



Meeting	The Scrutiny Committee
Date and Time	Tuesday, 14th June, 2022 at 6.30 pm.
Venue	Walton Suite, Winchester Guildhall

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

For members of the public who are unable to utilise this facility, a limited number of seats will be made available at the above named location however attendance must be notified to the council at least 3 clear working days before the meeting (by 5pm on Wednesday, 8 June 2022). Please note that priority will be given to those wishing to attend and address the meeting over those wishing to attend and observe.

AGENDA

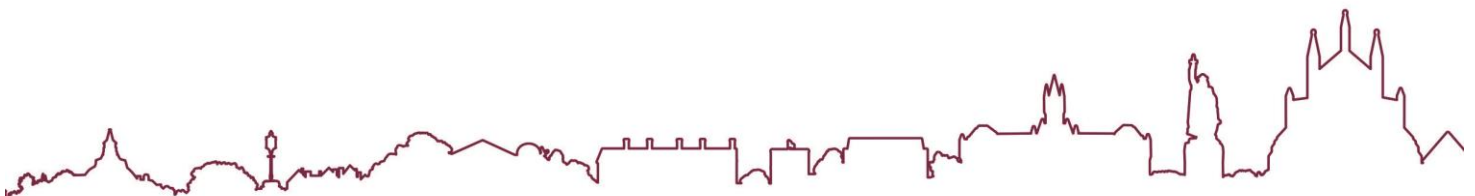
- 1. Apologies and Deputy Members**
To note the names of apologies given and deputy members who are attending the meeting in place of appointed members.
- 2. Declarations of Interests**
To receive any disclosure of interests from Members and Officers in matters to be discussed.

Note: Councillors are reminded of their obligations to declare disclosable pecuniary interests, personal and/or prejudicial interests in accordance with legislation and the Council's Code of Conduct.

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

- 3. Appointment of Vice-Chairperson for Municipal Year 2022/23**
As this is the first meeting of the Committee in this municipal year, it will be necessary to appoint a Vice-Chairperson.

The Chairperson will call for nominations from Committee members.



4. **Chairperson's Announcements**

5. **Minutes of the meeting of the 15 February 2022 and 3 March 2022**
(Pages 7 - 18)

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

6. **Public Participation**

To receive and note questions asked and statements made from members of the public on matters which fall within the remit of the Committee.

Members of the public and visiting councillors may speak at the meeting, provided they have registered to speak three working days in advance. Please contact Democratic Services by 5pm on 8th June 2022 via democracy@winchester.gov.uk or (01962) 848 264 to register to speak and for further details.

7. **Q4 Performance monitoring 2021/2022 (including a verbal update from the Chair of the Performance Panel) (ref SC071 and CAB3347) (Pages 19 - 90)**

RECOMMENDATIONS

That the Scrutiny Committee:

1. Notes that the Performance Panel met on the 6 June 2022 to scrutinise the attached report, CAB3347 and its associated appendices. The minutes of the panel's meeting will be circulated to the Scrutiny Committee before it meets on the 14 June 2022 and will be included as an appendix of the Cabinet report.
2. Notes that the Chairperson of Performance Panel will provide a verbal update at the Scrutiny Committee.
3. Raises with the Leader or relevant Cabinet member any issues arising from the information in this report, ref CAB3347, which is being presented to Cabinet in July 2022 and considers whether there are any items of significance to resolve or to be drawn to the attention of Cabinet.

8. **Determination of Call-In (RPLC) (ref SC069) (Pages 91 - 98)**

RECOMMENDATION:

It is recommended that the scrutiny committee note the contents of this report.

9. **Annual Scrutiny Report - Draft Annual Scrutiny Report 2021/22 (ref SC066)** (Pages 99 - 116)

RECOMMENDATION:

1. That the committee consider and make any necessary comments on the content of the report prior to its submission to full council.

10. **Appointments of external bodies related to scrutiny 2022/23 (ref SC067)** (Pages 117 - 122)

RECOMMENDATIONS:

That the committee considers appointments to the following external bodies:

1. [Portsmouth City Council – Health Overview and Scrutiny Panel](#) (1 vacancy and deputy)
2. [Centre for Governance and Scrutiny – Scrutiny Champions Network](#) (1 vacancy)
3. [Partnership for South Hampshire \(PfSH\) Overview and Scrutiny Committee](#) (1 vacancy and deputy)

11. **Annual Report - Exceptions to Forward Plan 2021/22 (ref SC068)** (Pages 123 - 128)

RECOMMENDATION:

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

12. **Work Programme for 2022/23 (ref SC070)** (Pages 129 - 134)

RECOMMENDATION:

That the committee considers the items listed in Appendix 1 of the report and agrees the matters it wishes to consider during the 2022/23 municipal year and delegates to officers, in consultation with the Chairperson, authority to set the detailed work programme.

13. **To note the membership and chairperson of the performance panel**

To undertake its review of the Q4 Performance Monitoring Report, the Performance Panel was required to meet in advance of being formally appointed by the Scrutiny committee meeting. Nominations from both political groups were sought and the following members were appointed, which this committee are asked to note.

Councillors; Cook, Craske, Cutler, Horrill (Chairperson) and Westwood.

14. **To note the latest Forward Plan of Key Decisions** (Pages 135 - 140)

15. **To note the date and time of future meeting of the Committee**

Meetings of the Scrutiny Committee

Tuesday 14/06/22 18:30
Wednesday 07/09/22 18:30
Wednesday 23/11/22 18:30
Tuesday 07/02/23 18:30
Wednesday 08/03/23 18:30

Meetings of the Performance Panel

Monday 06/06/22 16:00
Monday 22/08/22 16:00
Monday 07/11/22 16:00
Monday 27/02/23 16:00

**Lisa Kirkman
Strategic Director and Monitoring Officer**

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



6 June 2022

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

**With the exception of exempt items, agendas, reports and previous minutes are available on the Council's Website <https://www.winchester.gov.uk/councillors-committees>*

THE SCRUTINY COMMITTEE – Membership

Chairperson: Councillor: Brook

Committee Members

Becker
Cook
Craske
Cutler
Horrill
Laming
Westwood

Quorum = 4 Members

Relevant Cabinet Members:

Having regard to the content of the agenda, the Chairperson requests that The Leader and all relevant Cabinet Members attend meetings of the committee

Public Participation

A public question and comment session is available at 6.30pm for a 15 minute period. There are few limitations on the questions you can ask. These relate to current applications, personal cases and confidential matters. Please contact Democratic Services on 01962 848 264 in advance of the meeting for further details. If there are no members of the public present at 6.30pm who wish to ask questions or make statements, then the meeting will commence.

To reserve your place to speak, you are asked to **register with Democratic Services by 5pm on Wednesday, 8 June 2022** – please see public participation agenda item above 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](#).

Voting:

- Apart from the Chairperson, every member has one vote when a matter before the meeting requires a decision.
- In the event of an equality of votes, the Chairperson may exercise a casting vote and that vote may be exercised in any way seen fit.
- A member may abstain from voting or vote differently from how they may have indicated during the debate, without further explanation.
- The way each member voted will not be recorded in the minutes, unless a motion to have a recorded vote has been passed.

Terms Of Reference

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

Public Document Pack Agenda Item 5

THE SCRUTINY COMMITTEE

Tuesday, 15 February 2022

Attendance:

Councillors
Brook (Chairperson)

Becker
Cook
Cramoysan
Craske

Ferguson
Horrill
Power
Weir

Apologies for Absence:

Councillor Lumby

Deputy Members:

Councillor Godfrey (as deputy for Councillor Lumby)

Other members in attendance:

Councillors Clear, Cutler, Learney, Thompson, Tod, Westwood, Gemmell and Rutter

[Audio and video recording of this meeting](#)

1. **APOLOGIES AND DEPUTY MEMBERS**

Apologies for the meeting were noted as above.

2. **DECLARATIONS OF INTERESTS**

None.

3. **CHAIRPERSON'S ANNOUNCEMENTS**

The Chairperson confirmed a date change for the March meeting of the committee and advised that this was so the committee could scrutinise the outcome of the disposal of open space advertisement and associated report in respect of the University of Southampton proposal for the former River Park Leisure Centre site before it was considered by cabinet. The Chairperson thanked everyone in accommodating the date change.

4. **MINUTES OF THE MEETING OF THE 6 DECEMBER 2021**

RESOLVED:

That the minutes of the previous meeting held on 6 December 2021 be approved and adopted.

5. **PUBLIC PARTICIPATION**

Mr Martin Wilson addressed the meeting regarding agenda item 10, "Determination of Call-In Request". Mr Wilson referred to a question he had raised at a meeting of full council on 12 January 2022 regarding recent Judicial Review (JR) proceedings involving the council. Mr Wilson was concerned of the use of council resources in defending these proceedings and felt that the council was not making adequate changes that would protect itself from future legal challenges. Specifically, regarding the River Park Leisure Centre site, Mr Wilson urged members to pause its decision and to consider undertaking public consultation regarding future proposals for the site. The Chairperson thanked Mr Wilson for his contribution and advised that the matters raised would be considered at the Scrutiny committee meeting on 3rd March 2022.

6. **HOUSING REVENUE ACCOUNT (HRA) BUDGET 2022/23**

Councillor Learney, Cabinet Member for Housing and Asset Management and the Corporate Head of Housing introduced the report, ref CAB3334 which set out proposals for the Housing Revenue Account (HRA) Budget 2022/23 which was available on the councils [website here](#).

The committee was recommended to comment on the proposals within the attached cabinet report, ref CAB3334 which was to be considered by the cabinet at its meeting on 17 February 2022.

The committee proceeded to ask questions and debate the report, in summary, the following matters were raised.

- the communication, and engagement of the welfare initiatives
- hard to let properties and the contributing factors
- voids and if there was an opportunity to rework these into larger properties and communicating the new standards voids to members and tenants
- the Housing white paper and what changes may we see
- ensuring sufficient resource in the neighbourhood team
- if rents were not increased by 4.1%, what would the HRA not be able to do
- the sensitivity analysis of inflation rises and its impact upon services.
- alternatives to the investment in sewerage treatment works
- welfare support - would unspent monies be carried over
- the % cost of overall repairs and could this be benchmarked
- was there sufficient funding to tackle homelessness
- was CALA on track to bring forward the extra care provision at Kings Barton?
- If housebuilding costs increase, was this plan inflation proof?

These points were responded to by Councillor Learney and officers accordingly and were noted by the cabinet members present at the meeting.

RESOLVED:

1. That the report be noted
2. That the committee wished to highlight the importance of Homelessness Prevention and that it did not specifically feature in this or the General Fund report.
3. That cabinet consider all the committee's comments raised during the discussion of the agenda item.

7. **GENERAL FUND BUDGET 2022/23**

Councillor Cutler, Cabinet Member for Finance and Service Quality and the Strategic Director introduced the report which set out the detailed general fund budget for 2022/23 and was available on the councils [website here](#).

The report recommended that the committee comment on the proposals within the cabinet report, ref, CAB3335 which was to be considered by the cabinet at its meeting on 17 February 2022.

The committee proceeded to ask questions and debate the report and in summary, questions relating to the following matters were raised.

- the halving of business rates
- the timing of works to the historic assets
- the funding of trials of low carbon bin lorries and/or buses operating existing Council services
- the funding of the feasibility work to prepare for the implementation of a food waste trial collection system in 2023.
- the timeline for the Strategic Budget review,
- the effect of the 3% increase in charges to the operators of those facilities?
- the Local Council Tax Support, £100,000 additional one-off provision to the Council's Hardship Fund and ensuring those potentially eligible were aware of it
- whether any of the additional proposals be funded through Community Infrastructure Levy (CIL)
- the reasons for the relatively few respondents to the consultation
- the impact of higher inflation on councils' costs.
- Ensuring that the Guildhall is financially viable
- the rationale of implementing a food waste trial in 2022
- the unexpected New Homes Bonus money being spent on council services as opposed to one-off projects
- the council's administration costs of the Council tax energy rebate
- the transparency of the recharge of staffing costs for Winchester Town Forum

These points were responded to by Councillor Cutler, Councillor Tod, and officers accordingly and were noted by the cabinet members present at the meeting.

RESOLVED:

1. That the report be noted
that the spend proposals in the section headed Additional New Homes Bonus in Appendix B– Spending Plans should read the same as the recommendations as to the table in 13.6 of the report, as follows:
 - Historic Asset Monuments - £450k
 - Promoting Cycling Walking - £40k
 - Fly-tipping/Street Scene - £185k
2. that members be informed of proposals for promoting the availability of the Hardship Fund as recommended in the report
3. that officers consider how the report could reflect staff costs recharged to Town Services.
4. That cabinet consider all the committee's comments raised during the discussion of the agenda item.

8. **CAPITAL INVESTMENT STRATEGY 2022-2032**

Councillor Cutler, Cabinet Member for Finance and Service Quality and the Strategic Director introduced the report, ref CAB3332 which set out the council's capital investment strategy 2022-2032 and was available on the councils [website here](#).

The report recommended that the committee comment on the proposals within the attached cabinet report, ref CAB3332 which was to be considered by the cabinet at its meeting on 17 February 2022.

The committee proceeded to ask questions and debate the report in detail. In summary, questions relating to the following matters were raised.

- the strategic asset purchase scheme
- the assumptions about financial returns being realised
- The inclusion of assets relating to the broader Central Winchester Regeneration (CWR) scheme
- The anticipated returns relating to the Goods Shed site
- The demolition of Friarsgate medical centre and any impact upon future planning permission
- North Walls Pavilion work
- the relationship between the Asset Management Strategy (AMS) and the strategic budget review
- the demolition of buildings and the reuse of materials

- the outputs for the Housing Company expenditure
- the expenditure on West Wing refurbishment
- should there be an allocation of funds for the Winchester Movement Strategy
- why assets such as Station Approach or Cattle Market do not appear on the list.

These points were responded to by Councillor Cutler, Councillor Tod, and officers accordingly and were noted by the cabinet members present at the meeting.

RESOLVED:

1. That the report be noted
2. That officers feedback regarding the demolition and interim open space proposals for the Friarsgate Medical Centre.
3. That cabinet consider all the committee's comments raised during the discussion of the agenda item.

9. **TREASURY MANAGEMENT STRATEGY 2022/23**

Councillor Cutler, Cabinet Member for Finance and Service Quality and the Strategic Director introduced the report, ref CAB3333 which set out the proposed treasury management strategy statement and the annual investment strategy for 2022/23 and was available on the councils [website here](#).

The report recommended that the committee comment on the proposals within the attached cabinet report, ref CAB3333 which was to be considered by the cabinet at its meeting on 17 February 2022.

The committee proceeded to ask questions and debate the report in detail. In summary, questions relating to the following matters were raised.

- the pooled property fund
- the budget for Strategic Asset Purchase (SAP) scheme
- the borrow for investment for yields,
- the assumption regarding the prediction in only 1 increase in base rates

These points were responded to by Councillor Cutler, Councillor Tod, and officers accordingly, and were noted by the cabinet members present at the meeting.

RESOLVED:

1. That the report be noted
2. That cabinet consider all the committee's comments raised during the discussion of the agenda item.

10. **TO NOTE THE DETERMINATION OF THE MONITORING OFFICER FOLLOWING A CALL-IN REQUEST.**

The Chairperson introduced the agenda item and referred the committee to report, ref SC062 regarding the determination of the Monitoring Officer following a call-in request, which was available on the councils [website here](#).

The report recommended that the scrutiny committee noted the contents of the report. The committee proceeded to ask questions and in summary, the following points were raised.

- Whether changes were required to the council's decision-making processes that could prevent concerns over significant decisions from being raised?
- The importance of members considering to call-in a decision to engage with the cabinet member before its submission

These points were responded to by the Strategic Director and Monitoring Officer.

RESOLVED:

That the report be noted.

11. **TO NOTE THE WORK PROGRAMME FOR 21/22**

RESOLVED:

That the work programme was noted

12. **TO NOTE THE LATEST FORWARD PLAN OF KEY DECISIONS (MARCH 2022)**

RESOLVED:

The forward plan of key decisions for March 2022 was noted.

The meeting commenced at 6.30 pm and concluded at 9.35 pm

Chairperson

Public Document Pack

THE SCRUTINY COMMITTEE

Thursday, 3 March 2022

Attendance:

Councillors
Brook (Chairperson)

Becker
Cook
Craske
Ferguson
Horrill

Power
Weir
Godfrey
Cramoysan

Members in attendance who spoke at the meeting

Councillor Learney

Other members in attendance:

Councillors Clear, Cutler and Thompson

[Audio and video recording of this meeting](#)

1. **APOLOGIES AND DEPUTY MEMBERS**

None.

2. **DECLARATIONS OF INTERESTS**

None.

3. **MINUTES OF THE MEETING OF THE 15TH FEBRUARY 2022**

The minutes of the meeting for the 15th February 2022 were not available and would be presented at the next meeting of the committee.

4. **CHAIRPERSON'S ANNOUNCEMENTS**

The Chairperson informed the committee that because of a change to committee membership, it was necessary to appoint a Vice-Chairperson for the committee for the remainder of the municipal year and called for nominations.

RESOLVED:

That Councillor Cook be appointed as Vice-Chairperson for the remainder of the 2021/22 municipal year.

The Chairperson updated the committee on the previously agreed work programme request item regarding mental health support and informed members of the first of three workshops concerning mental health provision for council staff which she commended to members. Two further workshops were planned on the topics of support for housing tenants and the wider community which would also be reported back to this committee.

The Chairperson, on behalf of the committee, wished to convey support and sympathy to the citizens of Ukraine at this extremely concerning time.

5. **PUBLIC PARTICIPATION**

Martin Wilson addressed the meeting regarding the agenda item "Land transaction in respect of the River Park Leisure Centre (RPLC) site and associated parking area". Mr Wilson referred to the contribution he made at the previous meeting of the committee on 15 February 2022 concerning legal proceedings involving the council and he remained concerned over the councils' actions and intentions for the RPLC site. Specifically, Mr Wilson urged members to pause its decision and to consider undertaking public consultation regarding future proposals for the site. He also reminded the committee of its responsibility in holding the council's executive to account and its role regarding the use of the call-in procedure.

Rose Burns addressed the meeting regarding the agenda item "Land transaction in respect of the River Park Leisure Centre site and associated parking area". Ms Burns stated that the public should be fully consulted on decisions involving the future use of this publicly owned land and felt that this had not happened. Ms Burns referred to the pre-action protocol letter issued by the Friends of River Park (FoRP) and felt that the council had not changed its position as a result of it. She drew the committee's attention to the legal framework referred to in report CAB3190, dated 23 October 2019. Ms Burns also reminded members of the council's call-in procedure.

The Chairperson thanked both speakers for their contributions and advised that the matters raised would be considered and responded to by officers during agenda item 7 of the agenda.

6. **COMMUNITY SAFETY PARTNERSHIP PERFORMANCE REVIEW**

The Cabinet Member for the Built Environment and Wellbeing introduced the report, reference SC043, [available here](#) and provided an overview of the Community Safety Partnership (CSP), its priorities and the key areas of activity for the previous period.

The Neighbourhood Services and Community Safety Manager and Chief Inspector Jon Turton addressed the committee and drew members' attention to several matters, including:

- The headline delivery plan and data
- The fly-tip camera pilot

- Fly-tipping enforcement and prosecution
- The recruitment of additional officers to the neighbourhood services team
The ongoing impact of the pandemic on police operational issues and crime statistics.
- Actions regarding sexual offences and domestic abuse offences
- Anti-social behaviour in the city
- Police recruitment and additional recruitment resulting in a “proactive high harm” team
- Operation Barnacle
- The key points from the crime summary as detailed in appendix 2 of the report

The committee asked a range of questions which included:

- Assisting with police officer retention
- Police workload because of mental health issues
- The cost/benefit ratio of cameras used in fly-tip hotspots
- Data regarding fraud crime
- Police staffing increases within the rural areas
- Comparing fly-tip statistics with previous years and increasing prosecutions
- The rise in sexual offences
- The allocation and rotation of the Neighbourhood services team
- Incidents of anti-social behaviour along the A33
- Incidents of anti-social behaviour at Kings Walk and actions to improve this
- Vehicle offences and road traffic offences
- Data regarding the numbers charged, prosecuted, and convicted
- Bicycle thefts and preventions
- Borderless policing

These points were responded to by Chief Inspector Turton, the Cabinet Member for Built Environment and Wellbeing and officers accordingly.

Members thanked officers and the Chief Inspector for their continued support.

RESOLVED:

1. That officers provide fly-tip comparison data for the most recent and previous years.
2. That officers share the Community Safety Delivery Plan with members once signed off by the Community Safety Partnership each year.
3. That officers consider the following points as part of the preparation of future performance review committee reports:
 - That the chart - figure 2 - on page 21 of the agenda pack may benefit by displaying the scale for the bar chart element and the line chart elements separately

- That officers review whether the data for serious crimes could highlight the numbers charged, prosecuted, and convicted.
- That officers review whether the data could be displayed that would show crimes undertaken in a previous year but resolved in the current year separate from crimes undertaken in the current year.

7. **LAND TRANSACTION IN RESPECT OF THE RIVER PARK LEISURE CENTRE SITE AND ASSOCIATED PARKING AREA**

Councillor Learney, Cabinet Member for Housing and Asset Management and the Strategic Director introduced the report, ref CAB3342, [available here](#) and provided the committee with a summary of the proposed decision, including its recent history, its links to council policies, the proposals regarding the skate park and the wider benefits to the district of the proposal.

The Strategic Director responded to the points raised by the two public speakers and the Chairperson subsequently invited the public speakers to address the committee again. Ms Burns spoke further regarding the proposals put forward by the FoRP).

The report sought the committee's views regarding the draft cabinet report and specifically the draft recommendations on page 48 of the agenda pack and members were advised that Mr Hutchings QC and other officers were in attendance to respond to their questions.

The committee proceeded to ask questions and debate the application in detail. In summary, questions regarding the following matters were raised.

- Consideration of and responses to the various strands of community engagement, i.e., petitions and letters from residents
- Clarifying the process being proposed including future stages and further opportunities for alternative proposals to come forward
- Dealing with resident's concerns, undertaking further discussions with them, and involving residents from across the district
- The difficulties of undertaking a consultation at this stage
- The ability of others to put forward alternative proposals
- The distinction and separation of the council's role as a landowner and local planning authority
- The function of the council's Planning committee within this process
- The criteria to be applied in moving to the appropriation stage and clarifying who the decision taker was for that stage
- The impact on the site value once all constraints were factored in
- Other liabilities that were the responsibility of the council
- Clarifying the covenant on the land and its implications
- Confirming that the car park was not free to use.
- Understanding why the skate park was not excluded from the lease arrangements.

- Amending the report to give a clearer financial statement
- Understanding the non-financial benefits further, including community and environmental benefits.
- Clarifying the concerns over any future, further land appropriation
- Understanding whether the timescales were realistic and were parties incentivised to meet them
- Confirming the process regarding the publication of notices
- Council actions following receipt of the pre-action protocol letter from the FoRP
- Living accommodation for future students
- The commitment of the University to this site and discussing with the University over their plans for resident engagement
- Mitigating future legal challenges
- The appropriate delegation level for recommendation 3
- Reasons for why the lease only restricts the use of the site for the first 35 years
- Clarification regarding the covenant and the term “industrial dwellings”

These points were responded to by the Cabinet Member for Housing and Asset Management, Matthew Hutchings QC, and officers accordingly. The committee agreed to move into an exempt session to consider the exempt appendix to the report before returning to the open session to debate the report further and to agree the following:

RESOLVED:

The committee agreed the following comments be passed to cabinet

That:

1. The report provides further clarification of the sequencing of key milestones, particularly referring to pages 55 and 71 of the report pack.
2. Paragraph 4.5 be amended to reflect that the car park is not a free car park for people visiting local shops and businesses.
3. That additional information be provided to set out a clearer, single summary of financial impacts
4. Discussions are held with the University of Southampton regarding their plans for proactive engagement with residents of the district.
5. That the importance of achievement of net-zero be emphasised.
6. To draw to the attention of the cabinet that this was a significant decision to take whilst some elements were still unknown.
7. Cabinet considers all the committee’s comments raised during the discussion of the item.

8. **Q3 FINANCE & PERFORMANCE MONITORING INCLUDING A VERBAL UPDATE FROM THE CHAIR OF THE PERFORMANCE PANEL**

The Chairperson of the Performance Panel introduced the report and informed that the panel had met on 24 February 2022 to scrutinise the cabinet report, ref CAB3339 [available here](#).

Councillor Horrill confirmed that all members had received the draft cabinet report, the pre-submitted questions, and the draft minutes of the panels meeting. The committee was also advised that an update on any outstanding actions would be circulated to all members.

Councillor Horrill drew members' attention to two issues arising from the panels meeting:

1. The panel welcomed the inclusion on its agenda of the "End of Project Reports" and supported its continuation
2. The panel suggested that as part of the council plan refresh that a review of the key performance indicators used as part of the quarterly performance reports would be appropriate.

