



Meeting	The Scrutiny Committee
Date and Time	Wednesday, 7th September, 2022 at 6.30 pm.
Venue	Walton Suite, Winchester Guildhall

Note: This meeting is being held in person at the location specified above and 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 Thursday, 1 September 2022). Please note that priority will be given to those wishing to attend and address the meeting over those wishing to attend and observe.

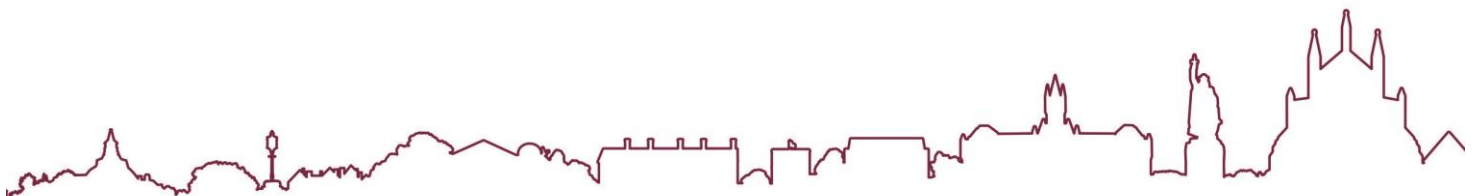
AGENDA

- 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. Chairperson's Announcements**



4. **Minutes of the meeting of the 13 July 2022** (Pages 5 - 12)
That the minutes of the meeting be signed as a correct record.

5. **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 scrutiny, provided they have registered to speak three working days in advance. Please contact Democratic Services by 5pm on Thursday 1 September 2022 via democracy@winchester.gov.uk or (01962) 848 264 to register to speak and for further details.

6. **Mental Health Matters: Task And Finish Group Feedback** (Pages 13 - 26)
RECOMMENDATION:
 1. The work, notes and recommendations of the task and finish group be noted by the scrutiny committee.

7. **Q1 Finance & Performance Monitoring** (Pages 27 - 126)
RECOMMENDATIONS

That the scrutiny committee:
 1. Notes that the Performance Panel met on the 22 August 2022 to scrutinise the attached report, CAB3361 and its associated appendices. The minutes of the panel's meeting are 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 CAB3361, which is being presented to cabinet on the 14 September 2022 and considers whether there are any items of significance to resolve or to be drawn to the attention of cabinet.

8. **To note the Work Programme for 2022/23** (Pages 127 - 128)

9. **To note the latest Forward Plan of Key Decisions** (Pages 129 - 132)

Lisa Kirkman
Strategic Director and Monitoring Officer

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30 August 2022

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

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THE SCRUTINY COMMITTEE – Membership

Chairperson: Councillor: Brook
Vice Chairperson: Councillor Horrill

Committee Members

Becker
Cook
Craske
Cutler
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 Thursday, 1 September 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 4

THE SCRUTINY COMMITTEE

Wednesday, 13 July 2022

Attendance:

Councillors
Brook (Chairperson)

Becker
Cook
Craske

Horrill
Laming
Westwood

Apologies for Absence:

Councillor Cutler

Deputy Members:

Councillor Rutter (as deputy for Councillor Cutler)

Members in attendance:

Councillors Batho, Clear, Ferguson, Gordon-Smith, Porter, Power, Thompson and Tod

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

1. **APOLOGIES AND DEPUTY MEMBERS**

Apologies for the meeting were noted as above.

2. **DECLARATIONS OF INTERESTS**

No declarations of interest were made but Councillor Tod and Councillor Becker wished it to be noted that the Station Approach project was within their ward.

3. **CHAIRPERSON'S ANNOUNCEMENTS**

The chairperson sought the committee's view of holding an additional meeting in January 2023 to scrutinise the next stage of the Station Approach project, which was generally supported.

4. **MINUTES OF THE MEETING OF THE 14 JUNE 2022**

RESOLVED:

that the minutes of the previous meeting held on 14 June 2022 be approved and adopted.

5. **PUBLIC PARTICIPATION**

Six members of the public addressed the committee and a summary of the matters raised are as follows:

Imogen Dawson re Station Approach project.

- Welcomed the emphasis on social and environmental factors and the opportunity for consultation.
- Felt that the project shouldn't be considered or labelled solely as a transport hub and that housing should be a priority.
- Concerned that consultation was taking place over the school holiday period.
- Requested that more user-friendly methods of online consultation be used.
- Believed that an integrated transport plan should be developed with the County Council first.
- Concerned that the council was taking on too much work with this and other projects.
- Concerned that many short-term, external factors such as the cost-of-living crisis would steer the project in the wrong direction and urged the decision to be paused.

Gavin Hunter re Station Approach project.

- Spoke on behalf of the University of Winchester.
- Appreciated being included in the early stages of the project.
- Generally supported the scheme as proposed and felt that the vision for a mixed-use development would provide a good gateway for the city.

Chris Higgins re Station Approach project.

- Generally supportive of the development in principle.
- Concerned over the council's previous track record of delivery of this project.
- Believed that a local organisation with the necessary expertise existed and recommended their engagement.
- Initial plans looked sensible and constructive but previous lessons needed to be learned.

Fingal Noguera re Station Approach project.

- Felt that finding the information on the council's website was difficult.
- More notice for attending this evening's meeting would have enabled more to attend.
- Supportive of a scheme that gave a better balance of uses and not just a walk-through area.

Nicholas John re Station Approach project.

- Seen numerous failed schemes in the past and felt that many of these didn't work in terms of scale and usability.
- Urged the council to think about the scale of development.
- Recommended that meetings take place on-site to understand the site, the scale involved and the appropriate balance of uses.

Fred White re Station Approach project.

- Mr White couldn't attend the meeting in person but had asked that the committee be made aware of his concerns regarding residents' parking should a development come forward.

David Chafe on behalf of Tenants And Council Together (TACT) re Housing Revenue Account (HRA) Outturn 2021/2022.

- Mr Chafe advised that TACT had met once to discuss the HRA Outturn report and had agreed to meet again on 28 July 2022 to receive a presentation from Mr Botham concerning it.

6. **UPDATE ON STATION APPROACH PROJECT (REF SC072 AND CAB3349)**

Councillor Tod, Leader and Cabinet Member for Asset Management introduced the report, ref SC072 and CAB3349 which set out proposals for the Update on Station Approach project, ([available here](#)).

