p>
Planning	<p>The parties will agree a broad/general written description of intent for the new campus scheme comprising a brief narrative (but without any visuals or masterplan graphics) to include in the agreement for lease.</p> <p>This narrative is to be in reasonably sufficient detail to be understood meaningfully against the later masterplan and planning application.</p> <p>The narrative will include the parties' aspiration for the scheme to include provision for a publically accessible performance space but without any fixed parameters around that as to the scope and extent of it.</p> <p>The Buyer will use reasonable endeavours to advance a masterplan proposal based on that written description and thereafter submit a planning application for a new campus scheme (which application may be outline, detailed or hybrid/partially detailed) as soon as reasonably practicable in line with the Buyer's own design, feasibility, procurement and other necessary management procedures).</p> <p>The Buyer will have absolute discretion over the campus scheme (subject always to any general parameters of the initial written description and the planning requirements and lease terms).</p> <p>The Buyer will consult with the Seller on the masterplan and thereafter the planning application and the Seller may make representations but there will be no right of veto on the part of the Seller and no obligation on the part of the Buyer to accommodate the Seller's comments/representations or amend the masterplan or the application in light of any comments/representations on the part of the Seller.</p> <p>The Seller shall be entitled to make representations to the planning authority on the planning masterplan and/or the planning application. The Seller shall not however object to the principle of the new campus scheme.</p> <p>The Buyer will bear all of its own costs in connection with preparing and advancing the masterplan proposal and planning application including commissioning all necessary reports and surveys.</p> <p>Neither party may waive the planning condition.</p> <p>Once the Buyer has been issued with the planning permission (as defined) for a new campus scheme then neither party may waive clearing any JR period in respect of that planning permission.</p> <p>After that, the Buyer alone may waive:</p> <ul style="list-style-type: none"> • Completion of any associated planning or statutory agreements required to obtain or implement the planning permission; and • Clearing any JR period in respect of those agreements

<p>Access, surveys and investigations</p>	<p>The agreement for lease will grant the Buyer a licence to have access to the Property to carry out all necessary inspections, surveys, studies and investigations and for any other reasonable purposes to allow the Buyer to advance its planning masterplan/application, satisfy the planning condition, prepare for development of the Property and otherwise as a contracting purchaser. This will extend to intrusive investigations (environmental, ground condition, archaeological or otherwise) except in relation to the swimming pool which cannot be touched.</p> <p>The terms of the licence will provide for the usual reasonable safeguards to protect the Seller as landowner and will require reasonable closing up/back-filling of any openings / holes, trenches or pits from intrusive investigation works necessary so that the Property is left in a safe condition and to enable the Seller's meanwhile uses. The licence will not though require any material reinstatement (in the sense of returning the Property in exactly the same state) given the proposed redevelopment.</p> <p>The Buyer may but shall not be obliged to share copies of any drawings, surveys or reports with the Seller. If it does, the Seller shall (i) not have to pay for them but (ii) have no reliance on them and the Buyer shall have no liability to the Seller for their contents.</p>
<p>Buyer's works and Seller's buy-back</p>	<p>The Buyer will have absolute discretion over the works (subject always to planning and other legal requirements) including any phasing except for the demolition and remediation works to be dealt with by the Seller.</p> <p>The Seller will carry out demolition and remediation and deliver up vacant possession in accordance with the Buyer's programme.</p> <p>The Buyer will act in good faith in making available the green open areas of the site pending commencement of the main campus scheme works but the Buyer must have absolute discretion about whether, how much and for how long such arrangements subsist and they must not interfere with the Buyer's own plans.</p> <p>If the Buyer does not implement the planning permission for the campus scheme (or any replacement or varied permission for a campus scheme) within 5 years from completing the purchase of the Property the Seller may buy back the Property. The parties agree that for these purposes implementation requires a material start on site under a contract for works and can be satisfied by material completion of the foundations/footings for the first building forming part of the campus scheme at the Property (which may have planning permission by way of reserved matters approval pursuant to the outline/masterplan permission or by way of a subsequent detailed permission for a specific building or buildings).</p> <p>The key terms for the buy-back are:</p> <ul style="list-style-type: none"> • It will be documented as an option to call for a surrender of the long lease contained in the agreement for lease • It may only be exercised if the Seller pays to the Buyer the same price which the Buyer paid for the long lease (with the Seller bearing any SDLT liability) • It may only be exercised (i.e. triggered) for a period of 6 months from the 5 years date and will then fall away forever • It will also fall away forever once the relevant planning permission is implemented.

	<ul style="list-style-type: none"> • It will be exercisable in respect of the Property in whatever condition it is when the buy-back is exercised without any obligation on the Buyer to do, or not do, any works or other actions at the Property during its ownership
<p>Lease terms</p>	<p>The key terms of the long lease are:</p> <ul style="list-style-type: none"> • 150 year term from completion of the purchase • Contracted out of security of tenure to facilitate the landlord (Seller) buy-back (see the Buyer's works and Seller's buy-back section above) • Peppercorn rent • No repair covenants. The Buyer will agree that, in the event that disrepair causes someone to bring a claim against the Seller as freeholder, the Buyer will (as between Buyer and Seller) deal with such a claim (in the event that it's a legitimate claim and not otherwise covered by the Seller's or Buyer's public liability insurance) and indemnify the Seller • Rights and reservations between the Property and the Seller's retained land to be identified and agreed as part of the Buyer's due diligence • Special terms for the Buyer's rights in relation to the skate park for (i) the Buyer to retain the skate park (subject to any reasonable relocation or remodelling to better incorporate it into the campus scheme environment) and/or (ii) the Seller to have reasonable input into the Buyer's management of the skate park land included within the Property as a community use to the reasonable satisfaction of the Seller (eg by way of a jointly agreed management protocol or management agreement (outside the long lease)). The form of any such management protocol or management agreement is to be agreed as part of settling the agreement for lease. • Otherwise virtual freehold basis so no material tenant covenants; no restrictions on alienation (subject to the landlord being informed upon each and every assignment/subletting), use (save for any agreed restrictions as below) or development (subject always to obtaining any planning permission); no forfeiture or other landlord break rights; no obligation to pay for any services or insurance • The permitted use is to be restricted: <ul style="list-style-type: none"> ○ throughout the term so that the Property shall not be used <ul style="list-style-type: none"> ▪ for residential accommodation (including student residences); nor ▪ for state education of primary or secondary provision (but with a suitable carve out to prevent this restriction prohibiting outreach initiatives and other school engagement as part of tertiary education / university use) ○ for the first 35 years to principal uses of or in connection with tertiary education (including university) and ancillary purposes only. <p>In addition in the context of the long lease, the principle of potential shared use of the Buyer's car park with the public is recognised as a matter to be further explored.</p>

Tenancies	<p>Apart from any lease of the Riverside Indoor Bowling Club, the Property is to be sold with vacant possession.</p> <p>Between agreeing these terms and completion of the purchase:</p> <ul style="list-style-type: none"> • the Buyer shall be at liberty to negotiate with the Riverside Indoor Bowling Club about how their club can be factored into the wider campus scheme including potentially relocating them to an alternative suitable site (on terms acceptable to the club); and • the Seller will not grant leases or licences for third parties to occupy the Property without first consulting with the Buyer and the Seller may grant short term contracted out leases or licences for appropriate temporary uses (including use of part of the Property for police dog training) which do not prejudice the planning prospects or increase the Buyer's development costs subject always to the ability for the Seller to immediately terminate such arrangement and obtain vacant possession of the Property. No other types of leases or licences are to be granted. <p>Otherwise, the Seller and the Buyer shall act reasonably (but without commitment) in exploring opportunities to maximise the beneficial use of the Property and minimise management costs subject always to preserving the Buyer's best prospects of satisfying the planning condition.</p> <p>The Seller shall be liable for any contamination or other spoil / waste / obstructions left at the Property by any of its temporary use occupiers.</p> <p>All management liability is to remain with the Seller until completion of the purchase.</p>
Seller support	<p>The Seller will continue to manage the Property in line with reasonable estate management principles for a site including vacant buildings and will not deal with the Property in any manner which is inconsistent with the Buyer's objectives of securing planning permission for its campus scheme (or otherwise in any way to the detriment of the Buyer) before completion of the purchase.</p> <p>The Seller will, in its capacity as owner of the Property (and not so as to fetter its discretion as planning authority), provide the Buyer with reasonable support:</p> <ul style="list-style-type: none"> • with the master-planning, feasibility and the planning processes including all necessary reports, surveys and investigations which the Buyer commissions or carries out and specifically entering into any necessary planning or statutory agreements (on terms to be reasonably approved by the Seller) • with discussions with the Riverside Indoor Bowling Club <p>The Seller will provide all appropriate documentation and records prior to commencement of demolition and site remediation works such that the Buyer can discharge its statutory duties in relation to Health and Safety and environmental legislation.</p>
Capital Allowances	<p>The buyer is to have the benefit of any capital allowances in respect of the Property.</p>
Miscellaneous	<p>These terms are subject to:</p> <ul style="list-style-type: none"> • formal approval of the appropriate board or other executive body of the Buyer and the Seller (and any necessary consents required for the

	<p>University to enter into this transaction as an exempt charity under the Charities Act 2011)</p> <ul style="list-style-type: none"> • the Buyer conducting the usual buyer / conveyancing due diligence in respect of searches, title and the lease of the Riverside Indoor Bowling Club and otherwise verification of vacant possession (and that no special consents are required because of the sale of sports/community assets) • both parties satisfying themselves as to procurement, state aid and tax advice • the Seller resolving any appropriation formalities to enable the Seller to enter the agreement for lease and complete the sale of the Property by way of completion of the long lease
Costs	Each party is to be responsible for its own costs in connection with this transaction.
Exclusivity & confidentiality	<p>During the negotiation of and from the date of agreeing these Heads of Terms, the Seller will allow the Buyer exclusivity in respect of the Property such that the Seller (and its representatives) will not have or encourage any discussions with any third party in respect of the Property until exchange.</p> <p>These terms are, and should remain, confidential to the parties in the proposed transaction and their professional advisors save as expressly agreed otherwise.</p> <p>The parties will agree a mutually acceptable comms strategy that will bind both parties to agreeing any public statement before its release and include a stakeholder management plan that will be monitored and updated until completion.</p>

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CAB3325
CABINET

REPORT TITLE: HOUSING REVENUE ACCOUNT (HRA) BUSINESS PLAN AND BUDGET OPTIONS

23 NOVEMBER 2021

REPORT OF CABINET MEMBER: CLLR KELSIE LEARNEY – CABINET MEMBER FOR HOUSING AND ASSET MANAGEMENT

Contact Officer: Gillian Knight Tel No: 01962 848577 Email gknight@Winchester.gov.uk

WARD(S): ALL

PURPOSE

The purpose of this report is to update members on the current HRA 30 year Business Plan, and upon the impact of any proposed budget options. It confirms that the proposed business plan is both sustainable and viable over the 30 year period.

The report provides a number of budget options for members to consider and approve and also recommends a rent increase for 2022/23 of 4.1% in line with the national rent policy of Consumer Price Index (CPI) plus 1%.

RECOMMENDATIONS:

That Cabinet:

1. Approve the HRA Business 30 year Business Plan for 2021-22 to 2050-51 as summarised in the Operating Account included as Appendix 4.
2. Support the projected 30 year HRA capital programme of £873m, an increase of £41m on the present plan, subject to the approval of individual schemes, and the proposed long term funding strategy that will see overall borrowing of £368m in year 30 subject to the final detailed HRA budget and the Capital Strategy being approved by Council in February 2022.
3. Note that the business plan is viable and sustainable and will support the council's ambitious delivery of 1,000 new affordable homes over the next ten years. The proposed plan provides sufficient funds over the 30 years to

deliver in total over 1,700 new affordable homes in total.

4. Support the proposal to fund £0.3m new initiatives around the Housing White Paper – “The charter for social housing residents” and invest additional resources in the capacity of the new homes delivery team, the decent homes team and Neighbourhood/Estate Management.
5. Support the proposal to increase the revenue funding for planned and reactive repairs by £0.5m to reflect both increased budget pressures and the cost of delivering an improved void standard to properties prior to letting.

That Cabinet recommend that Council, at the February Budget meeting:

6. Approve a rent increase in accordance with the national guidelines for social housing rents, based upon CPI+1%, resulting in a rent increase of 4.1% from April 2022.

IMPLICATIONS:**1 COUNCIL PLAN OUTCOME**

1.1 Providing good quality housing and new affordable homes is a strategic priority for the Council. Effective management of the resources available to the Council enable it to take advantage of new opportunities and ensure that satisfaction levels remain high amongst tenants in relation to their home and community. In particular

1.2 Tackling the Climate Emergency and Creating a Greener District

The Business Plan and budget provision set out in this report includes £15.7m funding to support the retro-fitting of carbon reduction measures to existing homes and to develop new homes in accordance with Passivhaus or equivalent standards. The Plan also has capacity for additional investment in Carbon Neutrality measures in future years and specific proposals will be determined once the impact of existing measures has been assessed.

1.3 Homes for all

Assist with the increase of housing property stock across the Winchester district

1.4 Vibrant Local Economy

Deliver affordable accommodation that allows people to live and work in the community and contribute to the local economy.

1.5 Living Well

The wellbeing of residents are considered within the design of new properties and any substitute properties will be viewed accordingly.

1.6 Your Services, Your Voice

Housing tenants are directly involved in decisions regarding service provision, both through the work of TACT and through regular digital engagement processes. The service continues to review options to provide an improved customer experience, increase opportunities for digital engagement and to ensure satisfaction with services provided by the Council remains high.

2 FINANCIAL IMPLICATIONS

2.1 These are fully detailed in Section 11 of the report and the accompanying appendices.

3 LEGAL AND PROCUREMENT IMPLICATIONS

3.1 Under Part VI of the Local Government and Housing Act 1989 any local authority that owns housing stock is obliged to maintain a Housing Revenue

Account. The HRA is a record of revenue expenditure and income in relation to an authority's own housing stock. The items to be credited and debited to the HRA are prescribed by statute. It is a ring fenced account within the authority's General Fund, which means that local authorities have no general discretion to transfer sums into or out of the HRA.

- 3.2 The Council is required to prepare proposals each year relating to the income of the authority from rents and other charges, expenditure in respect of repair, maintenance, supervision and management of HRA property and other prescribed matters. The proposals should be made on the best assumptions and estimates available and designed to secure that the housing revenue account for the coming year does not show a debit balance. The report sets out information relevant to these considerations.
- 3.3 Section 76 Local Government and Housing Act 1989 places a duty on local housing authorities: (a) to produce, and make available for public inspection, an annual budget for their HRA which avoids a deficit; (b) to review and if necessary, revise that budget from time to time and (c) to take all reasonably practicable steps to avoid an end-of-year deficit.
- 3.4 The proposed HRA budget fulfils these requirements. The report also seeks approval for major investment estimates in relation to a variety of schemes. In compliance with Section 151 of the Local Government Act 1972, the Council has in place Financial Procedures which provide appropriate arrangements for the approval of major works estimates. The various major works schemes must be capable of being carried out within the Council's statutory powers. To the extent that the details of the schemes appear from the body of the report, it does appear that the proposed works meet this requirement. In particular the maintenance of dwellings may be considered consistent with the Council's repairing obligation under Section 11 of the Landlord and Tenant Act 1985.

4 WORKFORCE IMPLICATIONS

- 4.1 Some of the options for consideration for next year's budget may require an additional staffing resource and further details regarding this are set out in section 16.

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 In order to meet one of the key principles of the Council Strategy, the HRA is required to provide sufficient financial resources to both maintain existing stock to decent homes standard and to enable new affordable housing to be built to help meet local demands.

6 CONSULTATION AND COMMUNICATION

- 6.1 The proposals set out in this report have been discussed with TACT representatives and will be presented in full to the next TACT meeting. The TACT representatives expressed a preference for a rent increase in line with CPI rather than the proposed CPI + 1%. They acknowledged the reduced

investment in services that would result from a lower rent increase and will provide further comment at the Cabinet meeting.

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 As set out above, the Council has approved £15.7m of investment in retro fitting carbon reduction measures to existing homes and this report takes account of this. New Homes schemes are now being brought forward based on achieving net carbon neutral development or as close to it as is possible on specific sites.
- 7.2 The Housing Service considers environmental factors when preparing and developing major projects e.g. working closely with Planning and Landscape Officers when considering new build developments to meet the required codes for sustainable housing.

8 EQUALITY IMPACT ASSESSEMENT

This document is part of the budget consultation process and the public sector equality duty is considered alongside any relevant budget options.