RESOLVED:

The committee:

1. Noted that the performance panel met on 24 February 2022 to scrutinise the report, CAB3339 and its associated appendices.
2. Noted the draft minutes of the panel and the verbal update provided by the Chairperson.

9. **TO NOTE A CHANGE TO THE MEMBERSHIP OF THE PERFORMANCE PANEL**

RESOLVED:

Noted that Councillor Cramoysan replaced Councillor Williams as a member of the Performance Panel.

10. **TO NOTE THE LATEST FORWARD PLAN OF KEY DECISIONS**

RESOLVED:

The forward plan of key decisions for March 2022 was noted.

The meeting commenced at 6.30 pm and concluded at 11.40 pm

Chairperson

REPORT TITLE: QUARTER 4 PERFORMANCE MONITORING

14 JUNE 2022

REPORT OF CABINET MEMBER: CLLR TOD – THE LEADER AND CABINET MEMBER FOR ASSET MANAGEMENT

Contact Officer: Lisa Kirkman Tel No: 01962 848 501 Email
lirkman@winchester.gov.uk

WARD(S): ALL

RECOMMENDATIONS

That the Scrutiny Committee:

1. Notes that the Performance Panel met on the 6 June 2022 to scrutinise the attached report, CAB3347 and its associated appendices. The minutes of the panel's meeting will be circulated to the Scrutiny Committee before it meets on the 14 June 2022 and will be included as an appendix of the Cabinet report.
2. Notes that the Chairperson of Performance Panel will provide a verbal update at the Scrutiny Committee.
3. Raises with the Leader or relevant Cabinet member any issues arising from the information in this report, ref CAB3347, which is being presented to Cabinet in July 2022 and considers whether there are any items of significance to resolve or to be drawn to the attention of Cabinet.

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REPORT TITLE: Q4 PERFORMANCE MONITORING

19 JULY 2022

REPORT OF CABINET MEMBER: CLLR TOD – THE LEADER AND CABINET MEMBER FOR ASSET MANAGEMENT

Contact Officer: Lisa Kirkman Tel No: 01962 848 501

Email: lkirkman@winchester.gov.uk

WARD(S): ALL

PURPOSE

This report and Appendix 1 provides a summary of the council's progress during the period January to March (Q4) 2022 against the five priorities in the refreshed Council Plan 2020-25, adopted by council on 24 February 2021.

Appendix 2 provides the data, where available, for Q4 against each of the Strategic Key Performance Indicators (KPIs) and a brief narrative covering the impact that the COVID-19 pandemic has had or will have on performance.

Appendix 3 includes highlight reports for each of the council's 'Tier 1' programmes and projects.

Appendix 4 provides an update to the COVID-19 council services demand data from April 2020 to 31 March 2022.

Appendix 5 are the action notes of the Performance Panel meeting that took place on 6 June 2022.

RECOMMENDATIONS:

1. That Cabinet notes the progress achieved during Q4 of 2021/22 and endorses the contents of the report.

IMPLICATIONS:1 COUNCIL PLAN OUTCOME

This report forms part of the framework of performance and financial monitoring in place to report the progress being made against the projects and programmes supporting delivery of the priorities included in the Council Plan 2020-25 (annual refresh adopted by Council on 24 February 2021).

2 FINANCIAL IMPLICATIONS

There are no direct financial implications arising from the contents of this report. Almost all the programmes and projects undertaken to deliver the priorities included in the Council Plan will have financial implications, some significant and these are agreed and reported separately before the commencement and during the project life cycle.

3 LEGAL AND PROCUREMENT IMPLICATIONS

Key Performance Indicators (KPIs) and performance reporting must be fit for purpose, monitored and managed to ensure effective council governance. KPIs enable evidence based quantitative management reporting and where necessary allow for remedial actions and decisions to be taken.

There are no legal and procurement implications arising directly from this report, though individual projects are subject to review by Legal Services and Procurement as and when necessary, and in particular where they require consideration of the council's Financial Procedure Rules, Contract Procedure Rules and Public Contracts Regulations 2015 (PCR2015).

4 WORKFORCE IMPLICATIONS

None directly but staff are engaged and actively working across all projects.

5 PROPERTY AND ASSET IMPLICATIONS

None directly, but council assets are used to deliver this work

6 CONSULTATION AND COMMUNICATION

Cabinet members, Executive Leadership Board, corporate heads of service and service leads have been consulted and have input into the content of this report.

This report and appendices were reviewed and discussed by Performance Panel on behalf of Scrutiny Committee on 6 June 2022. Appendix 5 are the action notes from this meeting.

A verbal update from the Chairman of the Performance Panel was given at The Scrutiny Committee meeting held 14.June 2022

7 ENVIRONMENTAL CONSIDERATIONS

Many of the activities detailed in this report actively protect or enhance our environment and support the council and district to reduce its carbon impact. These will be considered as part of each detailed business justification case.

8 EQUALITY IMPACT ASSESSEMENT

None arising from the content of the report, however officers will need to consider the council's Public Sector Equality Duty and if required complete an Equality Impact Assessment on any specific recommendations or future decisions to be made. This report is not making any decisions and is for noting and raising issues only.

9 DATA PROTECTION IMPACT ASSESSMENT

None required.

10 RISK MANAGEMENT

As previously reported the COVID-19 pandemic continues to have an impact on the way we live and work with the council reviewing and adapting its services to the changes as they are announced by government.

Risk	Mitigation	Opportunities
Community Support - Lack of consultation and community engagement on significant projects that affect residents and can cause objections and lead to delay.	Regular consultation and engagement with stakeholders and residents regarding projects or policy changes.	Positive engagement and consultation can bring forward alternative options that might not have otherwise been considered.
Timescales - Delays to project delivery can lead to increased cost and lost revenue.	Regular project monitoring undertaken to identify and resolve slippage.	Improve subsequent forward planning and identify bottle necks
Project capacity - Availability of staff to deliver projects.	Resources to deliver projects are discussed at the project planning stage and agreed by the project board and monitored by the Programme and Capital Strategy Board	Opportunities present themselves for staff to get involved in projects outside their normal role enabling them to expand their knowledge and skills base as well as working with others.
Financial exposure -	Regular monitoring of budgets and financial	Early notification of unplanned

Risk	Mitigation	Opportunities
Budget deficit or unforeseen under or overspends	position including forecasting to year end to avoid unplanned over/underspends.	under/overspends through regular monitoring allows time for plans to be put in place to bring the finances back into line with budget forecast.
Exposure to challenge	Legal resources are discussed with project leads.	Opportunity for the use of in- house resources able to input through the life of a project with local Winchester and cross council knowledge.
Innovation - improvement in service delivery		KPIs be used to evidence the need for innovation to improve service delivery
Reputation - Ensuring that the council delivers the outcomes as set out in the Council Plan.	Regular monitoring and reporting of the progress the council is achieving against its priorities included in the Council Plan, including this report.	Work with communications team on press releases to promote and celebrate successes.
Achievement of outcome	Through the quarterly monitoring report, officers and members can monitor the progress of the priorities in the Council Plan	Benefits of lessons learned from previous projects that have been completed
Other - none		

11 SUPPORTING INFORMATION:

This report provides an update on the council's progress achieved against the priorities included in the Council Plan 2020-25 and KPIs. Information is also provided in the form of highlight reports (Appendix 3) that set out the progress of the council's 'Tier 1' projects. All information and data is as at the end of Q4 i.e. 31 March 2022.

The strategic key performance indicators included in Appendix 2 were approved by Cabinet at its meeting on 21 May 2020 (Report CAB3230 refers). The purpose of the indicators is to demonstrate the progress achieved against the five priorities included in the Council Plan.

The data for a number of the performance indicators is provided by organisations external to the council and due to the pandemic there has been a delay to the publication or availability of some of the data.

Over the coming months officers will be working with cabinet members to refresh the Council Plan for the 23/24 year and at the same time review the strategic key performance indicators to ensure that they are fit for purpose, ensuring the future availability of the relevant data

OTHER OPTIONS CONSIDERED AND REJECTED

None.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

CAB3339 – Q3 Finance and Performance Monitoring dated 24 May 2022

Other Background Documents:-

None.

APPENDICES:

Appendix 1 Council Plan 2020-25 progress update – Q4 January to March 2022

Appendix 2 Strategic Key Performance Indicators Q4 update

Appendix 3 Programme and Project Management – Tier 1 project highlight reports Q4

Appendix 4 COVID-19 Council services demand data – April 2020 to March 2022

Appendix 5 Notes from Performance Panel meeting 6 June 2022

COUNCIL PLAN 2020–25

Q4 21/22 PROGRESS UPDATE

PRIORITY – TACKLING THE CLIMATE EMERGENCY AND CREATING A GREENER DISTRICT

The climate crisis remains a significant, long term challenge to all of us in the coming years and decades and there is a growing ecological crisis too. Winchester City Council has committed to playing its part to tackle this global challenge and hand our district to our children and grandchildren in a better state than it is now.

What we want to achieve:

- Winchester City Council to be carbon neutral by 2024
- The Winchester district to be carbon neutral by 2030
- Reduced levels of waste and increased recycling, exceeding national targets
- Clean air, more ambitious than national targets
- Everything most residents need should be in reach by foot, bike or public transport
- Our district's extensive natural habitats safeguarded and enhanced

Over the last quarter we have achieved the following:

- **Carbon neutrality to continue to be central to everything we do**

The council's carbon footprint report for 2020/21 was published and showed a 34.2% reduction in emissions, bringing total annual emissions down to 2,810 tCO₂e (tonnes CO₂ equivalent).

Work has begun on energy efficiency works to City Offices, which will continue until June 2022. These works were part funded via a grant of £257k from the Public Sector Decarbonisation Scheme and will include replacement of all windows in the building.

Construction and commissioning work has been completed and for the new decked park and ride car park at the former Vaultex site in Barfield Close and it came into operation on 11th March 2022. This provides 287 spaces to reduce traffic in the city – linking in with the aims of the City of Winchester Movement Strategy and supporting the city council's pledge to become a carbon neutral council by 2024, with the whole district becoming carbon neutral by 2030. Photovoltaic panels and electric vehicle charging points also feature in the plans for the site. The construction includes green 'living walls' to help improve air quality and minimise the visual impact of the car park.

A Carbon Literacy session was held for the city council officer team in February which saw training delivered to a further 6 members of staff. This brings the number of staff trained to 107, of which 67 have been certified as

Carbon Literate and brings the council close to achieving Carbon Literate silver accreditation – an accreditation that only two councils in the country have achieved to date.

Principles for carbon offsetting were discussed by the Housing and Environment Policy Committee. These will be developed into a policy and brought to Cabinet for approval later in 2022.

A highlight report for Q4 for the Carbon Neutral programme is included at Appendix 3.

- **Positive Local Plan policies which promote low carbon development, sustainable travel and increased bio-diversity**

A specialised Carbon Neutrality virtual information event was hosted as part of the consultation on the Local Plan Strategic Issues & Priorities document that took place between February and April 2021. This event was attended by 78 people. The council received a very substantial number of comments in relation to the Local Plan consultation. The analysis of the comments on the carbon neutrality topic were reported to LPAG on the 13 December 2021. This feedback will be used to inform the next stage of the Local Plan (Regulation 18 – draft Local Plan) which includes developing a number of Local Plan policies to promote and assist with low carbon development, sustainable travel and increased biodiversity which will all be consulted on in the draft Regulation 18 Local Plan.

A highlight report for Q4 for the Local Plan is included at Appendix 4.

- **Encourage renewable energy generation and support start-ups and businesses in green energy and green technology**

The council's solar PV panels on three buildings at Marwell Zoo and the Winchester depot (Biffa waste collection service) are fully operational and have generated more than 16,000 kWh across the 3-month period, saving more than 4 tCO₂e.

Business engagement to underpin the prioritisation of actions in new 10-year Green Economic Development Strategy via Steering Group meetings in January and February, along with a virtual business forum in February. The action plan will be considered at the Business & Housing Policy Committee on 21 June 2022.

- **Work with and enable businesses, organisations and residents to deliver the Carbon Neutrality Action Plan throughout the district**

A 12-month community carbon mapping and engagement project, delivered on the council's behalf by the Centre for Sustainable Energy in collaboration with WinACC, came to a close early in 2022. Nearly 70% of parishes in the district engaged with the process and they very much want to continue to

have support in their sustainability and carbon reduction efforts from the Council. An agreement has now been reached with WinACC and South Downs National Park to collaborate on a continuation of this work.

Grants were awarded to organisations addressing the climate emergency, included

- *Denmead Community Association, to trial a new heating system*
- *Bishops Waltham Town Team, to promote freecycling events in the town*

- **Work towards a more sustainable food system and reduce food waste**

We continue to work with Project Integra to understand the impact of introduction of food waste recycling which is governments preferred direction of travel by 2023 for every local authority.

- **Continue to work with Hampshire County Council to deliver the City of Winchester Movement Strategy and prioritise walking, cycling and public transport throughout the district**

A highlight report for Q4 for this programme is included at Appendix 3.

- **Deliver the actions in our Biodiversity Action Plan**

The year 2 action plan has been published, which includes 71 actions of which 2 have already been completed. Key actions include delivering year 1 of the management plan for the Micheldever Nitrate Neutrality site; producing a Technical Advice Note on Biodiversity Net Gain for internal and external use, biodiversity improvements within WCC car parks, adoption of the Tree Strategy and habitat creation at Chilcomb, Hookpit and King George V.

- **Work with other public authorities to expand the range of materials we recycle as solutions become available**

Winchester City Council continues to work through the Project Integra partnership and submit data to support the review of options for a single Materials Recovery Facility (MRF) in Eastleigh and support the work to review the option of moving to a twin stream or kerbside sort system to greatly increase the range of material being collected.

PRIORITY – LIVING WELL

We want all residents to live healthy and fulfilled lives. We recognise that our residents are living longer and want to ensure the district offers the right mix of facilities to support good physical and mental health for all ages and abilities.

What we want to achieve:

- Reduced health inequalities
- A wide range of physical and cultural activities for all ages and abilities
- Increased opportunities for active travel
- A wider diversity of residents and businesses involved in ensuring that our services work for all, especially for residents who need more help to live well
- Attractive and well-used public facilities and green spaces with space for relaxation and play

Over the last quarter we have achieved the following:

- **Focus our activities on the most disadvantaged areas, communities and groups, supporting a greater diversity of residents**

We continue to provide core grant support to key voluntary sector organisations supporting our more vulnerable residents.

One example is Citizens Advice (CA), which continues to see a high and growing demand for finance/benefits advice, with 53% of all clients helped in 21-22 needing support with this area (up from 35% the previous year). Increases have also been seen in the number of people seeking debt advice. In total, 4,730 clients were helped during the year, with 15,118 advice issues over the whole of 2021-22. Another funded organisation is Home-Start, which has supported 256 families across the district with weekly visits. This includes those fleeing domestic violence, in temporary accommodation, whose funds are tight due to other financial stresses due to disability or debt and with parenting issues.

The current round of core funding came to an end in March 2022 so an application process was undertaken and a new set of Strategic and Priority Outcomes Fund partners were chosen for the next three year period 2022-2025. Grants totalling £480,014 were awarded to 16 organisations for 2022/23.

Grants totalling £17,630 were awarded to 39 different organisations across the district (14 in the Winchester Town wards, 25 in the wider Winchester district). This reflected a significant upturn in demand and represents nearly 70% of the funding awarded during the year. Grants supported new initiatives including:

- *Winchester Pregnancy Crisis Centre, for help with marketing costs to make more people aware of their services*

- *Worthys Community Shed, towards disabled ramp and covered outdoor area to increase opportunities for participation*
- *Friends of the Family, to set up new group in Winchester bringing together families of children with autism.*
- *Winchester Young Carers, for wellbeing resources for 35 young carers*

Liaison and dialogue has continued with Hampshire County Council and other stakeholders to ensure no vulnerable people were left unsupported as a result of the changing COVID-19 restrictions. Referral numbers to the local response centre (within Housing) were minimal, with only six during the 3-month period, taking the total requests for support handled by the Winchester LRC since the pandemic started to 1,006, in addition to the many more tasks undertaken by the wider community support network. The LRC network ceased operating at the end of March 2022, in response to the changes to legislation around COVID-19 restrictions.

The Active Lifestyle programme of classes and bespoke activities for people with long-term health conditions continues to grow in the hands of Winchester City Primary Care Network (PCN) and Everyone Active (EA). During the last quarter there were 69 referrals from the Winchester City practices and 59 from the remainder of the district, meaning that since the opening of the new leisure centre there have been 390 referrals made. Community classes for people with long-term health conditions have attracted 462 attendees during the 3-month period, with a total of 950 during the year.

- **Offering a wide range of accessible facilities for all to enjoy at the new Winchester Sport and Leisure Park**

Winchester Sport and Leisure Park continued to outperform projections, with health and fitness membership rising by 10% over the three months to 4,913 and swim only membership rising by 22% over the three months to 401.

The number of children having swimming lessons has remained stable at over 1,300 a month, despite significant challenges in staffing levels. The target for the Centre is 2,500 children having swimming lessons every month when there are no Covid restrictions. There were also more than 8,000 individuals participating in health and fitness group workout sessions during December and the overall monthly attendance grew to more than 62,000 in March – an increase .

- **Supporting communities to extend the range of sports and cultural facilities across the district, notably the upgraded Meadowside Leisure Centre at Whiteley agreed and planned for later this year**

New design prepared for the North Walls pavilion and discussions scheduled with the Pavilion Project team.

Tender documents prepared for construction of a new pavilion at KGV playing fields in Highcliffe. Budget implications confirmed and a grant application for

external funding has been submitted to the Football Foundation for a proportion of the cost.

Lighting has been upgraded at the North Walls ATP and work commissioned to replace the fencing, which will take place in the coming months.

At West of Waterlooville, the developer's plans for a new sports pavilion have been approved and foot path applications have been submitted to hopefully progress the town park application.

- **Enable and promote safe cycleways and pathways to make it safer and more appealing for our residents to cycle and walk to their destination**

The draft Local Cycling and Walking Infrastructure Plan (LCWIP) for Winchester which has been developed as part of the City of Winchester Movement Strategy which has now been subject to consultation . Results of the consultation and a progress report on next steps will be prepared and issued over the summer.

Also see project highlight report for Q4 included at Appendix 3.

- **Maintain and enhance the open spaces and parks**

Work is due to begin on a replacement skate park at KGV in Highcliffe in April.

The tender for the civil works to refurbish Abbey Gardens play area was issued and is due back shortly.

A tender for the replacement of the North Walls play area is due to be issued shortly.

Work is continuing on the maintenance and enhancement of open spaces and parks.

- **Develop Local Plan policies that promote healthy lifestyles in healthy surroundings**

A key theme in the Strategic Issues and Options consultation (SIP) on the new Local Plan, which ran for 8 weeks and closed on 12 April 2021, was Living Well. This covered a number of important issues relating to open space provision, air quality, and active travel with accessibility to local facilities and services. A specialised Living Well virtual information event was also hosted as part of the consultation document that attracted some 21 people. The council received a substantial number of responses to the SIP (over 2,200). The analysis of these comments on the Living Well topic were reported to LPAG on 24 November 2021 This feedback will be used to inform the next stage of the Local Plan (Regulation 18 – draft Local Plan) which includes developing a number of Local Plan policies in the design topic on living well and creating healthy lifestyles that will be consulted on in the draft Regulation 18 Local Plan.

PRIORITY - HOMES FOR ALL

Housing in our district is expensive and young people and families are moving out because they are unable to find suitable accommodation they can afford.

The Winchester district needs homes for all – homes that are affordable and built in the right areas for our changing communities.

What we want to achieve:

- More young people and families working and living in the district
- All homes to be energy efficient and affordable to run
- Diverse, healthy and cohesive communities - not just homes
- No-one sleeping rough except by choice

Over the last quarter we have achieved the following:

- **Building significantly more homes ourselves**
129 new homes were under construction at the end of Quarter 4 at sites in Winnall and Whiteley.
- **Strengthening our Local Plan to ensure the right mix of homes is built for all sectors of our society, including young people**

Consultation has taken place on the Next Generation Winchester project to explore the challenges faced by younger people (aged 18-35) who may want to work and/or live in the Winchester district. This was followed up by another event in July 2021 which has been used to help inform people about the different types of affordable housing that is available and on mortgages. The Next Generation project is exploring the options available for young people and families and provide an opportunity to influence housing policy, future house building and local housing options across the district. The information gathered together as part of this consultation will be used to help inform the policies and proposals in the emerging Local Plan.

The consultation on Strategic Issues and Options for the new Local Plan, sought views on the type of residential development required to support the needs of everyone living, or wanting to live, in the district. This covered a range of accommodation including affordable housing, housing for students and older people as well as gypsies and travellers. The analysis of comments on the Homes for All topic was reported to LPAG on the 27 September 2021 and Specialised housing was reported to LPAG on the 13 December 2021. The feedback received is being used to inform the next stage of the Local Plan (Regulation 18 – draft Local Plan).

Three Local Plan design workshops took place in October/November 2021 with a range of local people, parish councils, developers, house builders, consultants and architects as well as members. These events, which were

facilitated by Design South East, focussed on the effectiveness of the council's current policies and sought to identify how the council could potentially improve and develop the way that we address and approach design issues in the new Local Plan especially in light of recent changes to national planning guidance which emphasises more than ever the importance of good design and creating beautiful places. The workshops looked at design policies generally as well as specific spatial planning issues in Winchester town, the market towns and rural areas The outputs from these design workshops were reported to LPAG on the 9th March 2022 and are being incorporated into a new design topic in the Local Plan which will be consulted on in the draft Regulation 18 Local Plan.

A highlight report for Q4 for the Local Plan is included at Appendix 3.

- **Using the new Winchester Housing Company to deliver a wide range of housing tenures to meet local needs**

The detailed business case for the Winnall Flats proposed development was agreed by Council in July 2021 with a preferred option being to deliver a block either through a housing company or through a third party. Build Contract negotiations have now been completed and the Winnall Flats scheme has started on site. A "final business case" report on the Housing Company will be prepared in summer 2022.

- **Providing support for our homeless and most vulnerable people by working directly and in partnership with the voluntary sector**

Working with partners The Beacon, Two Saints and Trinity to make plans to utilise empty space within existing projects to provide additional emergency beds over the coming cold weather period for individuals sleeping rough. SWEP has been activated on seven occasions from 1st January – 31st March for a total period of 28 nights. three individuals were supported through Two Saints ebed and one individual on Trinity's ebed with a further four individuals supported with hotel placements.

In December 2021 the Government through the Rough Sleepers initiative launched the 'protect and vaccinate scheme'. Funds were provided to local authorities to support rough sleepers into accommodation and to use as an incentive to break down barriers that rough sleepers faced in getting the vaccine. Our partners are assisting us with this. This fund supported 5 individuals into accommodation to support them to receive their vaccinations and a further 5 individuals who were previously sleeping rough or at risk of sleeping rough were able to access vaccinations.

Hampshire County Council has announced a proposed budget cut of £360,000 across the 11 districts social inclusion services for this cohort. The consultation period has now ended and County are evaluating all the responses. County have met with the all the districts individually regarding the cuts. The next step for WCC is to consider the proposed cuts, the impact this will have on current service delivery and propose a response to this.

We are developing a Tenancy Ready Programme to roll out to our Temporary Accommodation residents to ensure individuals have the right skills to move on to independent accommodation and do not return to rough sleeping.

- **Move the energy efficiency of new and existing homes towards zero carbon**

The progress against the projects provided below also contribute to the priority of tackling the Climate Emergency and achieving a carbon neutral district by 2030.

Making Homes Carbon Neutral (CAB3293) was presented to cabinet on 11 March 2021 and the following recommendations were approved:-

That the 2021/22 budget (£1.587m) for additional energy efficiency works to council dwellings be committed as follows:-

- *£1.250m to fund additional insulation (mainly wall and floor insulation) to 100 properties currently subject to an Energy Performance Certificate (EPC) rating of D or below and that the programme focus mainly on void properties where possible*

The formal contract variation to install additional insulation to voids has been finalised.

- *The new Retrofit Co-Ordinator has assembled the retrofit team and initial property assessments are underway. Retrofit Designer and Retrofit Co-ordinator will draw up medium term retrofit plan for each property as they arise. Commencement of works programme is due to start late May/early June subject to materials availability).*
- *£150,000 set aside to support “match funding” bids for major retrofit programmes (such as the existing project to improve “Swedish timber” council homes in Bramdean).*
- *The second Swedish unit trial (at Cheriton) is due to start late May/early June subject to materials delivery supply issues being resolved.*
- *£187,000 to address energy efficiency of communal areas in sheltered/communal housing schemes, including the installation of solar photovoltaic panels where appropriate. Possible heating and fabric upgrades and metering changes currently under review on a site by site basis. Awaiting report on possible changes/upgrade to CHP unit at worst performing site (Chesil Lodge).*
- *That a member/tenant/officer panel/forum be established to assess progress with national trials, review funding options and bring forward proposals for a long term programme to replace gas heating systems in Council homes, subject to consultation with tenants and the Business*

and Housing Policy Committee. Tenant focus group meeting planned for mid- May. Tenant reps to attend the formal carbon neutral panel in June/July.