The committee was recommended to scrutinise and comment on the proposals within the attached cabinet report, ref CAB3349 which was to be considered by the cabinet at its meeting on 19 July 2022.

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

1. whether an opportunity existed for the initial consultation period to be extended past the holiday season
2. would the drop-in sessions also take place at weekends and evenings to ensure wider accessibility?
3. clarifying the timescales concerning the Northern Park and Ride
4. concern over capacity within the council to manage several regeneration projects concurrently
5. clarifying the council's aspiration for the percentage of affordable homes delivered as part of this project
6. ensuring the appropriate separation of functions within the council, ie between the council as a developer and local planning authority
7. establishing the Reference group and the desire to avoid the use of Non-Disclosure Agreements
8. clarifying at which point Phase 1 ends
9. understanding the background and expertise of the public affairs agency (Meeting Place Communications)
10. could the phasing titles be added to the appendix?
11. the nature of the short-term agreement with Network Rail and their financial contribution to Phase 1
12. plans for the engagement with the City of Winchester Trust
13. the status of the master plan within a planning context and whether it would be possible to create a type of Supplementary Planning Document from it?
14. the status of the area of land next to the records office

15. whether other potential sites nearby exist that could be brought into the partnership
16. did a mechanism exist for looking at all of the council's regeneration projects to ensure the right balance of facilities for the whole city?
17. would the Jones Lang LaSalle report be available to members?
18. the importance of engaging with the wider district
19. the use of social media to promote all engagement sessions including committee meetings
20. could rail passengers be handed a newsletter as they leave or enter the station?
21. consider distributing the newsletter to a wider audience
22. consider including specific outputs or deliverables with the associated milestones as part of the milestone table
23. encourage the project team to seek to use the local expertise of residents in how they use the site and how they move around the site.
24. vital to engage with those who are difficult to engage with and communities on the edge of the city that would be impacted by these proposals
25. consider both physical and virtual walkabout events
26. important to consider the knock-on effects and reassure residents that the wider considerations are being assessed
27. ensure people don't feel that this was being "done to them"
28. would Network Rail be undertaking their own consultation?

These points were responded to by Councillor Tod, the Strategic Director and the Project Manager accordingly and were noted by the cabinet members present at the meeting.

RESOLVED:

The committee agreed to the following comments and recommended that the cabinet:

1. include the names of phases in appendix 2 to clarify the timelines
2. review how the accessibility of the interactive maps could be improved when viewed on older or different forms of technology
3. consider the strategic areas across the district that could be used for the distribution of the paper copy survey
4. enable the distribution of the newsletter online and via social media
5. consider whether the newsletter distribution be wider than a radius of $\frac{1}{4}$ of a mile of the site
6. include specific outputs or deliverables with the associated milestones as part of the milestone table
7. provide further clarity for residents around the reasons for consultation at each stage to ensure understanding of the process

8. consider providing “walkabout” sessions for residents as part of the consultation programme and consider virtual “walkabouts” for those unable to access in person
9. consider how to optimise engagement across the wider district
10. review the red line in para 11.7 to ensure accuracy (with specific reference to the queries concerning land by the Records Office).

7. **GENERAL FUND OUTTURN 21/22 (REF SC073 AND CAB3352)**

Councillor Power, Cabinet Member for Finance and Value introduced the report, ref SC073 and CAB3352 which set out proposals for the General Fund Outturn, ([available here](#)).

The committee was recommended to scrutinise and comment on the proposals within the attached cabinet report, ref CAB3352 which was to be considered by the cabinet at its meeting on 19 July 2022.

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

1. clarification of the higher than budgeted collection of business rates
2. clarification of the variances at the Winchester Sport and Leisure Park (WSLP)
3. whether sufficient transparency existed in the financial performance of the WSLP since the ending of the open book arrangement.
4. the lessons learnt concerning the impact of the pandemic on future uptake of sports and leisure activities and specifically how actual usage compared to forecasted usage
5. further information on the timescales and costs to achieve final contract closure regarding the WSLP
6. clarification of the timescales for the Valuation Office determination of the River Park Leisure Centre
7. further information regarding the variance relating to the general election expenses
8. further information regarding the recycling and refuse collection costs
9. whether further claims for Government support packages were awaiting a decision
10. the number of properties within the investment property portfolio listed in paragraph 23.1
11. clarification of the proposal for explanatory notes to be included in Appendix 3 regarding the Winchester Town Forum account.
12. further information regarding the revised budget for "Community Infrastructure Levy (CIL) funded community projects" shown in Appendix 5.

These points were responded to by Councillor Power, both Strategic Directors present and the Corporate Head of Finance and were noted by Councillor Power.

RESOLVED:

1. that officers provide further information to points 4, 5 and 10 above
2. that the committee appreciated the amendments proposed regarding the presentation of the Winchester Town Account figures
3. that officers discuss with the Chairperson as to whether future outturn reports would be presented directly at this committee or via the Performance Panel
4. that the Cabinet Member and officers note the comments of the committee.

8. **HOUSING REVENUE ACCOUNT (HRA) OUTTURN 2021/2022 (REF SC074 AND CAB3354)**

Councillor Ferguson, Deputy Leader and Cabinet Member for Community and Housing and the Corporate Head of Housing introduced the report, ref SC074 and CAB3354 which set out proposals for the Housing Revenue Account (HRA) Outturn 2021/2022, ([available here](#)).

The committee was recommended to scrutinise and comment on the proposals within the attached cabinet report, ref CAB3354 which was to be considered by the cabinet at its meeting on 19 July 2022.

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

1. concern over the underspend in several areas, and clarification of actions being taken to get these programmes back on track
2. an update was requested regarding the Winnal development and the Housing Company
3. an update was requested regarding the use of Disabled Facilities Grants and whether actions were needed to speed up the application process
4. confirming the tendering and awarding of the contract to fulfil the retrofit programme of works
5. the key risks and/or opportunities that the underspend had highlighted.

These points were responded to by Councillor Ferguson, the Strategic Director, the Corporate Head of Housing and the Finance Manager: Housing accordingly and were noted by Councillor Ferguson.

RESOLVED:

1. The committee wished to thank TACT and the Housing team for their ongoing work and engagement with the committee.
2. That the cabinet member and officers note the comments of the committee.

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

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

10. **TO NOTE THE WORK PROGRAMME FOR 2022/23**

Members questioned the future timetabling of updates to the committee concerning Central Winchester Regeneration, Station Approach the Local Plan and any revised budget proposals.