9 DATA PROTECTION IMPACT ASSESSMENT

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

10 RISK MANAGEMENT

Risk	Mitigation	Opportunities
<i>Property That Council owned dwellings fail to meet decent home standards</i>	An effective programme of future works and sound financial planning ensures that these standards are met and then maintained.	Self-Financing provides certainty around future resource allocations and facilitates better supply chain management
<i>Community Support Lack of consultation will affect tenant satisfaction and cause objections to planning applications for new build developments.</i>	Regular communication and consultation is maintained with tenants and leaseholders on a variety of housing issues. The Council consults with local residents and stakeholders on proposed new build schemes.	Positive consultation brings forward alternative options that may otherwise not have been considered.
<i>Timescales</i>		

<p><i>Delays to new build contracts may result in increased costs and lost revenue.</i></p>	<p>New build contracts contain clauses to allow the Council to recover damages if the project is delayed due to contractor actions.</p>	
<p><i>Project capacity</i> <i>The HRA can borrow funds in addition to utilising external receipts and reserves but it must be able to service the loan interest arising and repay debt in the future.</i></p> <p><i>Staffing resources (not always in Housing) reduce the ability to push forward new schemes at the required pace.</i></p>	<p>Regular monitoring of budgets and business plans, together with the use of financial assessment tools enables the Council to manage resources effectively.</p> <p>Staffing resources have been reviewed to support the delivery of the enhanced new build programme.</p>	<p>The Council monitor's government announcements on the use of RTB receipts and potential capital grant funding.</p> <p>Given the challenging nature of the delivery targets it may be necessary to review the resourcing requirements needed to successfully deliver this step change in anticipated activity</p>
<p><i>Financial / VFM</i> <i>Risks, mitigation and opportunities are managed through regular project monitoring meetings</i></p>	<p>New build Schemes are financially evaluated and have to pass financial hurdles and demonstrate VFM.</p> <p>In addition Total Scheme Costs contain provision for 5% contingency on build and 10% on fees for new build developments that take account of potential residual development and sales risk.</p>	
<p><i>Legal</i> <i>The provision of social housing is a statutory requirement. Changing Government priorities place a greater emphasis on social housing which must be monitored and considered within planning of future new build projects.</i></p>	<p>Government statutory requirements and policy changes are being monitored to identify any new risks or opportunities that they may bring.</p>	<p>To create new housing developments within new guidelines and drawing on innovative thinking.</p>
<p><i>Innovation</i></p>		

<i>The creation of a Housing Company to support the new build programme is introduced without reference to existing rules and consents.</i>	External legal and business planning advice has been sought to ensure the Council has the most appropriate and effective solution and that any developments are only undertaken if they are financially viable.	A Housing Company has the potential to increase the available supply of affordable housing to support our residents.
<i>Reputation Failure to complete major housing projects due to lack of resources would have a direct impact on both customer satisfaction and the Council's reputation.</i>	Business planning tools with regular updates are utilised to make sure resources are available to complete projects.	
<i>Other – None</i>		

11 BACKGROUND

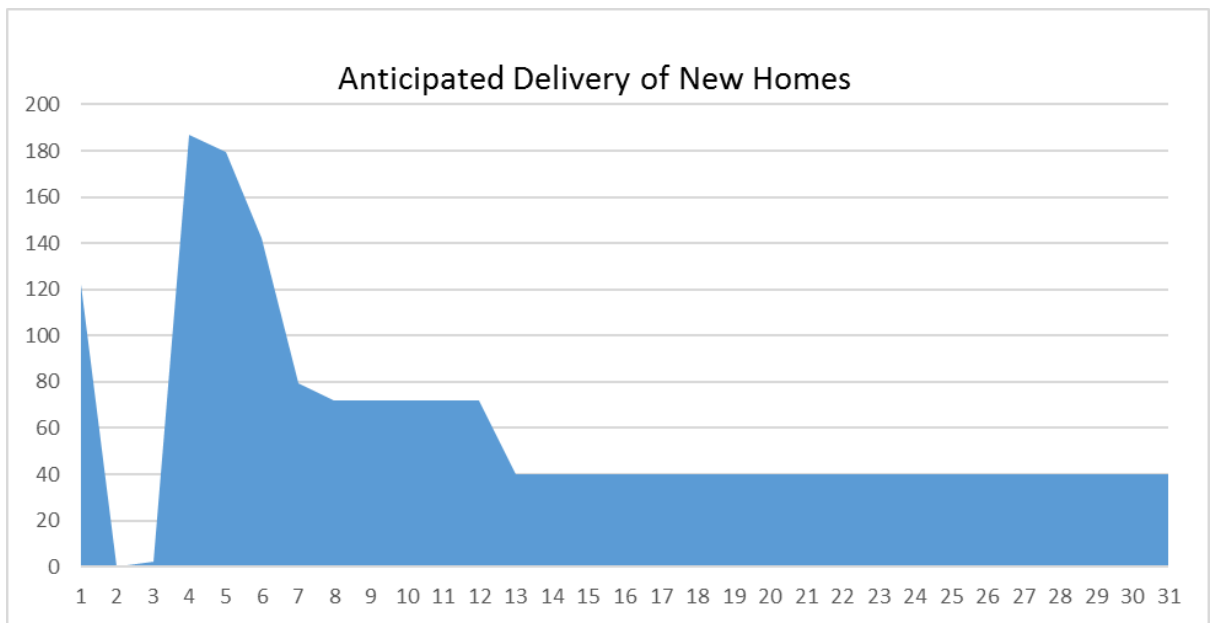
- 11.1 The 2012 Self-Financing HRA reforms and settlement resulted in the City Council buying itself out of the previous tightly controlled national HRA subsidy system. This system which had operated since 1989 was widely discredited in that it sought to redistribute notional HRA surpluses and deficits and relied upon annual notifications of financial resources. This discouraged any council from growing or improving the efficiency of its local HRA.
- 11.2 When Self-Financing was implemented councils in deficit had debt paid off whilst councils in surplus took on new debt. Winchester City Council was a surplus subsidy council and bought itself out of the previous system by taking on an extra £156m of new debt. This enabled the council effectively to take back ownership of its HRA and of all future income streams. At this time, it was envisaged and hoped that this would lead to the unlocking of resources and to the development of a significant national number of new affordable homes and incentivise a real step change in Local Authority strategic ambition and delivery capacity.
- 11.3 However this aspiration was curtailed and constrained by the Government's reluctance to allow councils to borrow for HRA housing investment, with individual borrowing caps imposed upon all councils as part of the self-financing settlement. Nevertheless, after 2012 the HRA could effectively be run in a more business-like way, with varying degrees of control over its own assets and revenue streams.
- 11.4 In October 2018 the Government removed the HRA borrowing cap replacing it with the same borrowing regime as applied to the General Fund, Prudential Borrowing. The key requirements of the Prudential Code are that capital

investment plans are affordable, prudent and sustainable. On 12th March 2020 the Government further announced that HRA borrowing would now be available at a reduction of 0.8 basis points below other PWLB certainty borrowing rates. Current 50 year PWLB rates are at a historically low rate of under 2% In addition the HRA is not required to set aside any annual Minimum Revenue Provision (MRP) towards the outstanding debt as is the case in the GF. The LGA described the abolition of the debt cap as a game changing opportunity for local authorities.

- 11.5 The 30-year HRA business plan remains the annual measure of the viability and sustainability of the HRA. The Business Plan projects future HRA revenue and capital budgets based upon future assumptions on key variables such as interest rates, inflation and Social rent policy, proposed future capital investment plans and associated funding requirements. Essentially the 30-year Business Plan demonstrates to stakeholders the impact of future investment decisions upon the sustainability and viability of the HRA.

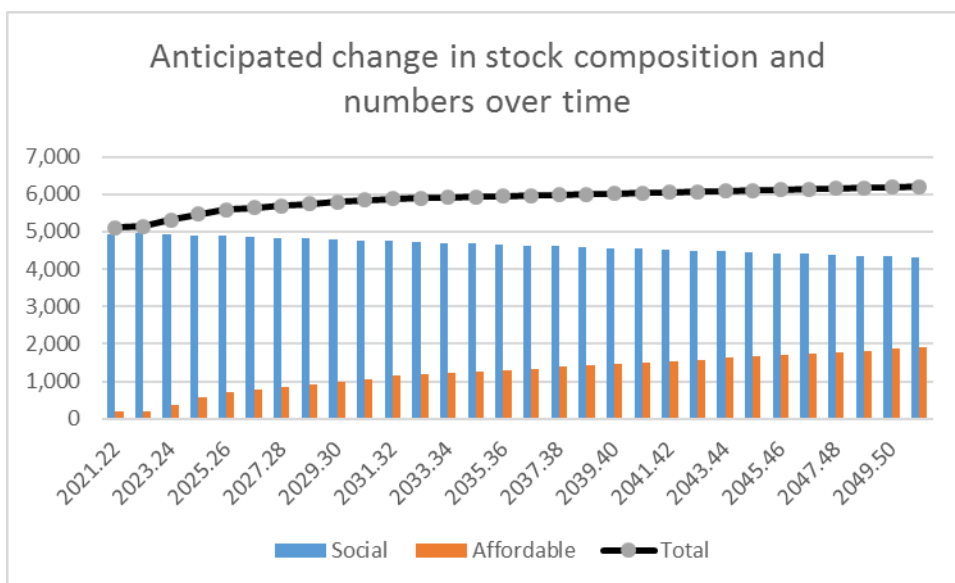
12 THE PROPOSED 30 YEAR BUSINESS PLAN

- 12.1 The general assumptions and forecasts used in the Plan have been reviewed and amended where considered necessary. The details of the key assumptions made are shown in Appendix 1. The current 30 Year Business Plan has been updated for changes in stock, actual average rent and service charges and projected HRA forecast outturn at period 5.
- 12.2 All of the identified current New Build Schemes have been individually reviewed and the financial cash flow impact profiled in line with delivery expectations. The financial impact of this is now reflected within the proposed investment plans.
- 12.3 In addition, the council's objective of delivering 1,000 new affordable homes is fully recognised and funded within the current business plan. The profiled delivery of new homes is shown over the life of the business plan, with the target of 1,000 funded to be achieved within the first 10 years. The 30 year plan has sufficient resources to deliver an estimated 1,700 new affordable dwellings over the life of the plan.



12.4 Year 1 of the above table is 2021-22 (the current year). The profile reflects the delivery of the Valley and Hookpit schemes completing 122 units in 2021 (the start of the 10 year programme) and reflects the 2 year gap between “start on site” and delivery for the next major schemes in the programme (Winnall and Whiteley).

12.5 The proposed business plan will see funding in place to deliver in total around 1,700+ new affordable homes over the next 30 years including shared ownership of 305 units. The makeup of the stock, and forecast changes over time is shown below



13 RENT POLICY

13.1 The Rents for both social and affordable housing are now set in accordance with the guidance issued by the Regulator of Social Housing. The current

policy framework applies to all registered social landlords, both local authorities and private registered providers (Housing Associations). This policy gives landlords a degree of certainty for 5 years from April 2020 that rents will be allowed to increase annually by a maximum of CPI+1% (based on CPI in September of the preceding year). The first year of this policy was 2020-21 and this followed 4 years of real actual annual rent reduction of 1% under the Welfare Reform Act 2012.

- 13.2 The calculation of social rents is based upon a formulae of 70% relative earnings to 30% relative property value, applied to each individual properties value in January 1999, and then adjusted for bedroom size. This is then inflated by an index of applied annual rent increases to arrive at a current formula target rent for each property. There are also caps or limits on the maximum amount that can be charged by bed size. However as the government applied caps and limits to the permitted increases over a number of years it is possible that some tenants are paying less than the formula target rent. If a social rented property is re-let and the current actual rent is below the formula target, then the rent can be increased to the formula target rent. By contrast affordable rent is based on a maximum of 80% of certified market rent, and when affordable property is re-let the certified market value must be reassessed.
- 13.3 The formulae target rent is the rent level that the Government believe should be charged for a particular social tenancy taking account as it does the size and location of the property. However because of the previous impact of caps and limits upon actual rent increase in 2020-21 only 664 social dwellings are at target formula rent levels with some 4,216 being below the formulae target rent. The size of this gap represents an annual loss to the HRA of £453k. If members chose to limit the size of any rent increase below guideline this gap increases. When property becomes void and is relet it is the Councils policy to relet it at formulae target rent.
- 13.4 The current Business Plan assumes that the rents will continue to comply with this guidance and the increase will be in line with the maximum allowed by the Regulator. The September CPI was 3.1% so the proposed rent increase will be 4.1%. The impact of this in terms of weekly rents for Winchesters housing stock by type and bed size is shown below.
- 14 RENT OPTION 1 - A GUIDELINE RENT INCREASE OF CPI+1%.
- 14.1 The average rent for an affordable dwelling would increase from £163.35 per week to £170.04 per week an increase of £6.69 or 4.1%. This would be inclusive of any service charges and their associated increases.
- 14.2 The average rent for a social dwelling would increase from £103.58 per week to £107.82 per week an increase of £4.24 or 4.1%. Service charges are payable on top of the rent charge for this type of accommodation.

- 14.3 For information the Current and recent LHA rates for 1-4 bed properties in Winchester is shown below, the LHA is set at the 30th percentile of properties available to let and the 2022-23 LHA rates will be announced in March 2022.

Option 1: Rent Increase of CPI+1% - Affordable Rent Properties:

Bedsizes	Property No.s	Average Affordable Actual Rent	Min Rent 21-22	Max Rent 21-22	Average Affordable Rent 2022-23	Min Rent 2022-23	Max Rent 2022-23
0	1	£189.81	£189.81	£189.81	£197.59	£197.59	£197.59
1	79	£141.57	£116.71	£161.54	£147.37	£121.50	£168.16
2	70	£170.60	£119.65	£191.92	£177.59	£124.56	£199.79
3	38	£192.89	£143.48	£243.60	£200.80	£149.36	£253.59
4	1	£227.35	£227.35	£227.35	£236.67	£236.67	£236.67
Grand Total	189	£163.35	£116.71	£243.60	£170.04	£121.50	£253.59

Option 1: Rent Increase of CPI+1% - Social Rent Properties:

Bedsizes	Property No's	Average Actual Rent 2021-22	Min Rent 21-22	Max Rent 21-22	Average Rent 2022-23	Min Rent 22-22	Max Rent 2022-23
1	1670	£89.56	£72.22	112.64	£93.23	£75.18	£117.26
2	1636	£103.73	£84.40	129.6	£107.98	£87.86	£134.91
3	1501	£117.89	£98.34	153.4	£122.72	£102.37	£159.69
4	69	£126.86	£91.34	149.64	£132.06	£95.08	£155.78
5	1	£146.83	£146.83	146.83	£152.85	£152.85	£152.85
6	1	£144.32	£144.32	144.32	£150.24	£150.24	£150.24
Grand Total	4878	£103.58	£72.22	153.4	£107.82	£75.18	£159.69

Winchester Local Housing Allowance Weekly Rent Limits

Year	Room(s) 1	2	3	4
LHA April 2019-20	£148.30	£182.45	£211.87	£312.77
LHA April 2020-21	£152.75	£182.45	£211.87	£322.15
LHA April 2021-22	£166.85	£197.92	£253.15	£368.22

- 15 RENT OPTION 2 - A RENT INCREASE OF CPI INSTEAD OF CPI+1%
- 15.1 The option to have a lower rent increase than the guideline maximum rent increase is worthy of consideration. However, it should be noted that a rent increase of CPI only (3.1%) would lead to the HRA having working balances in year 30 of £10.953m lower at only £4.958m. The net NPV cost to the HRA would be £7.5m in today's prices over the 30 year life of the plan. This would be at the level required to maintain the minimum working balances but would have a significant impact on future funding for housing services, with the reduction in income being sufficient to fund an additional 58 new affordable homes.

- 15.2 Because of the Government imposed real reductions of 1% between 2016-17 and 2019-20, the average annual increase in rents over the last 10 years is only 1.9%.
- 15.3 It should be noted that a decision to set a rent lower than CPI+1% would have no beneficial impact to residents in receipt of benefits or universal credit. All support payments are adjusted to reflect rent decisions up to the maximum of CPI+1% and the Government anticipate registered landlords setting rents in accordance with the national policy.
- 15.4 The average rent for an affordable dwelling would increase from £163.35 per week to £168.41 per week an increase of £5.06 or 3.1%. This would be inclusive of any service charges and their associated increases.
- 15.5 The average rent for a social dwelling would increase from £103.58 per week to £106.79 per week an increase of £3.21 or 3.1%. Service charges are payable on top of the rent charge for this type of accommodation.

Option 2: Rent Increase of CPI only – Affordable Rent Properties:

Bedsizes	Property No.s	Average Affordable Actual Rent	Min Rent 21-22	Max Rent 21-22	Average Affordable Rent 2022-23	Min Rent 2022-23	Max Rent 2022-23
0	1	£189.81	£189.81	£189.81	£195.69	£195.69	£195.69
1	79	£141.57	£116.71	£161.54	£145.96	£120.33	£166.55
2	70	£170.60	£119.65	£191.92	£175.89	£123.36	£197.87
3	38	£192.89	£143.48	£243.60	£198.87	£147.93	£251.15
4	1	£227.35	£227.35	£227.35	£234.40	£234.40	£234.40
Grand Total	189	£163.35	£116.71	£243.60	£168.41	£120.33	£251.15

Option 2: Rent Increase of CPI only - Social Rent Properties:

Bedsizes	Property No's	Average Actual Rent 2021-22	Min Rent 21-22	Max Rent 21-22	Average Rent 2022-23	Min Rent 22-22	Max Rent 2022-23
1	1670	£89.56	£72.22	£112.64	£92.33	£74.46	£116.13
2	1636	£103.73	£84.40	£129.60	£106.95	£87.02	£133.62
3	1501	£117.89	£98.34	£153.40	£121.54	£101.39	£158.16
4	69	£126.86	£91.34	£149.64	£130.80	£94.17	£154.28
5	1	£146.83	£146.83	£146.83	£151.38	£151.38	£151.38
6	1	£144.32	£144.32	£144.32	£148.79	£148.79	£148.79
Grand Total	4878	£103.58	£72.22	£153.40	£106.79	£74.46	£158.16

16 OTHER BUDGET OPTIONS

- 16.1 Additional funding of £500k is has been included in the Business Plan and budget modelling to support:
- a) £200k towards the cost of delivering an improved Void Property standard. The current standard has been in place for some years and

does ensure properties are clean, habitable and with all safety checks completed. However, some properties will still require very significant decorating works and the current standard is considered to fall below that offered by other registered providers in Hampshire. It is therefore proposed that a new improved standard be developed in consultation with TACT and tenant representatives.

- b) £300k to fund current budget pressures caused by redirected spend from major works that does not meet the accounting requirements to capitalise.

16.2 Proposal for additional Resources – Pressures on Housing teams have increased directly as a result of increased New Homes investment and additional measures regarding retrofitting of existing stock. In addition, the recent social housing white paper “The charter for social housing residents” highlighted the importance of effective neighbourhood and estate management. This forecasts/projections in this report include an additional £300k to fund additional resources as set out below:

- a) New Homes – An additional project manager to ensure existing schemes are progressed and to increase capacity for new schemes and land acquisitions to support delivery of the 10 year programme now set out in the business plan.
- b) Property Services – Additional surveying resource to support the delivery of the retrofitting programme (£1.5m annual programme), as well as an additional officer to provide back office support to the surveying team and improve customer liaison, complaint resolution etc
- c) Neighbourhood Estate Services – 2 additional neighbourhood services officers to ensure sufficient capacity for monitoring estate services (grounds maintenance. Cleaning etc), improving tenant liaison and establishing an improved inspection programme for whole estates (not just communal housing). The provision also includes a £50k to fund additional estate maintenance works and to take timely interventions to address problems and maintain high standards on housing land. This investment will free up General Fund Neighbourhood services resources to focus on town centre management, fly tipping and wider community safety work.