That the Council join the “Net Zero Collective” partnership to support the work of the above Panel. Officers are currently working with Net Zero Solutions and the National Energy Foundation to produce a sustainable and long-term retrofit plan to ensure the Council are decarbonising their stock in a sensible and efficient manner. Net Zero Solutions are the chosen retrofit assessor for the initial void properties subject to performance and delivery.

Cabinet approved a revised Housing Development Strategy that highlights the council’s objective to provide all new affordable housing at highest thermal efficiency levels to help achieve the net zero carbon target.

The Passivhaus development proposals for Micheldever received planning permission in August 2021. This is for the development of a disused garage site to build 4 x 1 bed and 2 x 2 bed homes. Passivhaus building provides a high level of comfort while using very little energy for heating and cooling. They are built with meticulous attention to detail and rigorous design and construction according to the principles developed by the Passivhaus Institute in Germany and certified by a very exacting quality assurance process. Whilst planning permission has been granted for the scheme, negotiations are on-going with the Parish Council and Members regarding additional car parking to reduce the impact of the development. Agreement has now been reached and a planning application for additional parking has been submitted. The scheme will start on site in summer 2022.

- **Working with developers to ensure that they provide affordable housing and homes at fair market value as part of new developments**

Discussions continue with Cala Homes regarding an affordable extra-care scheme at Kings Barton. The timing of this scheme will be dependent upon the developer progressing further phases of Kings Barton. Agreement has been reached with CALA for a site to provide a minimum 60 Extra Care flats in Phase 2b of the Kings Barton development. A project brief has been prepared and architects appointed by the council to provide capacity study to ensure site is of sufficient size to meet the S106 requirements.

PRIORITY - VIBRANT LOCAL ECONOMY

Winchester district is home to a host of successful businesses and enterprises with high levels of employment in both our urban and rural areas. As we look beyond the COVID-19 pandemic, it's vital we restore the vibrancy of our high streets, retain and develop our existing business base and make the Winchester district a place where new businesses want to be located. We also must begin the transition to a greener more sustainable economy.

What we want to achieve:

- Increased opportunities for high-quality, well-paid employment across the district
- A shift to a greener, more sustainable economy
- New offices and workspace meet changing business needs and are located in areas with sustainable transport links
- More younger people choose to live and work in the district
- Our city, market towns and rural communities recover well and have a compelling, competitive visitor offer.
- Winchester district attracts new and relocating businesses and enterprises

Over the last quarter we have achieved the following:

- **Working with our key stakeholders to position Winchester district as a centre for digital, creative, knowledge-intensive networks**

Following on from the 'A Digital Winchester' Informal Scrutiny Group the results of the Digital Winchester report including the outcomes of the survey, debate and call for evidence were considered at the Business and Housing Committee on 1 March 2022. The committee were asked to comment on and endorse the report alongside noting the key findings to be used to influence relevant policies and strategies across the council and beyond. The recommendations included:

- *While there is a strong need for reliable high speed broadband, this is not being fully met and therefore a relatively low rate of satisfaction with its current provision.*
- *A clear plan and goal are needed to increase the quality of access, speed and reliability of broadband across the district in order to fully support the economy beyond the COVID-19 pandemic.*
- *Ongoing investment in infrastructure to support reliable high-speed broadband, and in the development of digital skills, is required to overcome digital exclusion and sustain the journey towards ubiquitous access.*
- *There are potential opportunities to exploit and deploy digital services in business, education and health sectors.*

- *EM3 LEP and Hampshire County Council continue to invest in infrastructure*
 - *Winchester needs to remain active to ensure it benefits fully.*
- **Focusing on a ‘green economy’ post COVID-19 and providing tailored, sector specific business support**

Business engagement to underpin the prioritisation of the actions to be undertaken in the first two year plan have been undertaken via Steering Group meetings held on 21 January and 18 February 2022, along with a virtual business forum with live polling which took place on 21 February 2022 and associated feedback analysis. Proposed actions have been subject to an impact and effort analysis and co-dependency/co-benefit analysis. A Programme Board meeting took place on 4 February 2022. The action plan will be considered at the Business & Housing Policy Committee on 21 June 2022.

- **Supporting business in meeting the challenge of carbon neutrality and encouraging ‘green growth’**

A virtual Sustainable Business Network (SBN) Meeting took place on Thursday 17 March 2022. 172 businesses have now signed up to view the virtual meetings or to be sent YouTube content. The 90 minute March event was on the subject of measuring businesses carbon footprint. 92% of those attending found the event to be extremely useful. Next quarter’s in person sustainable transport themed event will take place on Friday 17 June at the University of Winchester. The event videos can be downloaded here: www.carbonfootprint.com/carbonacademy_sbn.html

As part of a consortium bid, funding has been secured from Low Carbon Across the South & East (LoCASE) which will enable low carbon and energy efficiency adaptations to businesses. One Winchester District business has already received funding through the LoCASE programme.

A professional consultancy has been commissioned to help businesses to:

- *become zero carbon, reduce energy consumption and carbon emissions*
- *access LoCASE (Low Carbon Across the South East) funding to reduce their energy use*

Subject to contract work will commence during May 2022. The contractor will prioritise support to businesses applying for LoCASE funding to facilitate their reduction in carbon emissions.

Three new industrial units at Bishop’s Waltham Depot were completed last year, with one unit already let to the Hampshire and Isle of Wight Fire and Rescue Service (HIWFRS) and strong interest in the other two. The buildings achieved a BREEAM rating of ‘Excellent’, benefiting from permeable paving, solar panels, EV charging points and other sustainable measures.

- **Prioritising the needs of younger people in the redevelopment of central Winchester**

Working with Eastleigh Borough Council bid to provide a youth employment hub in Eastleigh, Winchester, New Forest and Test Valley a grant from the Department of Work and Pension's Flexible Support Fund has been delivered. The hubs provide specialist help and support to move young people from welfare benefits into work. The total project value is £264,000 across all areas.

The Winchester hubs were launched in mid-November, with young people attending alternate Mondays at the Carroll Centre (Stanmore) and Unit 12 (Winnall). During the last quarter 25 young people have been provided with bespoke support with ten of these finding work.

- **Working in partnership to strengthen the appeal of the Winchester district by promoting and developing our unique cultural, heritage and natural environment assets**

Festivals update

Engagement with the festivals sector has continued via the Festivals in Winchester meeting, delivered in partnership with Winchester BID, held on 20 January 2022. Tourism South East has been commissioned to research and produce a report on the economic impact of festivals across the Winchester district (see below under Welcome Back Fund for update).

Two editions of Arts News have been issued in this quarter highlighting local talented creatives and their achievements as well as details of funding available and events.

A project to commission an artist to undertake the delivery of a mural in St. Maurice's Covert, as part of wider public realm investment, has commenced. A two stage selection process has been established. Stage one has attracted 32 expressions of interest. A selection panel has been formed who will select the top 3 expressions who will go on to complete a full application. The artist will be commissioned in the next quarter with work planned to be completed by late summer.

Working with key partners including Hampshire Cultural Trust, Winchester Cathedral, the BID and Play to the Crowd, and funded by the Welcome Back Fund, the Council delivered Winchester – Lights in the City event at the end of January, aimed at raising awareness and driving footfall during this typically quiet trading period (see below under Welcome Back Fund for further details).

Consumer marketing and promotion.

Three B2C e-news were issued with an average open rate of 36% and click rate of 2.8%, including key features and themes on new for 2022, Spring in Winchester, discounts, Licoricia unveiling, English Tourism Week in

Winchester plus a feature on a market town in each and one B2B (40% open rate and 5% click rate). The B2B e-news provided updates on Visit Winchester activity and campaigns for 2022 plus news from partners.

Eleven themed blogs have been published on visitwinchester.co.uk during quarter 4 including content to support our attractions with their school half-term holiday activities and events, Valentine's Day – supporting local independent eateries and shops, International Women's Day (discover Winchester's famous women), Licoricia statue unveiling, Tourism Week and Bishop's Waltham Henry VIII anniversary events – also supporting the market town businesses. February half-term holiday ideas and Tourism Week received the highest page views at 450 and 334 page views respectively.

Six '5 things to do in Winchester district this week/weekend...' blogs and associated social posts published this quarter, content included attractions' exhibitions/events/shows etc., market town and themed historical trails, Lights in the City, hire an e-bike and discover the district and the Pancake Day Race.

An advert was placed in the Saturday Times Travel Checklist on Saturday 19 March which put Winchester district in front of over 1.1 million readers with 488,000 copies printed. The Times readership aligns well with our visitor demographic and the advert promoted our heritage city, vibrant market towns, countryside and visitor attractions.

Discover Winchester PR consultant has worked with journalists from the New Zealand Herald and the Daily Mail to arrange press trips to the district in March. Also issued 'affordable Easter' press release at the end of March in response to enquiries supported by associated blog content on social media via Visit Winchester channels.

For quarter 4, visitwinchester.co.uk website sessions were up 139% compared with the same period for 2021 (up by 35% compared with the same period in 2020 – pre pandemic) in 2020) and number of users increased by 127% compared with the same period for 2021 (up 31% compared with quarter 4 in 2020 - pre-pandemic). This equates to an average of 25,789 users per month for this period in 2022 versus 11,376 in 2021 (19,744 in 2020).

Visit Winchester Facebook audience reach for quarter 4 was up 98% on previous 3 months.

A slight drop on reach in Instagram compared with quarter 3 was expected due to increased activity in December as a result of the 12 days of Christmas competition. Twitter 89k impressions slightly down on last period/last year. However, engagement is up by 13% across all social media channels.

Visit Winchester continues to be represented at a Tourism South East Tourism Alliance Meeting and a Destination Management Organisation (DMO) meeting with VisitEngland this quarter where intelligence on business

recovery, best practice and collaborative opportunities are considered – in particular updates on the DMO Review and Sustainability.

High Streets' Priorities Plan 2021 to 2022

Activity has continued to be undertaken as part of the delivery of the High Streets' Priorities Plan ending March 31 2022, a one year tactical plan to reinvigorate our Districts' high streets post COVID-19, to support our businesses to reopen and innovate and to enable people to enjoy social and cultural experiences.

The plan is aligned with the Welcome Back Fund which is supporting the delivery of a number on initiatives, outlined below.

Welcome Back Fund

Welcome Back funded activity aimed at supporting High Street recovery has continued throughout this quarter as outlined below:

The Lights in the City event at the end of January was a huge success and positive feedback was received from residents and visitors. The event was extended by a week due to its popularity. A short promotional film for the event was commissioned and released on Facebook and YouTube www.youtube.com/watch?v=bJTl0zmDYSA&t=9s. Digital content encouraged visitors to the event to explore the rest of the city's evening economy and come back in the day to explore attractions. The trail was available to follow digitally via visitwinchester.co.uk, attracting 3479 views and the event listing generating 3,652 page views. Two press releases were issued – one launching the event and one announcing the extension and coverage was received in the Hampshire Chronicle and About Winchester.

The Debenhams building has been wrapped to improve the impact and look of this currently vacant unit. Providing a sense of place, the imagery included heritage attractions across the city. Some of these windows were also back lit as part of the Lights in the City event.

Work has continued on market town maps for Alresford, Wickham and Bishop's Waltham and the Discover Winchester District's Market Towns guide, working with independent businesses for case studies to support local businesses and drive footfall to our district centres. Work has also continued on the Destination Guide.

A promotion video entitled 'Shop, Eat, Explore' was launched during English Tourism Week (18-27 March) and received over 500 views on YouTube here: www.youtube.com/watch?v=RP8iffh4S5w (and 195 page views on the dedicated Visit Winchester website page). Also published in the Council's e-newsletter to Residents.

Two Visit Winchester adverts were placed in BRITAIN magazine – the official magazine of VisitBritain, attracting a readership of 155,000 and is a respected

voice on UK travel, heritage, culture and style. A full page advert placed on the inside back cover sat alongside four pages of editorial coverage on Winchester in the March/April 2022 issue. . Its readers are an affluent mix of high-earning nationals and anglophiles, with a high number in North America. 80,000 copies are printed and sold in high profile outlets including WH Smiths, Waitrose, Marks & Spencer's and Barnes & Noble in the U.S.

Following this fund's investment in public realm improvements at Busket Yard this location was chosen to host an outdoor cinema. A delivery partner was selected in this quarter and the event took place over the middle two weekends in April.

Two research studies have been commissions which aim to inform plans responding to the medium-term impact of COVID-19 and future decision and policy making. These are:

Tourism South East was commissioned to conduct a review study of festivals across the Winchester district. As part of the study, festival organisers were asked to complete a short survey at the beginning of January. The final report produced by Tourism South East was received at the end of March and the finding are currently under review.

The Retail Group were commissioned to conduct a review of the street market provision across the district. A draft of the study has been received which includes a survey of current businesses and market traders, along with recommendations for future development.

Government Grant Funding

Since June 2020, £5,309,811 of discretionary grants has been allocated to businesses impacted by the COVID-19 pandemic. This included an additional £1.3m of funding followed by a further £343,816 just before Christmas. The Winter Support Payment grant was developed and 651 businesses or organisations were paid a total of £1,351,560 during March 2022. The city council has received £5,309,811 of covid related discretionary grant funding since June 2020. The full grant fund has been dispensed to those businesses most impacted by the COVID-19 pandemic via self-declaration applications across a range of grant programmes. The Winter Support payment was the concluding programme and completed in this quarter. 651 business made eligible applications who went on to receive £1,351,560 of discretionary grant funding.

Businesses have been kept informed of the latest support, advice and information available via regular updates to dedicated business pages on Winchester.gov.uk and business bulletins. The business bulletins continue to serve as one of the "go to" places for latest information with three being dispatched in the last quarter

- **Promoting our independent businesses and supporting start-ups.**

As part of the Government and the European Development Fund (EDRF) Reopening High Street Safety Fund the city council procured ShopAppy as its provider of an e-commerce platform. This dedicated on-line shopping platform offers independent businesses an alternative route to market to support their existing high street and on-line presence. The platform offers consumers the opportunity to browse products across all participating independent businesses in one place and either go on to visit in person or make purchases on-line from any number of outlets.

The first six months were funded and this was matched by ShopAppy allowing business to trade on this platform free of charge for one year. Since the service launched in September 2021, shoppers have made over 24,000 virtual shopping visits browsing over 6200 products and services from more than 170 independent businesses. The city council funded period has now come to an end during this period of free access provided by ShopAppy the provider will discuss the future of the success direct with businesses across the district.

PRIORITY - YOUR SERVICES, YOUR VOICE

We will continue to provide high quality, good value, resilient services that are continuously improving to address the changing needs and expectations of residents, tenants, visitors, businesses and not-for-profit organisations across our district – and are accessible to all whatever their circumstances.

We will give all our residents the opportunity to make their voice heard and be able to understand how the council makes its decisions.

What we want to achieve:

- An open, transparent, inclusive and enabling council
- Improved satisfaction for our services
- Good value compared to other similar authorities
- Continuous improvement in cost-effectiveness
- High accessibility and usage of our services
- Constructive and effective partnerships across the district
- A balanced budget and stable council finances

Over the last quarter we have achieved the following:

- **Continuously improving process that:**

Involve the public, businesses, stakeholders and ward councillors earlier in the design, deliberation and decision making process

Effectively respond to and learn from complaints and feedback to drive service improvement

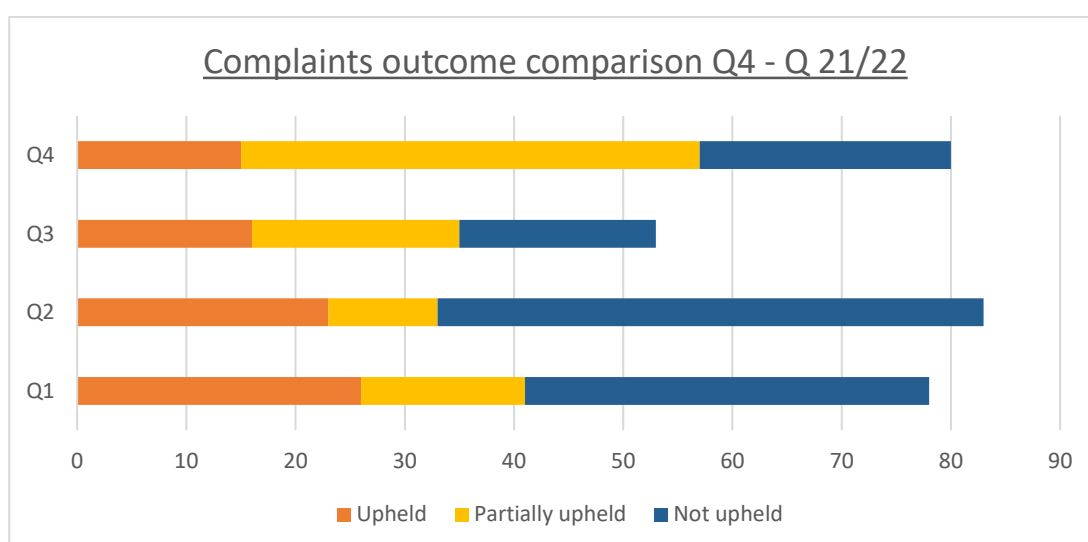
Following a successful procurement exercise towards the end of 2021, MEL Research began the 2022 Resident's and Young Person's Survey on behalf of the council in February. With a target of interviewing 1600 residents and 500 young people aged between 18 and 24 from across the district. Progress was made before the start of the pre-election period with good levels of engagement with resident's and young people. The results from both surveys will inform the next refresh of the Council Plan.

Since the introduction of a revised complaints policy in September 2021, the combined percentage of complaints partially upheld or fully upheld has increased quarter on quarter (see KPI YSYV04 in Appendix 2), however, in both Q3 and Q4 a larger percentage have been partially upheld rather than fully upheld. The revised policy includes a clear complaints definition and improvements have been made to the on-line complaints form to signpost our customers to the best place to get their issue resolved quickly (whether that is by logging service requests direct with the service or logging a complaint).

In Q3 there was a decrease of 36% in the volume of complaints received but in Q4 we have seen the numbers increase again. In the main, this increase was related to Housing Services. The majority of these are a seasonal increase due to heating issues but also due to contractors experiencing increased staff absences due to COVID infections. The Housing team are working with contractors to prioritise work and minimise any delays.

The total number of complaints upheld or partially upheld in Q4 increased and the total number of complaints received (78) was on a par with Q1 (78) and Q2 (83).

In Q4 74% of all upheld complaints were partially upheld compared to 54% in Q3, 30% in Q2 and 67% in Q1. The below chart gives a comparison for 21/22:



Moving forward the KPI's for complaints are being reviewed to ensure the information reported provides a more complete picture.

- **Embed effective partnership working with the community, voluntary groups and organisations, local businesses, our suppliers and other public bodies**

Regular meetings continue with representatives from the market towns, focussing recently on the Welcome Back Fund and successful reopening of the high streets.

- **Transparent and publicly visible performance measures which drive improved satisfaction and performance**

The member led Performance Panel reviews this performance report and the notes and actions from these meetings are presented to scrutiny.

The Strategic Key Performance Indicators in appendix 3 of this report are also published on the Winchester City Council website under the 'Access to Data' section. This aligns to the goal of transparency by allowing the public to

monitor our progress towards achieving the council priorities and drives performance to meet publicly visible targets.

- **More effective use of technology to make it simpler and easier to deal with the council and its delivery partners while reducing cost**

The council continues to promote 'digital first' and encourage residents to only visit if they have a pre-booked appointment.

The garden waste annual renewal process was undertaken in Q4. Residents have a number of options available and the on-line renewal and payment by direct debit has been improved to encourage this as the option of choice.

In relation to the development of the new Local Plan the Strategic Issues & Priorities consultation (SIP), which was undertaken during a national lockdown between February and April last year, achieved two regional Royal Town Planning Institute (RTPI) awards in November 2021: 'Planning Excellence' in the Plan making category and the consultation also won the overall RTPI South East Regional award. The RTPI judges were particularly complimentary about the innovative and collaborative ways that were undertaken to the public consultation during the pandemic. The SIP will now be considered at the national RTPI awards in 2022.

- **Focus on accessibility and inclusiveness to ensure our decision making and services are accessible to and usable by all**

Cabinet at its meeting on 25 January adopted the updated Public Sector Equality Duty and appointed Cllr Clear as the Cabinet Member and Councillor Becker as the Member Champion to provide leadership for the council to meet its Public Sector Equality Duty.

A training session for members to support understanding of equality, inclusion and diversity issues was held on 21 March and further sessions for senior managers and newly formed officer panel held before the end of March.

- **Investing in our staff and making the most of their skills and talents**

Employees have access to training via our comprehensive range of e-learning tutorials and courses and several colleagues are undertaking formal qualifications using the 'upskilling' option in the government's apprenticeship scheme.

Strategic Key Performance Indicators

The following table presents an update against the strategic key performance indicators that were approved by cabinet on 21 May 2020 (report CAB3230 refers).

The availability of the data for each KPI is often from sources external to the council and varies from quarterly, annually and biennially. Where the data is available at annual intervals, this will usually be reported after the end of each financial year. A review of the indicators will take place over the coming months in conjunction with the refresh of the Council Plan.

For ease of reading, the KPIs with quarterly data have been moved to the top of the table followed by KPIs with less frequently available data.

As this report includes data for the Q4 period, lead cabinet members for each KPI have not been updated to reflect the changes announced after the local election on 5 May. These will be updated for the next report.

A column has been added to the table below to capture the impact and effect that the COVID-19 pandemic is having or will have on the performance data for the year.