Officers advised that an update on Station Approach would be presented to this committee in January 2023 and that any revised budget proposals would be presented via the Medium-Term Financial Strategy in November 2022. It was currently envisaged that the Local Plan would be subject to a dedicated meeting of the Local Plan Advisory Group (LPAG).

RESOLVED:

1. that the latest version of the work programme be noted
2. that an update regarding Station Approach be timetabled for January 2023
3. that an update regarding Central Winchester Regeneration be timetabled
4. that the Chairperson discusses with officers regarding the scrutiny of the Local Plan.

The meeting commenced at 6.30 pm and concluded at 9.05 pm

Chairperson

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REPORT TITLE: MENTAL HEALTH MATTERS: TASK AND FINISH GROUP
FEEDBACK

7 SEPTEMBER 2022

Contact Officer: Lisa Kirkman Tel No: 01962 848501 Email
lkirkman@winchester.gov.uk

WARD(S): ALL

PURPOSE

The 'Mental Health Matters' Task and Finish Group met 3 times in February, March and April 2022. The purpose of the 'Mental Health Matters' task and finish group was to provide an opportunity for selected members from the scrutiny committee to consider mental health matters and provide recommendations to the Executive Leaders Board (ELB). The task and finish group covered 3 areas - Mental Health support for staff within Winchester City Council (WCC), support within our Housing Services teams and finally support from WCC that exists within the community. The Chairperson of the Scrutiny Committee chaired all the sessions and has already updated members verbally after each session.

Appendix 1 sets out the terms of reference that were agreed upon by the group at their first meeting.

Appendix 2,3 and 4 are the officers' notes from each of the sessions.

There was one recommendation made to ELB from these sessions after the community session held in April. This related to ensuring that all customer-facing staff were given the opportunity to have some training to identify those in our community who may need some extra support in terms of their mental health. This would enable them to be pointed in the right direction for help but also continue to be supported in their conversations with the council. For example, this could be training that all our customer service advisors undertake.

ELB has asked that this is part of the corporate training provision and is currently being looked at in terms of how best it can be delivered.

RECOMMENDATION:

1. The work, notes and recommendations of the task and finish group be noted by the scrutiny committee.

Appendix 1

Terms of Reference for 'Mental Health Matters' task and finish group.

1. Purpose of group

The purpose of the 'Mental Health Matters' task and finish group is to provide an opportunity for selected Members from the Scrutiny Committee to consider Mental Health Matters and provide recommendations to ELB. The task and finish group will cover 3 areas. Mental Health support for staff within WCC, support within Housing Services and finally support within the community.

2. Membership of the group

The membership of the group has already been decided by the Scrutiny Committee to be 2 members from each party and these can be non-Scrutiny members where the interest is wider. The chair will be Cllr Caroline Brook.

3. Quorum

The quorum shall be two members.

4. Notes

Notes of the meeting will be provided including recommendations to ELB. The notes of all three meetings will be provided to Scrutiny Committee for information only.

5. Frequency of meetings

There will be three meetings before the task and finish group is dissolved. The meetings will take place to best accommodate the availability of members.

6. Duration of meetings

The duration of each meeting will be 1 and a half hours.

7. Legacy of the group

ELB will respond to the Scrutiny Committee to explain which recommendations of the group were accepted together with an implementation plan; and which recommendations were not accepted with the reason why.

Appendix 2

Jamie Cann - Overview and Scrutiny - Notes

16 February 2022

Introduction

- The role of HR in the organisation in supporting mental health at work
- Recognise that individually and corporately we are still learning about MH and best to engage with people

Context

- 1 in 4 will experience poor mental health in any year
- Dame Carol Black conference – positive to hear that WCC is taking all the appropriate steps highlighted by leading professional in supporting MH.
- NHS England – 60% of adults with no previous history of poor MH have reported feeling anxious for 2 weeks or more during the pandemic
- HSE – 50% of sickness absence attributed to poor mental health
- 45% of sickness at WCC is attributed to MH issues (personal and workplace triggers)
- Most recent staff survey (April 2021) 95% of staff said they knew how to seek help internally for their mental health
- 80% of staff feel that their line manager is always/ mostly genuinely interested in their mental health and wellbeing.

Support during the pandemic

The pandemic led to the most serious challenges the country has faced across many dimensions and throughout that time public servants continued to provide services and additional essential services to support the national effort.

- Identified early on MH matters relating to pandemic and lockdown – sought to encourage staff to find their own release in highlighting a high range of things that can be done to work on mental health.
- In work support: publications "Not in the toilet times" – providing quizzes, riddles, fitness, walks, breathing, mindfulness – links to lots of apps – not just all fitness related.
- Encouraging Healthy eating, providing recipes
- Virtual all staff briefings, clear management instruction to hold team meetings and 'coffee catchups', regular CX briefings to staff
- Staff survey results indicate senior management communications was appreciated and effective.
- Recognition of all staff efforts through pin badge and certificate

General strategic response to support work/life balance

- Benchmarking of terms and conditions to ensure comparable with near neighbours
- Fitty Council and health check opportunity
- Fruit days

- In-house counselling service
- Introduction of Mental Health First Aiders
- Moving to a hybrid model of work maintaining service delivery and work/life balance

Training for staff

- General awareness about mental health
- Personal resilience
- workshops for managers to equip them to have conversations about MH (including effective listening, RTWI & Wellbeing Action Plans) 70% of managers attended to date
- Specific workshops on managing own mental health in the pandemic, supporting others, understanding anxiety, and managing suicidal conversations – 65 delegates so far

Supporting individuals

Staff can reach support internally or through our external provider for themselves or when affected by issues at work, key themes raised include

- anxiety, bereavement, suicidal thoughts, self-harm, supporting family/friends with poor MH, living with a significant diagnosis, supporting a child who is self-harming, financial concerns,
- Suicide prevention – including safety plans and post-suicide support
- Post-incident support following violent/traumatic experiences
- Wellbeing Action Plans

Appendix 3

Workshop 2 - Housing Support

31 March 2022

Introduction - Housing Service Overview - Gilly Knight

Research shows that housing and mental health is often linked. And those with longer-term mental health conditions are more likely to be on a low income, rely on social welfare support and are more vulnerable to homelessness. *'Compared with the general population, people with mental health conditions are one and half times more likely to live in rented accommodation, twice as likely to be unhappy with their home and four times as likely to say that it makes their health worse'* (Shelter Report 2021 – The impact of housing on mental health.)