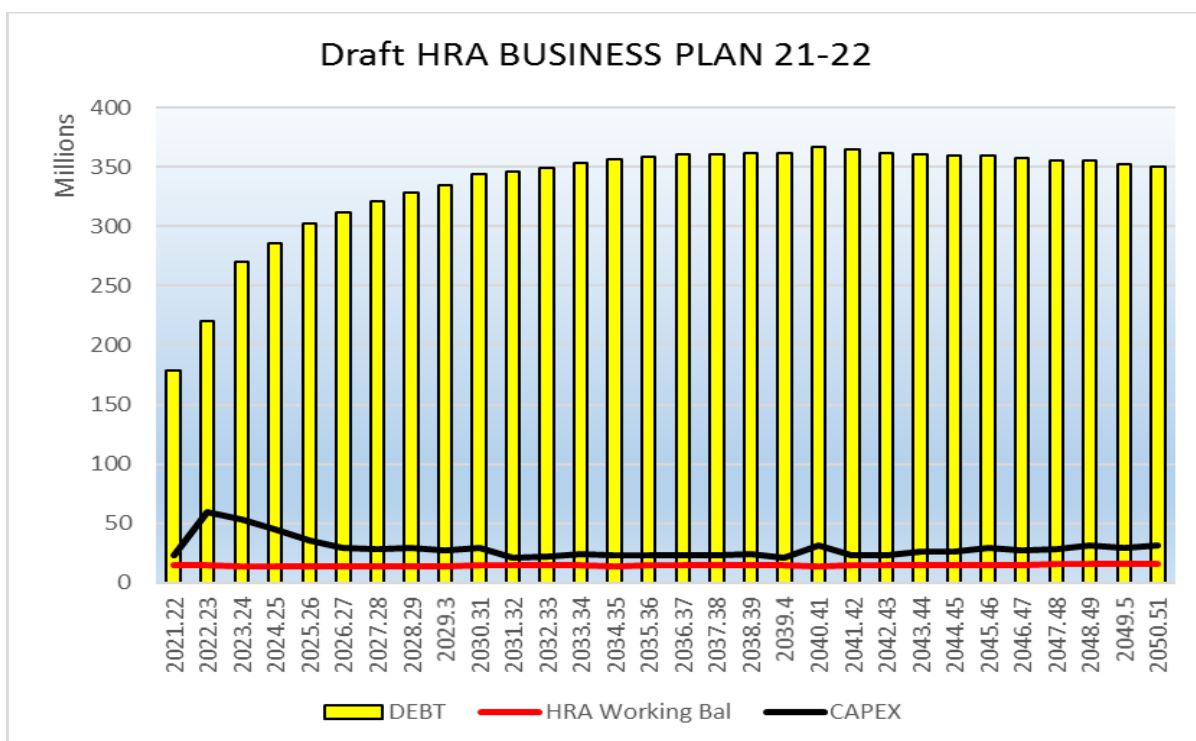
16.3 Additional Energy Works – A rent increase of CPI+1% would generate sufficient capacity within the Business Plan to fund an additional annual extra £0.5m investment in working towards carbon neutrality for the Council’s existing homes. This could help to accelerate existing plans to improve energy efficiency of the housing stock. Achieving carbon neutrality for the stock is estimated to cost in the region of £45m and this additional capacity, along with the £15.7m already allocated would fund over half of this requirement. Any shortfall will need to be met from national programmes and grant funding and the Energy Officer approved as party of the 2021/22 budget will lead on preparing bids for future programmes. It should be noted however

that an inflation only rent increase would result in no additional capacity over and above existing programmes to fund additional carbon reduction measures.

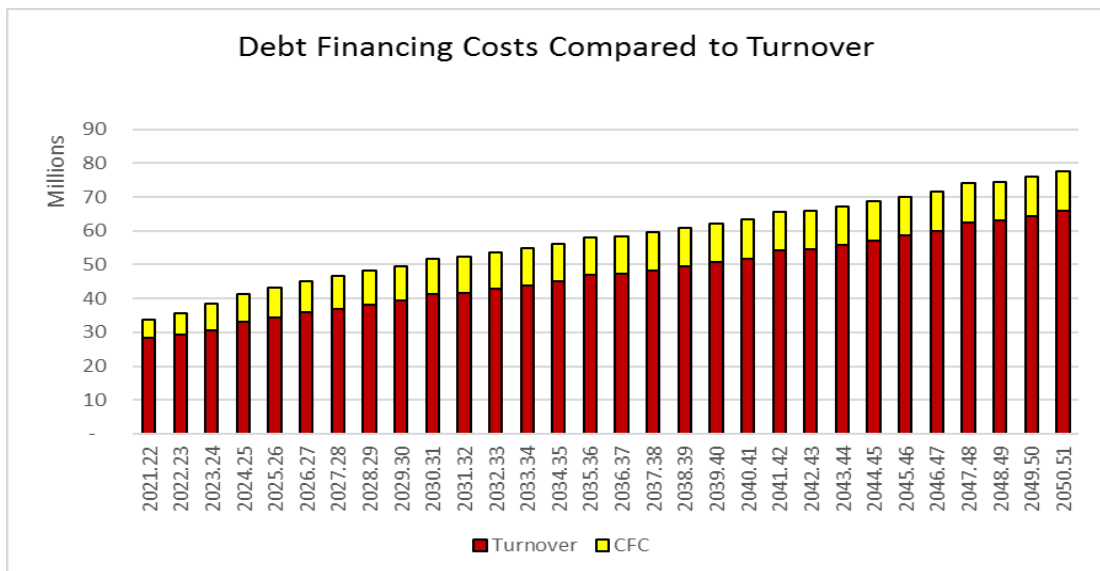
17 HRA FUNDING STRATEGY

17.1 To facilitate the investment requirement needed to deliver the councils housing new build targets the HRA business plan external borrowing will need to increase from £178m to £367m, an increase of £189m over the life of the plan. This is necessary to deliver the step change in the anticipated delivery of new homes over the life of the plan. This will require over £165m of investment in new homes over the next 5 years and take advantage of the current historically low level of PWLB interest rates and the ability of the HRA to borrow prudentially.

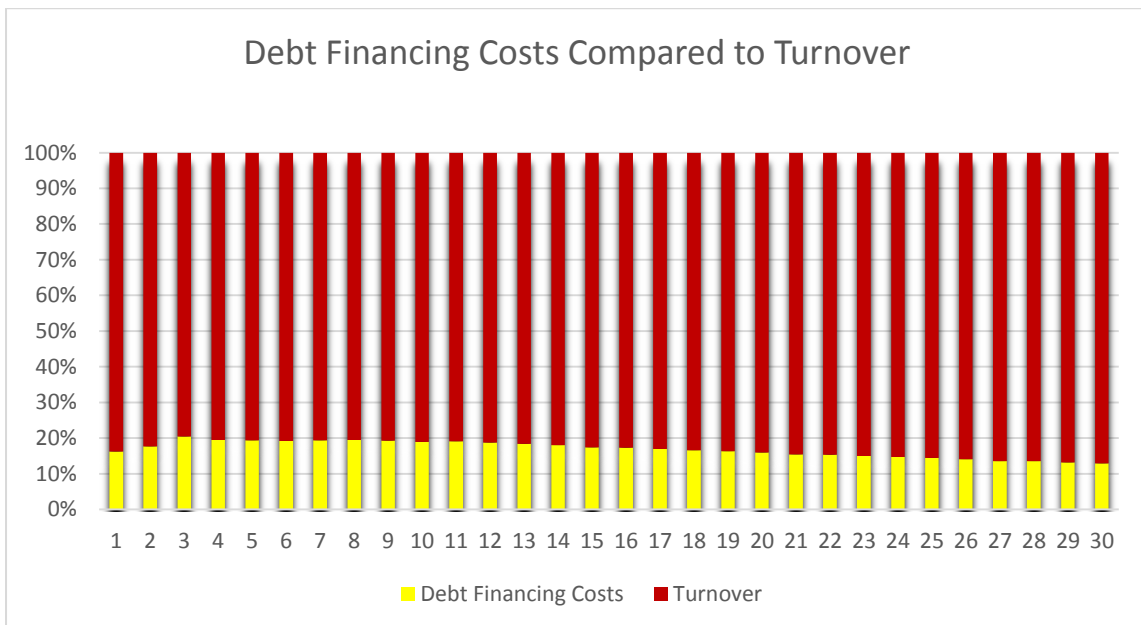
17.2 The interplay of capital investment, borrowing and the HRA working balance are shown over. The average amount of annual capital investment is £29.1m, and the projected HRA reserves at year 30 is £15m. See Appendix 4 for key HRA financial metrics



18 The projected increase in borrowing needs to be considered against the growth in both the asset base and the increase in turnover that this will facilitate. The increase in borrowing remains affordable as the interest costs can be funded from within the HRA and the associated increase in both the asset base and in turnover mean that the ratio of debt to income remains affordable



- 19 Looking at the relative relationship between the debt financing costs and turnover, the ratio of debt to turnover remains fairly constant at between 17%-26%. The assumptions surrounding new debt assume that new loans between now and March 2025 are taken out at an average of 3% and thereafter 3.5%, taking account of current short term interest rate uncertainty.



16 OTHER OPTIONS CONSIDERED AND REJECTED

- 16.1 The option to have a nil increase in rents was also modelled. The impact of no increase would have a cumulative detrimental impact over the life of the plan. Modelling demonstrated that the proposed HRA 30 year business plan would not be financially viable nor financially sustainable in such a situation, with negative working balances from year 18. The net NPV cost to the HRA in

today's prices over the 30 years would be a loss of £29.027m. The lost income could theoretically fund 152 new affordable homes. This option has therefore been discarded as being unviable.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

CAB 3275 – HRA Budget, Business Plan & Budget Options 2020/50 – 16 Dec 2021

CAB3111 – HRA Budget 2019-20 & Business Plan 2019/49 – 30 Jan 2019

CAB3016 (HSG) – HRA Budget 2018/19 & Business Plan 2018/48 – 31 Jan 2018

Other Background Documents:-

APPENDICES:

APPENDIX 1 – HRA BUSINESS PLAN ASSUMPTIONS

APPENDIX 2 - CAPITAL INVESTMENT AND THE ASSET BASE

APPENDIX 3 - HRA OPERATING ACCOUNT 2021-22 to 2050-51

APPENDIX 4 – HRA 30 YEAR BUSINESS PLAN KEY METRICS

APPENDIX 1 – HRA BUSINESS PLAN ASSUMPTIONS

There are a number of assumptions required for the 30 year HRA business plan. The key assumptions are detailed below.

Inflation

Year	RPI	CPI	Repairs
2022-23	3.00%	3.01%	3.00%
Thereafter	3.00%	2.00%	3.00%

NB the September 2021 RPI was 4.9% and the CPI was 3.1% as published by the ONS. In addition repairs contracts are often linked to BCIS factors, produced by RICS. The assumed inflation rate for costs (RPI) included in the HRA business plan is 3.00% (2.5% in 2021-22). RPI affects cost drivers and CPI income.

Rent Increases

Year	Social & Affordable Rents	Shared Ownership Rents
2022-23	CPI + 1%	RPI + 1%
2023-24	CPI + 1%	RPI + 1%
2024-25	CPI + 1%	RPI + 1%
Thereafter	CPI + 0%	RPI + 1%

NB Affordable rents have a requirement to “rebase” the rent level in relation to current market rents when a property is re-let. However, in business planning terms, it is assumed that market rent income will rise in line with CPI.

Voids and Bad Debts

Year	Voids			Bad Debts		
	Social	Affordable	Temp Acc.	Social	Affordable	Temp Acc.
2022-23	2.00%	5.00%	24.00%	0.50%	0.50%	0.80%
2023-24	1.80%	2.00%	20.00%	2.00%	2.00%	2.00%
Thereafter	1.80%	2.00%	20.00%	2.00%	2.00%	2.00%

Appendix 2 (continued)

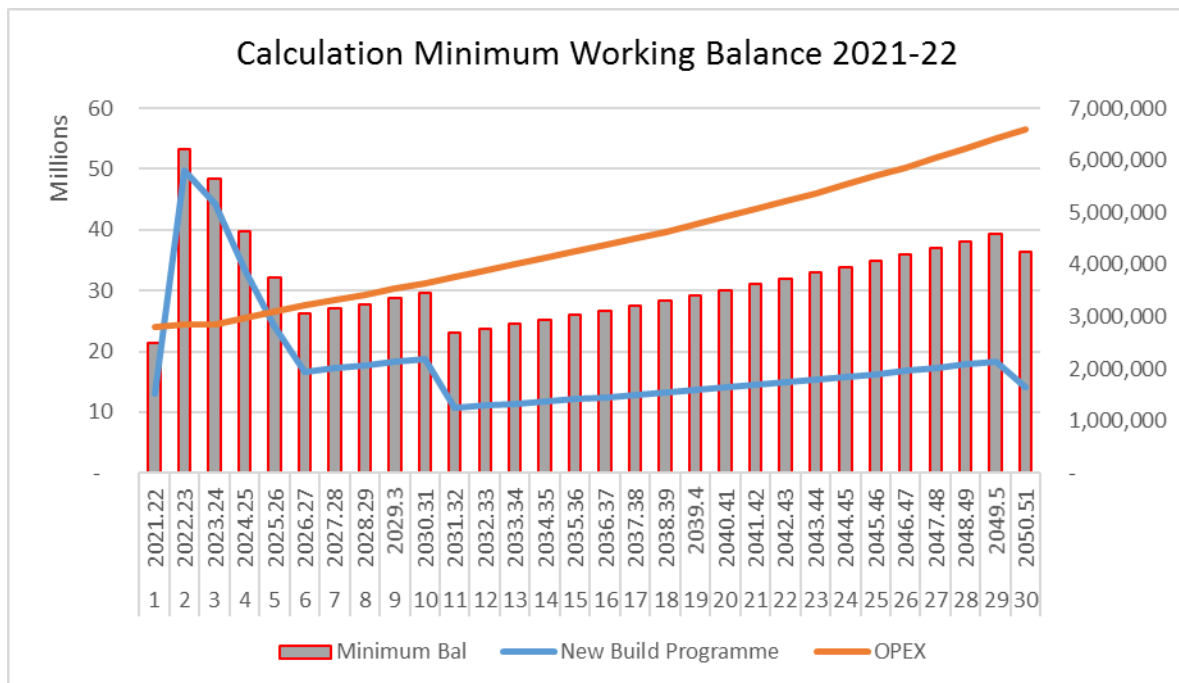
Right to Buy Sales

A review of the average number and value of RTB sales shows since the introduction of the reinvigorated RTB in 2012 that on average 22 sales have completed each year at a value in 2021-22 of £257k. The average discount that a tenant receives is currently £82,283, equivalent to 32% of the market value.

23 sales have been assumed for 2021-22 and all subsequent years.

HRA Working Balance

The minimum HRA working balance for 2020-21 has been reviewed in light of the challenging delivery and scale of investment required in new affordable housing with its inherent development/sales risks. It is now recommended that the minimum working balance should be set at 5% of the operating revenue expenditure and 10% of the annual new build programme. This will result in a minimum working balance shown below against the current budget for these two key activities. In 2022-23 this will be set at £6.2m.



Interest Rates and Borrowing

Internal

All internal transactions with the General Fund are determined by the Treasury Management Strategy approved by the Council and the statutory item 8 Debit determination. All interest rates are variable and the current rates are set at 0.01% on both internal borrowings and credits in the HRA and reserves in light of the latest corporate guidance.

External

The current Housing Revenue Account Capital Financing Requirement (HRACFR) an indication of the indebtedness and need to borrow within the HRA is largely financed by external loans with interest rates ranging from 1.95% to 3.52% depending on the length of the loan. The current average cost of capital is under 3.2%

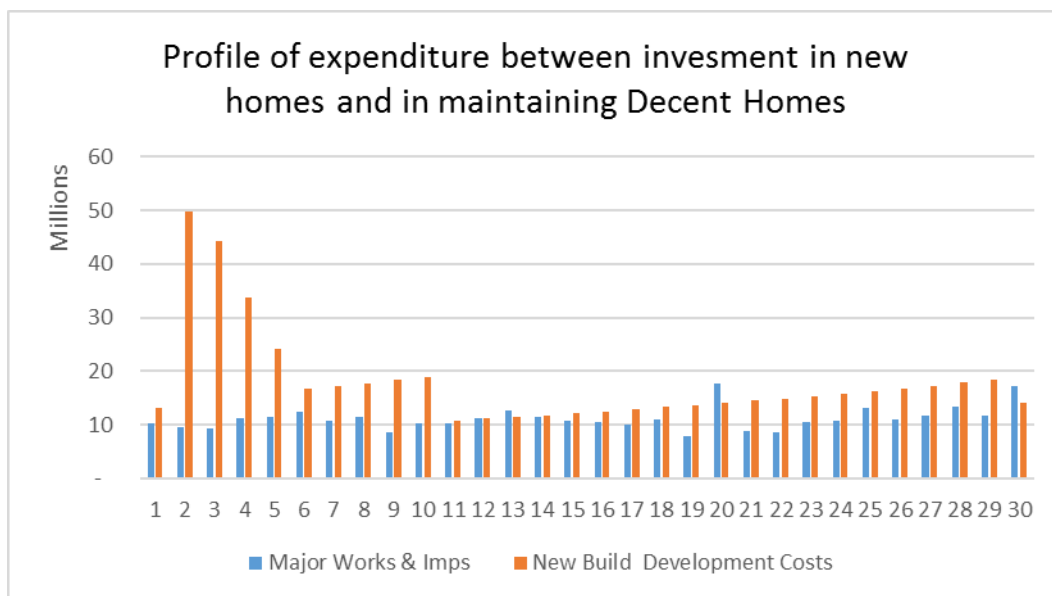
The latest business plan assumes that further external borrowing of £11.455m is undertaken in 2021-22 at an interest rate of 3.0%. Thereafter the plan assumes that prudential borrowing is undertaken in order to finance capital expenditure, after the application of available RTB 1-4-1 funds, grants and Major Repairs Funding as necessary. The current HRA Capital Financing Requirement the (HRA CFR) increases over the life of the plan to £367m at year 30, an increase of £189m.

All current loans that expire during the plan are assumed to be refinanced. It is assumed that all new loans will bear an interest rate of 3% up to March 2025 and 3.5% thereafter. In the first 5 years it is assumed that £124m of capital investment will be financed from borrowing.

APPENDIX 2 CAPITAL INVESTMENT AND THE ASSET BASE

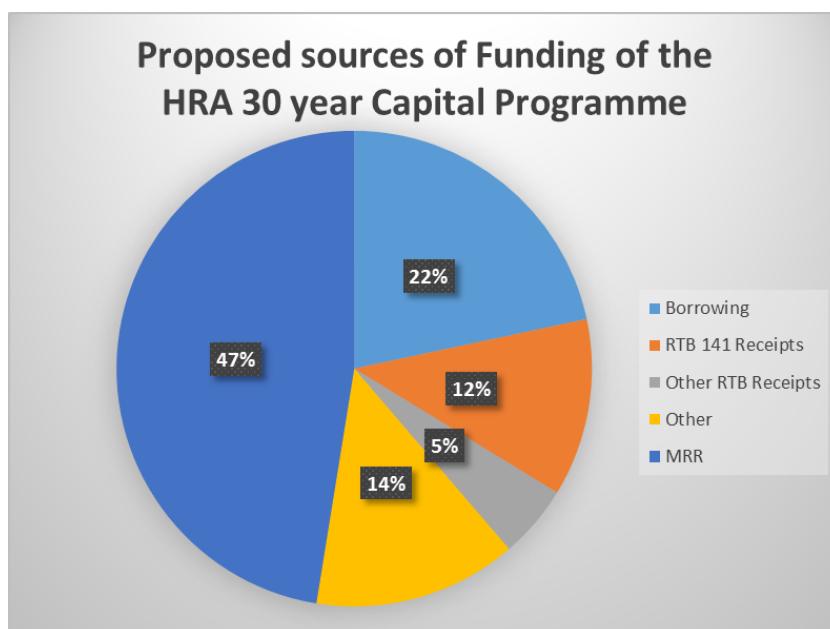
Capital Investment over the 30 year Plan

The Current plan allows for £335m of investment in maintaining Decent Homes standard+ which here includes investment in Climate change, estates improvement, disabled adaptations, sewage treatment works and Fire safety measures. At present the plan allows for £539m of investment in delivering new affordable homes.