RAG Parameters:

This performance indicator is on target

This performance indicator is below target but within 5% of the target

This performance indicator is below target by more than 5%

Ref	What we want to achieve	KPI Definition	Cabinet Member	Polarity	Previously Reported Data	Q4 (20/21)	Q1 (21/22)	Q2 (21/22)	Q3 (21/22)	Q4 (21/22)	R A G Status	KPI Target 2021/22	Commentary	
QUARTERLY KPIs														
Page 46	Tacking Climate Emergency													
	E02	Reduced levels of waste and increased recycling, exceeding national targets	Percentage of household waste sent for reuse, recycling and composting	Economic Recovery	Higher = better	20/21 audited figure 40.5 %, 2nd highest in Hampshire (2019/20) unaudited 38.1%	35.45	40.91	41.79	38.20	35.99	Unaudited and subject to change	Increase against 2019/20 outturn	Whilst unaudited, shows a slight positive increase in recycling against 2020/21 outturn
	TCE03	Reduced levels of waste and increased recycling, exceeding national targets	Kgs of domestic residual waste collected per household	Economic Recovery	Lower = better	449kg (2019/20) unaudited audited fig for 20/21 475kg best figure in Hampshire	112.17kg	106.57kg	104.91kg	103.42kg	103.93kg	Unaudited and subject to change	Reduction against 2019/20 outturn	Whilst unaudited shows a slight positive decrease against 2020/21 outturn.
	TCE06	Increased opportunities for active travel	Proportion of visitors using parking sessions in each of three main areas of parking, central, inner, and outer	Economic Recovery	Higher = better	<u>2019/2020</u> Centre 63.50% Inner 21.00% P&R 15.50% <u>2020/2021</u> Centre 73.50% Inner 16.50% P&R 10%	Centre 71% Inner 16% P&R 13%	Centre 73.5% Inner 16.7% P&R 9.7%	Centre 71.9% Inner 17.4% P & R 10.7%	64% central, 16.8 park and walk, 19.2 Park and ride	Centre 69%, Park and Walk 13.4%, Park and Ride 17.6%	2021/22 centre 70%, Park and Walk 16%, Park and Ride 14%	To be developed	Moving back towards post covid position, similar to pre covid after unusual 20/21
Living Well														
LW03	A wide range of physical and cultural activities for all ages and abilities	Number of users of the Winchester Sport & Leisure Park	Communities & Wellbeing	Higher = better	N/A – new indicator	N/A	54,334	169,493 (year to date 223,827)	153,561 (year to date 377,388)	187,182 (year to date 564,570)		500,000		

Ref	What we want to achieve	KPI Definition	Cabinet Member	Polarity	Previously Reported Data	Q4 (20/21)	Q1 (21/22)	Q2 (21/22)	Q3 (21/22)	Q4 (21/22)	R A G Status	KPI Target 2021/22	Commentary
Homes for All													
HA06	Diverse, healthy and cohesive communities - not just homes	No. of new homes started or in progress / completed	Housing & Asset Management	Higher = better	Started 121 Completed 21	Started 121 Completed 28	Started 0 Completed 112	Started 0 Completed 0	Started 129 Completed 0	In progress 129 Completed 0	Not applicable	Complete 121 Start 85	
Vibrant local economy													
VLE13 (a)	Increased opportunities for high quality, well-paid employment across the district	% of procurement spend with local suppliers – Revenue spend	Economic Recovery	Higher = better	21.99% (19/20) 24.50% (20/21)	27.02%	16.67%	23.70%	19.50%	26.87%		Min 25% Revenue	
VLE13 (b)	Increased opportunities for high quality, well-paid employment across the district	% of procurement spend with local suppliers – Capital spend	Economic Recovery	Higher = better	46.60% (19/20)	38.67% Q4 34.76% 20/21	75.85%	48.28%	49.72%	81.99%		Min 25% Capital	
Your Services, Your Voice													
YSYV04	Improved satisfaction for our services	Percentage of upheld complaints	Finance & Service Quality	Lower = better	59% 2019/20 51% 2020/21	41%	51%	42%	66%	76%		≤ 51% (average for 2020/21)	The percentage of upheld complaints has risen significantly in the last two quarters. Please see the narrative in the 'Your Services, Your Voice' section of Appendix 1 for further analysis of complaints
YSYV05		No. of valid Ombudsman complaints	Finance & Service Quality	Lower = better	1 2018/19 2 2019/20 0 2020/21	0	0	0	1	0		0	
YSYV06	High accessibility and usage of our services	Availability of WCC critical infrastructure services excluding planned downtime - email - storage - telephony - document management system(s)	Finance & Service Quality	Higher = better	<u>2019/20</u> Email 100% Storage 100% Telephony 99.5% DMS 100% <u>2020/21</u> Email 100% Storage 100% Telephony 98.18% DMS 100%	100% Storage 100% 100% Telephony 97.76% DMS 100%	Email 100% Storage 100% 100% Telephony 97.96% DMS 100%	Email 100% Storage 100% 100% Telephony 99.52% DMS 100%	Email 100% Storage 100% 100% Telephony 99.71% DMS 100%	To follow		≥ 99.5%	

Ref	What we want to achieve	KPI Definition	Cabinet Member	Polarity	Previously Reported Data	Q4 (20/21)	Q1 (21/22)	Q2 (21/22)	Q3 (21/22)	Q4 (21/22)	R A G Status	KPI Target 2021/22	Commentary
YSYV07	Improved satisfaction for our services	Efficient waste collection services - missed bin collection report	Finance & Service Quality	Lower = better	AWC Q4 2019/20 68.89 per 100k bin collections AWC Q1 2020/21 57.79 per 100k bin collections	57.12 per 100k bin collections	AWC 36 per 100k bin collections	AWC 50 per 100k bin collections	AWC 36/100k bin collections	AWC 60/100k bin collections		Contract compliance	

Ref	What we want to achieve	KPI Definition	Cabinet Member	Lead CHoS	Frequency of reporting	Polarity	2019/20	2020/21	2021/22 If available	KPI Target 2021/22	Notes on data availability	Commentary
ANNUAL/ BIENNIAL KPIS												
Tacking Climate Emergency												
TCE01	Winchester City Council to be carbon neutral by 2024	WCC carbon emissions	Climate Emergency	Economy & Community	Annual	Lower = better	4268 tCO2e (Like for like reduction of 11.7%)	2810 tCO2e (Like for like reduction of 34.2%)	See notes	Target for 21/22 1873 tCO2e	Data for 2021-22 is expected in Summer 22	
TCE04	Reduced levels of waste and increased recycling, exceeding national targets	Percentage of recycling waste contaminated	Economic Recovery	Regulatory	Annual	Lower = better	13.33% contamination from 43 samples. 2 nd best of Hampshire authorities	16.33% from 61 samples. 5 th best in Hants, and below average of 17.54%	See notes	Reduction against 2018/19 outturn - 13%	Data for 2021-22 is expected in Summer 22	
TCE05	Everything most residents need should be in reach by foot, bike or public transport	No. bus users	Economic Recovery	Head of Programme	Annual	Higher = better	4.2m passenger journeys in the year 2019 in Winchester and surrounding area (Stagecoach figures).	2020 patronage figs severely distorted	2m passenger journeys in the year 2021 in Winchester and surrounding area (Stagecoach figures).	target to be considered in line with WMS and in Liaison with HCC	Data is collected at the end of each calendar year. Figures for 2022 will be reported in January 2023	With the ongoing Work From Home directive of many organisations whose staff use the P&R, the large reduction in passenger figures, especially P&R passengers, seen in 2021 is not unexpected. In addition, the first three months of 2021 were lockdown, and before Christmas, passenger figures went backwards again for Omicron.
TCE07	Everything most residents need should be in reach by foot, bike or public transport	Traffic movement into Winchester	Economic Recovery	Head of Programme	Annual	Lower = better	Average daily traffic flows (HCC source)	2020 traffic flows severely distorted	Average daily traffic flows (HCC source)	target to be considered in line with WMS	Data is collected at the end of each calendar year. Figures for	

Ref	What we want to achieve	KPI Definition	Cabinet Member	Lead CHoS	Frequency of reporting	Polarity	2019/20	2020/21	2021/22 If available	KPI Target 2021/22	Notes on data availability	Commentary
							St Cross Rd 13,500 Stockbridge Rd 7,300 Andover Rd (N) 12,000 St Cross Rd 9300 NB 2020 traffic figs severely distorted		St Cross Rd 11,000 Stockbridge Rd 6,130 Andover Rd (N) 9,800	and in Liaison with HCC	2022 will be reported in January 2023	
TCE08	The Winchester district to be carbon neutral by 2030	District carbon emissions - annual report - year on year reduction	Climate Emergency	Economy & Community	Annual	Lower - better	2017/18 617,000 tCO2e (1.9% reduction)	2018/19 603,000 tCO2e (2.3% reduction)	2019/20 See notes	548,182 tCO2e (2020 figures)	Data released annually 2 years in arrears - data for 2019-20 is expected in Autumn 22	2-year data lag means we won't see extent of impact from the pandemic until 2023
TCE09	The Winchester district to be carbon neutral by 2030	Produce Local Plan - plan adoption	Climate Emergency	Regulatory	Annual	N/A	N/A – new indicator Evidence base being developed.	Consultation on Strategic Issues and Priorities took place for 8 weeks and closed 12/4/21	Representations collected to the end of April 21 have been analysed & reported to a series of Local Plan Advisory Group meetings. This information is being used to help inform the Draft 18 Local Plan. Discussions have now commenced with parish /town councils regarding the selection of sites to meet the council's	Deliver Plan to adoption in accordance with Local Development Scheme which was updated on the 21 st July 2021.	Update expected January 23	Over 2,200 representations were submitted as Local Plans teams had to adapt to new ways of engaging.

Ref	What we want to achieve	KPI Definition	Cabinet Member	Lead CHoS	Frequency of reporting	Polarity	2019/20	2020/21	2021/22 If available	KPI Target 2021/22	Notes on data availability	Commentary
									development strategy.			
TCE10	Our district's extensive natural habitats safeguarded and enhanced	Deliver 80% of actions in the approved annual action plan - percentage completed	Climate Emergency	Economy & Community	Annual	Higher = better	N/A – new indicator	N/A – new indicator	86%	Deliver 80% of actions included in BAP	Data is collected at the end of each calendar year. Figures for 2022 will be reported in January 2023	Year 2 of BAP Action Plan progressing with 31% not yet started; 63% progressing; 1% progressing well and 5% completed.
TCE11	Our district's extensive natural habitats safeguarded and enhanced	Number of trees planted per year	Climate Emergency	Economy & Community	Annual	Higher = better	N/A – new indicator	398 trees planted	129 trees planted	100 trees planted	Data is collected at the end of each calendar year. Figures for 2022 will be reported in January 2023	Planting season now closed and due to reopen in October 2022
TCE12	The Winchester district to be carbon neutral by 2030	Number and percentage of all parish councils (Inc. Town Forum) that have local carbon reduction action groups / campaigns	Climate Emergency	Economy & Community	Annual	Higher = better	N/A – new indicator	4%	69%	25%	Updated annually after the end of each financial year	
TCE13	The Winchester district to be carbon neutral by 2030	Number of people participating in carbon reduction event per year	Climate Emergency	Economy & Community	Annual	Higher = better	N/A – new indicator	2457	8078	2703	Updated annually after the end of each financial year	Includes Winchester Green Week, WeCAN, Climate Open Forum
TCE14	Clean air, more ambitious than national targets	Improvement trends in nitrogen dioxide and particulates, with the intent of complying with national mandatory standards	Climate Emergency	Regulatory	Annual	Lower = better	St Georges St 2018: 41µg/m ³ 2019: 39µg/m ³ (First 6 months only) Chesil St & Romsey Rd 2018: 47.5µg/m ³ 2019: 47.2µg/m ³ (First 6 months only)	2020 Data St Georges St 26.9µg/m ³ Romsey Road 40.8 µg/m ³ (Note: 20202 data is atypical as 'Covid' Year)	Data expected to be validated and informing 2021 ASR in June 22	Review extent of AQMA & update the AQAP in light of 2021 data with Cabinet report recommendations expected in Autumn of 2022. Also to consider whether to set revised standards higher than statutory requirements taking into account new WHO recommended standards. NB: Government required to amend national	Annual Status Report (ASR) to be submitted to DEFRA June 2022. Air Quality Supplemental Planning Document now adopted by Cabinet, will commence active implementation in April.	

Ref	What we want to achieve	KPI Definition	Cabinet Member	Lead CHoS	Frequency of reporting	Polarity	2019/20	2020/21	2021/22 If available	KPI Target 2021/22	Notes on data availability	Commentary
										PM _{2.5} standards by Oct 2022.		
	Living Well											
LW01	Reduced health inequalities	Inequality in life expectancy at birth (male)	Communities & Wellbeing	Economy & Community	Annual	Lower = better	2018 – 5.8 years 2019 – 5.9 years	Data not yet available	Data not yet available	≤ 5.8 years	Data has not been released by ONS. Review date unknown	Relevant data not yet available from ONS.
LW02	Reduced health inequalities	Inequality in life expectancy at birth (female)	Communities & Wellbeing	Economy & Community	Annual	Lower = better	2018 – 6.4 years 2019 – 4.6 years	Data not yet available	Data not yet available	≤ 6.4 years	Data has not been released by ONS. Review date unknown	Relevant data not yet available from ONS.
LW04	A wide range of physical and cultural activities for all ages and abilities	Percentage of adults participating in 150+ minutes of sport or physical activity per week within the Winchester district	Communities & Wellbeing	Economy & Community	6 Monthly	Higher = better	June 2018 – May 2019 72.6% Dec 2018 – Nov 2019 71.4%	June 2019 - May 2020 70.5% Dec 2019 – Nov 2020 71.0%	June 2020 - May 2021 71.7% Dec 2020 – Nov 2021 73.7%	71.0%	Data is measured from June to May and from December to November each year. Time lag for receiving data. Next update for year to Nov 2021 is due April 22	Activity levels remained fairly constant during lockdown and are now increasing.
LW06	A wide range of physical and cultural activities for all ages and abilities	Increase participation in the Cultural Network in order to strengthen engagement with and support of the arts and cultural sector working collaboratively to strategically develop the offer	Communities & Wellbeing	Economy & Community	Annual	Higher = better	23 organisations	23 organisations	Data not yet available - see notes	+10%	Data collected at the end of each financial year. Next update for 2021/22 figures due May 22 , however as at 28/07/21 30 organisations	
	Homes for All											
HA01	All homes are energy efficient and affordable to run	% of all WCC homes achieving energy efficiency rating of C or above	Housing & Asset Management	Housing	Annual	Higher = better	60%	62%	Data not yet available	66%	Next update due May 22	
HA02 a	All homes are energy efficient and affordable to run	% all new homes in the district achieving energy efficiency rating of C or above	Housing & Asset Management	Housing	Annual	Higher = better	96.48%	96.54%	Data not yet available	100%	ONS Data available retrospectively each November. Next update due Nov 2022	
HA02 b	All homes are energy efficient and affordable to run	% ALL homes in the district achieving energy efficiency rating of C or above	Housing & Asset Management	Housing	Annual	Higher = better	New dataset from ONS started 2020	Owner Occupier 34.25% Private Rented 36.82% Social 61.71%	Data not yet available	60% by 2028 Improvements should become evident as the law changes for private landlords	ONS Data available retrospectively each November. Next update due Nov 2022	

Ref	What we want to achieve	KPI Definition	Cabinet Member	Lead CHoS	Frequency of reporting	Polarity	2019/20	2020/21	2021/22 If available	KPI Target 2021/22	Notes on data availability	Commentary
								Total: 48.10%				
HA03	Diverse, healthy and cohesive communities - not just homes	No. of domestic properties in the district, previously No. of households in district (all tenures)	Housing & Asset Management	Finance	Annual	Higher = better	54,017	54,584	Data not yet available	Trend data for monitoring only	Data collected in March each year	
HA04	No one sleeping rough except by choice	No. of rough sleepers	Housing & Asset Management	Housing	Annual	Lower = better	N/A	7	3	Trend data for monitoring only	Rough Sleepers count was conducted on the 10.11.2021. 3 were found (2 were from out of area). All 3 have now been accommodated. Next update due May 2022 when a half year count is due to take place	Governments directive to get 'Everyone in' in response to COVID-19 meant anyone rough sleeping was offered accommodation. Financial implications - increased use of B&B, lease of a supported housing property.
HA05	Diverse, healthy and cohesive communities - not just homes	1000 new homes planned (10 year supply). No. completed each year, commencing 2021/22	Housing & Asset Management	Regulatory	Annual	Higher = better	N/A	N/A	Data not yet available	1000 over 10 years	New indicator decided in March 21. Next update in May 22	economic downturn may impact housing delivery
HA07	Diverse, healthy and cohesive communities - not just homes	WCC housing stock, directly owned, housing company	Housing & Asset Management	Housing	Annual	Higher = better	N/A – new indicator	0	Data not yet available	Complete 5 new houses	Delay to launch of Housing Company	Completions delayed. Less general fund capital investment in the company.
Vibrant local economy												
VLE01	Increased opportunities for high quality, well-paid employment across the district	No. of business enterprises in professional / technical sectors	Economic Recovery	Economy & Community	Annual	Higher = better	21.3%	21%	20.6%	Trend data for monitoring only	Data collected each January	
VLE02	Increased opportunities for high quality, well-paid employment across the district	Close the gap between workplace earnings and residents' earnings	Economic Recovery	Economy & Community	Annual	Lower = better	£105.4	£52.9	£63.6	Trend data for monitoring only	Data collected each January	Economic downturn likely to have an impact
VLE03	Increased opportunities for high quality, well-paid employment across the district	Productivity measure – gross value added (GVA) per head	Economic Recovery	Economy & Community	Annual	Higher = better	£39,714	ONS has not released data	See notes	Trend data for monitoring only	Data collected each January	
VLE04	New offices and workspaces meet changing business needs and are located in areas with sustainable transport links	Amount of floor space developed in market towns (planning approvals) – Data is not recorded for this specific measure, see notes	Economic Recovery	Regulatory	Annual	Higher = better	Data not available	Data not available	See notes	To be developed, Refer to Planning team	Data is not readily available in this format	

Ref	What we want to achieve	KPI Definition	Cabinet Member	Lead CHoS	Frequency of reporting	Polarity	2019/20	2020/21	2021/22 If available	KPI Target 2021/22	Notes on data availability	Commentary
VLE05	More younger people choose to live and work in the district	Percentage of residents aged 25-35 years old	Economic Recovery	Economy & Community	Annual	Higher = better	ONS Data mid-2018 11.4%	ONS Data mid-2019 12.5%	ONS Data mid 2020 10.6%	Trend data for monitoring only	next update Jan 22	May decrease if fewer job opportunities exist for young people
VLE06	A shift to a greener, more sustainable economy	No. of businesses engaged on carbon reduction measures/projects	Economic Recovery	Economy & Community	Annual	Higher = better	Figures not yet available	172 businesses	See notes	Baseline to be set when data available	Data will be collected at year end after the re-launch of the Sustainable Business Network. Update expected April 22	
VLE07	A shift to a greener, more sustainable economy	Crowd funder grants offered for green projects	Economic Recovery	Economy & Community	Annual	Higher = better	N/A – new indicator	Launched 15/6/20	1 Grant of £1500 paid to food recycling project	To be developed	Data will be updated after the end of Q4 and then annually at Year End going forward.	
VLE08	Our city, market towns and rural communities recover well and have a compelling, competitive visitor offer	Visitor stay length increasing	Economic Recovery	Economy & Community	Annual	Higher = better	2.6 days domestic 6.7 days overseas	0.25m bednights (domestic) 0.13m bednights (international)	See notes	Trend data for monitoring only	2021 data will be available in Q3 of 2022	downturn in visitors staying overnight
VLE09	Our city, market towns and rural communities recover well and have a compelling, competitive visitor offer	Visitor spend increases	Economic Recovery	Economy & Community	Annual	Higher = better	£263.4m	£87.4m spent by tourists during their visit to the area (2020)	See notes	Trend data for monitoring only	2021 data will be available in Q3 of 2022	
VLE10	Our city, market towns and rural communities recover well and have a compelling, competitive visitor offer)	Value of tourism to the economy increases	Economic Recovery	Economy & Community	Annual	Higher = better	£339m	£112.8m spent in the local area as a result of tourism (2020)	See notes	Trend data for monitoring only	2021 data will be available in Q3 of 2022	
VLE11	Our city, market towns and rural communities recover well and have a compelling, competitive visitor offer)	Deliver tourism marketing activities alongside sector and key stakeholder engagement to influence Winchester's competitive position comparative with the South East and all of England, strengthening the number of trips to Winchester	Economic Recovery	Economy & Community	Annual	Higher = better	5.05m trips	3.8m trips (2020)	See notes	Trend data for monitoring only	2021 data will be available in Q3 of 2022 Individual campaign activity impact is contained in narrative of quarterly reports Q4 report will include an annual summary	

Ref	What we want to achieve	KPI Definition	Cabinet Member	Lead CHoS	Frequency of reporting	Polarity	2019/20	2020/21	2021/22 If available	KPI Target 2021/22	Notes on data availability	Commentary
VLE12	Increased opportunities for high quality, well-paid employment across the district	Business support service - percentage of businesses using the service seeing an increased turnover, improved efficiency or progression to a more sustainable business module. Service currently contracted to June 2021	Economic Recovery	Economy & Community	Annual	Higher = better	New outcome based KPI for 2020/21. Previous data collected against different KPI	88%	See notes	50%	88% of businesses using the service saw an increased turnover, improved efficiency or progression to a more sustainable business module over the two years of the contract.	Increase in use of business support service during COVID-19 pandemic
Your Services, Your Voice												
YSYV01	Improved satisfaction for our services	Residents' Survey – satisfaction with the way the council runs things	Finance & Service Quality	Strategic Support	Biennial	Higher = better	79%	N/A	Data not yet available	≥ 79%	Survey due to be carried out in spring 2022	
YSYV02		Tenants' Survey – satisfaction with the overall service provided by the council	Finance & Service Quality	Housing	Biennial	Higher = better	87%	N/A	Data not yet available	≥ 87%	Survey not carried out in 2021	
YSYV03	Good value compared to other similar authorities	Residents' Survey – percentage of residents who agreed the council provides value for money	Finance & Service Quality	Strategic Support	Biennial	Higher = better	65%	N/A	Data not yet available	≥ 65%	Survey due to be carried out in spring 2022	

BAR END DEPOT HIGHLIGHT REPORT

LEAD CABINET MEMBER: Cllr Kelsie Learney
PROJECT SPONSOR: John East
PROJECT LEAD: Geoff Coe
PROJECT TIER: 1
DATE: Quarter 4 (January – March 2022)

Project description and outcome:

Preparation for appointment of Selling Agent and Site Disposal.

Project update summary:

Project RAG Status:	Timeline		Budget	
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This project is currently in Stage 1: Feasibility

CAB3268 approved the marketing of the site and gave delegated authority to the Strategic Director in consultation with the Cabinet member to take all appropriate action to initiate and complete the marketing of the Bar End Depot site for best consideration, based on the development framework and planning guidance note appended to the report. A public drop-in event was held on 8th March to invite the community to feedback on the intention to market the site and comment on the Hobbs proposal. £8k spent on transport planning so far with additional £5k to be incurred in June 2022 for additional advice. Abortive negotiations with a potential occupier have resulted in a delay of approximately 10 months to this project.

	"Normal level of attention". No material slippage. No additional attention needed
	"Minor concern – being actively managed". Slippage less than 10% of remaining time or budget, or quality impact is minor. Remedial plan in place
	"Major concern - escalate to the next level". Slippage greater than 10% of remaining time or budget, or quality severely compromised. Corrective Action not in place, or not effective. Unlikely to deliver on time to budget or quality requirements

PROJECT GATEWAYS – Moving from one gateway to another is actively managed by Project Teams, escalating if necessary:

	Duration (months)	Start Date	Planned End Date	Projected / Actual End Date	Outcome of Stage incl comments – What will be achieved at the end of this stage?	Key Documents
Stage 0: Concept						

Stage 1: Feasibility	3	April 2022	June 2022	June 2022	Appointment of Selling Agent	
Stage 2: Design						
Stage 3: Plan for Delivery						
Stage 4: Delivery						
Stage 5; Handover & Review						

UPCOMING MILESTONES FOR PROJECT STAGE

Stage	Orig. Target	Curr. Target	Milestone	Outcome/Objective/Update
Feasibility		June 2022	Appointment of Selling Agent	
Feasibility		March 2022	Public consultation	Positive feedback on Hobbs scheme. A food retail use would be welcome by the community.
Transport Feasibility		June 2022	Transport planning advice	Further transport planning advice and pre-app being sought
Market feedback		June 2022	Expressions of Interest from market to identify potential uses an market demand	An analysis of user mix will be undertaken with recommendations to ELB and Cabinet
Community Engagement		Sept/Oct 2022	Community Engagement re mix of uses proposed	Feedback will be factored into next stage of marketing for bids
Formal Marketing		November 2022	Request for formal bids	
Preferred Bidder Selection		January 2023	Preferred Bidder Selection	
Cabinet		March 2023	Cabinet Approval	
Contract documentation		April 2023	Contract documents issued	

Stage	Orig. Target	Curr. Target	Milestone	Outcome/Objective/Update
Exchange		June 2023	Contract exchange	Purchaser to progress with planning application
Planning Application		December 2023	Submission of planning application	
Planning approval		March 2024	Planning approval	
Legal Completion		April 2024	Legal completion of sale	
Construction		June 2024	Construction start on site	
Project Completion and Close		September 2025	Completion of works on site	

BUDGET PERFORMANCE

REVENUE	Prior Years	2021/22	2022/23	2023/24	2024/25	2025/26	Total
	£000	£000	£000	£000	£000	£000	£000
Budget	0	10	0	0	0	0	10
Spend	0	10	0	0	0	0	10
Unspent budget	0	0	0	0	0	0	0
Forecast	0	10	0	0	0	0	10
Variance to budget	0	0	0	0	0	0	0

Budget Comments:

Under £10k has been spent on transport planning analysis and a highways pre-application. A further study has been commissioned at a cost of circa £7k. A budget was approved by cabinet in October 2020.

CARBON NEUTRAL PROGRAMME HIGHLIGHT REPORT

LEAD CABINET MEMBER: Cllr Hannah Williams
PROJECT SPONSOR: Dawn Adey
PROJECT LEAD: Susan Robbins
PROJECT TIER: 1
DATE: Quarter 4 (January - March 2022)

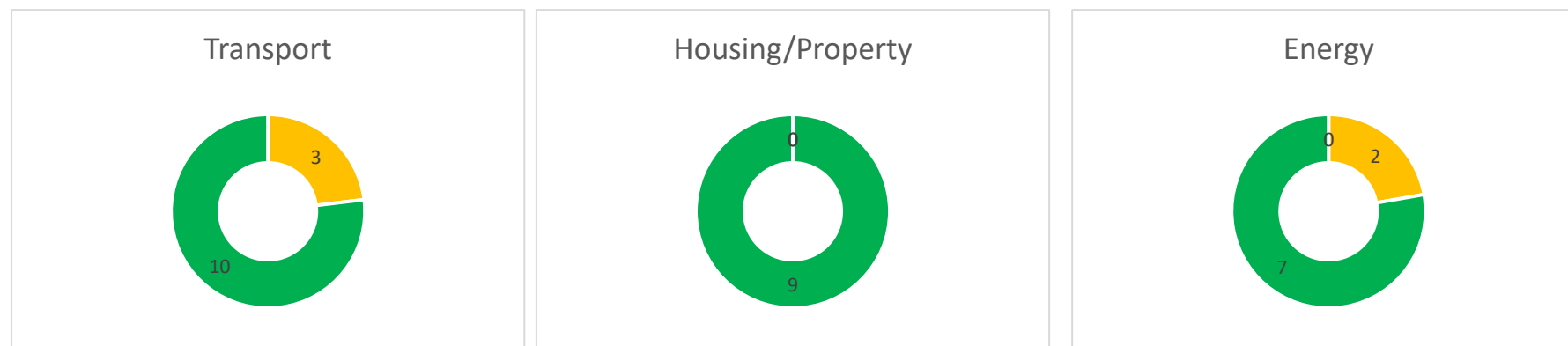
Project description and outcome:

In June 2019, the Council declared a 'Climate Emergency' and to commit to the aim of making activities of the City Council carbon neutral by 2024, and the District of Winchester carbon neutral by 2030. In December 2019, the Council approved the [Carbon Neutrality Action Plan](#) sets out a number of priority actions that will help address nearly all the Council's carbon emissions by 2024 and contribute to reducing emissions district-wide by 2030.