We know that housing and mental health is closely linked and that a stable home is key to supporting someone with a mental health condition. A suitable home in a supportive community can give someone a safe and secure environment, and is important for recovery and maintaining good mental health. The quality of accommodation, its location, and security of tenure are all important aspects that contribute to managing mental health difficulties and to accessing other recovery services such as public health services, education and employment opportunities. The council has proactive services in place to support its own council tenants experiencing mental health difficulties through its social landlord role and supports wider community residents through its strategic housing role.

Council Landlord Role: Amber Russell, Service Lead - Housing Operations & Community Safety, Sarah Wallis, Housing and Social Inclusion Manager. 5174 council tenants and 400 Leaseholders. Involved tenant association 'Tenants And Council Together' (TACT).

COVID 19 Experience - Landlord service

- Changing systems, welfare calls to all sheltered tenants, personalised income recovery processes, and maintaining a more supportive holistic approach post COVID.
- Effect on the mental health of staff and tenants, isolation, working from home, lack of connection, fear of COVID. More staff facing more challenging and complex mental health presentations, reduced opportunities for team meetings and peer support during and post COVID.
- Welfare calls to tenants, regular contact, keeping in touch, accessing services – an average of 135 calls and 70 social isolation visits per month.
- Picking up prescriptions and delivering food parcels, building trust, and checking in with tenants. Acknowledge the increase in tenants presenting with multiple, diverse needs.

Tenancy Sustainment Team

- 27% of referrals in 2021/22 stated mental health as the main presenting issue and 24% of all clients said that their mental health had improved because of receiving support from the Tenancy Sustainment Team.
- Moving from crisis to early intervention and prevention work. Identifying tenants with a range of presenting issues who would benefit from mental health support services and assisting them to access these.
- New pre-tenancy screening for support needs and vulnerabilities so that tailored support can be provided at the beginning of a tenancy.
- Davina Emery's Mental Health specialism.
- Working closely with mental health teams and PCNs to provide consistent support for tenants.
- Improving the support pathway out of hospital.
- Coaching and supporting staff in working positively with tenants with a mental health diagnosis
- Mapping services, looking for gaps and procuring specialist services such as dual diagnosis support.
- New Financial Inclusion post – money and mental health advice and training
- New Wellbeing and Inclusion post – five ways to wellbeing, physical health, mental health, keeping connected, engaging, and learning, financial wellbeing.

Strategic Housing Role (Homelessness/Private Sector Housing/Temporary Accommodation/Housing Register function) Karen Thorburn, Service Lead - Strategic Housing.

The Strategic Housing Service is a tenure blind service for district residents including owner occupiers. Unlike our own council tenants when members of the public approach for housing advice and support little is known about their background, needs or characteristics. Households often present as a result of trauma such as homelessness, Domestic Abuse, MAPAA cases, prison leavers, care leavers and those with drug and alcohol issues, and mental health diagnoses. Homelessness itself is a very emotive subject and is often the end of someone's journey rather than the beginning with many missed support opportunities along the way. (Making every contact count (MECC)).

From April 21 to March 22, the service received 8 legislative 'Duty To Refer' from psychiatric hospitals. In the same period, the service completed 288 full housing assessments, 42% of these households (123 presentations) reported suffering with mental health difficulties.

COVID-19 experience – Strategic Housing.

- In March 2019, the government announced the 'every-one in' initiative and gave local authorities 24-hour notice to place everyone sleeping rough into accommodation (many went to hotels). There were restrictions imposed on sharing accommodation and this changed the landscape of homelessness services. Many support organisations had to change their model, which reduced the number of accessible beds. The council also had to change the

way it managed its temporary accommodation provision and adjust to looking after more entrenched rough sleepers many with a dual diagnosis or complex needs.

- Working against a backdrop of hotels closing, guidance changing on a daily basis, systems changing and with officers also dealing with their own COVID-related issues managers needed to adapt to support staff to manage their own mental health.
- COVID changes in eviction law and people furloughed saw the homelessness customer base go from predominately families to single persons.
- Those more entrenched rough sleepers brought in off the streets were housed in cohorts most with very complex needs, mental health issues and drug and substance misuse, It was a challenging time for managers and staff trying to keep everyone safe including themselves and their families. Particularly those staff working in the council's temporary accommodation sites.

Temporary Accommodation/emergency Housing - COVID Implications:

60 residents supported in council temporary accommodation. 43 residents sharing (bathroom/kitchen/laundry) resulted in creating COVID secure living measures.

- Daily calls to most vulnerable clients and twice weekly welfare calls to all.
- Ensuring all residents had access to food, medication and support to stay home during lockdown.
- Designating and timetabling bathroom use.
- Outbreak planning with local and HCC commissioned homelessness services.
- Supporting managers/staff working extra hours and with the anxiety of catching COVID themselves.

Temporary Accommodation/emergency Housing – post-COVID.

- 48 residents living in temporary accommodation.
- 18 residents with low-level mental health managed by local GP.
- 16 residents with high-level mental health under secondary mental health services with recent admissions to psychiatric hospitals, recent suicidal ideations resulting including paramedic callouts and safeguarding referrals.
- 15 safeguarding referrals over the past 4 months.
- Staff morale stretched and tested having witnessed upsetting events.

Supporting Staff with their mental health

The senior management team recognise their duty of care and of the importance of staff wellbeing. We are working with Jamie Cann about the specific training that can be offered to housing services to support and to explore the option to rollout supervision across housing teams. Other staff mental health support areas include:

- Sourcing staff wellbeing sessions.
- Developing a new training/staff support structure.
- Regular case reviews – reflective practice.
- Supervision structure and sessions.
- Safeguarding support and supervision including access to external trauma counselling.

- Learning from case reviews and formulating shared action plans.
- Review of lone working guidance and practice for housing Staff.
- Accessing relevant sector training which supports staff not only to work effectively with tenants/residents but to build resilience in themselves such as Trauma Informed approach training, hoarding training, support following child protection and MAPPA case meetings (not an exhaustive list).