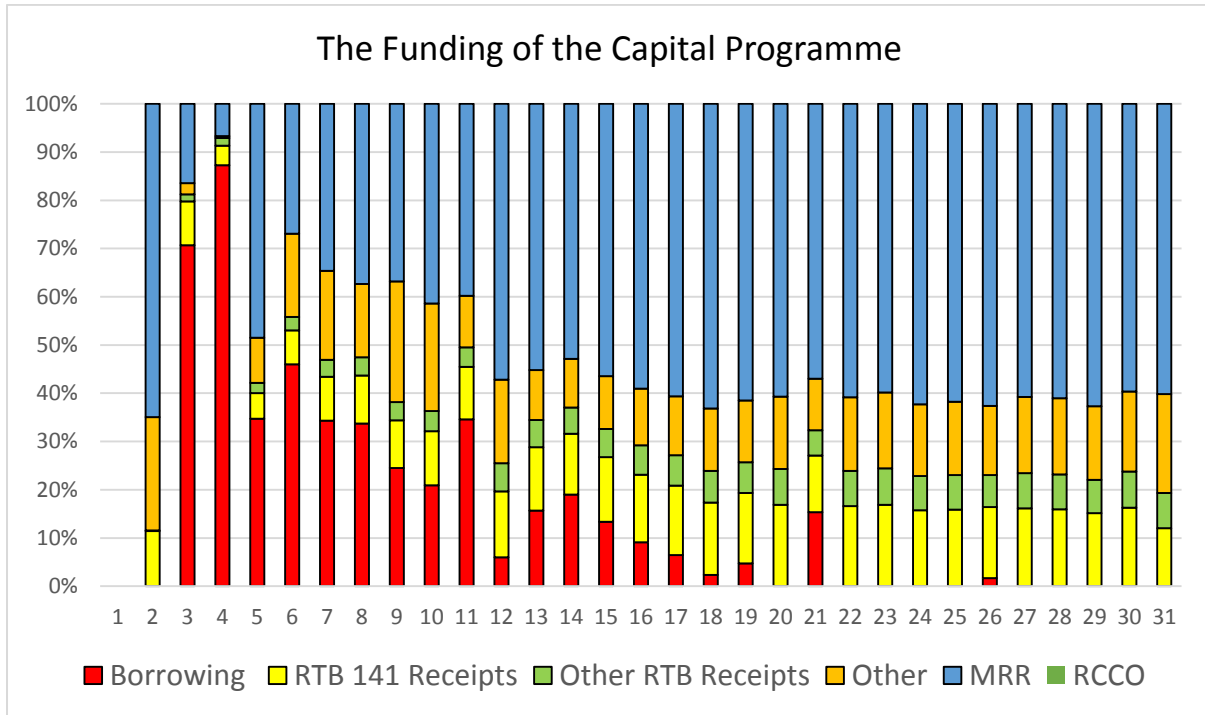


The funding of the Capital Programme

Based upon the funding strategy proposed the likely funding of the overall Capital Programme of £874m over the next 30 years is shown below.



The chart below shows the proposed funding profile by year over the 30 years.



APPENDIX 3 – The HRA OPERATING ACCOUNT 2021-22 to 2050-51

Winchester City Council

HRA Business Plan

Operating Account

(expressed in money terms)

		Income			Expenditure					
Year	Year	Net rent Income £,000	Misc Income £,000	Total Income £,000	Managt. £,000	Depreciation £,000	Responsive & Cyclical £,000	Total expenses £,000	Capital Charges £,000	Net Operating (Expenditure) £,000
1	2021.22	28,307	869	29,176	(9,892)	(8,188)	(5,769)	(24,350)	(5,492)	(415)
2	2022.23	29,276	895	30,171	(10,189)	(8,537)	(5,073)	(25,006)	(6,309)	(541)
3	2023.24	30,475	922	31,397	(10,503)	(8,757)	(5,248)	(24,507)	(7,898)	(1,008)
4	2024.25	33,104	949	34,054	(10,922)	(9,180)	(5,451)	(25,554)	(8,149)	351
5	2025.26	34,521	978	35,499	(11,353)	(9,612)	(5,646)	(26,611)	(8,780)	108
6	2026.27	35,897	1,007	36,905	(11,694)	(10,062)	(5,820)	(27,576)	(9,272)	57
7	2027.28	37,026	1,037	38,063	(12,045)	(10,427)	(5,995)	(28,466)	(9,660)	(63)
8	2028.29	38,152	1,069	39,221	(12,406)	(10,792)	(6,175)	(29,374)	(9,992)	(145)
9	2029.30	39,311	1,101	40,412	(12,778)	(11,170)	(6,361)	(30,310)	(10,217)	(115)
10	2030.31	41,282	1,134	42,416	(13,162)	(11,562)	(6,552)	(31,276)	(10,492)	648
11	2031.32	41,729	1,168	42,897	(13,557)	(11,966)	(6,749)	(32,272)	(10,715)	(90)
12	2032.33	42,866	1,203	44,069	(13,963)	(12,385)	(6,938)	(33,286)	(10,826)	(43)
13	2033.34	43,907	1,239	45,146	(14,382)	(12,767)	(7,132)	(34,281)	(10,969)	(104)
14	2034.35	44,973	1,276	46,249	(14,814)	(13,162)	(7,331)	(35,306)	(11,105)	(162)
15	2035.36	46,952	1,314	48,266	(15,258)	(13,569)	(7,536)	(36,362)	(11,210)	694
16	2036.37	47,186	1,354	48,540	(15,716)	(13,988)	(7,746)	(37,450)	(11,274)	(183)
17	2037.38	48,334	1,394	49,728	(16,187)	(14,420)	(7,962)	(38,569)	(11,314)	(155)
18	2038.39	49,510	1,436	50,946	(16,673)	(14,866)	(8,184)	(39,723)	(11,343)	(120)
19	2039.40	50,642	1,479	52,121	(17,173)	(15,325)	(8,413)	(40,911)	(11,363)	(153)
20	2040.41	51,876	1,524	53,400	(17,688)	(15,798)	(8,647)	(42,134)	(11,448)	(183)
21	2041.42	54,164	1,569	55,733	(18,219)	(16,287)	(8,889)	(43,394)	(11,533)	805
22	2042.43	54,438	1,616	56,055	(18,766)	(16,790)	(9,136)	(44,692)	(11,530)	(167)
23	2043.44	55,768	1,665	57,433	(19,329)	(17,308)	(9,391)	(46,028)	(11,528)	(123)
24	2044.45	57,131	1,715	58,845	(19,908)	(17,843)	(9,653)	(47,405)	(11,527)	(86)
25	2045.46	58,528	1,766	60,294	(20,506)	(18,394)	(9,922)	(48,822)	(11,534)	(63)
26	2046.47	59,960	1,819	61,779	(21,121)	(18,963)	(10,199)	(50,282)	(11,543)	(46)
27	2047.48	62,610	1,874	64,484	(21,754)	(19,548)	(10,483)	(51,786)	(11,538)	1,160
28	2048.49	62,934	1,930	64,864	(22,407)	(20,152)	(10,775)	(53,334)	(11,537)	(7)
29	2049.50	64,478	1,988	66,465	(23,079)	(20,775)	(11,075)	(54,929)	(11,535)	1
30	2050.51	66,060	2,047	68,108	(23,772)	(21,416)	(11,384)	(56,572)	(11,532)	4

APPENDIX 4 - HRA 30 YEAR BUSINESS PLAN KEY METRICS

Year		HRACFR	Turnover	Debt Financing Costs	as % age Turnover	Working Balance
		£,000	£,000	£,000		£,000
1	2021.22	178,177	28,307	5,492	19%	15,139
2	2022.23	220,077	29,276	6,309	22%	14,618
3	2023.24	270,077	30,475	7,898	26%	13,631
4	2024.25	285,656	33,104	8,149	25%	14,004
5	2025.26	302,077	34,521	8,780	25%	14,128
6	2026.27	312,041	35,897	9,272	26%	14,201
7	2027.28	321,457	37,026	9,660	26%	14,154
8	2028.29	328,641	38,152	9,992	26%	14,026
9	2029.30	334,279	39,311	10,217	26%	13,927
10	2030.31	344,313	41,282	10,492	25%	14,591
11	2031.32	345,565	41,729	10,715	26%	14,517
12	2032.33	349,076	42,866	10,826	25%	14,491
13	2033.34	353,670	43,907	10,969	25%	14,403
14	2034.35	356,785	44,973	11,105	25%	14,257
15	2035.36	358,874	46,952	11,210	24%	14,968
16	2036.37	360,368	47,186	11,274	24%	14,802
17	2037.38	360,900	48,334	11,314	23%	14,663
18	2038.39	362,040	49,510	11,343	23%	14,560
19	2039.40	362,040	50,642	11,363	22%	14,425
20	2040.41	366,892	51,876	11,448	22%	14,259
21	2041.42	366,892	54,164	11,533	21%	15,081
22	2042.43	366,892	54,438	11,530	21%	14,932
23	2043.44	366,892	55,768	11,528	21%	14,825
24	2044.45	366,892	57,131	11,527	20%	14,756
25	2045.46	367,376	58,528	11,534	20%	14,710
26	2046.47	367,376	59,960	11,543	19%	14,682
27	2047.48	367,376	62,610	11,538	18%	15,859
28	2048.49	367,376	62,934	11,537	18%	15,870
29	2049.50	367,376	64,478	11,535	18%	15,889
30	2050.51	367,376	66,060	11,532	17%	15,911

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CAB3326
CABINET

REPORT TITLE: FEES AND CHARGES 2022/23

23 NOVEMBER 2021

REPORT OF CABINET MEMBER: Cllr Cutler, Deputy Leader and Cabinet Member for Finance and Service Quality

Contact Officer: Liz Keys Tel No: 01962 848226 Email lkeys@winchester.gov.uk

WARD(S): ALL

PURPOSE

This report seeks approval of the fees and charges 2022/23 detailed in appendices 1. The fees and charges have been prepared on the basis of an average 3% increase (other than for parking and garden waste service subscriptions where separate arrangements were agreed in CAB3318): It is proposed to not increase some fees by inflation and reasons for this are set out in the report.

The report sets out all fees within the Council's control and also provides information in relation to statutory fees set nationally.

RECOMMENDATIONS:

That Cabinet:

1. Approve the fees and charges for 2022/23 as set out in appendix 1.

IMPLICATIONS:1 COUNCIL PLAN OUTCOME

- 1.1 A range of services offered by the council are chargeable, and the income generated underpins the delivery of the Council Plan and all of its outcomes. The recovery of costs and additional income is available to be used by Council in achieving its objectives.

2 FINANCIAL IMPLICATIONS

- 2.1 Increasing fees and charges in line with inflation, as a minimum – subject to regulatory restrictions, is one of the core principles used to underpin the Council's Medium Term Financial Strategy (MTFS). The effect of not increasing charges each year would be to increase the net operating costs of council services and increase the burden on council tax. It is projected that that a 3% increase will generate an additional £30,000 of income in 2022/23 (not including the parking charges scheduled for October 2022).
- 2.2 With current consumer price index inflation running at c.3% (3.1% as at September 2021) it is recommended that, where appropriate, an average 3% increase is applied to ensure appropriate cost recovery is maintained. On this basis, Cabinet requested fees and charges (subject to certain exclusions) were drafted with this average increase.
- 2.3 No increase is planned for the charges for the garden waste service for 2022/23.
- 2.4 In some cases, the council offers a service also provided by the private sector. These fees have been reviewed in order to ensure the council does not influence the local market by under or over charging. However, it is also important that charges are sufficient to cover appropriate operating costs. Consideration to this has been given where this is appropriate (e.g. building control services).

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 The Council has general power under section 93 of the Local Government Act 2003 ("LGA 2003") to charge a person for discretionary services, that is, the provision of a service where the Council is authorised, but not required, to provide the service and the person has agreed to its provision. However, the income from discretionary services must not exceed the cost of provision.
- 3.2 Powers to charge were augmented following the Localism Act 2011 and the introduction of a new general power of competence. The overall position on charging may be summarised as follows:
- Authorities must not charge for a service if legislation so provides.
 - Similarly, authorities must charge for a service if legislation so provides.

- There is a further range of services where specific legislative provisions allow authorities to decide whether to charge and how much.
- Then there is a further range of discretionary services supported by empowering legislation where there are no legislative provisions on charging. The local authority may then use its charging powers for discretionary services under the Local Government Act 2003.
- The general power of competence may be exercised for other services where they do not fall into the categories above. An authority may not recover more than the cost of providing that kind of service. Recovery is assessed taking one year with another.

3.3 There is some flexibility over the interpretation of ‘the authority may not recover more than the cost of providing that kind of service’:

- ‘May not recover more than the cost’ which includes overheads.
- ‘Of providing that kind of service’, Authorities have flexibility over defining the service, and possible interpretations could range from a specialised individual service to a much broader definition at service.

4 WORKFORCE IMPLICATIONS

4.1 The Council in part relies on fees and charges to cover the costs of staff delivering services as well as those who support that service delivery. Increasing fees in line with inflation is important to ensure increasing staff costs (incremental growth and pay awards) continue to be covered.

5 PROPERTY AND ASSET IMPLICATIONS

5.1 This report details fees and charges associated with management of the council’s property portfolio.

6 CONSULTATION AND COMMUNICATION

6.1 The principle of inflationary increases to fees and charges has been included and supported in consultation processes for the budget in 2019 and 2020 and now forms a core element of the Council’s Medium Term Financial Strategy.

7 ENVIRONMENTAL CONSIDERATIONS

7.1 The Climate Emergency declaration, the Carbon Neutrality Action Plan and the Air Quality Action Plan all recognise the role charges could play in influencing behaviours.

8 EQUALITY IMPACT ASSESSEMENT

8.1 The Council, in the exercise of all its functions, must have due regard to the public sector equality duty in section 149 of the Equality Act 2010. This report

is part of the budget consultation process; the public sector equality duty is considered alongside any relevant charging options.

9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 Where personal details are taken to fulfil a service, they are stored on the councils IT system in accordance with established policies and procedures.

10 RISK MANAGEMENT

Risk	Mitigation	Opportunities
<i>Community Support Opposition to increased charges for services</i>	Benchmarking of charges against neighbouring authorities. Core principle of cost recovery ensures that the costs of providing a service are recovered where possible.	
<i>Financial / VfM Cost of services are not recovered rendering discretionary services unviable.</i>	Fees and charges are reviewed to ensure, as a minimum, cost recovery.	Opportunities for the Council to offer services in new areas / to new customers and generate additional income to financially support the Council in the delivery of its outcomes.
<i>Legal Challenge regarding the need to consult regarding fee increases (parking)</i>	No increases in parking charges for 2022/23 proposed now. A detailed review will be conducted, including consultation, before any pricing changes are implemented.	
<i>Reputation Challenge regarding excessive fees and unfair charges</i>	Comprehensive review of all charges completed including detailed assessments to support charges	

11 SUPPORTING INFORMATION:

- 11.1 The council charges for a wide range of its statutory and discretionary services and the revenue this generates (in the order of £9.5m) is significant to the council. Given the changing financial climate, the council reviews and publishes all fees and charges each year.

- 11.2 As part of the budget setting process for 2022/23 a comprehensive schedule of all fees and charges across the Council has been compiled. This has enabled a comprehensive review to be undertaken for those charges under the Cabinet's control. These are set out in appendix 1.
- 11.3 Some charges for council services are monitored, reviewed and agreed by external bodies, for example those such as statutory planning and some licensing fees set by Government. Other fees are determined within contracts (for example the leisure contract) or by specific council strategies (for example parking fees as part of the car parking strategy). The statutory fees are set out in appendix 3.
- 11.4 This report outlines changes to corporate fees and charges levied for services to be approved by Cabinet. An average increase of 3% across fees and charges (excluding garden wastes services and parking outside of the central Air Quality Management area) should be implemented from April 2022 where possible. For simplicity the 3% uplift has been rounded in certain areas where rounded charges are the most practical (for example where cash payments are accepted).
- 11.5 Budget holders have been asked to consider the impact of increases to fees and charges before making any final recommendations, particularly where charges are levied on anyone considered as vulnerable. None of these have been identified as requiring an equality impact assessment.
- 11.6 This report contains the fees and charges for services directly managed by Cabinet, the increases in this report are projected to achieve additional fees and charges income of £30,000 in 2022/23. The attached Appendix 1 shows the level of proposed locally set charges for 2022/23 and the percentage change on individual 2021/22 charges.
- 11.7 It should be noted that those fees set nationally are not discussed further in this report, these include: planning application fees, fees for certain licenses, and other regulatory fees in relation to abandoned vehicles, air pollution.

12 Outline of Key Changes

- 12.1 Whilst most non statutory fees are proposed to increase by 3% there are some variations proposed, including:
- a) Building Control – The Building Control services is able to set fees to recover most operating costs and the fee schedule in Appendix 1 includes fees for a range of Building Control services. The Council should not generate a surplus through charges and fees were reviewed in detail and amended in April 2021. The set fees are still considered to be sufficient to cover current operating costs and no further increases are therefore proposed for April 2022.
 - b) Environmental Services – The fees set out in Appendix 1 are included in the Waste Collection contract and initially set at the start of the

contract earlier this year. The contract requires that they be increased in line with the September CPI rate each year and therefore an increase of 3.1% is proposed.