Project RAG Status:	Timeline	Budget	Quality
<p>Programme update summary:</p> <ul style="list-style-type: none"> • Various works underway towards the aim of a carbon neutral council by 2024, including energy efficiency works to City Offices which started early 2022. • Further projects and research, some involving other stakeholders, towards the aim of a carbon neutral district by 2030. This includes an investigation into the feasibility of solar farm on council-owned land. • District-wide programme of community engagement underway and ongoing behaviour change campaign commenced. • Updated council carbon footprint report received in February 2022 shows positive progress and a 34.2% reduction during the year to end of March 2021. • The main risk to this programme is the timescales. The risk register and progress on the programme is regularly reviewed and managed by the Carbon Neutrality Programme Board and the Implementation Group. 			
	"Normal level of attention". No material slippage. No additional attention needed		
	"Minor concern – being actively managed". Slippage less than 10% of remaining time or budget, or quality impact is minor. Remedial plan in place		
	"Major concern - escalate to the next level". Slippage greater than 10% of remaining time or budget, or quality severely compromised. Corrective Action not in place, or not effective. Unlikely to deliver on time to budget or quality requirements		

PROGRAMME DETAIL – Moving from one Gateway to another is actively managed by the Project Teams, escalating if necessary

Proportion of projects or activities within each priority sector (Council Carbon Footprint) by RAG status:



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COUNCIL CARBON FOOTPRINT:

Priority	Project Name	Required carbon reduction (tCO2e)	Forecast carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
TRANSPORT	Introduce electric pool cars	1500		2	TBC	TBC		This has not been progressed due to COVID-19 restrictions. It is now on hold until demand can be established following the return of staff to the office.
	Pilot use of electric refuse freighter and/or P&R bus		286	N/A	2022	Campbell Williams / Andy Hickman	Summer 2022 – trial of electric bus for Park and Ride by Stagecoach	£250k included in budget for 2022/23

Priority	Project Name	Required carbon reduction (tCO2e)	Forecast carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
	Ultra low or zero emission council vehicles		52	100%	2024	David Howarth	Late 2022 - Five new electric vehicles for Neighbourhood Services (on order) See Air Quality Action Plan highlight report	6 ultra-low or zero-emission vehicles in fleet currently (5 x 100% electric and 1 x hybrid). A further 7 x 100% electric vehicles are on order. However, all orders are delayed due the pandemic, demand and shortage of components. Two new fully electric vehicles being used by Biffa to supervise delivery of the waste service across Winchester.
	Refuse and bus fleet converted to minimum EURO6 standard		361	100%	COMPLETE	Campbell Williams /Andy Hickman		Bus fleet already all at Euro6 standard. New waste contract allows for trial of electric vehicle but full electric fleet won't be possible until the contract expires in 2028.
	Increased home working / remote working		638	N/A	2024	CHoS IMT / Robert O'Reilly	May 9 th launch of staff travel survey 2022	2021 staff travel survey results show staff working from home increased from 3% to 78% during 2021. Resulting reduction in carbon emissions from staff commuting of 97% from 657 to 19 t CO2e in 2020/21 offset slightly by home working emissions of 52 t CO2e.

Priority	Project Name	Required carbon reduction (tCO2e)	Forecast carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
HOUSING / PROPERTY	Re:Fit programme to retrofit corporate property	420	600	N/A	2022	Graeme Todd	April until June 2022 – replacement of windows in City Offices	<p>£257k grant secured for decarbonisation of City Offices and public conveniences. Enabling works commenced.</p> <p>£22k grant secured for Guildhall and West Wing decarbonisation feasibility study.</p> <p>BREEAM excellent accreditation awarded to Winchester Sport and Leisure Park.</p> <p>Re:Fit programme paused in favour of property-by-property, in-house approach.</p>
	Energy efficiency measures in communal areas of council sheltered housing schemes			N/A	2022	Andrew Kingston	Spring 2022 - Report on possible changes/upgrade to CHP unit at worst performing site (Chesil Lodge)	<p>Cabinet approved £187k (March 21) to address energy efficiency of communal areas in sheltered/communal housing schemes.</p> <p>Approx. 85% have now been converted to LED lighting and work to remaining property is ongoing.</p> <p>Heating and fabric upgrades and metering changes currently under review on a site by site basis.</p>
ENERGY	Source electricity purchased by the	1780	898	100%	COMPLETE	Graeme Todd	N/A	New green energy tariff signed up April 2020.

Priority	Project Name	Required carbon reduction (tCO2e)	Forecast carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
	council from renewable sources							
	Solar panels on council owned sites		66	N/A		Steve Lincoln Andy Hickman	Spring 2022 - Site surveys for automated PV meter readers on other council owned sites	£38k grant secured for solar panels at the Biffa depot – installed December 2021 with anticipated saving of 11tco2e. Vaultex car park completed, including PV panels to power EV points 400 solar panels on WSLP will provide enough energy to power the main swimming pool hall for 21.5 hours a day - 55tco2e
	Purchase/lease only highly energy efficient / low carbon technologies / materials, electrical equipment and appliances		N/A	100%	ONGOING	Amy Tranah	See Guide to Sustainable Procurement	Procurement and Contract Management Strategy 2020-25 requires a minimum of 10% to environmental and social value to be included in tender evaluation criteria. A Guide to Sustainable Procurement has been developed by the Procurement Team and approved by ELB. This was launched in November at Management Forum and the Procurement Team continue to promote this

Priority	Project Name	Required carbon reduction (tCO2e)	Forecast carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
								and provide support and guidance.
			13.10	N/A	COMPLETE	Ellen Simpson	See Transformation highlight report Jan 2021	Positive climate change efficiencies as a result of the Transformation programme, however the programme has been cancelled because of budget constraints.
		3700	2914					

DISTRICT CARBON FOOTPRINT:

Priority	Project Name	Required carbon reduction (tCO2e)	Potential carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
TRANSPORT	Expanded network of EV charging points	287000		34	COMPLETE	Anna Wyse/David Ingram Graeme Todd Andy Hickman	Late spring 2022 – Install of 5 EVCP at Cipher House Summer 2022 – proposal for second phase of EVCP	57 EVCP installed to date: <ul style="list-style-type: none"> 33 at council car parks (Alresford Station car park outstanding). 4 at WSLP 4 at Guildhall yard 16 at Vaultex P&R Second phase likely to include bid to LEVI fund. UoS research identified list of 28 optimal EV charging point locations across the Winchester District.
	Private charging facilities in new commercial and housing developments					Andrew Palmer Adrian Fox	Sep 2022 – Draft Reg 18 Local Plan published	All new council housing developments will have EVCPs, including 4 completed in June 2021 at the Valley in Stanmore. Possible changes to building regulations requiring private charging facilities in new developments from 2025.
	Winchester Movement Strategy					Andy Hickman	See Q4 Winchester Movement Strategy highlight report	
	Require buses and taxis to be low			100%	2030	Dave Ingram	N/A	Currently 1 licensed electric taxi.

Priority	Project Name	Required carbon reduction (tCO2e)	Potential carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
66	emission / alternative fuel vehicles							Taxi licensing policy approved by Cabinet Nov 20 to encourage uptake of EV taxis (and reducing emissions).
	Increase Park & Ride capacity			300	COMPLETE	Andy Hickman / Dan Lowe		£5.6m secured to develop decked car park at Vaultex site to provide 287 additional car parking spaces – opened early 2022.
	Smart mobility projects especially at Park & Ride sites and key gateways			N/A	2021	Andy Hickman		Solent Transport and HCC investigating potential for mobility hub in Winchester. WMS freight work stream will promote and seek to develop e-cargo solutions in the city. New cycle lockers installed at park and ride sites.
	Implement differential charging for low emission vehicles in council car parks					Campbell Williams	See Q4 Air Quality Action Plan highlight report	New 'pay by phone' contract makes this possible.
	Expand and enhance public transport services					Andy Hickman	Summer 2022 - recruitment of Sustainable Transport Officer	Not presently active, this was to be funded through the parking and access strategy. Income levels very low at present compared to pre-COVID-19.

Priority	Project Name	Required carbon reduction (tCO2e)	Potential carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
HOUSING / PROPERTY	LEAP programme to facilitate energy efficiencies in homes	193400	67000 (UoS research, 2021)			Kevin Reed	May 2022 – Launch of LAD3/HUG1 funding for people to apply	<p>LAD can provide funding of up to £10,000 per on-gas property. This is the same as the previous phases under LAD 1a & 1b.</p> <p>HUG can provide funding of up to £25,000 per off-gas property</p> <p>17 referrals to LEAP, resulting in 10 in-depth energy advice calls and 2 home energy visits.</p> <p>226 applicants to LAD to date in Winchester, with 55 installations completed:</p> <ul style="list-style-type: none"> • 25 park home external wall insulation (of which 8 have also received under-floor insulation) • 30 solar PV panels installation <p>Entered consortium with Agility ECO / PCC for LAD3 funding.</p> <p>UoS research identified potential carbon reduction for buildings with existing EPC of 67k.</p>

Priority	Project Name	Required carbon reduction (tCO2e)	Potential carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
	Deliver campaigns to inspire people to reduce energy consumption					Levana Hayes	<p>Spring 2022 - Staff Green Team to launch terracycling initiative.</p> <p>Spring 2022 - Climate Emergency webpages to be revamped</p> <p>Spring 2022 - Warmer Homes comms plan</p> <p>June 2022 – Second Climate Open Forum meeting</p> <p>June 2022 – to create video on Marwell Zoo solar panel installation</p>	<p>First Climate Open Forum held in September 2021.</p> <p>ITV interview with Cllr Lynda Murphy on CNAP and our targets.</p> <p>Winchester Food and Climate Working Group established</p> <p>External communications plans for:</p> <ul style="list-style-type: none"> Road verge scheme yr 2 Marwell Zoo and Biffa solar panel installation
	Local groups to provide support in communities			N/A	ONGOING	Anna Wyse	<p>May 2022 – Start of further 2 year WeCAN programme run by WinACC in collaboration with SDNP</p>	<p>CSE and WINACC 12-month programme of parish engagement and fuel consumption mapping completed and engaged more than 60 groups and communities.</p> <p>WinACC hosted community engagement event with 60+ attendees.</p> <p>Hambledon signed up to Greening Campaign.</p>
	Develop a council led pilot Passivhaus housing scheme			N/A	2022	Andrew Palmer	<p>2022 – Start of development of 6 Passivhaus units at</p>	<p>The 73 new flats at the Winnall Flats site are being built to Passivhaus low</p>

Priority	Project Name	Required carbon reduction (tCO2e)	Potential carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
							Southbrook Cottages in Micheldever October 2023 – Completion of 73 Passivhaus units at Winnall Flats	energy building standard, the 3 houses to AECB standard
	All new council homes will be built to the highest efficiency standards,			100%	ONGOING	Andrew Palmer	Summer 2022 - Planning consent expected for 2 new energy efficient schemes submitted at Witherbed Lane and Woodman Close	Housing Development Strategy, approved March 2021, sets out high efficiency standards. New Homes Employers Requirements (ER's) amended to reflect no gas heating with immediate effect. All new homes schemes reviewed and gas heating systems removed from designs. We now receive an EPC rating for all completed units at the handover stage.
	Local Plan update with an emphasis on low carbon housing development			N/A	2024	Adrian Fox	Spring 2022 – Commission consultants to produce report on viability of energy standards Sep 2022 – Draft Reg. 18 Local Plan published.	Carbon neutrality event hosted as part of the Strategic Issues & Priorities consultation was attended by 78 people.

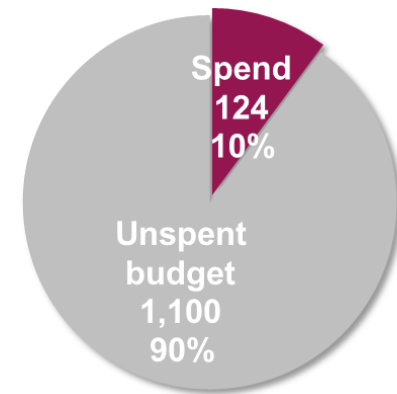
Priority	Project Name	Required carbon reduction (tCO2e)	Potential carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
							See Q4 Local Plan highlight report	
	Retrofit of council housing stock to EPC standard C			100%	2027	Andrew Kingston	<p>April 2022 - Netzero will complete their first Retrofit Assessment on trial properties.</p> <p>Apr/May 2022 - Retrofit designer + RC will draw up medium term retrofit plan for each trial property.</p> <p>May/June 2022 – commencement of programme of additional insulation works to void properties (subject to materials availability)</p>	<p>£10M over 10 years made available in HRA business plan for works to 2030. £1.25m approved for additional insulation in 21/22 to 100 properties currently subject to an EPC rating of D or below.</p> <p>Retrofit team (consisting of various external third parties) has now been assembled by WCC Retrofit Co-ordinator.</p>
ENERGY	Solar PV panels on Trinity Centre new housing	172000		N/A	COMPLETED	Gillian Knight		Trinity's Bradbury View scheme of 12 residential units opened July 2021, with £25k capital grant from council for solar panels.
	Undertake research into suitable alternatives to natural gas especially in relation to local generation potential			N/A		Anna Wyse		Green Gas from anaerobic digestion plants can be purchased on the open market.

Priority	Project Name	Required carbon reduction (tCO2e)	Potential carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
	Build or invest in large scale renewable generation project(s)			N/A		Anna Wyse	Spring 2022 – consideration of feasibility of solar farm on council-owned land.	
	Explore the feasibility of developing a hydrogen generating plant			N/A		Anna Wyse		Would require large scale investment and countywide collaboration.
	Engage with the district's largest businesses to reduce energy use or generate renewable energy			N/A	ONGOING	Sharmila Singh	Spring 2022 – commencement of LoCASE 3 programme of business energy audits. April 2022 - LoCASE double page advertisement in Hampshire Chamber of Commerce, then quarterly	£55k secured from Enterprise M3 LEP for Marwell Zoo – installed December 2021 with anticipated saving of 19tco2e £23.9 k secured from ERDF for business engagement and energy audits and all businesses contacted through business rate bills. Currently 23 Winchester businesses are in the LoCASE 'pipeline' with one business approved for 40% LoCASE grant funding. Procurement of Business Engagement Support engaged to assist with referrals to LoCASE.
			67000					

BUDGET PERFORMANCE

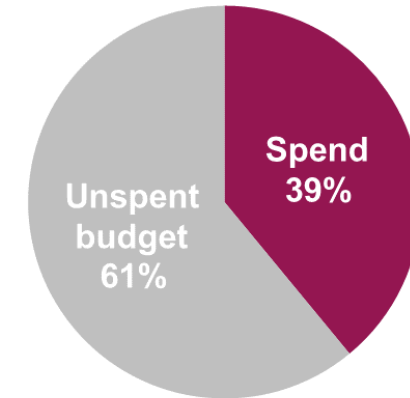
CAPITAL	Prior years	2021/22	2022/23	2023/24	2024/25	2025/26	Total
	£000	£000	£000	£000	£000	£000	£000
Budget	6	218	250	250	250	250	1,224
Spend	6	118	0	0	0	0	124
Unspent budget	0	100	250	250	250	250	1,100
Forecast	6	118	282	0	0	0	406
Variance to budget	0	100	-32	250	250	250	818

Total Capital spend to date



REVENUE	Prior years	2021/22	2022/23	2023/24	2024/25	2025/26	Total
	£000	£000	£000	£000	£000	£000	£000
Budget	105	200	250	250	15	0	820
Spend	105	215	0	0	0	0	320
Unspent budget	0	-15	250	250	15	0	500
Forecast	105	215	235	50	4	0	609
Variance to budget	0	-15	15	200	11	0	211

Total Revenue spend to date



Budget Comments:

Capital cost of third party solar reduced to £128k and external funding from EM3 LEP will offset 50% of this cost. Energy works to City Offices in 2021/22 (including grant of £257k) are not part of this capital budget.

CENTRAL WINCHESTER REGENERATION (CWR)
HIGHLIGHT REPORT

LEAD CABINET MEMBER: Cllr Kelsey Learney
PROJECT SPONSOR: John East
PROJECT LEAD: Veryan Lyons
PROJECT TIER: 1
DATE: Quarter 4 (January – March 2022)

Project description and outcome:

Central Winchester Regeneration is a major regeneration project in the centre of the city. The Central Winchester Regeneration Supplementary Planning Document was adopted in June 2018. The vision is for the delivery of a mixed use, pedestrian friendly quarter that is distinctly Winchester and supports a vibrant retail and cultural/heritage offer which is set within an exceptional public realm and incorporates the imaginative re-use of existing buildings.

Development within the Central Winchester Regeneration area should meet the following objectives:

1. Vibrant mixed use quarter
2. Winchesterness
3. Exceptional Public Realm
4. City Experience
5. Sustainable Transport
6. Incremental Delivery
7. Housing for all
8. Community
9. Climate change and sustainability

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Project RAG Status:	Timeline		Budget	
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Project Summary:

The CWR Development Proposals were approved at Cabinet on 10th March 2021 (CAB3281) following public consultation. The options for delivery of the CWR site were then explored through the Strategic Outline Case and the preferred delivery option, to enter into a contractual agreement with a single development partner across the defined site was approved at Cabinet on 21st July 2021 (CAB3303) and approval for officers to progress to and develop the Outline Business case was granted.

The Outline Business case was developed alongside the procurement documentation and approved at Cabinet on 22nd December 2022. At Full Council on 12th January 2022 authorization was given to initiate and conduct the procurement process for the selection of a development partner. Work is now underway to market the site, before launching the procurement process and developing the Full Business Case. A decision on the preferred bidder will be brought to Cabinet in early 2023.

Alongside this officers are also tasked with the demolition of Friarsgate Medical Centre and replacement interim public space, short term improvements to Kings Walk ground floor and surrounding public realm; whilst archaeology investigations continue across the site.

	"Normal level of attention". No material slippage. No additional attention needed
	"Minor concern – being actively managed". Slippage less than 10% of remaining time or budget, or quality impact is minor. Remedial plan in place
	"Major concern - escalate to the next level". Slippage greater than 10% of remaining time or budget, or quality severely compromised. Corrective Action not in place, or not effective. Unlikely to deliver on time to budget or quality requirements

PROJECT GATEWAYS – Moving from one gateway to another is actively managed by Project Teams, escalating if necessary:

	Duration (months)	Start Date	Planned End Date	Projected / Actual End Date	Outcome of Stage incl comments – What will be achieved at the end of this stage?
Roadmap Review	5	Jun 19	Sept 19	Nov-19	"Review of CWR project to inform: - Land uses / mix - Delivery options and associated timeline - Key risks, constraints and opportunities"
Scheme Options	6	Sept 10	Jan 20	Mar 20	Test different land uses / mix to determine priorities
Development Proposals	3	Jan 20	Jan 20	Apr 20	Generate development framework (preferred option)
Development Proposals & Delivery Strategy	5	Mar 20	Jul 20	Nov 20	Agree solution for bus operations and carry out soft market testing to further inform the development proposals and delivery strategy
Delivery Strategy	13	May 20	Dec 20	July 21	Assessment of delivery models and appetite for risk and control, refinement of development proposals Approval of delivery strategy
Market Preparation	5/6	July 21	Dec 21	Jan 22	Prepare a marketing and procurement strategy, associated documents, and the Outline Business Case.
Market Launch	13	Jan / Feb 22	Dec 22	Mar 23	Data room set up, market launch, market engagement with potential developers and procurement process. Prepare Full Business Case

UPCOMING MILESTONES FOR CURRENT PROJECT STAGE

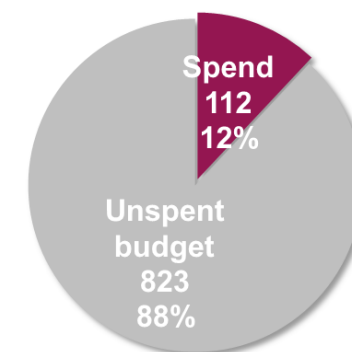
Stage	Orig. Target	Curr. Target	Milestone	Outcome/Objective/Update
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Market Launch	December 2022	March 2023	Approval of preferred bidder and approval of the Full Business Case	Data room set up, market launch, market engagement with potential developers and procurement process. Prepare Full Business Case
	June 2021	May 2022	Planning permission approved for FGMC demolition and interim public space	Carry out demolition of the old FGMC to enable designs for the interim public space to be progressed. Decision yet to be made regarding timing of planning application submission – likely to be next spring.
	Jan 2022	March 2022	Carry out improvements to Kings Walk ground floor and surrounding public realm	Improve the ground floor areas of Kings Walk and surrounding public realm to help create more footfall in the area and reduce issues with antisocial behaviour whilst a development partner is procured. Plans also include transforming the loading bay to create events space and activating the Iceland roof top car park. Process of appointing an architect for the designs is underway

BUDGET PERFORMANCE

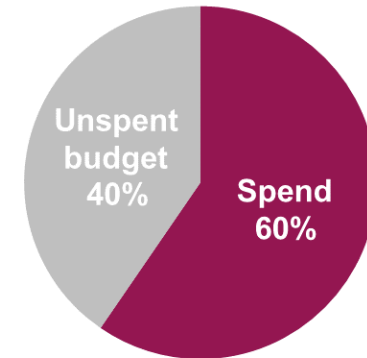
CAPITAL	Prior years	2021/22	2022/23	2023/24	2024/25	2025/26	Total
	£000	£000	£000	£000	£000	£000	£000
Budget	40	72	823	0	0	0	935
Spend	40	72	0	0	0	0	112
Unspent budget	0	0	823	0	0	0	823
Forecast	40	72	823	0	0	0	935
Variance to budget	0	0	0	0	0	0	0

Total Capital spend to date



REVENUE	Prior years	2021/22	2022/23	2023/24	2024/25	2025/26	Total
	£000	£000	£000	£000	£000	£000	£000
Budget	995	733	1172	0	0	0	2,900
Spend	995	733	0	0	0	0	1,728
Unspent budget	0	0	1172	0	0	0	1,172
Forecast	995	733	1172	0	0	0	2,900
Variance to budget	0	0	0	0	0	0	0

Total Revenue spend to date



LOCAL PLAN **HIGHLIGHT REPORT**

LEAD CABINET MEMBER: Cllr Russell Gordon-Smith

PROJECT SPONSOR: Simon Finch

PROJECT LEAD: Adrian Fox

PROJECT TIER: 1

DATE: Quarter 4 (January – March 2022)

Project description and outcome:

In accordance with planning legislation, the council must review its Local Plan every 5 years. The Plan is a key corporate document, as it is a statutory requirement under planning legislation to have an up to date development plan with the objective of sustainable development and setting out detailed planning policies for the management and development of land and buildings.

Project update summary:

Project RAG Status:	Timeline	Budget
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


Consultation on the Strategic Issues & Priorities Document took place between 11th February and midnight on the 12th April 2021. The consultation period was extended to 8 weeks in recognition that the public consultation was taking place during a national lockdown. Despite the fact that the consultation took place during a national lockdown, there was a really excellent response to the public consultation (over 2,200 representations)

All of the feedback that has been received from the Strategic and Priorities consultation has now being analysed and reported to three separate LPAG meetings that took place on 27th September, 24th November and 13th December 2021. An updated Local Development Scheme (the timetable for preparing the new Local Plan) was agreed at Cabinet on the 21st July 2021.

The Strategic Issues & Priorities consultation, which was undertaken during a national lockdown between February and April last year, achieved two Royal Town Planning Institute (RTPI) awards in November 2021: 'Planning Excellence' for Plan Making and the consultation also won the overall RTPI 'Regional' award. The RTPI judges were particularly complimentary about the innovative and collaborative ways that were undertaken to the public consultation during the pandemic.

Three Local Plan design workshops took place in October/November 2021 with a range of local people, Parish Councils, developers, house builders, Consultants and architects. These events, which were facilitated by Design South East, focussed on ways that the council could potentially improve and develop the way that we currently address and approach design issues in the adopted Local Plan especially in light of recent changes to national planning guidance which emphasises more than ever the important of good design and creating beautiful places.