Appendix 4

Mental Health Matters Task & Finish Group – Community (Steve Lincoln) Notes for meeting on Tuesday 26 April 2022

Introduction

- Refer back to Jamie (staff) and Gilly (tenants) – I'm here to talk about the council's role in wider mental health support
- me and role

Context

- **1 in 4** will experience poor mental health in any year
- **NHS England – 60% of adults** with no previous history of poor MH have reported feeling anxious for 2 weeks or more during the pandemic
- **PHE England identifies mental health vulnerabilities and inequalities** already present in our communities and includes those:
 - with pre-existing mental or physical health conditions
 - experiencing loss of income or employment
 - from deprived neighbourhoods
 - from ethnic minority communities
 - from lesbian, gay, bisexual, and transgender communities
- **High priority in Hampshire** - [Annual Report of the Director of Public Health for 20/21 titled “COVID-19: addressing inequalities in mental health and wellbeing across Hampshire”](#)
 - COVID-19 has had a huge impact on mental health and wellbeing
 - COVID-19 has had a disproportionate impact on the mental and emotional health of specific population groups
 - COVID-19 restrictions impact on vulnerable mental health shown in appendix 1 – highest impact in parts of the city centre

Crisis situations and targeted support

- Not our role
- Hampshire Adult Social Care team
- Hampshire Child and Adolescent Mental Health Services (CAMHS)

Prevention and early intervention

- Grants to organisations that provide early intervention and support
 - Winchester Youth Counselling £7,920
 - Trinity £55,000
 - The Beacon (Nightshelter) £13,000
 - Home-Start Winchester £8,000
 - Home-Start Hampshire £7,300
 - Winchester Street Reach £7,300
 - Winchester Young Carers £6,700
 - Footprints £1,800
 - Citizens Advice £195,000
 - MHA Winchester £7,400
 - Winchester GoLD £6,630

- The Carroll Centre £4,590
- See Cabinet report December 2021 ([CAB3323 Core funding grants programme 2022-2025.pdf \(winchester.gov.uk\)](#)) and extract in appendix 2
 - Increased services to meet a growing demand in mental health support for young people, providing a total of 160 counselling sessions.
 - 1,901 sessions offered to young people to support their mental health including counselling, walk & talk and de-stress, relax and chill sessions.
 - 141 people benefitted from access to the youth life skills café and community mental health information point.
- [5 steps to mental wellbeing - NHS \(www.nhs.uk\)](#)
 1. Connect with other people
 2. Be physically active
 3. Learn new skills
 4. Give to others
 5. Pay attention to the present moment (mindfulness)
- The council's role is generally as an enabler, not a direct service provider
- Sports and leisure facilities
- Playgrounds
- Parks and open spaces
- Support and encouragement to local communities in running and providing:
 - Community buildings
 - Grants and support to local interest groups, sports clubs etc.
 - Lunch clubs and social events
 - Opportunities to volunteer
- Core grant funding for Theatre Royal £147,000
- Provision of housing and benefits (mentioned by Gilly)

Networking and collaboration

- Step change during COVID
- New connections made and have been sustained
- Social prescribers, churches, CCG and HCC!
- Befriending was key

Appendix 1

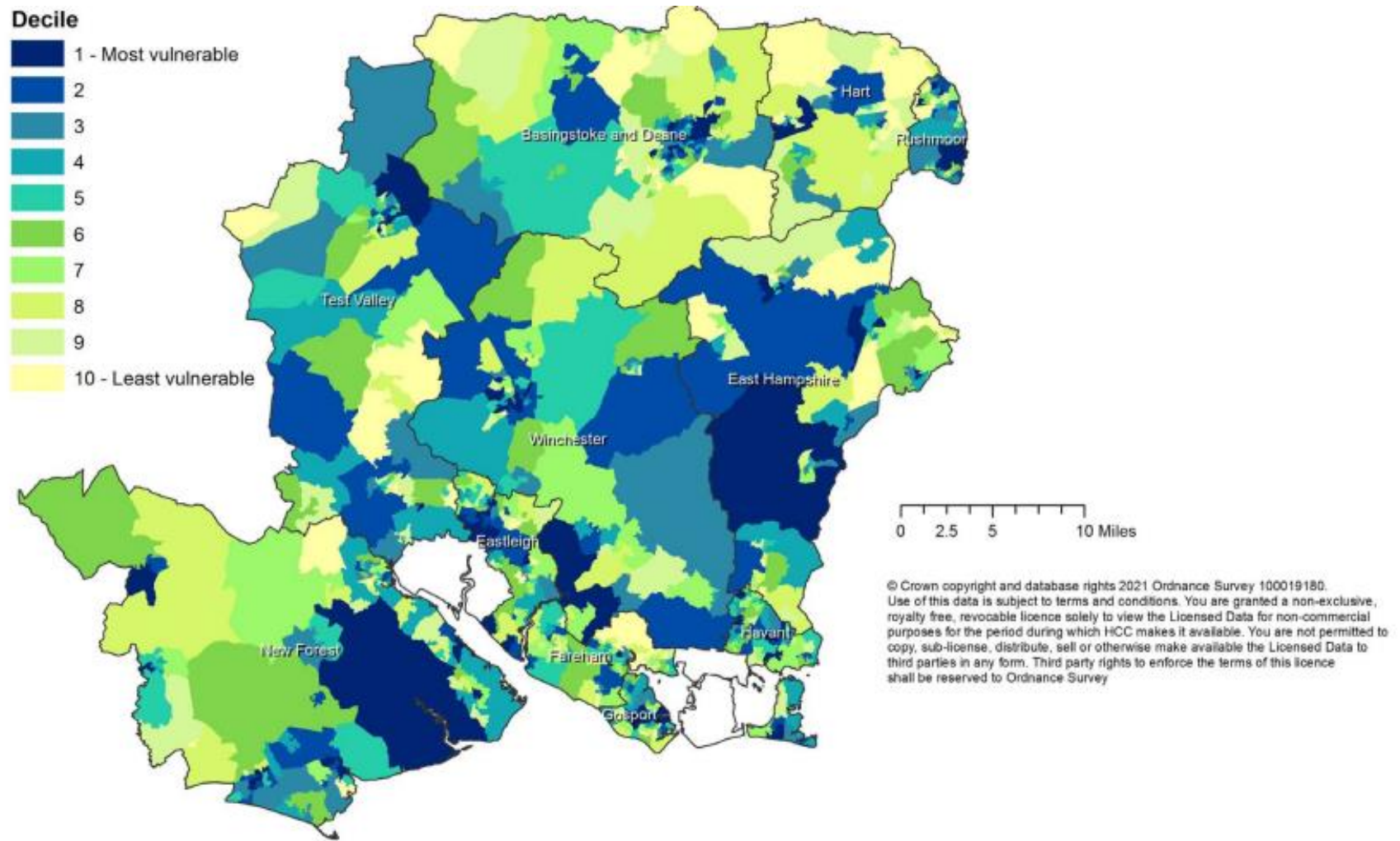
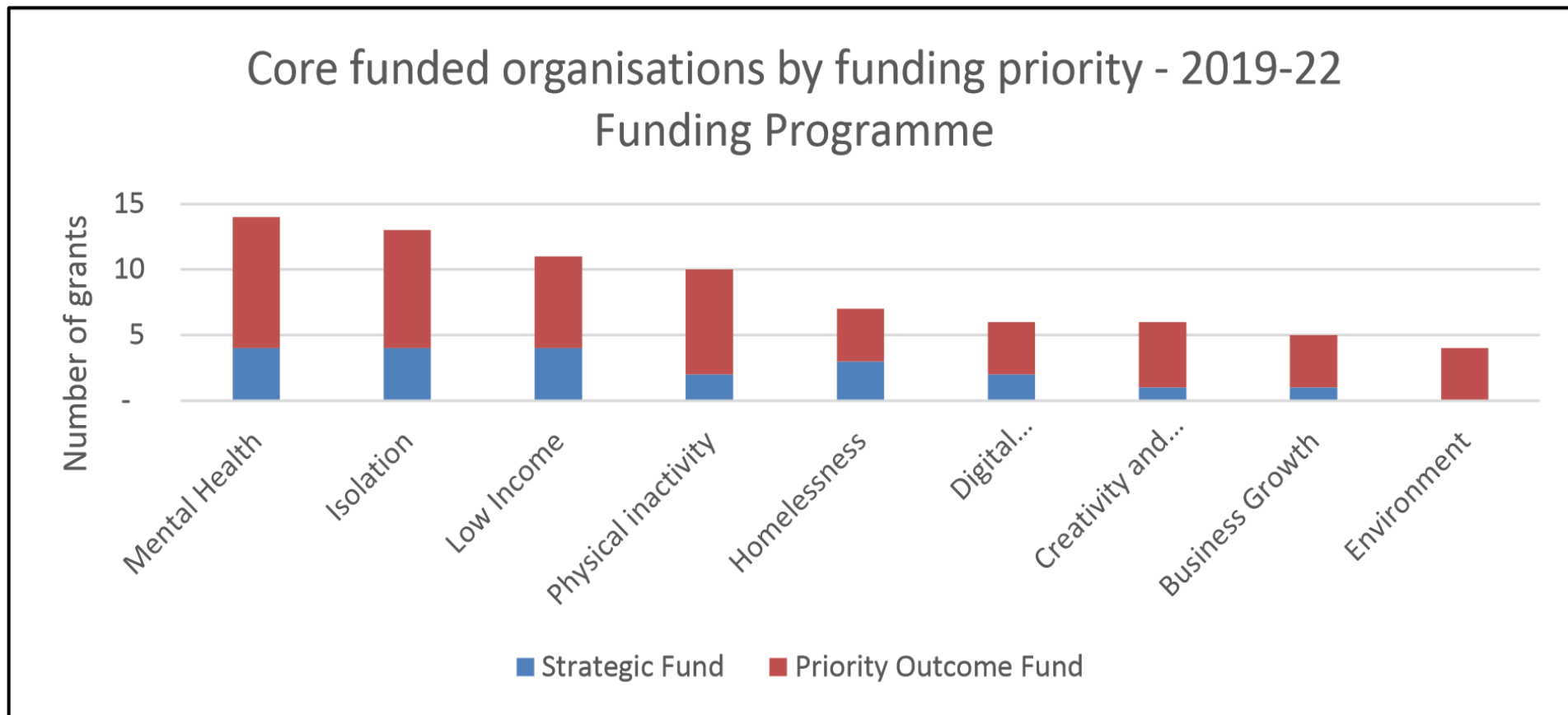