- c) Market stall fees increased above inflation in 2021/22 and no further increase is therefore proposed for April 2022.
- d) Guildhall – With Her Majesty’s Courts and Tribunal service (HMCT) currently occupying much of the Guildhall, rooms are not available for external hire. Discussions regarding the future of the HMCT lease will be concluded in the New Year. Should their occupation of the Guildhall cease, rooms will be available for public hire and the charges proposed in Appendix 1 take account of the reduced “room hire only” service that can be maintained within current resources. Options for the longer term management of the Guildhall and its use as a regional conference centre are currently being assessed.
- e) “Lifeline” charges – The emergency “lifeline” service that supports the Council’s Older Persons Housing services is also offered at a charge to the wider public. Charges are already higher than some competitors and so no inflationary increase is recommended.
- f) Garages – Demand for garages in many areas has reduced in recent years, although there is still a waiting list for a large proportion of garages. With void rates at an estimated 10%, no inflationary increase is recommended for 2022/23 for those garages on housing estates, except for those in central Winchester, which remain in very high demand. Officers have benchmarked current charges with other providers and Council garage rents remain broadly at the average for charges across Hampshire.
- g) Sheltered Housing Guestroom charges – The current charge of residents families booking use of the scheme guestrooms is not sufficient to cover the administrative and operational costs to service this provision. Guestrooms have been improved and upgraded in recent years and an increased charge for the first night of any use is recommended to reflect costs involved in preparing rooms for letting.
- h) Filming and Media Work – Charges for this work were introduced earlier this year although have not been used to date. No further increase is proposed at this stage.
- i) Tourism and Marketing – No increases are proposed to charges relating to the visitor centre and the wider tourism and marketing service which plays an important role in the recovery the local economy.
- j) Taxi and Licensed Hire charges – No increases are proposed to these fees. This takes account of the difficulties faced by the sector. In addition, the Council should only recover operating costs and not

generate a surplus from these fees and existing fees are considered to be appropriate in light of this.

13 Parking Charges

- 13.1 In line with the City of Winchester Movement Strategy, inflationary increases are only proposed for city centre car parks in the air quality management area (AQMA) where demand remains very high. These will take effect from October 2022 rather than April 2022.
- 13.2 Consistent with the Parking Agency agreement with Hampshire County Council for on street residential permits, all undiscounted residential permit changes will increase by £10 from April 2022.
- 13.3 The Council has committed to an air quality parking surcharge on the most polluting cars inside the Air Quality Management Area and will come back with detailed proposals in January 2022.
- 13.4 Separately, parking charges for off-street car parking will be reviewed in detail in light of Hampshire County Council's plans for the parking agency agreement and the need to make them to be consistent with on-street parking charges.
- 13.5 Market Town charges will remain unchanged in April 2022 and are subject to agreement to updated Parking & Access Plans between the City Council and the parish councils in Wickham, Bishops Waltham and New Alresford.

14 Charges for Sports and Leisure

- 14.1 The council's leisure contractor, Everyone Active, sets the fees and charges for use of the leisure facilities as part of the contractual arrangements as set out in Appendix 2
- 14.2 The contract requires that the Contractor must provide proposals for prices of activities annually to the council by **31st December**, prior to implementation the following Contract Year.
- 14.3 Core prices are to be reviewed annually by the council and may be increased by not more than 4% or the rate of inflation (as measured by the CPI), whichever is the greater.
- 14.4 As the contractor has yet to provide proposals for 2022 prices and that the contract sets a December review date, it is not possible to set charges at this time and a separate report will be prepared in the New Year.

15 OTHER OPTIONS CONSIDERED AND REJECTED

- 15.1 Cabinet can choose not to increase fees and charges or vary the charges made.

- 15.2 To not make charges in any form would impact the general fund with services not recovering costs and council tax payers as a whole bearing the cost of service. This is therefore not recommended.
- 15.3 Cabinet do have discretion to vary fees and charges as local circumstances demand but 3% is recommended in order to cover the unavoidable cost of service increase.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

CAB3318 – General Fund Budget Options and Medium Term Financial Strategy

CAB3295 – Fees and Charges 2021/22

Other Background Documents:-

None

APPENDICES:

Appendix 1 – Local and Agency Fees & Charges

Appendix 2 – Leisure Centre Fees & Charges

Appendix 3 – Statutory Fees & Charges

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1. Building Control

1.1 Standard charges – for the creation or conversion of New Housing

(Fees include VAT)

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Building notice application control fee	1 Dwelling	981.00	981.00	-
	2 Dwellings	1,326.00	1,326.00	-
	3 Dwellings	1,669.00	1,669.00	-
	4 Dwellings	2,012.00	2,012.00	-
	5 Dwellings	2,356.00	2,356.00	-
	6 Dwellings	2,698.00	2,698.00	-

An alternative to a Building Notice Application is a Full Plans Application where detailed drawings are being deposited. For this type of application deposits of approximately 25% of the above rates are collected with application; and the balance is invoiced after commencement.

For 7 or more dwellings or if the floor area exceeds 300m² the charge is individually assessed.

1.2 Building Notice Charge – Domestic Extensions to a Single Building

(Fees include VAT)

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Single Storey Extensions – Building Charge Notice	Single storey extension floor area not exceeding 10m ²	590.00	590.00	-
	Single storey extension floor area exceeding 10m ² but not exceeding 40m ²	785.00	785.00	-
Single Storey Extensions – Building Charge Notice	Single storey extension floor area exceeding 40m ² but not exceeding 100m ²	981.00	981.00	-
Two Storey Extensions	Two storey extension floor	834.00	834.00	-

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
	area not exceeding 40m ²			
	Two storey extension floor area exceeding 40m ² but not exceeding 200m ²	1,030.00	1,030.00	-
Loft Conversions	Loft Conversion that does not include the construction of a dormer up to 60m ²	638.00	638.00	-
	Loft Conversion that includes the construction of a dormer up to 60m ²	737.00	737.00	-
Garages and Carports	Erection or extension of a non-exempt attached or detached domestic single storey garage or carport up to 100m ²	492.00	492.00	-
	Erection or extension of a detached garage building with a first floor over with combined internal floor area not exceeding 150m ² (non-sleeping use)	590.00	590.00	-
Other	Conversion or partial conversion of a garage to a habitable room (s)	442.00	442.00	-

An alternative to a Building Notice Application is a Full Plans Application where detailed drawings are being deposited. For this type of application a deposit of £250 is collected with application; the balance is invoiced after commencement.

1.3 Building Notice Charge – Domestic Alterations to a Single Building

(Fees include VAT)

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Underpinning		737.00	737.00	-
Renovation of a thermal element to a single dwelling		351.00	351.00	-
Alterations, Installation of Fittings (not electrical) and/or Structural Alterations (if ancillary to the building of the extension – no additional charge)	Estimated cost less than £1,000*	238.00	238.00	-
	Estimated cost between £1,001 and £5,000*	356.00	356.00	-
	Estimated cost between £5,001 and £25,000	491.00	491.00	-
	Estimated cost between £25,001 and £50,000	834.00	834.00	-
	Estimated cost between £50,001 and £75,000	1,030.00	1,030.00	-
	Estimated cost between £75,001 and £100,000	1332.00	1332.00	-
Window and Door Replacement	Per 1-4 window/ door installations*	227.00	227.00	-
	Per installation over 5 but less than 20 windows/ doors*	284.00	284.00	-

An alternative to a Building Notice Application is a Full Plans Application where detailed drawings are being deposited. For this type of application a deposit of £250 is collected with application (exceptions as per below); the balance is invoiced after commencement.

*Full charge collected on application.

1.4 Standard Charges – All other Non-Domestic work – extensions and new build

(Fees include VAT)

Description	Details/ Type	2021/22 Fee	2022/23 Fee	% uplift
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		£	£	
Other Residential (Institutional and Other)/ Assembly and Recreation Use/ All Other Use Classes	Floor area not exceeding 10m ²	1,080.00	1,080.00	-
	Floor area exceeding 10m ² but not exceeding 40m ²	1,285.00	1,285.00	-
	Floor area exceeding 40m ² but not exceeding 100m ²	1,491.00	1,491.00	-
Industrial and Storage Usage	Floor area not exceeding 10m ²	770.00	770.00	-
	Floor area exceeding 10m ² but not exceeding 40m ²	873.00	873.00	-
	Floor area exceeding 40m ² but not exceeding 100m ²	1,080.00	1,080.00	-

An alternative to a Building Notice Application is a Full Plans Application where detailed drawings are being deposited. For this type of application a deposit of £300 is collected with application; the balance is invoiced after commencement.

1.5 Standard charges – All other Non-Domestic work – alterations

(Fees include VAT)

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Underpinning Works (with an estimated cost of works less than £50,000)		770.00	770.00	-
Window and Door Replacement	1-10 Installations per property*	227.00	227.00	-
	10-20 Installations per Individual Property*	284.00	284.00	-
Renovation of a Thermal Element (with an estimated cost of works less than £50,000)		664.00	664.00	-
Alterations not described elsewhere	Estimated cost less than £5,000	411.00	411.00	-

	Estimated cost between £5,001 and £25,000	565.00	565.00	-
	Estimated cost between £25,001 and £50,000	873.00	873.00	-
	Estimated cost between £50,001 and £100,000	1,080.00	1,080.00	-
Installation of Raised Storage Platform (Mezzanine Floor) less than 300m ²		977.00	977.00	-
Office or Shop Fit Out less than 300m ²		567.00	567.00	-

An alternative to a Building Notice Application is a Full Plans Application where detailed drawings are being deposited. For this type of application a deposit of £250 is collected with application (exceptions as per below); the balance is invoiced after commencement.

*Full charge collected on application.

1.6 Other charges/ reductions/ exemptions

(Fees include VAT)

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Exemption	Works provided for the sole purpose of providing access, accommodation or facilities for disabled persons relating to dwellings and public buildings do not attract an application charge.	N/A	N/A	-
Regularisation Charge	Work carried out without permission attracts a charge equal to 140% of the corresponding Building Notice	N/A	N/A	-

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
	Net Charge			
Reduction in Plan Charges	Repetitive work may attract a reduction of 25% per application.	N/A	N/A	-
Supplementary Charges	Certified notifiable electrical work	156.00	156.00	-
	Non certified notifiable electrical work	296.00	296.00	-
	Structural check	272.00	272.00	-

2. Cemetery Fees (for Magdalen Hill and West Hill Cemeteries) (Town Forum)

For children less than 18 years of age there are no charges.

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
New Graves Dug to Single	Residents residing inside the	1,434.00	1,477.00	3

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Depth	Old Town Boundary of St Barnabas, St Paul, St Luke, St Michael and St Bartholomew			
	Residents residing within the remaining Winchester District	2,867.00	2,953.00	3
	Residents outside of the Winchester District	4,096.00	4,219.00	3
New Graves Dug to Double Depth	Residents residing inside the Old Town Boundary of St Barnabas, St Paul, St Luke, St Michael and St Bartholomew	1,843.00	1,898.00	3
	Residents residing within the remaining Winchester District	3,686.00	3,797.00	3
	Residents outside of the Winchester District	5,120.00	5,274.00	3
New Cremation Casket Area	Residents residing inside the Old Town Boundary of St Barnabas, St Paul, St Luke, St Michael and St Bartholomew	614.00	632.00	3
	Residents residing within the remaining Winchester District	1,229.00	1,266.00	3
	Residents outside of the Winchester District	2,454.00	2,528.00	3
New Cremation Casket into Burial Grave	Residents residing inside the Old Town Boundary of St Barnabas, St Paul, St Luke, St Michael and St Bartholomew	1,024.00	1,055.00	3
	Residents residing within the remaining Winchester District	2,048.00	2,109.00	3

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
	Residents outside of the Winchester District	3,072.00	3,164.00	3
Simple Adult Grave at a Date After Burial	Residents residing inside the Old Town Boundary of St Barnabas, St Paul, St Luke, St Michael and St Bartholomew	1,024.00	1,055.00	3
	Residents residing within the remaining Winchester District	1,024.00	1,055.00	3
	Residents outside of the Winchester District	2,560.00	2,637.00	3
Simple Adult Grave (or Public Health Burial) (unpurchased dug to single depth)	Residents residing inside the Old Town Boundary of St Barnabas, St Paul, St Luke, St Michael and St Bartholomew	1,055.00	1,087.00	3
	Residents residing within the remaining Winchester District	2,109.00	2,172.00	3
	Residents outside of the Winchester District	2,637.00	2,716.00	3
Re-open Grave to Single Depth	Residents within the Winchester District	1,331.00	1,371.00	3
	Residents outside of the Winchester District	2,867.00	2,953.00	3
Re-open Grave to Double Depth	Residents within the Winchester District	1,741.00	1,793.00	3
	Residents outside of the Winchester District	3,482.00	3,586.00	3
Re-open for Cremation Casket Area	Residents within the Winchester District	307.00	316.00	3
	Residents outside of the Winchester District	614.00	632.00	3

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Re-open for Cremation Casket into Burial Grave	Residents within the Winchester District	307.00	316.00	3
	Residents outside of the Winchester District	614.00	632.00	3
Ashes	Interring of Ashes with Coffin (or 2 sets of Ashes at the same time)/ Scattering of Ashes (with information in the register)	77.00	79.00	3
Miscellaneous Burial Fees	Premium rate for larger than standard coffin i.e. American Casket	Price on request	Price on request	3
	Preparation of a special plot			
	Providing a 24 hour service			
	Charge for choosing Grave Space at time of arranging interment, with Cemetery Manager	77.00	79.00	3
	Charge for attending and assisting at families request for ashes burial	N/A	N/A	-
	Top-up and re-turf or re-seed sunken grave over 5 years at customer's request	N/A	N/A	-
	Transfer of Burial Grants	77.00	79.00	3
Miscellaneous Burial Fees	Grant renewal for 10 years	77.00	79.00	3
Tree Memorial Plaque		200.00	206.00	3
Headstone for Purchased Grave	Residents of the Winchester District	256.00	264.00	3
	Residents Outside of the Winchester District	512.00	527.00	3
Plaque for Purchased Grave or Purchased Cremation	Residents of the Winchester District	123.00	127.00	3

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Area	Residents Outside of the Winchester District	225.00	232.00	3
Replacement or Additional Headstone, Plaque or Vase	Residents of the Winchester District	123.00	127.00	3
	Residents Outside of the Winchester District	225.00	232.00	3
Secondary Inscription	Residents of the Winchester District	82.00	84.00	3
	Residents Outside of the Winchester District	164.00	169.00	3
Wooden Cross	Wooden Cross (simple grave)300mm x 600mm (No Grant)	102.00	105.00	3
Memorial Benches	Includes: provision of bench, plaque installation and maintenance for a period of 10 years	1,500.00	1,500.00	Tbc
	Words carved into the bench (price for 30 characters, £3.10 for each additional thereafter	70.80	70.80	Tbc
	Images or bespoke designs carved into the bench	Price on request	Price on request	Tbc

3. Historic Environment

Winchester City Council will normally impose a charge for commercial requests. This charge is levied to cover the cost of staff time and other related costs and overheads. The rates currently charged are set out below.

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Commercial Enquiries: Historic and Conservation Matters.	Minimum Charge is 1 hour, additional charges per half hour units	96.00	99.00	3
Hourly rate (including VAT)				

4. Engineering

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Brown Tourist Sign Scheme	Application fee	125.00	129.00	3
	Administration fee	20% of the works cost, minimum charge £100.00	20% of the works cost, minimum charge £100.00	-
	Supervision fee	10% of the works cost, minimum charge £50.00	10% of the works cost, minimum charge £50.00	-
	Maintenance fee	10% of the works cost,	10% of the works cost,	-

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
		minimum charge £50.00	minimum charge £50.00	
Professional Engineering Services Charge Rates (per hour)	Project Manager	45.00	46.35	3
	CAD Technician	25.00	26.75	3
	Engineering Technician	30.00	30.90	3
Street Name Plates (for developers and for private streets)	Cost of the name plate plus admin and installation fees	Individually priced	Individually priced	-
Temporary Road Closures	Temporary Traffic Regulation Order – Technical & legal costs (Advertising costs are additional)	1,700.00	1751.00	3
Access protection marking	The same charge applies for repainting	120.00	124.00	3
Developer Funded Traffic Regulation Orders	The cost of provision and advertising (Site works are additional and are charged at cost plus 15% admin charge)	5,000.00	5,150.00	3

5. Environmental Services (formally set through Environmental Services Contract)

5.1 Waste and recycling (see note 12.1)

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Garden waste service	140 litre bin	39.00	39.00	-
	240 litre bin	59.00	59.00	-

Bins* (price includes delivery)	New or replacement refuse bin	31.41*	32.00*	3.1
	Replacement or addition recycling bin	31.41*	32.00*	3.1
Bulky household collections	240 litre bin and bulky delivery	31.41*	32.00*	3.1
	Bulky waste single items	17.49*	18.00*	3.1
	Bulky waste two/three items	29.15*	30.00*	3.1
	Fridge/freezer	33.82*	35.00*	3.1
	Bulky waste 1m ³	40.82*	42.00*	3.1
	Bulky waste 2m ³	69.97*	72.00*	3.1
	Bulky waste 3m ³	102.54*	106.00*	3.1
	Bulky waste 4m ³	116.62*	120.00*	3.1
	Full load	219.78*	227.00*	3.1

* Charges set in Environmental Services Contract and payable to the waste contractor Biffa. Price subject to increase every October in line with the October Retail Price Index.

6. Estates

6.1 Market Stalls (see report section 12.1 c)

Description	Details/ Type (if applicable)		2021/22 Fee £	2022/23 Fee £	% uplift	
Winchester Market Stall Rents	1 x 3m x 3m Gazebo	High Street	Wed – Sun	45.00	45.00	-
		High Street	Thurs	40.00		
	Layby	Thurs-Sun	45.00	45.00	-	
		Fri-Sun	45.00			
	Middlebrook	Weds-Thurs	30.00			

		Street	Fri-Sat	40.00		
			Wed -Sun	45.00	45.00	-
	1 x 3m x 4.5m Gazebo	High Street	Wed-Sun	65.00	65.00	-

7. General Fund Housing

7.1 Houses in Multiple Occupation licence

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Houses in Multiple Occupation (HMO) licence	Licensing fee*	955.00	984.00	3
	Re-licensing fee*	753.00	776.00	3
	Accreditation	134.00	138.00	3
	Accreditation Renewal	87.00	90.00	3
	Immigration visit	84.00	87.00	3

7.2 Park Homes Annual Fees (Relevant Protected Sites only)

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
First application to be on Fit and Proper Person Register of site managers	Existing licence holders and new licence applications	FREE	FREE	-
Subsequent applications	Within the period of the original registration	125.00	129.00	3
Site line Annual Fee	Charges to site owners of 1 to 5 pitches	164.00	169.00	3
	Charges to site owners of 6 to 15 pitches	188.00	194.00	3

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
	Charges to site owners of 16 to 45 pitches	248.00	255.00	3
	Charges to site owners of 66 to 75 pitches	329.00	339.00	3
	Charges to site owners of 76 plus pitches	409.00	421.00	3
New site licence application – fee charges	Charges to site owners of 1 to 5 pitches	373.00	384.00	3
	Charges to site owners of 6 to 15 pitches	390.00	402.00	3
	Charges to site owners of 16 to 45 pitches	410.00	422.00	3
	Charges to site owners of 66 to 75 pitches	427.00	440.00	3
	Charges to site owners of 76 plus pitches	447.00	460.00	3
Application to transfer a site licence – fee charges Application to vary a site licence – fee charges	Charges to site owners of 1 to 5 pitches	125.00	129.00	3
	Charges to site owners of 6 to 15 pitches	125.00	129.00	3
	Charges to site owners of 16 to 45 pitches	125.00	129.00	3
	Charges to site owners of 66 to 75 pitches	125.00	129.00	3
	Charges to site owners of 76 plus pitches	125.00	129.00	3
Deposit and publishing of site rules – fee charge	Charges to site owners of 1 to 5 pitches	54.00	56.00	3
	Charges to site owners of 6 to 15 pitches	54.00	56.00	3
	Charges to site owners of 16 to 45 pitches	54.00	56.00	3

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
	Charges to site owners of 66 to 75 pitches	54.00	56.00	3
	Charges to site owners of 76 plus pitches	54.00	56.00	3

7.3 Community safety and neighbourhood services

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Fixed penalty notices together with set penalties for offences	Littering	75.00	75.00	-
	Dog fouling	50.00	50.00	-
	Fly posting	75.00	75.00	-
	Fly tipping	400.00*	400.00	-
	Breach of community protection notice	100.00	100.00	-
	Breach of public spaces protection	100.00	100.00	-

* Where perpetrators of low level fly tipping are identified, the penalty has been set to reflect the damage to the environment, local community and the cost to the local authority in clearing the waste material and detecting the offence.