The feedback from the consultation and the Local Plan design workshops were reported to LPAG on the 9th March 2022 will be used to help inform and develop the new draft Local Plan ('Regulation 18' stage) which will be published for consultation on the new LP website www.localplan.winchester.gov.uk

Discussions have now commenced with parish/town councils regarding the selection of sites to meet the council's development strategy.	
	"Normal level of attention". No material slippage. No additional attention needed
	"Minor concern – being actively managed". Slippage less than 10% of remaining time or budget, or quality impact is minor. Remedial plan in place
	"Major concern - escalate to the next level". Slippage greater than 10% of remaining time or budget, or quality severely compromised. Corrective Action not in place, or not effective. Unlikely to deliver on time to budget or quality requirements

PROJECT GATEWAYS – Moving from one gateway to another is actively managed by Project Teams, escalating if necessary:

	Duration (months)	Start Date	Planned End Date	Projected / Actual End Date	Outcome of Stage incl comments – What will be achieved at the end of this stage?	Key Documents
Stage 0: Concept	28	Jul-18	Oct-20		Produce the new Local Plan Evidence base	https://www.winchester.gov.uk/planning-policy/winchester-district-local-plan-2018-2038-emerging
Stage 1: Feasibility	2	Feb - 2021	April -2021	Completed April 2021	Consultation on the Strategic Issues and Priorities document took place between Feb and April 2021 for a period of 8 weeks	https://www.winchester.gov.uk/planning-policy/winchester-district-local-plan-2018-2038-emerging/local-development-scheme
Stage 2: Design	2	Aug - 2022	Sept – 2022		Consultation on the Draft 18 Local Plan	
Stage 3: Plan for Delivery	2	Aug - 2023	Sept -2023		Consultation on the Submission version of the LP (Reg 19)	
Stage 4: Delivery	-	July - 2024	Aug -2024		Adoption of the Local Plan	
Stage 5; Handover & Review	-	Ongoing	Ongoing		Monitoring the Local Plan and start the review process at the appropriate time	

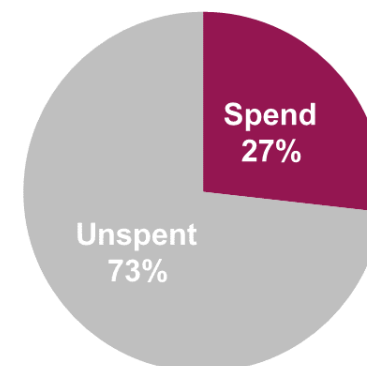
UPCOMING MILESTONES FOR CURRENT PROJECT STAGE

Stage	Orig. Target	Curr. Target	Milestone	Outcome/Objective/Update
Consultation on the SIP Document	21/09/2020	Feb -2021		<p>Consultation on the Strategic Issues & Options Document took place from 11th February to midnight on the 12th April 2021. The consultation period was extended to 8 weeks in recognition that the public consultation was taking place during a national lockdown. Despite the fact that the consultation took place during a national lockdown, there was a really excellent response (over 2,200 representations).</p> <p>All of the feedback that has been received from the Strategic and Priorities consultation is now being used to help inform and develop the new draft Local Plan ('Regulation 18' stage) which will be published for consultation on the new LP website www.localplan.Winchester.gov.uk</p> <p>An updated Local Development Scheme was agreed at Cabinet on 21st July 2021. Further information is still awaited on the government's proposed changes to the planning system and this monitored as and when further information is published.</p>
Consultation on the draft Reg 18 Local Plan		Aug/Sept 2022		This milestone is based on an updated timetable for preparing the Local Plan and we are currently on track to achieve this milestone.
Consultation on the submission version of the Local Plan (Reg 19)		Aug/Sept 2023		
Examination of the Local Plan		Feb/March 2024		
Adoption of the Local Plan		August 2024		

BUDGET PERFORMANCE

REVENUE	Prior years	2021/22	2022/23	2023/24	2024/25	2025/26	Total
	£000	£000	£000	£000	£000	£000	£000
Budget	170	203	104	44	124	0	645
Spend	172	0	0	0	0	0	172
Unspent budget	-2	203	104	44	124	0	473
Forecast	172	193	104	44	106	0	619
Variance to budget	-2	10	0	0	18	0	26

Total Revenue spend to date



Budget Comments:

Work has commenced the review of the LP. On the 23rd October 2019 Cabinet, approved one-off revenue expenditure proposals for additional Local Plan resource at £160k to fund 2 x 2 year fixed term posts. A Principal Planner started work in the team but has subsequently left for another position. A permanent Principal Planner has now been appointed and started work in February. A Local Plan Action Paper has been agreed by Cabinet. Consultation on the Strategic Issues & Priorities document took place between 15th February and midnight on the 12th April 2021. Responses have been analysed and reported to LPAG. Information that has been gathered from this consultation is being used to help develop and inform the Regulation 18 LP. A new Local Plan timetable was agreed at Cabinet on the 21st July 2021.

NEW HOMES PROGRAMME HIGHLIGHT REPORT

LEAD CABINET MEMBER: Cllr Kelsey Learney
PROJECT SPONSOR: Richard Botham
PROJECT LEAD: Andrew Palmer
PROJECT TIER: 1
DATE: Quarter 4 (January – March 2022)

Project description and outcome:

The cost and affordability of housing in Winchester District is a serious problem and there is a genuine shortage of affordable properties in Winchester. Providing affordable housing can help tackle these problems and delivering new homes is a Council priority.

The Council is constructing new affordable Council Homes and also working with Registered Providers (sometimes known as Housing Associations) to provide new affordable housing across the District.

Housing will not be built for profit; it will be to meet the needs of Winchester people who cannot afford a home of their own.

Programme update summary:

Project RAG Status:	Timeline		Budget	
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Updated summaries are provided against each project below.

The main risks to the programme are workforce productivity and availability, the supply of materials along with property values and economic outlook, all due to COVID-19. Both are being closely monitored.

	"Normal level of attention". No material slippage. No additional attention needed
	"Minor concern – being actively managed". Slippage less than 10% of remaining time or budget, or quality impact is minor. Remedial plan in place
	"Major concern - escalate to the next level". Slippage greater than 10% of remaining time or budget, or quality severely compromised. Corrective Action not in place, or not effective. Unlikely to deliver on time to budget or quality requirements

PROGRAMME DETAIL

Project Name	No. new homes	Current Project Gateway*	Start Date	Projected End Date	Project Manager	Upcoming Milestone	Comments
The Valley, Stanmore	77	Delivery	Apr-19	Aug-21	Denise Partleton	Completion	completed
Rowlings Road, Weeke	7	Delivery	Jan-19	Mar-21	Sarah Charlton	Completion	completed
Dolphin Road, Twyford	2	Delivery	Jun-19	Sept.-20		Completion	Completed
Southbrook Cottages	6	Design	Nov-19	Mar-23		Final Business Case – July 22	planning approval for scheme now received, planning application submitted for additional car parking in the Close. Tender documents prepared and ready to be advertised
Woodman Close, Sparsholt	5	Design	Oct-19	Aug-23		approval of planning application	Outline business case approved. Planning application submitted, will be effected by new Phosphate regulations
Burnet Lane, Kings Worthy	35	Delivery	June 2019	Jul-21	Denise Partleton	Completion	Completed
Winnall Flats	75	Design	Apr-20	Apr-23	Debbie Rhodes	completion	Started on site Dec 21. Completion Oct 23
Dyson Drive, Abbots Barton	8	Design	Jan-20	Dec-22	Deborah Sunley	Outline Business Case	Planning application being prepared for submission April 22
Corner House	6	Design	Jan-20	Dec-22	Duncan Faires	Outline Business Case	Community consultation complete, design being amended to address concerns. Progress effected by staff shortages. Planning application submitted
Witherbed Lane	4	Design	Sep-19	Mar-23		Submission of planning application	Planning application was submitted but had to be withdrawn and a new application prepared due to “red line” issue

Whiteley (CAB3304 refers)	54			Mar-23		Completion	Condition purchase agreement signed Dec 21 – on site
Tower St, Winchester	2			Jul-22		Final Business Case – Jan-22	Project aborted due to high refurbishment costs, Members agreed disposal of property to open market

Moving from one gateway to another is actively managed by Project Teams, escalating if necessary

***Project Gateways**
 Stage 0: Concept
 Stage 1: Feasibility
 Stage 2: Design
 Stage 3: Plan for Delivery
 Stage 4: Delivery
 Stage 5: Handover & Review

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PROGRAMME BUDGET PERFORMANCE

Forecast Outturn period 11 to Provisional Outturn			
NEW BUILD	Revised Budget	Forecast Outturn	Provisional Outturn
	£000	£000	£000
Winnall Flats	8,641	1,743	2,463
The Valley, Stanmore	2,118	1,045	845
Small Sites/Unallocated Programme	4,250	0	0
Sites funded by 1-4-1 receipts	1,000	643	643
Hookpit, Kings Worthy	790	510	425
Wickham CLT	205	205	0
Other Schemes	757	60	278
Total	17,762	4,206	4,654

The Table above shows the material HRA New build schemes by value together with their revised budgets, forecast outturns and actual spend to date.






WINCHESTER MOVEMENT STRATEGY (WMS)
HIGHLIGHT REPORT

LEAD CABINET MEMBER: Cllr Martin Tod
PROJECT SPONSOR: Dawn Adey
PROJECT LEAD: Andy Hickman
PROJECT TIER: 1
DATE: Quarter 4 (January – March 2022)

Project description and outcome:

The City Council and Hampshire County Council are working together to deliver the aims of a long term Movement Strategy for Winchester designed to improve all forms of movement in and around the city.

Programme update summary:

Project RAG Status:	Timeline		Budget	
<p>A joint HCC/WCC members briefing was held on 27th July setting out the progress on the study work, the next steps and to update members on the Government's new Bus Strategy and the Active Travel schemes. The Bus Strategy Study is still under development. The public have been asked for feedback on 10 next step proposals for the WMS. In addition, study work on potential changes to the one-way system on Friarsgate, improvements for walking and cycling along Worthy Lane and the development of Walking Route 1 as detailed in the City LCWIP have commenced.</p>				
	"Normal level of attention". No material slippage. No additional attention needed			
	"Minor concern – being actively managed". Slippage less than 10% of remaining time or budget, or quality impact is minor. Remedial plan in place			
	"Major concern - escalate to the next level". Slippage greater than 10% of remaining time or budget, or quality severely compromised. Corrective Action not in place, or not effective. Unlikely to deliver on time to budget or quality requirements			

PROJECT GATEWAYS - Moving from one gateway to another is actively managed by Project Teams, escalating if necessary:
WMS - Phase 1 - Identify Options; Phase 2 - Detailed Assessment; Phase 3 - Engagement with the public

Project Name	Phases	Current Project Gateway*	Start Date	Projected End Date	Project Manager	Internal Resources	Upcoming Milestone	Comments

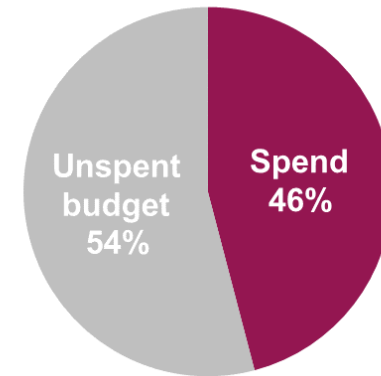
Cycling and Walking Improvement Plan	Phase 1	Phase 1 study completion	Aug-19	Feb-20		Next stage contained in transport team	Phase 2 study completion Sept	Completed. Phase 1 Summary Report Issued.
	Phase 2	Completion of phase 2	May-20	Nov-20		None required	Review of designs based on engagement with HCC engineers, the walking group and the cycling groups	Completed. Summary Report issued.
Freight & Delivery	Phase 1	Phase 1 study completion	Aug-19	Jan-20		Next stage contained in transport team	Phase 2 study completion Sept	Completed. Phase 1 Summary Report Issued.
	Phase 2	Completion of phase 2	May-20	Oct-20		None required	Comments on Draft Freight and Delivery Plan to be provided	Completed. Summary Report issued.
Bus Provision	Phase 1	Phase 1 study completion	Sep-19	Mar-20		Next stage contained in transport team	Phase 2 study completion Sept	Completed. Phase 1 Summary Report Issued.
	Phase 2	Completion of phase 2	Jun-20	Jan-21		None required	Continued coordination with CWR as design developed	Summary Report to be amended based on most recent discussions. . Meeting to be held to discuss comments
Movement and Place	Phase 1	Phase 1 study completion	Sep-19	Mar-20		Next stage contained in transport team	Phase 2 study completion Sept	Completed. Phase 1 Summary Report Issued.
	Phase 2	Completion of phase 2	Jun-20	Dec-20		None required	Engagement with walking and cycling groups	Comments on draft completed. Summary Report issued.
Park & Ride	Phase 1	Phase 1 study completion	Jul-19	Mar-20		Next stage contained in transport team	Phase 2 study completion Sept	Completed Phase 1. Summary Report Issued.

	Phase 2	Completion of phase 2	May-20	Jan-21		None required	Review of designs based on engagement with HCC engineers	Comments on draft completed. Summary Report issued.
WMS Public Consultation	Phase 3	Underway	Dec 21	May 22		Transport team assisting HCC who are leading	Consultation Report issue May 2022	
Friarsgate / Union Street One-Way Study	Phase 3	Atkins led Study underway	Oct 21	May 22		Transport Team to input and review study	Study Report May 22	Second round of stakeholder engagement undertaken. Modelling work ongoing.
Worthy Road / Worthy Lane Study	Phase 3	HCC led Study underway	Oct 21	July 22		Transport Team to input and review study	Study Report July 22	Site visit with Cycle Winchester undertaken.
W1 Pre-Feasibility Study (section 1) – Upper High Street / Sussex Street	Phase 3	HCC led Study Underway	Oct 21	June 22		Transport Team to input and review study	Study Report July 22	First stage of residential engagement undertaken.

BUDGET PERFORMANCE

REVENUE	Prior years	2021/22	2022/23	2023/24	2024/25	2025/26	Total
	£000	£000	£000	£000	£000	£000	£000
Budget	289	211	161	86	0	0	747
Spend	289	0	0	0	0	0	289
Unspent budget	0	211	161	86	0	0	458
Forecast	289	50	75	86	0	0	500
Variance to budget	0	161	86	0	0	0	247

Total Revenue spend to date



Budget comments:

Out of the total budget of £500k, £250k is funded by the Community Infrastructure Levy.

COVID period Demand tracking – April 2020 – 31 March 2022

SERVICE AREA	MEASURE	2020 - 2021				2021							2022				
		Q1 total	Q2 total	Q3 total	Q4 total	Q1 total	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL	
Business Rate Relief and Grants (running total)	All Retail, Hospitality & Leisure Relief (RHL)	£26.77m	£27.88m	£27.88m												£27.88m *	
	Small Business Rate Relief	£4.81m	£4.87m	£4.89m												£4.89m *	
	Other Reliefs	£5.48m	£5.47m	£5.44m												£5.44m *	
	RHL - £10k grants	£2.23m	£2.39m	£2.40m												£2.40m *	
	RHL - £25k grants	£9.45m	£9.98m	£9.98m												£9.98m *	
	Small Business Grants - £10k	£14.49m	£15.33m	£15.33m												£15.33m *	
	(LRSG & Restart) Rateable value £15k or less				£4.38m	£7.27m	£7.31m	£7.31m	£7.31m	£7.31m	£7.31m	£7.31m	£7.31m	£7.31m	£7.31m	£7.31m	£7.31m*
	(LRSG & Restart) Rateable value £15,001 to £50,999				£3.67m	£6.09m	£6.11m	£6.11m	£6.11m	£6.11m	£6.11m	£6.11m	£6.11m	£6.11m	£6.11m	£6.11m	£6.11m*
	(LRSG & Restart) Rateable value £51k or over				£2.23m	£4.11m	£4.17m	£4.17m	£4.17m	£4.17m	£4.17m	£4.17m	£4.17m	£4.17m	£4.17m	£4.17m	£4.17m*
Local Resource Centre / Community Support	Total New Referrals from HCC	536	23	42	42	1	0	0	2	2	0	2	2	4	0	656	
	Referrals passed to Voluntary Support Groups	198	10	5	11	1	1	0	0	1	0	1	0	0	0	228	
	Prescriptions delivered	146	41	18	37	1	0	0	0	0	0	0	0	0	0	243	
	Food parcels delivered	77	28	9	6	0	0	0	0	0	0	0	0	0	0	120	
	Shopping purchased/delivered	30	9	3	3	0	0	0	0	0	0	0	0	0	0	45	
	Council tenants contacted by phone to offer support	1665	1	8	14	0	0	0	0	0	0	0	0	1	0	1689	
Page 89 Housing	Total Arrears (running total)	£571k	£553k	£632k	£526k	£544k	£585k	£565k	£557k	£593k	£590k	£641k	£630k	£535k	£523k	£523k *	
	% of Housing tenants in arrears (running total)	22%	23%	47%	22%	28%	22%	24%	23%	24%	24%	48%	32%	21%	21%	21% *	
	% claiming Universal credit (running total)	16%	18%	19%	20%	22%	22%	23%	23%	24%	24%	24%	24%	24%	24%	24% *	
	% claiming UC in arrears (running total)	55%	54%	65%	46%	46%	47%	46%	45%	47%	48%	60%	46%	40%	41%	41% *	
	% current debt due to UC claimants (running total)	61%	67%	64%	65%	68%	65%	66%	69%	66%	67%	65%	64%	67%	70%	70% *	
	Residents in B&B (number at month close)	9	2	1	1	0	0	0	0	1	2	1	0	1	0	0 *	
	Rough Sleepers in Council units (no. at month close)	6	0	12	13	0	0	0	0	0	2	3	3	3	3	3 *	
	Tenancy Support Caseload (weekly new referrals)	107	55	42	39	40	18	8	8	14	6	1	5	14	21	378	
Waste / Env / Licensing	Planning – Decisions issued (inc. SDNP)	602	580	708	712	775	272	221	217	205	225	182	220	284	251	5454	
	Bonfires reported	68	30	8	8	6	3	11	9	5	4	2	4	4	3	165	
	Fly-tipping - reported	517	614	528	683	597	176	209	206	180	171	107	210	173	196	4567	
	Waste Collection – Missed Bin reports (cases closed)	770	974	569	626	443	216	134	116	113	93	141	193	139	184	4711	

NOTES:	*Totals in italics are a 'running total' / 'point in time' amount only
	From Mid November 2020, LRSG & Restart Grants replaced the previous grants

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REPORT TITLE: DETERMINATION OF CALL-IN REQUEST

14 JUNE 2022

REPORT OF MONITORING OFFICER: Lisa Kirkman, Strategic Director, 01962 848 501, lkirkman@winchester.gov.uk

WARD(S): ALL

PURPOSE:

The Council's [Constitution](#) (Part 4.3 – Overview and Scrutiny Procedure Rules, paragraph 15) details the operation of the council's "Call-In" process. This includes the following requirement "*Where a Call-In Notice is not accepted the Monitoring Officer will submit a report to the next available meeting of The Scrutiny Committee giving details of the request and the reasons for not accepting it.*"

The Monitoring Officer (MO) received a call-in request accompanied by 5 electronic signatures on 17 March 2022, regarding a decision taken at [the Cabinet meeting](#) on the 9th March 2022, (report reference CAB3342 "A land transaction in respect of the River Park Leisure Centre (RPLC) site and associated parking area, bowls club and skate park"). The MO reviewed the contents of the call-in request and assessed it against the grounds for call-in specified within the constitution.

The call-in request was not accepted, and this was communicated to the call-in signatories via email on the 18th March 2022 with a detailed breakdown of the reasons. In line with the constitutional requirement outlined above, that email is attached to this report in full.

RECOMMENDATIONS:

It is recommended that scrutiny committee note the contents of this report.

From: Lisa Kirkman
Sent: 18 March 2022 17:05
To: Caroline Horrill (Cllr) <CHorrill@winchester.gov.uk>; Linda Gemmell (Cllr) <LGemmell@winchester.gov.uk>; Susan Cook (Cllr) <susancook@winchester.gov.uk>; Stephen Godfrey (Cllr) <SGodfrey@winchester.gov.uk>; Frank Pearson (Cllr) <FPearson@WINCHESTER.GOV.UK>
Subject: Call-in 17/03/22 - MO outcome
Importance: High

Good Afternoon Councillors,

Further to my email this morning I can confirm I have concluded my assessment, with input from the S151 Officer and his team where necessary, on your call-in. I have expedited this thorough assessment today due to the pre-election period beginning on Sunday at 23:59. I was also made aware that a call-in was to be expected and had confirmed the relevant deadline.

It is not my role to defend the decision made by Cabinet nor to find other reasons to allow a call-in. My role is to assess the merits of the points made to me by you as the signatories and whether it is reasonable to put those points that may be considered valid before the Scrutiny Committee. I therefore conclude each of your points with whether I consider it to be valid or not valid. My response is set out in red under each of your points on the attached word document.

In accordance with the relevant procedure rules I can confirm I have discussed this determination with the Chair of Scrutiny. They further state that "where a Call-In Notice is not accepted the Monitoring Officer will submit a report to the next available meeting of the Scrutiny Committee giving details of the request and the reasons for not accepting it." This email and attachment will therefore be reported to the next meeting of the Scrutiny Committee.

Best wishes,

Lisa

Lisa Kirkman
Strategic Director and Monitoring Officer

Winchester City Council
Colebrook Street
Winchester, SO23 9LJ

Tel: 01962 848501
Ext: 2177

Appendix A

CALL-IN REQUEST FORM

The Call in procedure is relevant to a key decision taken by or on behalf of the Cabinet within 5 working days from publication of the Decision Record Form from the following decision making bodies:

1. Key decisions by the Cabinet
2. A Committee of the Cabinet or an individual Cabinet Member
3. Key decisions made by an officer with delegated authority from the Cabinet

We the following request that the following key decision be called-in in accordance with Part 4.3 of the Council's Constitution as we have evidence which suggests that the Executive decision was not taken in accordance with the principles set out in Part 2 of the Constitution (Decision Making).

Topic:

A land transaction in respect of the River Park Leisure Centre (RPLC) site and associated parking area, bowls club and skate park (less exempt appendix) made at the Cabinet meeting on Wednesday 9th March 2022.

Decision:

1. That having considered the objections received as a result of the public notice under s123(2A) of the Local Government Act 1972, approval is given to enter into an agreement to dispose of the land known as River Park Leisure Centre, Gordon Road, Winchester, as identified by the red line on the plan at Appendix A ("the Site") of CAB3342, to the University of Southampton on a 150 year lease.
2. That the Heads of Terms are agreed as set out in Appendix B of CAB3342, subject to an amendment in order to ensure that the skate park is leased back to the council. The Heads of Terms include a five year 'longstop date' during which period the University of Southampton will investigate and apply for planning consent, with the usual public notices, for their proposed development.
3. That authority be delegated to the Corporate Head of Asset Management to enter into an Agreement for Lease with the University of Southampton in keeping with the Heads of Terms and the above amendment in respect of the skate park, including authority to agree the purchase price with The University of Southampton on terms that satisfy S123(2) of the Local Government Act 1972.
4. That subject to further decisions by the council as to the grant of planning permission for the University of Southampton's proposed campus scheme and as to the appropriation of those parts of the Site required for the scheme, authority be delegated to the Corporate Head
5. University of Southampton in accordance with the above-mentioned Agreement for Lease.
6. That authority be delegated to the Service Lead Legal the drafting of the Agreement for Lease and the lease, and any relevant ancillary agreements as are necessary to implement the recommendations above.

Five signatories requesting call-in

Signatory 1: Cllr Caroline Horrill

Signatory 2: Cllr Linda Gemmell

Signatory 3: Cllr Sue Cook

Signatory 4: Cllr Frank Pearson

Signatory 5: Cllr Stephen Godfrey

In calling in this decision we have had consideration of the following:

Please tick paragraph(s) which are relevant:

- i) The decision is outside the terms of reference of the Cabinet, or delegated powers of the decision-maker; or
- ii) The decision appears to be contrary to, or not wholly consistent with, the Council's Budgetary and Policy Framework or other Council Policy: or
- iii) The information contained within the report, and/or considered by the Cabinet (or other decision-maker) was incomplete or inaccurate: or
- iv) New information has come to light which might cause the decision to be changed; or
- v) The decision was not made in accordance with the 'Principles of Decision making' set out in Article 11 of the constitution or in some other way appears to give rise to significant legal, financial or propriety issues.

Our rationale is as follows:

1. **The authority has not followed the Best Value Statutory Guidance as provided by the Department for Communities and Local Government**, which states ...To achieve the right balance - and before deciding how to fulfil their Best Value Duty – authorities are under a Duty to Consult (Section 3(2) of the Local Government Act 1999) representatives of a wide range of local persons; this is not optional. Authorities must consult representatives of council tax payers, those who use or are likely to use services provided by the authority, and those appearing to the authority to have an interest in any area within which the authority carries out functions. Authorities should include local voluntary and community organisations and small businesses in such consultation. The River Park site is a Winchester District asset and as such the wide range of local persons should be consulted, which self-evidently has not happened and therefore renders the decision unsound.

MO Response: There was no obligation to consult under Best Value legislation and therefore the guidance stated does not apply. Cabinet Report 3342 states at 4.23:

"Under S3 of the Local Government Act 1999, a best value authority must make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness. For the purpose of deciding how to fulfil this duty, an authority must consult specified representatives. Case law establishes that the duty to consult is triggered by decisions about high-level issues concerning the approach to the performance of an authority's functions, and it is about those and not about particular implementation that consultation is required. It is not considered that the proposed decision falls into the category requiring such consultation."