Figure two: Mental wellbeing vulnerability index for Hampshire



REPORT TITLE: QUARTER 1 FINANCE & MONITORING

07 SEPTEMBER 2022

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

Contact Officer: Dawn Adey Tel No: 01962 848 308 Email dadey@winchester.gov.uk

WARD(S): ALL

RECOMMENDATIONS

That the Scrutiny Committee:

1. Notes that the Performance Panel met on the 22 August 2022 to scrutinise the attached report, CAB3361 and its associated appendices. The minutes of the panel's meeting are 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 CAB3361, which is being presented to Cabinet on the 14 September 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: Q1 FINANCE AND PERFORMANCE MONITORING

14 SEPTEMBER 2022

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

Contact Officer: Dawn Adey Tel No: 01962 848 308

Email: dadey@winchester.gov.uk

WARD(S): ALL

PURPOSE

This report and Appendix 1 provide a summary of the council's progress during the period April to June (Q1) 2022 against the five priorities in the refreshed Council Plan 2020-25, adopted by Council on 24 February 2021.

Appendix 2 provides a financial update for both the General Fund and Housing Revenue Account (HRA) as of 30 June 2022.

Appendix 3 provides the data, where available, for Q1 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 4 includes highlight reports for each of the Council's 'Tier 1' programmes and projects.

Appendix 5 are the action notes of the Performance Panel meeting that took place on 22 August 2022.

RECOMMENDATIONS

That Cabinet notes the progress achieved during Q1 of 2022/23 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 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 22 August 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 7 September 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

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 - Budget deficit or unforeseen under or overspends.	Regular monitoring of budgets and financial position including forecasting to year end to	Early notification of unplanned under/overspends through regular monitoring allows time for

Risk	Mitigation	Opportunities
	avoid unplanned over/underspends.	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 4) that set out the progress of the council's 'Tier 1' projects. All information and data are as at the end of Q1 i.e., 30 June 2022.

The strategic key performance indicators included in Appendix 3 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 several 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 2023/24 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.

12 OTHER OPTIONS CONSIDERED AND REJECTED

None.

BACKGROUND DOCUMENTS: -

Previous Committee Reports: -

CAB3347 – Q4 Finance and Performance Monitoring dated 19 July 2022

Other Background Documents: -

None

APPENDICES:

Appendix 1 Council Plan 2020-25 progress update – Q1 April to June 2022

Appendix 2 Financial update to 30 June 2022

Appendix 3 Strategic Key Performance Indicators Q1 update

Appendix 4 Programme and Project Management – Tier 1 project highlight reports Q1

Appendix 5 Notes from Performance Panel meeting 22 August 2022

COUNCIL PLAN 2020–25

Q1 2022/23 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 first stage of energy efficiency works to city offices has been completed. These works were part funded via a grant of £250k from the Public Sector Decarbonisation Scheme and enabled replacement of all windows in the building. This will result in a saving of 160,380 kWh per annum equivalent to a reduction in emissions of 26 tCO₂e per annum. The procurement process for the installation of an air source heat pump has commenced which will reduce emissions further through replacement of the gas boiler. This will be funded from existing budgets, being part of the same PSDS grant.