8. Guildhall

8.1 Room Hire (see report section 12.1 d)

Rooms/Charges marked * are not currently available for hire as leased to Her Majesty's Courts and Tribunals service

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% Increase
Bapsy Hall*	6 hours	1,125.00	N/A	N/A
	8 hours	1,500.00	N/A	N/A
	Full day	2,250.00	2,000.00	-12.5
King Charles Hall & Keats*	4 hours	480.00	N/A	N/A
	6 hours	720.00	N/A	N/A
	8 hours	960.00	N/A	N/A
	Full day	1,440.00	1,200.00	-20.0
Walton Suite	4 hours	400.00	N/A	N/A
	6 hours	600.00	N/A	N/A
	8 hours	800.00	500.00	-60.0
	Full day	1,200.00	1,000.00	-20.0
The Courtyard	4 hours	400.00	N/A	N/A
	6 hours	600.00	N/A	N/A
	8 hours	800.00	500.00	-60.0
	Full day	1,200.00	900.00	-33.3

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% Increase
King Alfred Conference Chamber*/ Wintonian Bar*	4 hours	340.00	N/A	N/A
	6 hours	510.00	N/A	N/A
	8 hours	680.00	N/A	N/A
	Full day	1,020.00	850.00	-20.0
Wykeham/ Eversley	4 hours	180.00	150.00	-20.0
	6 hours	270.00	N/A	N/A
	8 hours	360.00	300.00	-20.0
	Full day	540.00	N/A	N/A
The Green Room	4 hours	N/a	110.00	100.0
	8 hours	N/A	250.00	N/A
Mayor's Parlour	4 hours	160.00	125.00	-28.0
	6 hours	240.00	N/A	N/A
	8 hours	320.00	280.00	-14.3
	Full day	480.00	N/A	N/A
Kingsgate	4 hours	120.00	110.00	-9.0
	6 hours	180.00	N/A	N/A
	8 hours	240.00	250.00	4.0
	Full day	360.00	N/A	N/A

Charity Rates are available at 75% of above price

9. Housing Revenue Account

9.1 Lifeline Rental Charges (see report section 12.1 e)

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Standard Cover	Weekly	4.05	4.05	0
	Monthly	17.56	17.56	0
	Quarterly	52.96	52.96	0
	Annual	210.76	210.76	0
Telecare Standard	Weekly	5.34	5.34	0
	Monthly	23.14	23.14	0
	Quarterly	69.41	69.41	0
	Annual	277.66	277.66	0
Telecare Standard – Extra Pendant	Weekly	0.75	0.75	0
	Monthly	3.26	3.26	0
	Quarterly	9.81	9.81	0
	Annual	39.28	39.28	0
Telecare Standard – Safe Socket	Weekly	1.15	1.15	0
	Monthly	4.97	4.97	0
	Quarterly	14.91	14.91	0
	Annual	59.60	59.60	0

All charges include VAT. Replacement Pendant one off cost £99.62

9.2 Garages (weekly charges) (see report section 12.1 f)

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Central Winchester	Tenanted	11.31	11.31	0
	Private	20.51	20.51	0
	Leaseholder	17.09	17.09	0
Rest of District	Tenanted	10.95	10.95	0
	Private	17.19	17.19	0
	Leaseholder	14.33	14.33	0

All charges include VAT where applicable

9.3 Guest Room Hire (see report section 12.1 g)

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Guest Room Hire (Sheltered Schemes) 1 st night Rest of stay	Price per night (Excludes VAT)	15.91 plus cleaning charge	35.00	0
			15.90	
Common Room Booking (Sheltered Schemes, Non Resident)	Price per session (Excludes VAT)	26.52	26.52	0

10. IMT

10.1 Street naming and numbering

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
New development	Individual plot	74.20	76.00	3
	2-5 plots	148.30	153.00	3
	6-10 plots	265.20	273.00	3
	11-20 plots	424.40	437.00	3
	Over 20 plots	21.20	22.00	3
Property name change		69.00	71.00	3

11. Land Charges

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Full Search (LLC1 + Con29)		197.80	201.90	3
LLC1 only		30.00	30.00	-
	Each additional parcel of land	5.15	5.15	-
Con29 Required (Part I)		167.80	171.90	3
	Each additional parcel of land	12.80	12.80	-
Con29 Optional (Part II)	When submitted separately, an administration fee will be charged, plus the fee for each question asked	27.80	27.80	-
	Each Con29 Optional (Part II) enquiry Questions 5-20	22.90	23.60	3
	Each Con29 Optional (Part II) enquiry Questions 4, 21 & 22	27.80	28.60	3

Charges include VAT where it is applicable

12. Legal Services

Minimum charges are shown – actual charge will be determined with reference to standard hourly rates.

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Standard Hourly Rates	Legal Officer 8+	223.50	230.00	3
	Legal Officer 4+	197.80	204.00	3
	Legal Officer	165.80	171.00	3
	Paralegal/ legal executives/ trainees	121.50	125.00	3
Redemption of Mortgages		144.20	149.00	3
Completing Mortgage Questionnaire	Short questionnaire	103.00	106.00	3
	Long questionnaire	139.10	143.00	3
Noting Re-mortgage of Leasehold Property		25.80	27.00	3
Deed of Postponement		195.70	202.00	3
Commercial Leases		1,019.70	1,050.00	3
Deeds of Variation of Residential Leases Granting Tenants Additional Rights		772.50	796.00	3
Licenses – Garden Land		360.50	371.00	3
Easement Access		484.10	499.00	3
Sale of Land	Small plots of garden land (<u>not</u> part of public open space)	690.10	711.00	3
Sale of Land	Small plots of garden land (part of public open space)	710.70	732.00	3
Sale of Freehold Reversion	straightforward	504.70	520.00	3

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
	More complex and/ or multiple	1,019.70	1,050.00	3
Pension Certification	Check ID and stamping of form provided	5.20	5.40	3
	Preparation of letter on confirmation	10.30	10.50	3
	Home visit (exceptional circumstances)	5.20	5.40	3
Footpath Orders	Minimum charge of officer time plus advertising costs	1,030.00	1,061.00	3
Photocopying	Copying from working file with minimal officer time, price per sheet	0.30	0.30	-
Research (Retrieving file, collation etc.)	For first sheet	7.20	7.40	3
	Each extra sheet	0.80	0.80	-
	Each coloured plan	6.20	6.40	3
	Large coloured plans	16.50	17.00	3

13. Natural Environment & Recreation (Town Forum)

13.1 Sports Pitches - Fees include VAT

Description	Type	2021/22 Fee £	2022/23 Fee £	% uplift
Football Pitch Fees	Adult	66.90	69.00	3
	Junior	33.45	34.50	3
	Mini	15.59	16.00	3
	Adult (without changing)	33.84	35.00	3
	Junior (without changing)	17.08	17.50	3
Cricket Pitch Fees	Adult weekend	88.86	92.00	3
	Junior weekend	44.47	46.00	3
	Adult evening	46.20	47.50	3
	Junior evening	22.90	23.50	3
	Adult net	23.11	24.00	3
Rugby Pitch fees	Junior net	11.54	12.00	3
	Adult/ junior	25.75	26.50	3
Rugby Pitch fees	Mini	15.59	16.00	3
	Use of pavilion	32.70	34.00	3
American Football	Price per match	42.51	44.00	3
	Price for training (pitch)	33.11	34.00	3
	Price for training (no pitch)	17.00	17.50	3
Fitness/ Outdoor Training	Large group training (>10) (per month)	-	50.00	-
	Small group training (<10) (per month)	-	25.00	-
	Individual training (other) (per annum)	-	50.00	-
Pavilion (Chilcomb – District)	Social hire (per hour)	-	25.00	-
River Park Tennis	Court hire	6.46	6.70	3
	Court hire with floodlights	8.46	8.70	3
	Annual membership	35.00	36.00	3

Description	Type	2021/22 Fee £	2022/23 Fee £	% uplift
	Annual membership (concession)	25.00	26.00	3
River Park 3G ATP	Pitch hire off peak (half) Junior	17.00	17.50	3
	Pitch hire off peak (full) Junior	25.49	26.50	3
	Pitch hire off peak (half) Adult	22.15	23.00	3
	Pitch hire off peak (full) Adult	44.30	45.50	3
	Pitch hire peak (half) Junior	28.22	29.00	3
	Pitch hire peak (full) Junior	50.47	52.00	3
	Pitch hire peak (half) Adult	41.66	43.00	3
	Pitch hire peak (full) Adult	83.32	86.00	3

13.2 Other Charges

Description	Type	2021/22 Fee £	2022/23 Fee £	% uplift
Roundabout Sponsorship (per annum)		1,287.50	1,375.00	6

13.3 Special Events

Description	Type	2021/22 Fee £	2022/23 Fee £	% uplift
Commercial Events	Small < 500 people	370.49	382.00	3
	Medium 500 to 100 people	469.27	484.00	3
	Large 1000 to 5000 people	555.73	572.00	3
	Large >5000 people	On application	On application	-
	Set up days	246.98	254.00	3
	Deposit		345.76	356.00

Description	Type	2021/22 Fee £	2022/23 Fee £	% uplift
Fairs	Small (<10 equipment items)	469.27	483.00	3
	Set up days	185.25	191.00	3
	Deposit	493.99	509.00	3
	Large (>10 equipment items)	555.73	572.00	3
	Set up days	246.98	254.00	3
	Deposit	617.47	636.00	3
Circuses	Operating Day	432.23	445.00	3
	Set up days	197.60	204.00	3
	Deposit	580.42	598.00	3
Community/Charity Events (refundable deposit)	Small < 500 people	160.54	165.00	3
	Medium 500 to 100 people	246.98	254.00	3
	Large 1000 to 5000 people	334.07	344.00	3
	Large >5000 people	On application	On application	-

13.4 Filming / Media Work (see report section 12.1 h)

Fees shown exclude VAT

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Documentary/ Educational				
Full Day	Small production (one to nine crew)	250	250	-
	Medium production (ten to 19 crew)	500	500	-

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
	Large production (20+ crew)	1,000	1,000	-
Half Day (4 hours or less)	Small production (one to nine crew)	100	100	-
	Medium production (ten to 19 crew)	250	250	-
	Large production (20+ crew)	500	500	-
Promotion / Marketing				
Full Day	Small production (one to nine crew)	550	550	-
	Medium production (ten to 19 crew)	1,000	1,000	-
	Large production (20+ crew)	2,000	2,000	-
Half Day (4 hours or less)	Small production (one to nine crew)	250	250	-
	Medium production (ten to 19 crew)	500	500	-
	Large production (20+ crew)	1,000	1,000	-
Commercial				
Full Day	Small production (one to nine crew)	550	550	-
	Medium production (ten to 19 crew)	1,000	1,000	-
	Large production (20+ crew)	2,000	2,000	-
Half Day (4 hours or less)	Small production (one to nine crew)	250	250	-
	Medium production (ten to 19 crew)	500	500	-
	Large production (20+ crew)	1,000	1,000	-
Photography	Half day (4 hours or less)	250	250	-
	Full day	500	500	-
Drama / Film				

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Full Day	Small production (one to nine crew)	250	250	-
	Medium production (ten to 19 crew)	500	500	-
	Large production (20+ crew)	1,000	1,000	-
Half Day (4 hours or less)	Small production (one to nine crew)	100	100	-
	Medium production (ten to 19 crew)	250	250	-
	Large production (20+ crew)	500	500	-
Drone footage				-
Full Day	Footage captured on council land including parks and open spaces	500	500	-
Half Day (4 hours or less)	Footage captured on council land including parks and open spaces	250	250	-
Other fees and charges				
Cancellation fee	If less than 48 hours notice given	25% of filming fee	25% of filming fee	-
Vehicle fee	Car / Small vehicle	50	50	-
	Van / Luton	100	100	-
	7.5 tonne Truck	150	150	-
	Cherry Picker	150	150	-

14. Pest Control

14.1 Residential

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Emergency response	In addition to any treatment costs	74.20	76.00	3
Assessment/advice fee	Taken off of treatment price if applicable	30.90	32.00	3
Rats and mice	Treatment includes up to 3 visits	99.90	103.00	3
	Further visits if necessary	29.85	31.00	3
Missed appointments	First missed appointment for booked treatments will be rebooked, but subsequent missed appointments will be charged	30.90	32.00	3
Wasps	Single treatment of first nest	63.85	66.00	3
	Price per additional nest (on the same visit)	24.70	25.00	3
Fleas	Single treatment of up to 3 rooms	114.30	118.00	3
	Price per additional room	30.90	32.00	3
Bed bugs, cockroaches, pharaoh ants, clothes moths, carpet beetles, autumn or cluster flies	More than one treatment may be required and subject to customer agreement following instructions provided.	Price given following assessment	Price given following assessment	-

14.2 Commercial

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Emergency response	In addition to any treatment costs	93.70	97.00	3
Assessment/advice fee	Taken off of treatment price if applicable	39.15	40.00	3
Rats and mice	Treatment includes up to 3 visits	124.60	128.00	3

	Further visits if necessary	37.10	38.00	3
Missed appointments	First missed appointment for booked treatments will be rebooked, but subsequent missed appointments will be charged	39.15	40.00	3
Wasps	Single treatment of first nest	79.30	82.00	3
	Price per additional nest (on the same visit)	30.90	32.00	3
Fleas	Single treatment of up to 3 rooms	151.40	156.00	3
	Price per additional room	39.15	40.00	3
Bed bugs, cockroaches, pharaoh ants, clothes moths, carpet beetles, autumn or cluster flies	More than one treatment may be required and subject to customer agreement following instructions provided.	Price given following assessment	Price given following assessment	-

15. Special Maintenance

Description	Type	2021/22 Fee £	2022/23 Fee £	% uplift
Banner erection		128.00	132.00	3
Private cesspool		240.00	247.00	3
Day works rate per person including travel time		64.00	66.00	3
Skip disposal charges	Half load	286.00	295.00	3
	Full load	557.00	574.00	3
Bulky waste disposal per load (hourly charge)	Plus additional disposal costs Plus 20%	128.00	132.00	3
Equipment hire	Internal ONLY	N/A	N/A	-
Sewer block clearance (hourly charge)	Up to 2 hours	191.00	197.00	3
	After hours	64.00	66.00	3
Materials		Cost +20%	Cost +20%	-

16. Visitor Information Centre (see report section 12.1 i)

Description	2021/22 Fee £	2022/23 Fee £	% uplift
Photocopying	0.12	0.12	-
Printing	0.12	0.12	-
Postage and packing	3.00	3.00	-
Accommodation booking fee – in person	6.00	6.00	-
Accommodation booking fee - over the phone	6.00	6.00	-
Online ticket service charge	2.50	2.50	-
Postage (tickets)	1.50	1.50	-

17. Tourism and Marketing (see report section 12.1 i)

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Discover Winchester (public relations contract)	Hotels	1,168.00	1,168.00	-
	Attractions	1,384.00	1,384.00	-
	Independents Advisory Group	2,678.00	2,678.00	-
Website and "Visitor Guide" advertising Ppckage (12 months)	Bronze – DMP member	149.00	149.00	-
	Bronze – non DMP member	159.00	159.00	-
	Silver – DMP member	279.00	279.00	-
	Silver - non DMP member	319.00	319.00	-
	Gold – DMP member	549.00	549.00	-
	Gold – non DMP member	619.00	619.00	-
	Gold Plus – DMP member	1,069.00	1,069.00	-
	Gold Plus – non DMP member	1,129.00	1,129.00	-
"Visitor Guide" advertising	Inside front or back cover	2,000.00	2,000.00	-
	Back cover	3,000.00	3,000.00	-
Web listings (DMP members 10% discount)		£16.00 per month	£16.00 per month	-
Website banner advertising (DMP members 10% discount)		£150.00 per month	£150.00 per month	-
Broadway window advertising		£100.00 for two weeks	£100.00 for two weeks	-
M&S poster site		£100.00 for two weeks	£100.00 for two weeks	-
TIC screens advertising		£40.00 per month	£40.00 per month	-
"Visitor Map" advertising		350.00	350.00	-

18. Development Management

18.1 Pre Planning Application Fees

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Householder	Householder (enlargement, improvement, alteration to an existing dwelling or development proposed within the curtilage (not including replacement dwelling but is including an annex).	127.30	131.00	3
Minor 1	New Dwellings 1	286.00	295.00	3
Minor 2	New Dwellings 2-9	983.00	1,012.00	3
Minor 3	Non-householder, non-major, non-residential	590.00	608.00	3
Major	(As defined by central government) <ul style="list-style-type: none"> •10+ dwellings / over half a hectare •General industrial - 1000+ m² / 1+ hectare •Office / light industrial - 1000+ m² / 1+ hectare •Retail - 1000+ m²/ 1+ hectare •Gypsy/traveller site - 10+ pitches 	25% of planning fee	25% of planning fee	-
Advert enquiries	50% fee	127.30	131.00	3
COU	No external alterations (50% fee)	286.00	295.00	3
Application relating to disability adaptations		Free	Free	-

18.2 Planning Enforcement

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
High hedge fee*	Fee for consideration of a formal complaint (under a provision of the Antisocial Behaviour act 2003).	477.40	492.00	3