The leading case is *R (Nash) v Barnet LBC* [2013] PTSR 1457, on which the above legal advice in the Cabinet report was based. The judgment of Underhill LJ in this case stated;

"I fully accept that it cannot have been the statutory intention that every time that an authority makes a particular operational decision, by way of outsourcing or otherwise, it is required by s3 to consult about that decision simply because that could be said to be part of 'the way in which' it performs its functions. As I have said above, in this context that phrase connotes high-level issues concerning the approach to the performance of an authority's functions, and it is about those and not about particular implementation that consultation is required."

MO consideration: this ground is invalid.

- 2. The Cabinet has not followed Financial Procedure Rule 7.4 which requires schemes over £2m to be fully appraised by Cabinet.** The demolition of the River Park building is included in the capital plan but there is no financial appraisal provided or report set out by the S151 officer to support this activity and it is our claim that this activity is therefore not properly authorised at this time and a business case has not been presented as per 8.11 of the financial rules.

Section 151 Officer response: A capital scheme for the demolition of the former leisure centre at River Park was approved by Council at its meeting in February 2022 as part of the Capital Programme (appended to the Capital Investment Strategy, CAB3332). £2m has been included to fund demolition (estimated at £1m) and to provide for any remediation works required. It is anticipated that final costs will be well within this provision.

It would however be inappropriate to seek approval under FPR 7.4 (i.e. to spend and proceed with works) until detailed cost estimates and specific works required have been established. Only at this stage would it be possible for a detailed appraisal to be produced to enable Cabinet to authorise expenditure. In this case, approval of the business case by Cabinet under FPR 8.11 will be sought alongside the authority to spend under FPR 7.4 only once the timing and final detailed specification for both demolition and required remediation works have been determined.

MO consideration: On the advice of the S151 Officer this ground is invalid.

3. **Before entering into any leasing agreement the S151 must be consulted** (Financial Procedure Rule 18) in order that the nature of the proposed lease can be determined as to whether it is a finance lease with Prudential Code implications or an operating lease and so that details can be recorded correctly for inclusion in the statutory Statement of Accounts. The decision has delegated authority to the Corporate Head of Asset Management and not the S151 officer and we contend this a flaw in the decision-making process.

This is particularly relevant now the leasing decision includes the lease and 'lease-back' of the skate park which occupies a substantial part of the site and so fundamentally impacts the value of the site. The expected lease value detailed in the exempt appendix did not take into account the lease and lease back arrangement for the skate park and therefore did not provide a sound financial basis for the decision. In addition, if the final lease value is outside of the range in the exempt appendix this would render the decision unsound.

Section 151 Officer response: The purpose of this FPR is to ensure that any leases entered in to are accounted for correctly. A final assessment of whether any lessee or lessor arrangement is an operating or finance lease would be made at the point at which the lease was entered into and would be based on the International Financial Reporting Standards (IFRS) applicable at the time.

All decisions must adhere to the FPRs and it is therefore unnecessary to explicitly restate all steps taken to ensure compliance (such as consultation with the s151 regarding leases).

It should be noted that if the final value is outside of the range in the exempt appendix, the lease will not be agreed.

MO consideration: On the advice of the S151 Officer this ground is invalid.

4. **Mistaken guidance was given by the QC to Cabinet** when he advised alternative River Park schemes could be considered when the planning application for River Park is presented to the Planning Committee. All planning applications must be considered on their individual merit against the Local Plan policies and so such a comparison is not valid under planning legislation.

MO response: The advice given to Cabinet was correct. The advice given to Cabinet was set out in the Cabinet Report 3342 at 4.6 as follows:

"Prior to the grant of the lease there will be substantial further opportunities for the public and stakeholders to express their views in relation to the future use of the whole Site insofar as it is affected by the proposed campus scheme, both in response to the university's application for planning permission and in response to a

proposed appropriation of those parts of the Site required for the proposed campus scheme."

This was expanded upon in the update circulated to Cabinet members following the Scrutiny Committee meeting as follows:

"In addition, there was discussion about the extent to which members of the public and stakeholders would be able to put forward proposals under which the Council could retain the current use of the Site for public recreation, both as part of the planning process and leading up to an appropriation decision by Cabinet.

In relation to the planning process, Policy CP7 in the Local Plan states that there will be a presumption against the loss of any open space, sports or recreation facility (including built facilities), except where it can be demonstrated that:-

- alternative facilities will be provided and are at least as accessible to current and potential new users, and at least equivalent in terms of size, usefulness, attractiveness and quality; or
- the benefit of the development to the community outweighs the harm caused by the loss of the facility.

Before the Council made the appropriation decision, there would be further advertisements in local newspapers inviting objections, as required by section 122(2A) of the Local Government Act 1972. Furthermore, officers have clarified that the advertisement will carry a plan showing all parts of the Site that were proposed to be appropriated to a new use as part of the University's development (including the closed leisure centre), regardless of whether or not they are currently used as open space. This would meet criticisms made by the Friends of River Park that the earlier plans in relation to the advertisements preceding this disposal decision were confusing for members of the public.

As stated above, appropriation requires a decision there is a greater public need for development for the proposed new use than the current use. It would be open to members of the public or stakeholders to argue that the current use for public recreation should continue."

MO consideration: this ground is invalid.

5. **We can confirm that a conversation has taken place with the Portfolio Holder for assets** in accordance with Overview and Scrutiny Procedure Rule 4.3 15, to review if the Cabinet would consider delaying the decision to enable further consultation and financial decisions to be reviewed. This was refused by the Portfolio Holder.

MO consideration: this procedural rule, as set out in the constitution, has been complied with fully.

REPORT TITLE: Draft Annual Scrutiny Report 2021/22

14 JUNE 2022

REPORT OF CHAIRPERSON: Councillor Caroline Brook

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

WARD(S): ALL

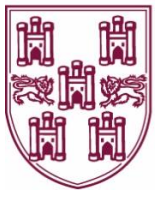
PURPOSE

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

The draft report for the 2021/22 municipal year is attached at appendix 1 so that the scrutiny committee can add its comments before it is finalised for presentation to full council.

RECOMMENDATION:

1. That the committee consider and make any necessary comments on the content of the report prior to its submission to full council.



Winchester
City Council

Annual Scrutiny Report 2021/22



What is Scrutiny?

Rather than making decisions, the role of scrutiny is to improve decision-making by reviewing decisions taken and suggesting improvements that could be made.

Decisions taken must be monitored in this way to ensure that the council's services are of high quality and that the decision-making process is transparent and that the council's various programmes of work remain on track. It also provides an opportunity for the views of the public, businesses, community groups and others to be considered when reviewing the council's activities.

To achieve this, the council has established three Policy and Scrutiny committees, which are the:

- Business and Housing Policy Committee
- Health and Environment Policy Committee
- The Scrutiny Committee

One of the key roles of scrutiny is to hold decision-makers to account for their decisions. Scrutiny committees have the power to require Cabinet Members to attend their meetings and explain the decisions they have taken. Having heard from decision-makers and gathered any other evidence, policy and scrutiny committees can make recommendations on how things could be improved.

A key part of the role of the two policy committees is also to consider proposals for new policy and recommend new ways forward as well as to review existing policies and strategies.

In addition to reviewing decisions and performance, the policy and scrutiny committees can look at topics in more detail. Establishing a 'task and finish' group is a way to undertake more detailed work, gather evidence on the topic and develop recommendations that can make a difference and add value.

By focusing on a particular topic, a task and finish group can gather evidence from several sources, including customers, other people affected by the issue and experts from outside the Council. This provides the opportunity for the public to influence the policy-making process.

The Committees

The Council has the following policy and scrutiny committees, which, as specified in the council's constitution, carry out the overview and scrutiny function with the following remits:

Business and Housing Policy Committee

To maintain a strategic overview of the progress towards the achievement of the first two priorities in the Council strategy namely:

- a) Making the District a premier business location
- b) Delivering quality housing options

The broad terms of reference are as follows:

- a) It will hold the Cabinet to account by reviewing and scrutinising executive decisions.
- b) Reviewing and scrutinising the performance of the Council concerning its policy objectives and performance targets

Health and Environment Policy Committee

To maintain a strategic overview of the following priorities:

- a) Improving the quality of the district's environment
- b) Improving the health and happiness of the community

The broad terms of reference are as follows:

- a) It will hold the Cabinet to account by reviewing and scrutinising executive decisions.
- b) Reviewing and scrutinising the performance of the Council in relation to its policy objectives and performance targets

Scrutiny Committee

The Scrutiny Committee reviews and/or scrutinises decisions made, or actions taken in connection with the discharge of any of the Council's functions, apart from regulatory functions (decisions made in respect of permissions, licences and other similar consents).

It can monitor the implementation of decisions, service performance, and make reports and/or recommendations to the Cabinet. More generally, the Scrutiny Committee can select topics for closer enquiry in the interest of improving the council. It can further review and scrutinise the performance of other public bodies in the area and invite reports from them and/or invite them to address the Committee about their activities and performance. They can ask questions and gather evidence from any person or body (with their consent) and exercise the right to call in, for reconsideration, decisions made but not yet implemented by the Leader, Cabinet, or officers.

For Section 19 of the Police & Justice Act 2006, the Committee acts as the Council's Crime & Disorder Committee and as such is responsible for reviewing and scrutinising the decisions and work of the Community Safety Partnership (CSP)

Performance Panel

During the 2021/22 year, the Scrutiny Committee continued to use the performance panel to undertake a detailed review of the quarterly performance and financial information.

The purpose of the panel is to provide a strategic review, on behalf of the scrutiny committee, of the quarterly performance and financial monitoring information which supports the delivery of the Council Plan and budget strategy.

The panel does this through:

1. Reviewing quarterly Performance Monitoring reports
2. Reviewing progress against Council plan delivery, Key Performance Indicators (KPIs) and agreed targets
3. Reviewing the quarterly Revenue and Capital budget Monitoring report
4. Reviewing project highlight reports for Tier 1 projects and post-project reports at project completion
5. Working with the Lead Officer to investigate areas of concern and request further information, inviting cabinet members and relevant officers to attend to discuss the performance of specific areas

The questions raised, answers provided, and detailed minutes of the panel's meetings are published on the website and circulated to the scrutiny committee and cabinet with each of the quarterly performance papers. In addition, a verbal update

is provided by the chair of the panel.

Membership and Meetings

Business and Housing Policy Committee: The following councillors have attended as a committee member during the year: Councillor Anne Weir (Chairperson), Councillor Caroline Horrill, Councillor Charles Radcliffe, Councillor Chris Edwards, Councillor Fiona Isaacs, Councillor Hugh Lumby, Councillor Jamie Scott, Councillor Jonathan Fern, Councillor Mike Craske, Councillor Paula Ferguson, and Councillor Tony Bronk

Health and Environment Policy Committee: The following councillors have attended as a committee member during the year: Councillor Paula Ferguson (Chairperson) Councillor Caroline Brook, Councillor Chris Westwood, Councillor Frank Pearson, Councillor Hannah Williams, Councillor Jan Warwick, Councillor John Tippet-Cooper, Councillor Jonathan Fern, Councillor Michael Kurn, Councillor Steve Cramoysan and Councillor Susan Cook

Scrutiny Committee: The following councillors have attended as a committee member during the year: Councillor Caroline Brook (Chairperson), Councillor Anne Weir, Councillor Caroline Horrill, Councillor Hannah Williams, Councillor Hugh Lumby, Councillor Kathleen Becker, Councillor Margot Power, Councillor Mike Craske, Councillor Paula Ferguson, Councillor Stephen Godfrey, Councillor Steve Cramoysan, Councillor Susan Cook and Councillor Brian Laming

Dates and times of meetings 2021/22

Business & Housing Policy Committee	
	22/06/21 18:30
	21/09/21 18:30
	30/11/21 18:30
	01/03/22 18:30
Health and Environment Policy Committee	
	06/07/21 18:30
	30/09/21 18:30
	19/01/22 18:30
	02/03/22 18:30
The Scrutiny Committee	
	19/07/21 18:30
	09/09/21 18:30
	15/11/21 18:30
	06/12/21 18:30
	15/02/22 18:30
	03/03/22 18:30
Performance Panel	
	14/06/21 16:00
	23/08/21 16:00
	08/11/21 16:00
	24/02/22 16:00

All items considered in 2020/21 Business and Housing Policy Committee

Meeting Date	Title
22/06/21 18:30	Green Economic Development Strategy BHP017
22/06/21 18:30	High Street Priority Plan BHP018
22/06/21 18:30	HRA Welfare Fund and Preventing Homelessness Grant Spending Plan(s) BHP019
22/06/21 18:30	Update on a Digital Winchester
21/09/21 18:30	A Digital Economy for Winchester - Update
21/09/21 18:30	Local Plan - Verbal Update
21/09/21 18:30	New Homes Programme Update Report
21/09/21 18:30	Presentation - Next Generation Winchester" - Project Update"
21/09/21 18:30	Winchester District Ten-Year Green Economic Development Strategy - Report
30/11/21 18:30	Digital Update - Verbal Update
30/11/21 18:30	Housing Revenue Account (HRA) Asset Management Strategy
30/11/21 18:30	Winchester District High Streets Priority Plan up-date and progress report
01/03/22 18:30	Digital Task Force
01/03/22 18:30	Neighbourhood Services - Engagement Programme
01/03/22 18:30	Shop Appy
01/03/22 18:30	The Homelessness Prevention Grant Spending Plan 2022/23
01/03/22 18:30	Winchester City Council - Landlord Letting Policy

Health and Environment Policy Committee

Meeting Date	Title
06/07/21 18:30	Carbon Neutrality Annual Report and Action Plan (HEP013)
06/07/21 18:30	Community and Wellbeing Strategy Update (HEP012)
30/09/21 18:30	Carbon Neutrality Programme - Transport policies/actions (HEP014)
30/09/21 18:30	Core Funding Grants Programme 2022-2025 (HEP011)
30/09/21 18:30	Vision for a sustainable, decarbonised future Winchester District (HEP015)
19/01/22 18:30	Air Quality Briefing Update (HEP019 and Presentation)
19/01/22 18:30	Carbon Neutrality Programme - Energy policies/actions (HEP016)
19/01/22 18:30	Future of Waste and Recycling (HEP020 and Presentation)
19/01/22 18:30	Management of Open Space - Scoping Report (HEP017)
02/03/22 18:30	Carbon Neutrality Programme - Carbon Offsetting (HEP021 and Presentation)
02/03/22 18:30	Carbon Neutrality Programme - Housing/Property policies/actions (HEP024)
02/03/22 18:30	Draft Tree Strategy (HEP022)
02/03/22 18:30	Review of Meadowside and Winchester Sport and Leisure Park provision (HEP023)

The Scrutiny Committee

Meeting Date	Title
19/07/21 18:30	Annual Scrutiny Report - Draft Annual Scrutiny Report 2020/21
19/07/21 18:30	Appointments of external bodies related to scrutiny
19/07/21 18:30	Central Winchester Regeneration Strategic Outline Business Case
19/07/21 18:30	General Fund Outturn 20/21
19/07/21 18:30	Housing Revenue Account (HRA) Outturn 20/21
19/07/21 18:30	Q4 Performance Monitoring including a verbal update from the Chair of the Performance Panel
19/07/21 18:30	Scrutiny Report - Exceptions to Forward Plan 2020/21
09/09/21 18:30	Q1 Finance & Performance Monitoring including a verbal update from the Chair of the Performance Panel
15/11/21 18:30	Fees and Charges 2022/23
15/11/21 18:30	General Fund Budget Options and Medium-Term Financial Strategy
15/11/21 18:30	Housing Revenue Account (HRA) Business Plan and Budget Options
15/11/21 18:30	Q2 Finance & Performance Monitoring including a verbal update from the Chair of the Performance Panel
06/12/21 18:30	Central Winchester Regeneration (CWR) Outline Business Case
06/12/21 18:30	Exempt Information - Item 6 Central Winchester Regeneration Outline Business Case - Appendix E
15/02/22 18:30	Capital Investment Strategy 2022-2032
15/02/22 18:30	General Fund Budget 2022/23
15/02/22 18:30	Housing Revenue Account (HRA) Budget 2022/23
15/02/22 18:30	To note the determination of the Monitoring Officer following a call-in request.
15/02/22 18:30	Treasury Management Strategy 2022/23
03/03/22 18:30	Community Safety Partnership Performance Review
03/03/22 18:30	Land transaction in respect of the River Park Leisure Centre site and associated parking area
03/03/22 18:30	Q3 Finance & Performance Monitoring including a verbal update from the Chair of the Performance Panel

Public participation.

The policy and scrutiny committee welcomes and encourages engagement with residents and other community representatives during its public participation session. During 2021/22 all meetings of the council were live-streamed, recorded and made available on the council's YouTube channel which has improved the visibility and transparency of meetings.

The agenda, minutes, audio and video recordings for all Policy and Scrutiny meetings can be found on [our website](#)

Review of 2021/22

Business and Housing Policy Committee.

Chairperson of the committee, Cllr Anne Weir.

The Committee turned its attention over the year to the Council's work on recovery. It looked ahead to the emerging Green Economic Development Strategy and initiatives to strengthen support for vulnerable sections of our community and move ahead with the Council's housing development programme. The continuing commitment and drive from the housing and the economic development teams in the face of ongoing pandemic related pressures is acknowledged and the teams are thanked for their sustained service and their innovative and purposeful responses to the many unforeseen challenges.

Winchester Tenants and Council Together (TACT) continuing participation and thoughtful contributions to the committee's discussions relating to housing and support for local communities is greatly appreciated.

The chair is particularly grateful for the support given to the Committee in its work on the Next Generation and Digital Winchester Task and Finish groups. The findings of each group make valuable contributions to the development of the local plan and will inform future iterations of the council plan. The Task and Finish groups demonstrated models for future public engagement in emerging policy areas. The Committee recognises that Partner organisations also generously contributed time and insight to these two workstreams.

On its return to in-person meetings in June 2021, the Committee considered proposals for spending additional support and assistance to Council Tenants, included in the 2021/22 budget, to be provided through an HRA Welfare Fund, and for spending the government Homelessness Prevention Grant. The Economic Development team outlined the approach to creating the District's Green Economic Development strategy and presented transitional proposals for support for high streets and district centres that would lay the foundation for a longer-term strategic approach. An update was given on the Digital Winchester call for evidence.

At the September committee meeting, the Housing team presented the finding of the Next Generation Task and Finish group's work which investigated the challenges faced by younger people who want to work and live in the Winchester district and the part the council can play in ensuring the housing mix meets the needs of this generation. The report was warmly welcomed bringing together a wealth of information and insight that would inform housing policy and the emerging local plan.

The housing team also reported on progress with the new homes programme noting that delivery continued strongly and that work was ongoing on a special vehicle for submarket rented housing. The economic development team presented the draft green economic development strategy which provides a road map and practical steps towards a greener, more technology-driven creative economy supported by a well-documented evidence base. The City Council's Local Plan team updated the

committee on the progress with the local plan as it relates to the remit of the committee and a further update on the Digital Winchester project was given.

In November, the committee reviewed the Housing Revenue Account Asset Management Strategy and challenged the team on retrofit and disposals and acquisitions while supporting the prioritisation of funding for fire doors. The economy team introduced a progress report and forward plan of activity for the district High Streets Priority Plan and updated the committee on the Digital Winchester project which was nearing completion following a successful online open forum session.

At its final meeting in March, the committee heard from the housing team about the Neighbourhood Services Engagement Programme and commented on the proposal to add two officers to the team highlighting the importance of collaborative working across the council. A report on the Council's Landlord Letting Policy was discussed and recommendations were made to Cabinet on a range of questions raised. The Spending Plan 2022/23 for the Homelessness Prevention Grant was also reviewed, and the cabinet noted several points raised by the committee.

The economic development team reported back on the impact of the ShopAppy retail platform on the performance of independent businesses. The final report of the Digital Winchester Task and Finish Group was welcomed by the committee observing that, in the light of Covid-19, attitudes and expectations of digital services in Winchester District had moved forward and ensuring access to fast, reliable, and often higher capacity services was of much higher priority across the local area. This should be kept under review by the committee in the year ahead.

The Health and Environment Policy Committee

Chairperson of the committee, Cllr Paula Ferguson

The Health and Environment policy committee met four times during the municipal year, in July, September, January and March and had a full agenda at each meeting. It considered papers covering a range of issues affecting both the district's environment and the health/happiness of the district's residents and communities. These issues ranged from waste management to air quality, to community support, to tree management, to sports and leisure provision in the district, as well as an in-depth consideration of the policies relating to the core strands of the council's Carbon Neutrality Action Plan i.e., transport, energy generation and housing/property. I would like to thank both officers and external guests for their professional input to the meetings, as well as Democratic Services for their support. I would also like to thank all those members of the public who came to speak to the committee plus my fellow councillors who sit on the committee for their detailed engagement with the topics at hand.

At the July meeting, the committee considered two papers.

The first considered the Community and Wellbeing Strategy which had been reviewed and updated, with a greater emphasis on collaborative working with community groups. The committee probed the council's strategy for engaging with community groups, churches, charities, parish and town councils, and the unparished town wards. It welcomed the council's focus on trying to maintain the positive community engagement ignited during the pandemic, together with the need to keep supporting those organisations helping the most vulnerable such as the food banks and the food pantry.

The second considered the council's Carbon Neutrality Annual Report and Action Plan which outlined the progress that the council had made over the past two years to reduce both the council's and the district's carbon footprint. The committee welcomed this progress and probed the various priorities being put forward including retrofitting the council's own housing stock, decarbonising public transport, and more community engagement. The committee, however, asked that a carbon impact assessment be made for any proposed priorities so that there could be a focus on actions which were likely to lead to the greatest carbon reduction,

At the September meeting, the committee considered three papers.

The first looked at the Core Funding Grants Programme 2022 -2025 and how the council would manage this funding over the next 3 years which included a 20% reduction this year. The committee focused on the important role of the voluntary sector in the community, particularly during the pandemic, and acknowledged the vital work that many of the organisations that receive a core grant had done. The committee probed the process by which organisations are selected and while it recognised the need to reduce grant funding by 20% given current restraints on Council's finances, the committee urged that this reduction be reviewed should the financial position change.

The second considered the specific policies/actions the council is undertaking to reduce carbon from transport within the Carbon Neutrality Action Plan. Questions

focused on the likely impact that the shift to more home working would have, whether the projections regarding electric vehicles were realistic, and how the gap between the city's and the county's carbon neutrality targets could be bridged. The committee emphasised the need for officers to calculate the likely impact of carbon reduction on any policies/actions being put forward, and for there to be a focus on those actions which were likely to have the greatest impact, calling for metrics to be developed and reported on, including priorities, targets and timescales.

The third considered the prospect of how the council might produce a Vision for a Sustainable, Decarbonised Future Winchester District, which was jointly presented by WinACC and the Wessex Green Hub. The committee welcomed this report and the prospect of creating such a vision. It probed how this could be done, how this would fit alongside the existing Carbon Neutrality Action Plan, and how residents and community groups could be involved in the process. Given the approach being put forward is based on the concept of 'Doughnut Economics', the committee recognised that training might be needed for officers and members.

At the January meeting, the committee considered four papers.

The first considered the specific policies/actions the Council was undertaking to increase renewable energy generation as part of the Carbon Neutrality Action Plan. Attention focused on the role of the Local Plan to identify and provide an impetus for increased renewable energy generation with solar farms favoured over the potential for onshore wind. The committee noted that external expertise was needed to support the council in this area and called for the Carbon Neutrality Action Plan to include a clear plan for energy generation, again with clear metrics to include priorities, timescales and progress.

The second related to the Future of Waste & Recycling in the District and the challenge of responding to the additional recycling demands within the new Environment Bill. The committee probed the challenges likely to be faced by the council, the impact the changes were likely to have on the council's finances and on businesses, plus the need to work effectively with HCC as the changes are planned for and introduced. It also discussed the need for greater coordination with community groups to encourage behaviour change. The committee asked officers to look at ways to accelerate the recycling of additional items including the possibility of a food waste trial and to provide an assessment of the carbon impact of any proposed changes in future reports.

The third provided an update of the state of air quality within the Air Quality Management Area (AQMA) in Winchester town centre and the wider district, as well as providing possible approaches to how the council might tackle air quality going forward. The committee raised concerns about the growing evidence linking air quality with poor health and probed the likely impact of the new Air Quality Supplementary Planning Document for the town. It also emphasised the need to keep raising public awareness about the negative impact of wood-burning and bonfires.

At the March meeting, the committee considered four papers. The first provided a review of the sports and leisure provision at the new Winchester Sports and Leisure Park and the refurbished Meadowside Leisure Centre, both managed by Everyone Active who presented the report. The committee sought clarity in respect of the core pricing structure, and access arrangements for community groups and military personnel. It also raised concerns about the security of bike storage and the likely impact of rising energy costs. The committee commended both centres and congratulated Everyone Active on the work they had done to open the centres on time during the pandemic.

The second considered the council's actions/policies to reduce carbon from housing/property as part of the Carbon Neutrality Action Plan. Attention focused on the retrofit programme for the Council's own property and raised concerns about the rising costs of materials and the likely impact this could have. The committee highlighted the need for a clear plan to include timescales and overall funding requirements, together with the need for ongoing engagement with tenants. As with previous elements of the Carbon Neutrality Plan, the committee called for metrics to be put in place to allow targets to be set and progress to be monitored effectively.