Consultants WSP were selected to develop a roadmap to decarbonisation of the district and the first contract meeting held. This work will continue until September and will provide direction for the council's role in bringing about a reduction in carbon emissions by residents, businesses and all stakeholders across the district.

Carbon Literacy training sessions in May and June 2022 saw training delivered to a further eight members of staff. This brings the number of staff trained to 115, of which 71 have been certified as Carbon Literate and brings the council closer to achieving Carbon Literate silver accreditation, an accreditation that only two councils in the country have achieved to date.

The 2022 staff travel survey generated a 60% return rate, which was a significant increase in uptake compared to last year. Analysis and action planning will follow.

Eight members of staff participated in a coaching programme run by Involve to improve skills in climate engagement. Five places were free to the council as a result of a successful bid to be part of this national programme.

The Association for Public Service Excellence (APSE) held its latest regional energy network meeting in Winchester during June. Delegates attended from across the southeast region and heard from council officers and local stakeholders, as well as having an opportunity to inspect a hydrogen powered bus.

A highlight report for Q1 for the Carbon Neutral programme is included at Appendix 4.

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

Information gathered from a specialised carbon neutrality virtual information event and feedback from the Strategic Issues & Priorities consultation document have been used to inform the next stage of the Local Plan (Regulation 18 – draft Local Plan).

The draft Local Plan will include 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. In particular officers have been looking at options for new standards for residential development including Future Homes Standard and LETI, an emerging low carbon housing standard that measures embodied and whole life carbon in buildings and future proofs homes against the need for retrofit in the future.

A highlight report for Q1 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) generated more than 48,000 kWh during the 3-month period from April to June 2022, saving more than 11 tCO₂e.

The solar PV panels at Winchester Sport and Leisure Park generated 59,899 kWh during the period April to June 2022, and in its peak month generated 18% of the building's total consumption.

The next stage of the Local Plan (Regulation 18 – draft Local Plan) also includes Local Plan policies to promote and encourage increased renewable energy generation, which will be consulted on in the draft Regulation 18 Local Plan.

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

The council hosted its second Carbon Neutrality Open Forum (CNOF) event in June 2022 to discuss the energy crisis and climate change. An audience of 53 heard speakers from the National Energy Foundation, Winchester Area SuperHomes scheme, AgilityEco and Centre for Sustainable Energy, discuss links between fuel poverty and our carbon footprints, whilst offering sustainable solutions that will also help cut costs.

As mentioned in Appendix 1, Winchester City Council has secured funding from Low Carbon Across the South & East (LoCASE) to assist business owners undertake low carbon and energy efficiency adaptations to their businesses. More details can be found in Vibrant Local Economy below above section.

- **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 Q1 for this programme is included at Appendix 4.

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

The year 2 action plan has been published, which includes 75 actions of which four have already been completed and another 50 have started. Key actions include:

At Topfield in Kings Worthy, the wildflower meadow has established successfully and is full of invertebrate life with over 30 different botanical species counted. Path improvement has begun and will be completed in late July/early August, with a public engagement event in July to update residents on plans for the open space.

The road verge project has seen a more frequent monitoring programme implemented. With the assistance of New Leaf Alresford group, we are now undertaking monthly fixed-point photography surveys, so we have a record of how the verges are looking/changing throughout the season and across years. We recorded a variety of botanical species within the pilot verges and New Leaf Alresford group fed back very positively. A report on the project will come to the Health and Environment Policy Committee in September.

A Technical Advice Note on Biodiversity Net Gain is being written to guide development and planning and inform the Local Plan.

- **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 first quarter of the year, we achieved the following:

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

By the end of June, 158 Ukrainian families (275 individuals) had moved to Winchester district, with a further 69 families (214 individuals) expected. This is the highest number amongst Hampshire districts and a significant programme of support has been made available to them and their hosts. Weekly community support hub sessions were held at the Guildhall throughout June, providing confidential advice, guidance and support on housing, employment opportunities, information about benefits and financial aid initiatives as well as more general support. 188 visits were made by Ukrainians or their hosts, to speak with staff from the City Council, Citizens Advice, Department of Work and Pensions, Winchester Primary Care Network, Solent Mind, all supported by Ukrainian interpreters. A Winchester welcome guide was produced for Ukrainian guests, which includes information about life in the Winchester district and offer advice on currency, food prices, benefits, finding work and accessing specialised support services. A housing fact sheet was produced for our hosts and guests containing information on move on options, local housing allowance, details of private landlords and other useful information.

Rematching of the Ukrainians to new hosts is now underway. 948 potential hosts who initially expressed an interest have been contacted and 37 have responded to say that would still be interested in being a host. We have supported 3 rematches. 71 Ukrainians have been provided with housing advice, 12 have approached the council because they believed to be threatened with homelessness and 23 Ukrainians have been supported to apply onto Hampshire Home Choice.

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

core funding commenced in April 2022, with a new set of Strategic and Priority Outcomes Fund partners chosen for the next three-year period (2022-25). Grants totalling £480,014 were awarded to 16 organisations for 2022/23.

One example is Citizens Advice (CA), who support some of the most vulnerable residents across the district. Training of 200 people in local partner organisations as Advice First Aiders is helping to raise the profile of Citizens Advice and reach target groups. In addition, pop up outreach sessions have been delivered in several locations, alongside Wickham food pantry and the council's Ukraine support hub. CA's new mental health advice project successfully launched in April 2022 at Melbury Lodge, delivering three advice sessions per week.

A new Crowdfund Winchester campaign commenced in May 2022 to encourage more organisations to participate in this method of fundraising. Pledges have been made to 6 organisations totalling £18,500 with a variety of projects supported that will benefit residents across the district. Examples include Olive Branch Counselling to provide additional free/low-cost counselling sessions and Oliver's Battery Parish Council who are developing a more inclusive recreation ground for the local community.

The district small grants programme reopened for applications following the May 2022 elections and the first round of awards will be made following the grants panel meeting on 13 July 2022. Applications to date total £2,849.