*Fees are reduced to £100 for complainants in receipt of certain benefits

19. Environmental and Licensing Services

19.1 Miscellaneous

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
<i>Stray Dogs</i>	<i>Statutory fee</i>	<i>25.00</i>	<i>25.00</i>	<i>-</i>
<i>Dog Fouling</i>	<i>Fixed Penalty Notice</i>	<i>50.00</i>	<i>50.00</i>	<i>-</i>
Special Treatments	Premise	129.00	133.00	3
	Practitioner	41.20	42.00	3
Stray Dogs	Administration fee	25.00	26.00	3
	Three oaks payment charge	10.00	10.00	-
	Daily/ part daily fee	27.00	28.00	3
Animal Licensing	Animal boarding	258.00	266.00	3
	Home boarding	214.00	220.00	3
	Dog breeding establishment	273.00	281.00	3
	Pet shop licence	216.00	222.00	3
Horse Riding Establishment	1-5 horses	247.00	254.00	3
	6-10 horses	273.00	281.00	3
	11-20 horses	302.00	311.00	3
	21+ horses	350.00	361.00	3
Scrap Metal Licensing	Site licence	438.00	451.00	3
	Collectors licence	225.00	232.00	3

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
	Amendment to existing licence	36.00	37.00	3
Private Water Supplies	Risk assessment	N/A	N/A	-
	Sampling	76.00	78.00	3
	Investigation	76.00	78.00	3
Contaminated Land	Historic land use enquiry	64.00	66.00	3
Miscellaneous	Hire of banner site	42.30	43.50	3
	Street trading permit (daily charges)	44.30	45.50	3
	Street trading permit (annual charges)	106.00	109.00	3
Food Premises	Re-inspection request	-	185.00	-

19.2 Taxi and Private Hire Licenses (see report section 12.1 j)

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Taxi and Private Hire Licenses	Private hire operator (one year)	227.00	227.00	-
	Private hire operator (five years)	514.00	514.00	-
	Private hire vehicle	173.00	173.00	-
	Hackney carriage	173.00	173.00	-
	Hackney driver initial	116.00	116.00	-
	Hackney driver renewal (one year)	86.00	86.00	-
	Hackney driver renewal (three years)	245.00	245.00	-
	Private driver – initial	117.00	117.00	-
	Private hire renewal (one year)	86.00	86.00	-

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
	Private hire renewal (three year)	245.00	245.00	-
	Knowledge retest	30.00	30.00	-
	Replacement plate	30.00	30.00	-
	Change of vehicle licence	42.00	42.00	-
	Transfer of interest	39.00	39.00	-
	Replacement licence	13.00	13.00	-
	Temporary vehicle	85.00	85.00	-

20. Parking

20.1 Off-Street car parks (see Report section 2.3)

Charges Monday - Sunday, 8am – 7pm.

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
'Centre' car parks	Up to 1 hour	1.50	1.60	6.7
	Up to 2 hours	2.90	3.00	3.4
	Up to 3 hours	4.40	4.50	2.3
	Up to 4 hours	5.80	6.00	3.4
	Over 4 hours	15.00	15.50	3.3
	Up to 6 hours (Sat only)	6.20	6.20	
	All day flat fee (Sunday)	2.00	2.10	5
'Inner' car parks	Up to 1 hour	0.80	0.80	-
	Up to 2 hours	1.50	1.50	-
	Up to 3 hours	2.20	2.20	-
	Up to 4 hours	2.90	2.90	-
	Over 4 hours	7.30	7.30	-
River Park Leisure Centre (9am-5pm)	Up to 1 hour	0.80	0.80	-
	Up to 2 hours	1.00	1.00	-
	Up to 3 hours	2.20	2.20	-
	Up to 5 hours	2.90	2.90	-
	Over 5 hours (Mon – Fri)	15.00	15.00	-
	Over 5 hours (Sat)	7.30	7.30	-
'Outer' car parks Barfield park and ride St. Catherine's park and ride South Winchester EV park and ride Pitt park and ride	Peak Mon-Sat*	3.50*	3.50	-
	Off Peak (>10:30 Mon-Fri)	3.00	3.00	-
	Barfield, St Catherine's (Saturday only – 3 hr max.; free after 4pm)	1.80	1.80	-

*E-wallet available for discounted parking at £3.15 per day

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Rural Area	Up to 1 hour (Lower Lane/ Basingwell St/ Arlebury Park)	0.00	0.00	-
	Up to 1 hour (The Square/ Alresford Station/ Perins)	0.30	0.30	-
	Up to 2 hours	0.60	0.60	-
	Up to 2 hours (Arlebury Park)	0.00	0.00	-
	Up to 3 hours	0.8	0.8	-
	Up to 4 hours	1.20	1.20	-
	Over 4 hours	1.50	1.50	-

20.2 Off-Street Car Parks – Season Tickets

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Annual - Group B	Mon-Sat	2,760.00	2,760.00	-
	4 Days	2,208.00	2,208.00	-
	3 Days	1,656.00	1,656.00	-
	2 Days	1,104.00	1,104.00	-
	75% discount for electric vehicles/or to 75 CO ₂ g/km	690.00	690.00	-
	50% discount vehicles 76-90 CO ₂ g/km	1,380.00	1,380.00	-
Annual – Group D	Mon-Sat	1,343.00	1,343.00	-
	4 Days	1,030.00	1,030.00	-
	3 Days	773.00	773.00	-
	2 Days	515.00	515.00	-
Annual – Group D	75% discount for electric vehicles up to 75 CO ₂ g/km	335.75	335.75	-
	50% discount vehicles 76-90 CO ₂ g/km	671.50	671.50	-

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Annual - Group E	Mon-Sat	644.00	644.00	-
	4 Days	442.00	442.00	-
	3 Days	331.00	331.00	-
	2 Days	221.00	221.00	-
	75% discount for electric vehicles/or to 75 CO ₂ g/km (Barfield close ONLY)	161.00	161.00	-
	50% discount vehicles 76-90 CO ₂ g/km (Barfield close ONLY)	322.00	322.00	-
Annual - Group F	Mon-Sat	275.00	275.00	-
	4 Days	220.00	220.00	-
	3 Days	165.00	165.00	-
	2 Days	110.00	110.00	-
	75% discount for electric vehicles/or to 75 CO ₂ g/km	68.75	68.75	-
	50% discount vehicles 76-90 CO ₂ g/km	137.50	137.50	-
Annual - Park & Ride		664.00	664.00	-
Annual – Park & Cycle	(Does not include bus travel)	130.00	130.00	-
Quarter – Group B	Mon-Sat	750.00	750.00	-
	4 Days	600.00	600.00	-
	3 Days	450.00	450.00	-
	2 Days	300.00	300.00	-
Quarter – Group D	Mon-Sat	365.00	365.00	-
	4 Days	280.00	280.00	-
	3 Days	210.00	210.00	-
Quarter - Group D	2 Days	140.00	140.00	-
Quarter – Group E	Mon-Sat	175.00	175.00	-
	4 Days	120.00	120.00	-
	3 Days	90.00	90.00	-
	2 Days	60.00	60.00	-

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Quarter – Group F	Mon-Sat	75.00	75.00	-
	4 Days	60.00	60.00	-
	3 Days	45.00	45.00	-
	2 Days	30.00	30.00	-
Quarter – Group FB Residents of High Street, Bishops Waltham for parking in Basingwell street car park	Mon-Sat	37.50	37.50	-
Residents car park season ticket (Cattle Market, Chesil multi-storey, The Lido, Crowder Terrace, Worthy Lane and Barfield Close only)	Available only for Inner Area Parking Zone residents whose property qualifies within the residents On-Street Parking permit scheme	240.00	240.00	-
30% Residents discount on car park season tickets	Available to any resident of a property that qualifies for On-Street Parking Permits	901.60 – 1,932.00	901.60 – 1,932.00	-
Lost season ticket or bus pass	Duplication fee	10.00	10.00	-
Residents Off Street (Off-Peak) Car Park Season Ticket (Cattle Market, Chesil multi-storey, St Peters and Worthy Lane only) Parking times: Mon to Fri 8am – 9am, 4pm -6pm Saturday and Sunday All day	Available to residents whose property does not qualify for On-Street parking permits.	100.00	100.00	-

20.3 Permits

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Wickham square – resident Off-Street Permits	First and second resident permit (each)	10.00	10.00	-
	Third permit	30.00	30.00	-
	10 Visitor scratch card permits	5.00	5.00	-

Description	Details/ Type (if applicable)	2021/22 Fee £	2022/23 Fee £	% uplift
Residents on-street parking*	First annual permit (each)	40.00	50.00	25.0
	Additional annual permit	70.00	70.00	-
	Visitor scratch cards (set of 10)	13.00	13.00	-
Permits for businesses	Customer parking permit for businesses in zones (B,C,M,P,Q,R,S) – 1hr max parking (Max of 1 issued)	75.00	75.00	-
	Customer Parking Permit for businesses in all other permit zones – 4hr max parking (Max of 5 issued)	75.00	75.00	-
	Customer parking permit for businesses in zone V – 24hr max parking (Max of 6 issued)	75.00	75.00	-
	Business all zone permits (2 hours max.)	300.00	300.00	-
	Business Staff permits (zone 3A only)	50.00	50.00	-
	Business Staff permits (zones F,V, Z1, Z2, Z3 and Z6 only)	300.00	300.00	-
Other permits	Amenity Groups (max of 20)	25.00	25.00	-
	Guest Houses (max of 6)	50.00	50.00	-
Lost or stolen	Replacement permits (although free if a valid police crime reference is provided)	10.00	10.00	-
Bay suspensions		40.00	40.00	-
Parking waivers	Subject to conditions. Price per day	8.00	8.00	-

* If you own a qualifying low emission vehicle, you can apply for a discount on the cost of your resident permit for this vehicle. The discount will be either 50% or 75%. To qualify, your vehicle must show 90 CO2 g/km or less within the Vehicle Registration document or be an electric vehicle.

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Provided for information only – Fees to be reviewed in early 2022

22. Meadowside leisure centre (Core Fees)

22.1 Facilities and activity

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Gym adult session		8.05	*	
Fitness classes		6.25	*	
Exercise referral session		3.30	*	
Badminton court hire - peak		12.90	*	

23. Winchester Sport and Leisure Park (Core Fees)

23.1 Gym Sessions

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Gym adult session		9.50	*	
Junior Session		5.50	*	
Disabled Session		5.50	*	
Fitness Classes		8.50	*	
Exercise Referral Sessions/Classes		4.00	*	

23.2 Swimming

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Adult Session		4.75	*	
Junior Session		3.00	*	
Senior Session		3.00	*	
Disabled Session		3.00	*	

Provided for information only – Fees to be reviewed in early 2022

23.2 Other charges

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Badminton Court Hire *Peak		12.50	*	
Squash Court Hire Adult *Peak		8.60	*	
Squash Court Hire Junior *Peak		6.40	*	

*The above core fees for 2021/22 are those which the operator submitted in their tender documents.

The contract requires that proposals to revise the above fees are reviewed at the end of December each year. A separate report will therefore be prepared early in 2022.

Statutory Fees (not set by the Council)

Development Management (Statutory Fees)

Planning Applications (Statutory fee)

Description	Details/ Type		2021/22 Fee £	2022/23 Fee £	% uplift
Outline Applications	Site Area	Not more than 2.5 hectares	£462.00 per 0.1 Hectare	£462.00 per 0.1 Hectare	-
		More than 2.5 hectares	£11,432.00 +£138.00 per 0.1 Hectare up to a maximum of £150,000.00	£11,432.00 +£138.00 per 0.1 Hectare up to a maximum of £150,000.00	-
Householder Applications	Alterations / extensions to a single dwelling/house, including works within boundary	Single dwelling/house	£206.00	£206.00	-
Full Applications (and First Submissions of Reserved Matters; or Technical Details Consent)	Alterations / extensions to dwelling/houses, including works within boundaries	Single dwelling/house (or single flat)	£206.00	£206.00	-
		Two or more dwelling/houses (or two or more flats)	£407.00	£407.00	-
	New dwelling houses	Not more than 50 new dwelling/houses	£462.00 per dwelling house	£462.00 per dwelling house	-
		More than 50 new dwelling/houses	£22,859.00 + £138.00 per additional	£22,859.00 + £138.00 per additional	-

Statutory Fees (not set by the Council)

Description	Details/ Type		2021/22 Fee £	2022/23 Fee £	% uplift
		es	dwelling/house (max £300,000.00)	dwelling/house (max £300,000.00)	
	Erection of buildings (not dwelling houses, agricultural, glasshouses, plant nor machinery). Gross floor space to be created by the development	No increase in gross floor space or no more than 40 m ²	£234.00	£234.00	-
		More than 40 m ² but no more than 75 m ²	£462.00	£462.00	-
		More than 75 m ² but no more than 3,750 m ²	£462.00 for each 75 m ² or part thereof	£462.00 for each 75 m ² or part thereof	-
		More than 3,750 m ²	£22,859.00 +£138.00 for each additional 75 m ² in excess of 3,750 m ² (max £300,000.00)	£22,859.00 +£138.00 for each additional 75 m ² in excess of 3,750 m ² (max £300,000.00)	-

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
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Statutory Fees (not set by the Council)

Description	Details/ Type		2021/22 Fee £	2022/23 Fee £	% uplift
<i>Full Applications (and First Submissions of Reserved Matters; or Technical Details Consent)</i>	<i>The erection of buildings (on land used for agriculture)</i>	<i>Not more than 465 m²</i>	£96.00	£96.00	-
		<i>More than 465 m² but no more than 540 m²</i>	£462.00	£462.00	-
	<i>Gross floor space to be created by the development</i>	<i>More than 540 m² but no more than 4,215 m²</i>	£462.00 for the first 540 m ² +£462.00 for each 75 m ² (or part thereof) in excess of 540 m ²	£462.00 for the first 540 m ² +£462.00 for each 75 m ² (or part thereof) in excess of 540 m ²	-
		<i>More than 4,215 m²</i>	£22,859.00 +£138.00 for each 75 m ² (or part thereof) in excess of 4,215 m ² (max. £300,000.00)	£22,859.00 +£138.00 for each 75 m ² (or part thereof) in excess of 4,215 m ² (max. £300,000.00)	-
		<i>Erection of glasshouses (on land used for agriculture)</i>	<i>Not more than 465 m²</i>	£96.00	£96.00
	<i>Gross floor space to be created by the development</i>	<i>More than 465 m²</i>	£2,580.00	£2,580.00	-
	<i>Erection/ alterations/ replacement of plant and machinery Site area</i>	<i>Not more than 5 hectares</i>	£462 for each 0.1 hectare (or part thereof)	£462 for each 0.1 hectare (or part thereof)	-

Statutory Fees (not set by the Council)

Description	Details/ Type		2021/22 Fee £	2022/23 Fee £	% uplift
		More than 5 hectares	£22,859.00 + additional £138.00 for each 0.1 hectare (or part thereof)	£22,859.00 + additional £138.00 for each 0.1 hectare (or part thereof)	-
Applications other than Building Works	Car parks, service roads or other accesses For existing uses		£234.00	£234.00	-
	Waste (use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of materials)	Not more than 15 hectares	£234.00 for each 0.1 hectare (or part thereof)	£234.00 for each 0.1 hectare (or part thereof)	-
		More than 15 hectares	£34,934.00 + £138.00 for each 0.1 hectare (or part thereof) in excess of 15 hectares (max. £78,000.00)	£34,934.00 + £138.00 for each 0.1 hectare (or part thereof) in excess of 15 hectares (max. £78,000.00)	-
	Operations connected with exploratory drilling for oil or natural gas. Site area	Not more than 7.5 hectares	£508.00 for each 0.1 hectare (or part thereof)	£508.00 for each 0.1 hectare (or part thereof)	-
Applications other than Building Works	Operations connected with exploratory drilling for oil or natural gas. Site area	More than 7.5 hectares	£38,070.00 + additional £151.00 for each hectare (or part thereof) > 7.5 hectares (max. £300,000.00)	£38,070.00 + additional £151.00 for each hectare (or part thereof) > 7.5 hectares	-

Statutory Fees (not set by the Council)

Description	Details/ Type		2021/22 Fee £	2022/23 Fee £	% uplift
				(max. £300,000.00)	
<i>Applications other than Building Works</i>	<i>Operations (other than exploratory drilling) for the winning and working of oil or natural gas. Site area</i>	<i>Not more than 15 hectares</i>	<i>£257.00 for each 0.1 hectare (or part thereof)</i>	<i>£257.00 for each 0.1 hectare (or part thereof)</i>	<i>-</i>
		<i>More than 15 hectares</i>	<i>£38,250.00 + additional £151.00 for each 0.1 in excess of 15 hectares up to a maximum of £78,000.00</i>	<i>£38,250.00 + additional £151.00 for each 0.1 in excess of 15 hectares up to a maximum of £78,000.00</i>	<i>-</i>
	<i>Other operations (winning and working of minerals) excluding oil and natural gas</i>	<i>Not more than 15 hectares</i>	<i>£234.00 for each 0.1 hectare (or part thereof)</i>	<i>£234.00 for each 0.1 hectare (or part thereof)</i>	<i>-</i>
		<i>More than 15 hectares</i>	<i>£34,934.00 + additional £138.00 for each 0.1 excess in excess of 15 hectares up to a maximum of £78,000.00</i>	<i>£34,934.00 + additional £138.00 for each 0.1 excess in excess of 15 hectares up to a maximum of £78,000.00</i>	<i>-</i>
	<i>Other operations (not coming within any of the</i>	<i>Any site area</i>	<i>£234.00 for each 0.1 hectare (or</i>	<i>£234.00 for each 0.1</i>	<i>-</i>

Statutory Fees (not set by the Council)

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
	above categories)	part thereof) up to a maximum of £2,028.00	hectare (or part thereof) up to a maximum of £2,028.00	
Lawful Development Certificate	Existing use or operation	Same as Full	Same as Full	-
	Existing use or operation- lawful not to comply with any condition or limitation	£234.00	£234.00	-
	Proposed use or operation	Half the normal planning fee	Half the normal planning fee	-
Prior Approval	Larger home extensions	£96.00	£96.00	-
	Agricultural and forestry buildings & operations		£96.00	-
	Demolition of buildings		£96.00	-
	Communications	£462.00	£462.00	-
	Change of use from Shops (Class A1), Professional and Financial services (Class A2), Takeaways (Class A5), Betting Offices, Pay Day Loan Shops or Launderettes to Offices (class B1a)	£96.00	£96.00	-
Prior Approval	Change of use to a building and any land within its curtilage from Business (Use Class B1), Hotels (Use Class C1), Residential Institutions (Use Class C2), Secure Residential Institutions (Use Class C2A) or Assembly and Leisure (Use Class D2) to a State Funded School or Registered Nursery	£96.00	£96.00	-
	Change of use to a building and any land within its curtilage from an Agricultural Building to a State Funded School or		£96.00	-