The third set out the council's option for carbon offsetting and the committee probed both the need for this in the short term, expressing concern about how quickly the carbon offsetting could be achieved if options such as tree planting were used. While it recognised that limited offsetting is likely to be needed if the council is to be carbon neutral by 2024, the committee recommended that offsetting should not be seen as an 'easy option' and that the focus should remain on carbon reduction.

The fourth considered the draft tree strategy, with the committee focusing its discussions on how the strategy could be effectively used to protect the council's existing tree stock, and how it would help the council to manage and respond to requests in respect of trees on private land, including enforcement where trees are cut down illegally. The committee welcomed the new strategy, recommending it be presented in a range of formats to make it more accessible.

The Scrutiny Committee

Chairperson of the committee. Councillor Caroline Brook.

The scrutiny committee has a wide remit in its role of reviewing and scrutinising decisions made, or actions taken, related to the discharge of the council's functions.

Over the year the committee has dealt with several topics which are either contained in its terms of reference as annual responsibilities or were referred to the Committee from other Committees of the Council.

The committee met six times during the 2021/22 municipal year, attendance was high throughout the year with just four apologies received from members. It was also pleasing to note that members of the public attended all but one of the committees' meetings and I am grateful for their contribution to our work.

The following gives an overview of the committee's workload for the year.

- The council's "Central Winchester Regeneration" project and the Land Transaction in respect of the River Park Leisure Centre site featured heavily on the committees' agenda this year with reports being tabled at both the July, December and March meetings before decisions being taken at cabinet.
- As is normal a key part of the work of the committee was to scrutinise the suite of budget papers at our February meeting before the formal decision at both cabinet and council.
- The performance panel met on four occasions to scrutinise each of the quarterly finance and performance reports before those reports were tabled at the scrutiny committee. I am grateful to the panel members for the work they have undertaken during the year.
- At the November 2020 meeting, the committee agreed to establish a task and finish panel to undertake a review of the current provision of mental health services across the district, including those related to the city council's policies and services. The panel met during the year and will meet again during 2022/23 and will report back to the committee.
- Two call-ins were initiated by members in the municipal year.
 1. The first was received on 1 December 2021, regarding a decision taken at the Cabinet meeting on the 23 November 2021, report [reference CAB3324](#) (*A land transaction in respect of the River Park leisure centre site and associated parking area*). This call-in request was not accepted by the Monitoring Officer and a report was presented to the committee at its meeting on 15 February 2022.
 2. The second was received on 17 March 2022, regarding a decision taken at the Cabinet meeting on the 9th March 2022, (report [reference CAB3342](#) "*A land transaction in respect of the River Park Leisure Centre (RPLC) site and associated parking area, bowls club and skate park*"). This call-in request was not

accepted by the Monitoring Officer and a report is due to be presented to the committee at its meeting on 14 June 2022.

- For Section 19 of the Police & Justice Act 2006, the Committee acts as the Council's Crime & Disorder Committee and as such is responsible for reviewing and scrutinising the decisions and work of the Community Safety Partnership (CSP) which was undertaken at our March meeting, and we were pleased to welcome back Chief Inspector Jon Turton.

Members of the cabinet attended meetings of the committee which allowed for discussion and questions concerning policy and progress during the year. All members of the Committee contributed to the issues put before them in a constructive manner and I am grateful for their support. My thanks also go to the Vice-Chair for their help and advice during the past 12 months.

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REPORT TITLE: APPOINTMENT TO EXTERNAL BODIES RELATED TO SCRUTINY FOR THE 2022/23 MUNICIPAL YEAR.

14 JUNE 2022

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

WARD(S): GENERAL

PURPOSE

The report asks the committee to nominate Councillor representatives to the three external bodies that the Scrutiny Committee has traditionally appointed to. These bodies are detailed in paragraph 3 of the report.

RECOMMENDATIONS:

That the committee considers appointments to the following external bodies:

1. [Portsmouth City Council – Health Overview and Scrutiny Panel](#) (1 vacancy and deputy)
2. [Centre for Governance and Scrutiny – Scrutiny Champions Network](#) (1 vacancy)
3. [Partnership for South Hampshire \(PfSH\) Overview and Scrutiny Committee](#) (1 vacancy and deputy)

IMPLICATIONS:

1 COUNCIL PLAN OUTCOME

- 1.1 Councillor representation on external bodies is a key part of the role of the elected member. This enables close partnership working, sharing knowledge and information with organisations with a view to tackling climate change, providing housing, promoting the local economy and working to improve the health and happiness of the community.

2 FINANCIAL IMPLICATIONS

- 2.1 Any travel expenses can be met within the existing Members' Allowances Scheme.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 Appointments to Outside Bodies are governed by specific legislation (such as the establishment of joint committees under Section 101 of the Local Government Act 1972 and appointments made under S102 of the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012, issued under sections 9EA, 9EB and 105 of the Local Government Act 2000).

- 3.2 In some cases, the arrangements may be governed by quite a formal framework such as an inter-borough agreement, which specifies the officeholder who will represent the Council. Where there are no specific provisions arrangements for representation may be made under Section 1 of the Localism Act 2011 which provides local authorities with the power of general competence.

4 WORKFORCE IMPLICATIONS

- 4.1 None directly.

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 None.

6 CONSULTATION AND COMMUNICATION

- 6.1 Vacancies are advertised to all committee members to allow cross-party nominations. Member appointments are published on the [council's website](#).

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 None.

8 PUBLIC SECTOR EQUALITY DUTY

8.1 The Council considers the appointment of nominees that represent as far as possible the diverse nature of the local community.

9 DATA PROTECTION IMPACT ASSESSMENT

9.1 None required.

10 RISK MANAGEMENT

Risk	Mitigation	Opportunities
Financial Exposure		
Exposure to challenge	Risk of potential conflicts of interest mitigated by regard to guidance provided in the Constitution and/or seeking advice.	To ensure certainty and clear lawful decision making
Innovation		To share good practice with other organisations across the City Council
Reputation		To promote the City Council with partners
Achievement of outcome	Not applicable	Not applicable
Property	Not applicable	Not applicable
Community Support – potential for lack of community support	<i>Appropriate Councillor representation on outside bodies is undertaken as part of their wider community roles</i>	Transparency of the decision making enables greater certainty of the decision and decision-maker for the community
Timescales	Not applicable	Not applicable
Project capacity	Not applicable	Not applicable
Other	Not applicable	Not applicable

11 SUPPORTING INFORMATION:

11.1 This report asks the committee to consider appointments of non-executive members to three external bodies related to scrutiny.

11.2 There are currently three external bodies that it would be appropriate for the Scrutiny Committee to appoint non-executive member representatives to. These are detailed below.

11.3 **Portsmouth City Council - Health Overview and Scrutiny Panel**

This panel was established by Portsmouth City Council. Its membership is drawn from appropriate interest groups, stakeholders, and councillors from adjoining local authorities “when discussing issues that have a significant effect upon the area”. The next meeting of the panel is scheduled for [Thursday 23 June at 1.30 pm](#). Appointments agreed for 2021/22 were Cllr Bentote (deputy Cllr Read).

Winchester City Council is asked to appoint one member and one deputy representative for this municipal year.

11.4 **The Centre for Governance and Scrutiny – Scrutiny Champions’ Network**

The Centre for Governance and Scrutiny has previously requested a member representative as a ‘scrutiny champion’ for the Council. The member receives a monthly bulletin and is also invited to attend the Annual Conference. The current representative is the Chairperson of the scrutiny committee (Cllr Brook). It is suggested that the Chairperson of the scrutiny committee be the appointed representative for this municipal year.

11.5 **Partnership for South Hampshire Overview & Scrutiny Committee**

The Partnership for South Hampshire (PfSH) established a PfSH Overview and Scrutiny Committee in 2007 and it has previously been agreed that this committee appoint a non-executive representative from those wards within the PfSH area. The next meeting of the committee is scheduled for [Wednesday 29 June 2022](#). Appointments agreed for 2021/22 were Cllr Bentote (deputy Cllr Horrill)

Winchester City Council is asked to appoint one member and one deputy representative for this municipal year.

12 OTHER OPTIONS CONSIDERED AND REJECTED

12.1 To not make appointments for this municipal year. However, this option was rejected because representation on outside bodies is a key element of members’ roles.

BACKGROUND DOCUMENTS: -

Previous Committee Reports: -

[SC024 - Annual Appointments 2020/21](#)

[SC056 – Annual Appointments 2021/22](#)

Other Background Documents: -

The following websites provide background information to the three organisations concerned:

1. Portsmouth City Council - Health Overview and Scrutiny Panel

<https://democracy.portsmouth.gov.uk/ieListMeetings.aspx?Committeed=151>

2. The Centre for Governance and Scrutiny

[https://www.cfgs.org.uk/](https://www.cfgs.org.uk)

3. Partnership for South Hampshire Overview & Scrutiny Committee

<https://www.push.gov.uk/work/our-meetings/overview-and-scrutiny/>

APPENDICES

None

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REPORT TITLE: ANNUAL MONITORING REPORT - KEY DECISIONS NOT INCLUDED WITHIN THE FORWARD PLAN DURING THE 2021/22 MUNICIPAL YEAR

14 JUNE 2022

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

WARD(S): ALL

PURPOSE

An annual monitoring report is produced reporting on the number of key decisions which came forward for decision, which had not been included in the [forward plan](#).

The Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 require, as a minimum, that an annual report be made, to show instances of where the special urgency provisions have been used.

During the 2021/22 municipal year, the Chairperson of The Scrutiny Committee was informed of a total of three key decisions which were not included in the [forward plan](#). This report provides further information on those three decisions.

RECOMMENDATIONS:

1. That the Committee consider and make any necessary comment on the content of the report.

IMPLICATIONS:1 COUNCIL PLAN OUTCOME

- 1.1 Annual consideration of key decisions not included within the [Forward plan](#) helps to support the proper governance of the Council and its decision-making structures.

2 FINANCIAL IMPLICATIONS

- 3 None arising directly from the content of the report.

4 LEGAL AND PROCUREMENT IMPLICATIONS

- 5 These are discussed within the Purpose section of the report.

6 WORKFORCE IMPLICATIONS

- 6.1 None arising directly from the content of the report.
6.2

7 PROPERTY AND ASSET IMPLICATIONS

- 7.1 None arising directly from the content of the report.
7.2

8 CONSULTATION AND COMMUNICATION

- 9 Senior Managers and the Deputy Leader and Cabinet Member for Finance and Service Quality have been consulted on the contents of this report.

10 ENVIRONMENTAL CONSIDERATIONS

- 10.1 None arising directly from the content of the report.

11 EQUALITY IMPACT ASSESSMENT

None arising from the content of the report, although officers will have regard to the considerations as set out in the Equalities Act 2010 and whether an Equality Impact Assessment will be required to be undertaken on any specific recommendations or future decisions made. This report is not making any decisions and is for noting and raising issues only.

12 DATA PROTECTION IMPACT ASSESSMENT

- 12.1 None required

13 RISK MANAGEMENT

Risk	Mitigation	Opportunities
Financial Exposure		
<i>Exposure to Challenge</i> Failure to comply with the legislation could lead to a challenge to the decision.	Decisions are reviewed by Legal and Democratic Services staff to check whether the decision is a key decision and whether an exception is required.	The mitigation means increased transparency and confidence in the Council.
Innovation		
Reputation A high number of exceptions to the forward plan risks affecting the Council's objective to be open and transparent.	A more detailed and longer-term planning programme has been introduced. This will record projects and other matters which are likely to need key decisions, at an early stage, and therefore minimise the need for exceptions to be made.	The mitigation means increased transparency and confidence in the Council.
Achievement of outcome		
Property		
<i>Community Support</i>		
Timescales		
Project capacity		
Other		

14 SUPPORTING INFORMATION:

14.1 Key decisions are defined by Regulation 8 of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 as being an executive decision which is likely:

- a) To result in the local authority incurring expenditure, which is or the making of savings which are significant having regard to the local authority's budget for the service or function to which the decision relates; (For Winchester City Council, the financial limit above which a decision is regarded as significant is £250,000), or

- b) To be significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.
- 14.2 Under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) England Regulations 2012, the Council must give a minimum of 28 days' notice of an intention to make a key decision. The statutory requirement is reflected in Rules 17.1 and 17.2 of Part 4.4 of the [Council's Constitution](#).
- 14.3 There is an additional statutory requirement to provide at least 28 days' notice of when the Cabinet is proposing to meet in an exempt session. The purpose of this timeframe is to provide an opportunity for representations to be made that request the item be dealt with in a public session – and that any representations are considered before the agenda for the meeting is published. This requirement exists whether or not the matter is a key decision.
- 14.4 Under the [Council's Constitution](#), Access to Information Procedure Rules at Part 4.4 (Rule 18 – General Exception and Special Urgency), if it is not possible to meet the requirements of Rules 17.1 and 17.2 then the key decision may proceed so long as (in summary) the Monitoring Officer is in agreement and has received the agreement of the Chairperson of The Scrutiny Committee that a key decision may proceed without inclusion in the [forward plan](#).
- 14.5 In addition, where an agenda item requiring a key decision was not in the [forward plan](#) and was sent to Cabinet after the statutory deadline, the Chairperson of The Scrutiny Committee must first approve its inclusion (Access to Information Procedure Rule 18 – General Exception and Special Urgency). Reasons for the special urgency must be specified.
- 14.6 Details of the three Key Decisions are listed below. In accordance with paragraphs 12.3 and 18.1 of the Access to Information Procedure Rules, the Chairperson of the Scrutiny Committee agreed for these decisions to be considered.

<u>Detail of key decisions not included within the forward plan</u>	<u>Date Decision Taken</u>	<u>Reason given for not being included in Forward Pan</u>
<u>Housing Revenue Account (HRA) Asset Management Strategy.</u>	Cabinet – 8 December 2021	“The report contains Proposals relating to fire safety that the council is keen to progress rather than delay to meet the forward plan process.”
<u>Winnall flats new home scheme – variation to contract sum</u>	Cabinet – 15 September 2021	“The revised contract sum needs to be approved by Cabinet as soon as possible to avoid additional (materials inflationary) costs. If the contract is not agreed by 15 September, the contract sum will be subject to further adjustment.”
<u>New Council Homes at Winnall Flats Site – Final Business Case</u>	Cabinet – 23 June 2021	“The final business case for new council homes at Winnall flats was originally published in the June forward plan as an open decision. However, it has subsequently become necessary for some details to be included as exempt appendices to the report due to commercial confidentiality. The decision is urgent and must be taken at Cabinet on 23 June 2021 otherwise the award of the Build Contract to Wates would be delayed by several months with a potential risk to the Council of additional costs being applied because the contractor could not start work on site. Failure to award the contract would also delay the contractor ordering materials and confirming subcontractor work orders bringing further costs and delays.”

For information, members may wish to note the number of key decisions not included in the forward plan from previous municipal years:

Municipal Year	Number of Key Decisions not included in the Forward Plan
2020/21	5
2019/20	6
2018/19	1
2017/18	5
2016/17	8
2015/16	12
2014/15	6
2013/14	8
2012/13	4
2011/12	3
2010/11	11
2009/10	6
2008/09	15
2007/08	15
Average	8

15 OTHER OPTIONS CONSIDERED AND REJECTED

15.1 None.

BACKGROUND DOCUMENTS: -

Web Link to Published Exceptions to the forward plan.

- June 2021:
<https://democracy.winchester.gov.uk/mgListPlanItems.aspx?PlanId=254&RP=136>
- September 2021:
<https://democracy.winchester.gov.uk/mgListPlanItems.aspx?PlanId=262&RP=136>
- December 2021:
<https://democracy.winchester.gov.uk/mgListPlanItems.aspx?PlanId=268&RP=136>

Other Background Documents: -

None

APPENDICES:

None

REPORT TITLE: WORK PROGRAMME FOR 2022/23

REPORT OF THE CHAIRPERSON

14 JUNE 2022

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

WARD(S): GENERAL

PURPOSE

The Scrutiny Committee work programme is published by the committee and is updated at the beginning of each committee cycle and prior to each meeting.

This report sets out the initial timetable for the work of the committee for the year ahead. The detailed terms of reference of the Committee is set out at Part 4.3 - Overview and Scrutiny Procedure Rules and Part 2 – Article 7 of the constitution.

[Part 4 - Part 4.3 - Overview and Scrutiny Procedure Rules.pdf \(winchester.gov.uk\)](#)

[Part 2 - Article 7 Overview and Scrutiny Committees.pdf \(winchester.gov.uk\)](#)

RECOMMENDATIONS:

1. That the committee considers the items listed in Appendix 1 of the report and agrees the matters it wishes to consider during the 2022/23 municipal year and delegates to officers, in consultation with the Chairperson, authority to set the detailed work programme.

IMPLICATIONS:

1 COUNCIL PLAN OUTCOME

1.1 This paper seeks to ensure that:

- a) the committee fulfils its terms of reference in a way that is well planned and executed, and
- b) the role of councillors elected to lead and serve their communities is properly supported and developed.

Both objectives help to support the governance of the council and its decision-making structures.

2 FINANCIAL IMPLICATIONS

2.1 No immediate financial implications, other than usual costs associated with arranging and supporting meetings.

3 LEGAL AND PROCUREMENT IMPLICATIONS

3.1 The authority to take the decisions set out in this report are pursuant Part 3.2 of the council constitution and the Local Government Acts 1972 and 2000 and the Localism Act 2011.

4 WORKFORCE IMPLICATIONS

4.1 The committee will need to assess its work priorities so that they can be supported from within available resources.

5 PROPERTY AND ASSET IMPLICATIONS

5.1 None.

6 CONSULTATION AND COMMUNICATION

6.1 All members of the committee are invited to put forward work programme suggestions using the template at appendix 2.

7 ENVIRONMENTAL CONSIDERATIONS

7.1 None.

8 PUBLIC SECTOR EQUALITY DUTY

- 8.1 The work programme for the committee will take account of recommendations by the newly formed Equality, Diversity and Inclusion Members' Forum and be updated to include reports arising from the identification of equality issues that impact on the committee's work.

9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 None required.

10. SUPPORTING INFORMATION:

10.1 Work Programme for the 2022/23 Municipal Year

In selecting items for discussion, members should be mindful of the officer resources required and whether there is other relevant and /or similar Council work being undertaken in the same area, to avoid duplication.

There are several issues that regularly form part of the committee's work programme, and these have been incorporated into the 2022/23 draft programme in Appendix 1.

11 OTHER OPTIONS CONSIDERED AND REJECTED

- 11.1 Not to produce a work plan. This was rejected as it is usual practice at the start of the new municipal year to consider whether any changes are required.

BACKGROUND DOCUMENTS

None.

APPENDICES

Appendix 1: Draft Work Programme for 2022/23

Appendix 2: Work Programme Request Form.

WINCHESTER CITY COUNCIL – THE SCRUTINY COMMITTEE WORK PROGRAMME

Appendix 1

	Item	Lead Officer	Date for Scrutiny	Date for Cabinet
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JUNE 2022

1	HRA outturn 21/22 (To be confirmed)	Richard Botham	14 Jun 2022	19 Jul 2022
2	General fund outturn 21/22 (To be confirmed)	Richard Botham	14 Jun 2022	19 Jul 2022
3	Q4 Performance Monitoring 21/22	Simon Howson	14 Jun 2022	19 Jul 2022
4	Determination of Call-In (RPLC)	Lisa Kirkman	14 Jun 2022	
5	Annual Scrutiny Report - Draft Annual Scrutiny Report 2021/22	Matthew Watson	14 Jun 2022	
6	Annual Scrutiny Report - Exceptions to Forward Plan 2021/22	Matthew Watson	14 Jun 2022	
7	Appointments of external bodies related to scrutiny	Matthew Watson	14 Jun 2022	

SEPTEMBER 2022

8	Q1 Finance & Performance Monitoring Report	Simon Howson	7 Sep 2022	14 Sep 2022
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NOVEMBER 2022

9	Fees and Charges 2023/24	Richard Botham	23 Nov 2022	14 Dec 2022
10	HRA Business Plan and Budget Options	Richard Botham	23 Nov 2022	14 Dec 2022
11	General Fund Budget Options & Medium Term Financial Strategy	Richard Botham	23 Nov 2022	18 Oct 2022
12	Q2 Finance & Performance Monitoring Report	Simon Howson	23 Nov 2022	14 Dec 2022

FEBRUARY 2023

13	Capital Investment Strategy 2022-2032	Richard Botham	7 Feb 2023	9 Feb 2023
14	Treasury Management Strategy 2023/24	Richard Botham	7 Feb 2023	9 Feb 2023
15	Housing Revenue Account (HRA) Budget 2023/24	Richard Botham	7 Feb 2023	9 Feb 2023
16	General Fund Budget 2023/24	Richard Botham	7 Feb 2023	9 Feb 2023

MARCH 2023

17	Q3 Finance & Performance Monitoring Report	Simon Howson	8 Mar 2023	23 May 2023
18	Community Safety Partnership Performance Review	Sandra Tuddenham	8 Mar 2023	



Scrutiny Work Programme Suggestion Form

This form enables councillors to put forward items for review or discussion to the council's committees that carry out the overview and scrutiny function. These are the Scrutiny Committee, the Business & Housing Policy Committee and the Health & Environment Policy Committee.

If you need further assistance, please contact Democratic Services.

Proposer:	
Title of Item:	
Relevant Corporate Head of Service:	
Relevant Cabinet Member:	

Please give a brief statement explaining what the issue is and why this item should be considered. Be sure to have a clear purpose and include any background information and evidence that will assist the committee in understanding the need for and timing of this item. **Please advise if the matter is 'time critical' as this will also assist in considering the scheduling of the matter':**



What is the impact or effect on residents, how could they be included in the committee's considerations?

What outcomes or changes would you like to see as a direct result of the committee addressing this item?

How does this item link to the council's priorities and corporate objectives?



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

Forward Plan of Key Decisions

July 2022

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

This is the Forward Plan prepared for the period **1 - 31 July 2022** 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



CUSTOMER
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EXCELLENCE

The Government Standard



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 Martin Tod

Leader of the Council

31 May 2022

Cabinet Members:	Title
• Cllr Martin Tod	Leader & Cabinet Member for Asset Management
• Cllr Paula Ferguson	Deputy Leader & Cabinet Member for Community & Housing
• Cllr Russell Gordon-Smith	Service Quality
• Cllr Kelsie Learney	Climate Emergency
• Cllr Margot Power	Finance & Value
• Cllr Jackie Porter	Place & the Local Plan
• Cllr Lucille Thompson	Business & Culture

	Item	Cabinet Member	Key Decision	Wards Affected	Lead Officer	Documents submitted to decision taker	Decision taker (Cabinet, Cabinet Member or Officer)	Date/period decision to be taken	Committee Date (if applicable)	Open/private meeting or document? If private meeting, include relevant exempt paragraph number	
Section A Decisions made by Cabinet											
Page 37	1	Q4 Performance Monitoring 21/22	Cabinet Member for Asset Management	Significantly effect on 2 or more wards	All Wards	Simon Howson	Cabinet report	Cabinet	Jul-22	19-Jul-22	Open
		General fund outturn 21/22	Cabinet Member for Finance & Value	Expenditure > £250,000	All Wards	Richard Botham	Cabinet report	Cabinet	Jul-22	19-Jul-22	Open
	3	Housing Revenue Account (HRA) outturn 21/22	Cabinet Member for Community & Housing	Expenditure > £250,000	All Wards	Richard Botham	Cabinet report	Cabinet	Jul-22	19-Jul-22	Open
	4	Open space land disposal at Newlands Walk	Cabinet Member for Asset Management	Expenditure > £250,000	Denmead	Sue Croker	Cabinet report	Cabinet	Jul-22	19-Jul-22	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
5	Update on Station Approach project	Cabinet Member for Asset Management	Significantly effect on 2 or more wards	Town Wards	Emma Taylor	Cabinet report	Cabinet	Jul-22	19-Jul-22	Open
Page 138	Taxi policy review	Cabinet Member for Place & Local Plan	Significantly effect on 2 or more wards	All Wards	David Ingram	Cabinet report	Cabinet	Jul-22	19-Jul-22	Open
	7	Land transaction	Cabinet Member for Asset Management	Expenditure > £250,000	All Wards	Geoff Coe	Cabinet report	Cabinet	Jul-22	19-Jul-22

Section B

Decisions made by individual Cabinet Members

8	Traffic Regulation Order Programme for 22/23	Cabinet Member for Climate Emergency	Significantly effect on 2 or more wards	All Wards	Andy Hickman	Cabinet member decision report	Cabinet Member for Climate Emergency Decision Day	Jul-22	4-Jul-22	Open
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	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 C

Decisions made by Officers

9	Treasury Management - decisions in accordance with the Council's approved strategy and policy	Cabinet Member for Finance & Value	Expenditure > £250,000	All Wards	Designated HCC Finance staff, daily	Designated working papers	Designated HCC Finance staff, daily	Jul-22	Jul-22	Open
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