Statutory Fees (not set by the Council)

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
	<i>Registered Nursery</i>			
	<i>Change of use of a building and any land within its curtilage from an Agricultural Building to a flexible use within Shops (Use Class A1) , Financial and Professional services (Use Class A2), Restaurants and Cafes (Use Class A3), Business (Use Class B1), Storage or Distribution (Use Class B8), Hotels (Use Class C1), or Assembly or Leisure (Use Class D2)</i>		£96.00	-
	<i>Change of use of a building and any land within its curtilage from Offices (Use Class B1a) to Dwelling/houses (Use Class C3)</i>		£96.00	-
	<i>Change of use to a building and any land within its curtilage from an Agricultural Building to Dwelling/houses (Use Class C3)</i>	£96.00; or	£96.00; or	-
	<i>Change of use to a building and any land within its curtilage from an Agricultural Building to Dwelling/houses (Use Class C3)</i>	£206 if it includes building operations in connection with the change of use	£206 if it includes building operations in connection with the change of use	-
	<i>Change of use of a building from Shops (Use Class A1), Financial and Professional Services (Use Class A2), Betting Offices, Pay Day Loan Shops, Launderette; or mixed use combining one of these uses and use as a dwelling/house to Dwelling/houses (Use Class C3)</i>	£96.00; or	£96.00; or	-
	£206.00 if it includes building operations in connection with the change of use	£206.00 if it includes building operations in connection with the change of use	-	

Statutory Fees (not set by the Council)

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
	<i>Change of use to a building and any land within its curtilage from Light Industrial (Use Class B1c) to Dwelling/houses (Use Class C3)</i>	£96.00	£96.00	-
	<i>Change of use to a building and any land within its curtilage from Amusement Arcades/ Centres and Casinos (Sui Generis Uses) to Dwelling/houses (Use Class C3)</i>	£96.00; or	£96.00; or	-
		£206.00 if it includes building operations in connection with the change of use	£206.00 if it includes building operations in connection with the change of use	-
	<i>Change of use of a building from Shops (Use Class A1), Financial and Professional Services (Use Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis Uses) to Restaurants and Cafes (Use Class A3)</i>	£96.00; or	£96.00; or	-
		£206.00 if it includes building operations in connection with the change of use	£206.00 if it includes building operations in connection with the change of use	-
	<i>Prior Approval</i>	<i>Change of use of a building from Shops (Use Class A1), Financial and Professional Services (Use Class A2), Betting Offices, Pay Day Loan Shops (Sui Generis Uses) to Assembly and Leisure Uses (Use Class D2)</i>	£96.00	£96.00
<i>Change of use of a building from Shops (Use Class A1), Financial and Professional Services (Use Class A2), Betting Offices, Pay Day Loan Shops or</i>			£96.00	-

Statutory Fees (not set by the Council)

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
	<i>Launderettes to Offices (Class B1a)</i>			
	<i>Development consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop</i>		£96.00	-
	<i>Temporary use of buildings or land for the purpose of Commercial Film-Making and the associated temporary structures, works, plant or machinery required in connection with that Use</i>		£96.00	-
	<i>Installation, alteration or replacement of other solar photovoltaics equipment on the roofs of non-domestic buildings up to a capacity of 1 megawatt</i>		£96.00	-
<i>Reserved Matters</i>	<i>Application for approval of reserved matters following outline approval</i>	<i>Full fee due or if full fee already paid then £462.00 due</i>	<i>Full fee due or if full fee already paid then £462.00 due</i>	-
<i>Approval/ Variation/ Discharge of Condition</i>	<i>Application for removal or variation of a condition following grant of planning permission</i>	£234.00	£234.00	-
	<i>Request for confirmation that one or more planning conditions have been complied with</i>	£34.00 per request for Householder otherwise £116 per request	£34.00 per request for Householder otherwise £116 per request	-
<i>Change of Use of a building to use as one or more separate dwelling/houses, or other cases</i>	<i>Not more than 50 dwelling/houses</i>	£462.00 each	£462.00 each	-
	<i>More than 50 dwelling/houses</i>	£22,859.00 +£138.00 for each in excess of 50 houses up to a	£22,859.00 +£138.00 for each in excess of 50	-

Statutory Fees (not set by the Council)

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
		maximum of £300,000.00	houses up to a maximum of £300,000.00	
	Other changes of use of a building or land	£462.00	£462.00	-
Advertising	Relating to the business on the premises	£132.00	£132.00	-
	Advance signs which are not situated on or visible from the site, directing the public to a business	£132.00	£132.00	-
	Other advertisements	£462.00	£462.00	-
Application for a non-material amendment following a grant of planning permission	Applications in respect of householder developments	£34.00	£34.00	-
	Applications in respect of other developments	£234.00	£234.00	-
Application for Permission in Principle	Site area	£402.00 for each 0.1 hectare (or part thereof)	£402.00 for each 0.1 hectare (or part thereof)	-

Exemptions/ Reductions

Description	Details/ Type	
Concessions (not all concessions are valid for all application types, the applicability will be checked on receipt of application)	Exemptions from payment	An application solely for the alteration or extension of an existing dwelling/house; or works in the curtilage of an existing dwelling/house (other than the erection of a dwelling/house) for the purpose of providing: - Means of access to or within it for a disabled person who is resident in it, or is proposing to take up residence in it; or - Facilities designed to secure that person's greater safety, health or comfort
		An application solely for the carrying out of the operations for the purpose of

Statutory Fees (not set by the Council)

Description	Details/ Type	
		<p><i>providing a means of access for disabled persons to or within a building or premises to which members of the public are admitted</i></p> <p><i>Listed Building Consent</i></p> <p><i>Planning permission for relevant demolition in a Conservation Area</i></p> <p><i>Works to trees covered by a Tree Preservation Order or in a Conservation Area Hedgerow Removal</i></p>
<p><i>Concessions (not all concessions are valid for all application types, the applicability will be checked on receipt of application)</i></p>	<p><i>Exemptions from payment</i></p>	<p><i>If the application is the first revision of an application for development of the same character or description on the same site by the same applicant:</i></p> <ul style="list-style-type: none"> <i>- For a withdrawn application: within 12 months of the date the application was received</i> <i>- For a determined application : within 12 months of the date the application was granted, refused or appeal dismissed</i> <p><i>For an application where an appeal was made on the grounds of non-determination: within 12 months of the period when the giving of notice of a decision on the earlier valid application expired</i></p> <p><i>If the application is for a lawful development certificate , for existing use, where an application for planning permission for the same development would be exempt from the need to pay a planning fee under any planning fee regulation</i></p> <p><i>If the application is for consent to display an advertisement following either a withdrawal of an earlier application (before notice of decision was issued) or where the application is made following refusal of consent for display of an advertisement, and where the application is made by or on behalf of the same person</i></p> <p><i>If the application is for consent to display an advertisement which results from a direction under Regulation 7 of the 2007 Regulations, dis-applying deemed consent under Regulation 6 of the advertisement in question</i></p> <p><i>If the application is for alternative proposals for the same site by the same applicant, in order to benefit from the permitted development right in Schedule 2 Part 3 Class V of the Town and Country Planning (General Permitted Development) Order 2015 (as amended)</i></p> <p><i>If the application relates to a condition or conditions on an application for</i></p>

Statutory Fees (not set by the Council)

Description	Details/ Type	
		<p>Listed Building Consent or planning permission for relevant demolition in a Conservation Area</p> <p>If the application is for a Certificate of Lawfulness of Proposed Works to a listed building</p>
<p>Concessions (not all concessions are valid for all application types, the applicability will be checked on receipt of application)</p>	<p>Exemptions from payment</p>	<p>If an application for planning permission (for which a fee is payable) being made by the same applicant on the same date for the same site, buildings or land as the prior approval application (for larger home extensions or changes of uses)</p>
	<p>Reductions to Payments</p>	<p>If the application is being made on behalf of a non-profit making sports club for works for playing fields not involving buildings then the fee is £462</p>
		<p>If the application is being made on behalf of a parish or community council then the fee is 50%</p>
		<p>If the application is an alternative proposal being submitted on the same site by the same applicant on the same day where this application is of lesser cost then the fee is 50%</p>
		<p>In respect of reserved matters you must pay a sum equal to or greater than what would be payable at current rates for approval of all the reserved matters. If this amount has already been paid then the fee is £462</p>
		<p>If the application is for a Lawful Development Certificate for a Proposed Use or Development, then the fee is 50%</p>
	<p>If two or more applications are submitted for different proposals on the same day and relating to the same site then you must pay the fee plus half sum of the others</p>	
<p>Fees for cross boundary applications</p>	<p>Where an application crosses one or more local or district planning authorities, the Planning Portal Fee Calculator will only calculate a cross boundary application fee as 150% of the fee that would have been payable if there had only been one application to a single authority covering the entire site.</p> <p>If the fee for this divided site is smaller when the fees payable for each part of the site are calculated separately, you will need to contact the lead local authority to discuss the fee for this divided site.</p>	

Statutory Fees (not set by the Council)

Description	Details/ Type
	<i>The fee should go the authority that contains the larger part of the application site.</i>

Environmental and Licensing Services

Local Air Pollution Prevention and Control (Statutory fee)

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Application Fees	Standard process	1,650.00	1,650.00	-
	PVR I & II combined	257.00	257.00	-
	Vehicle refinishers & other reduced fee activities	362.00	362.00	-
	Additional fee for operating without a permit for reduced	71.00	71.00	-

Statutory Fees (not set by the Council)

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
	fee activities			
	Mobile screening and crushing plant for first and second permits	1,650.00	1,650.00	-
	Mobile screening and crushing plant for the third to seventh applications	985.00	985.00	-
	Mobile screening and crushing plant for the eighth and subsequent applications	498.00	498.00	-
Annual Subsistence Charge	Substantial variation	1,650.00	1,650.00	-
	Transfer	169.00	169.00	-
	Partial transfer	497.00	497.00	-

Description	Details/ Type	Low Risk Fee £	Medium Risk Fee £	High Risk Fee £
Subsistence Fees	Standard process	772.00	1,161.00	1,747.00
	PVR I, SWOBs and dry cleaners	79.00	158.00	237.00
	PVR I & II combined	113.00	226.00	341.00
	Vehicle refinishers & other reduced fee activities	228.00	365.00	548.00
	Mobile screening and crushing plant for first and second permits	626.00	1,034.00	1,551.00
	Mobile screening and crushing plant for the third to seventh applications	385.00	617.00	924.00
	Mobile screening and crushing plant for the	198.00	314.00	473.00

Statutory Fees (not set by the Council)

Description	Details/ Type	Low Risk Fee £	Medium Risk Fee £	High Risk Fee £
	eighth and subsequent applications			

Premises (Statutory fee)

Description	Details/ Type (if applicable)	Band A (0-£4,300) Fee £	Band B (£4,301- £33,000) Fee £	Band C (£33,001- £87,000) Fee £	Band D (£87,000- £125,000) Fee £	Band E (£125,001+) Fee £
		Non Domestic Rateable Value Premises Licences	New application and variation	100.00	190.00	315.00
	Multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises annual charge	N/A	N/A	N/A	950.00	1,905.00
	Annual Charge	70.00	180.00	295.00	320.00	350.00
	Annual charge multiplier applied to premises used exclusively for the supply of alcohol for consumption on the premises	N/A	N/A	N/A	640.00	1,050.00
Club Premises Certificates	New application and variation	100.00	190.00	315.00	450.00	635.00
	Annual charge	70.00	180.00	295.00	320.00	350.00

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
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Statutory Fees (not set by the Council)

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
Premises Licences Other Fees	Minor variation	89.00	89.00	-
	Application for a new personal licence	37.00	37.00	-
	Temporary event notice	21.00	21.00	-
	Theft/ loss of (premises licence/ personal licence/ temporary event notice)	10.50	10.50	-
	Notification of change of name or address	10.50	10.50	-
	Application for a provisional statement where premises being built	315.00	315.00	-
	Notification of change of name or address	10.50	10.50	-
	Application to vary licence to specify individual as premises supervisor	23.00	23.00	-
	Application for transfer of premises licence	23.00	23.00	-
	Interim authority notice following death etc. of licence holder	23.00	23.00	-
	Notification of change of name or alteration of rules of club/ change of relevant registered address of club	10.50	10.50	-
	Right of freeholder to be notified of licensing matters	21.00	21.00	-
	5,000 – 9,999	1,000.00	1,000.00	-
Additional Premises Licence Fee Based on Capacity > 5,000 People	10,000 – 14,999	2,000.00	2,000.00	-
	15,000 – 19,999	4,000.00	4,000.00	-
	20,000 – 29,999	8,000.00	8,000.00	-
	30,000 – 39,999	16,000.00	16,000.00	-

Statutory Fees (not set by the Council)

Description	Details/ Type	2021/22 Fee £	2022/23 Fee £	% uplift
	40,000 – 49,999	24,000.00	24,000.00	-
	50,000 - 59,999	32,000.00	32,000.00	-
	60,000 – 69,999	40,000.00	40,000.00	-
	70,000 – 79,999	48,000.00	48,000.00	-
	80,000 – 89,999	56,000.00	56,000.00	-
	90,000 and over	64,000.00	64,000.00	-

Description	Details/ Type	2020/21 Fee £	2021/22 Fee £	% uplift
Additional Annual Fee Payable if Applicable Based on Capacity > 5,000 People	5,000 – 9,999	500.00	500.00	-
	10,000 – 14,999	1,000.00	1,000.00	-
	15,000 – 19,999	2,000.00	2,000.00	-
	20,000 – 29,999	4,000.00	4,000.00	-
	30,000 – 39,999	8,000.00	8,000.00	-
	40,000 – 49,999	12,000.00	12,000.00	-
	50,000 - 59,999	16,000.00	16,000.00	-
	60,000 – 69,999	20,000.00	20,000.00	-
	70,000 – 79,999	24,000.00	24,000.00	-
	80,000 – 89,999	28,000.00	28,000.00	-
	90,000 and over	32,000.00	32,000.00	-

19.5 Gambling Act 2005 Fees (Statutory fees)

Description	Details/ Type	Bingo Club Fee £	Betting Premises Fee £	Tracks Fee £
Application Fees	Transitional fast-track application	NA	115.00	NA
	Transitional non fast-track application	NA	1,130.00	NA
	New application	1,990.00	2,390.00	2,260.00

Statutory Fees (not set by the Council)

Description	Details/ Type	Bingo Club Fee	Betting Premises Fee	Tracks Fee
		£	£	£
	Annual fee	1,000.00	600.00	1,000.00
	Application to vary	840.00	840.00	840.00
	Application to transfer	600.00	600.00	600.00
	Application for re-instatement	620.00	620.00	620.00
	Application for provisional statement	780.00	780.00	780.00
Application Fees	Licence application (provisional statement holders)	890.00	890.00	890.00
Application Fees	Copy licence	25.00	25.00	25.00
Fees for Permits	Notification of change	50.00	50.00	50.00
	Family entertainment centre	100.00	300.00	300.00
Fees for Permits	Prize gaming permit	100.00	300.00	300.00
	Alcohol licensed gaming machine permit	100.00	150.00	N/A
	Alcohol licensed premises notification	50.00	N/A	N/A
	Club gaming and club machine permits (existing holders of registrations or CPC holders)	100.00	N/A	N/A
	Club gaming and club machine permits (all other cases)	N/A	200.00	200.00
	Small society lottery	N/A	40.00	20.00

Statutory Fees (not set by the Council)

Roads and highways

21.1 Abandoned Vehicles (Statutory fees)

Vehicle Position and Condition	Details/ Type	Details/ Type	Details/ Type	Details/ Type
	Vehicle equal to or less than 3.5 tonnes MAM*	Vehicle exceeding 3.5 tonnes MAM BUT equal to or less than 7.5 tonnes MAM*	Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 tonnes MAM*	Vehicle exceeding 18 tonnes MAM*
	£	£	£	£
Vehicle on road, upright and not substantially damaged or any two wheeled vehicle (whatever its condition or position on or off road).	150.00	200.00	350.00	350.00
Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both	250.00	650.00	Unladen – £2,000.00 Laden - £3,000.00	Unladen – £3,000.00 Laden – 4,500.00
Vehicle, excluding a two	200.00	400.00	Unladen – £1,000.00	Unladen – £1,500.00

Statutory Fees (not set by the Council)

wheeled vehicle, off road, upright and not substantially damaged			Laden – £1,500.00	Laden – £2,000.00
Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both	300.00	850.00	Unladen –£3,000.00 Laden – £4,500.00	Unladen – £4,500.00 Laden – £6,000.00

*MAM stands for maximum authorised mass



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Forward Plan of Key Decisions

December 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 December 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

1 November 2021

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 145	1	Approving the joint municipal waste management strategy	Cabinet Member for Economic Recovery	Significantly effect on 2 or more wards	All Wards	Campbell Williams	Cabinet report	Cabinet	Dec-21	8-Dec-21	Open
		Update of WCC Landscape Character Assessment	Cabinet Member for Built Environment	Significantly effect on 2 or more wards	All Wards	Sue Croker	Cabinet report	Cabinet	Dec-21	8-Dec-21	Open
	3	Approval of Strategic Housing & Employment Land Availability Assessment (SHELAA) for publication	Cabinet Member for Built Environment	Significantly effect on 2 or more wards	All Wards	Adrian Fox	Cabinet report	Cabinet	Dec-21	8-Dec-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	Core funding grants programme 2022-2025	Cabinet Member for Communities and Wellbeing	Expenditure > £250,000	All Wards	Steve Lincoln	Cabinet report	Cabinet	Dec-21	8-Dec-21	Open
Page 146	Q2 finance and performance monitoring	Deputy Leader and Cabinet Member for Finance and Service Quality	Expenditure > £250,000	All Wards	Simon Howson	Cabinet report	Cabinet	Dec-21	8-Dec-21	Open
6	Land transaction	Cabinet Member for Housing and Asset Management	Expenditure > £250,000	All Wards	Geoff Coe	Cabinet report	Cabinet	Dec-21	8-Dec-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
7	Central Winchester Regeneration (CWR) Outline Business Case	Cabinet Member for Housing and Asset Management	Expenditure > £250,000	Town Wards	Veryan Lyons	Cabinet report	Cabinet	Dec-21	15-Dec-21	Part exempt

Section B

Decisions made by individual Cabinet Members

	None.									
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Section C

Decisions made by Officers

9	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	Dec-21	Dec-21	Open
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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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