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 (WSLP) celebrated a successful open day event with Olympic athletes present alongside more than 2000 people to celebrate its one-year anniversary since opening. The local community enjoyed a number of activities across the weekend and 93 children, from 43 schools, clubs and the Everyone Active Swim Lesson Programme enjoyed the 'Big Splash' with former Olympic athlete, Rebecca Adlington OBE headlining the poolside activities.

WSLP continued to perform well, with health and fitness membership stable over the three months at 4,685 and swim only membership averaging 386. The number of children that are having swimming lessons has remained stable at around 1,300 a month, despite continuing challenges in staffing

levels. The overall monthly attendance totalled 66,349 in May 2022 – the highest monthly total since opening.

The hydrotherapy pool has reached 90% occupancy Monday – Friday and operating times have been extended to cater for later evening sessions for block bookers. A disability swim session has been added on a Friday evening as well as sessions with the hydrotherapy pool for people with special educational needs.

Everyone Active launched free memberships to the following groups: cared for children / care experienced young people, Ukrainian refugees and individuals with Parkinson's. WSLP has provided 229 Ukrainian memberships, (one of the highest numbers in the South region) and 19 memberships for individuals with Parkinson's.

WSLP (and the sports stadium operated by University of Winchester) was selected to host the annual Hampshire School Games in June, with over 1,000 children in attendance. The event, led by local charity Energise Me, was targeted at less active young people who do not usually engage in exercise and more than 100 schools from across the county were invited to take part.

- **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**

Tender documents issued for construction of a new pavilion at KGV playing fields in Highcliffe and a grant of £450,000 secured from the Football Foundation towards the cost.

Fencing has been replaced at the North Walls ATP, following previous upgrades to the lighting.

At West of Waterlooville, foot path applications have been submitted to planning that will 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 was presented to the Health and Environment Policy Committee on 6 July 2022. Work on preparing a districtwide LCWIP will begin this summer.

Also see project highlight report for Q1 included at Appendix 4.

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

The replacement skate park at KGV in Highcliffe was installed and officially opened by the mayor in June 2022. The event featured a skate jam with competitions and live music, which attracted around 100 skateboarding, BMX and scooter enthusiasts from Winchester and surrounding areas.

Contractor appointed for the civil works to refurbish Abbey Gardens play area with work due to start in September. Tender for the play area installation will be issued in August for a winter start on site.

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

- **Develop Local Plan policies that promote healthy lifestyles in healthy surroundings**
- *Information gathered from a specialised Living Well virtual information event along with feedback from the Living Well topic in the Strategic Issues & Priorities consultation document have been used to inform the next stage of the Local Plan (Regulation 18 – draft Local Plan). The draft Local Plan includes a number of Local Plan policies in a new 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 1 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**

- *Feedback from the Next Generation Winchester project (which explored the challenges faced by younger people aged 18-35) along with the feedback from the Strategic Issues & Priorities consultation document and the three Local Plan Design workshops have been used to inform the next stage of the Local Plan (Regulation 18 – draft Local Plan). The draft Local Plan includes a range of policies in a Homes for All topic which will be consulted on in the draft Regulation 18 Local Plan.*

A highlight report for Q1 for the Local Plan is included at Appendix 4.

- **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 for the first Cabinet (Housing) Committee on 31 October 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 extreme weather periods inclusive of the heatwave. SWEP was

instigated throughout the first heatwave, 5 residents accessed SWEP throughout the first heatwave

In June 2022, Hampshire County Council has announced a budget cut of £360,000 across the eleven districts social inclusion services. The impact for Winchester is that there will be an overall reduction in spending of 17-20% from HCC. Within these cuts, the Beacon's funding will decrease to £24,500 from £62,544. Officers are working with members and the organizations effected to evaluate the impact this will have on service delivery and devise a plan on how to move forward.

The social Inclusion tender is up for a renewal in March 2023. The tender will be split into five lots, Winchester are in their own lot. This process will be started in September 2022 and the Service Lead for Strategic Housing will be part of the panel looking at the tenders.

Cabinet approved the Spending Plan for the Homelessness Grant 2022-23 totaling £308,247. The table below illustrates the spending plan approved.

Spending Plan 2022/23

Homeless Prevention Activity	Proposed Spend
Social Inclusion Grant to HCC	£50,000
Flexible Prevention and Rent Deposit Fund	£40,000
SWEP and Cold Weather Placements	£20,000
Young Persons Emergency Beds	£10,000
The Beacon	£10,000
Mental Health Step Out Pathway	£50,000
Homelessness Out of Hours Provision	£10,000
Enhanced Outreach Service	£20,000
Personalised Budget for Outreach Provision	£10,000
City of Sanctuary	£15,000
Staffing resource (Fixed term contracts)	£72,672
Total	£307,672

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 with the retrofit programme approved and with the recommendations acting as the project drivers and update themes for this

report (as set out below): 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. The formal contract variation to install additional insulation to voids is now in place. Due to industry demand the Contractor's Trustmark accreditation is delayed. The Contractor has moved to collating a team of Trustmark accredited installers (sub-contractors).
- Commencement of the retrofit works programme is due to start I/ in August (subject to materials availability) £150,000 set aside to support "match funding" bids for major retrofit programmes. Preparing a BID for SHDF funding. Awaiting feedback from BEIS regarding the eligibility of the proposed energy works, specifically Internal Wall Insulation in relation to BEIS's proposed cost caps. We have commissioned 6 Energy Assessments to establish the effects the energy proposals will have on typical examples of certain council homes. The results of the energy assessments will become evidence to support the SHDF Bid. The Swedish Homes examples will also be included within the SHDF bid
- £187,000 to address energy efficiency of communal areas in sheltered/communal housing schemes, including the installation of solar photovoltaic panels where appropriate. Sheltered and Communal Housing will undergo a process of data capturing through sub-metering. The strategy is to:
 - Understand energy usage through sub-metering, use data capturing to raise awareness and passively reduce energy use, assess the building for fabric first improvements, align services with council heating strategy as it emerges, and install renewables.
 - The first step required to manage Chesil Lodge's energy and carbon emissions is underway. The energy plan for Chesil Lodge is based on 3 steps: 1. Reduce temperatures 2. Clean the system and collect usage data 3. Add an Air source heat pump
- 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 convened in May 2022. Tenant reps to attend the formal carbon neutral panel in August/September. The 'decarbonising of voids' programme provides an opportunity to trial various heating systems with performance data fed back into the long-term heating strategy.
- That the council join the "Net Zero Collective" partnership to support the work of the above Panel. The SHFD programmes and Bids are taking

precedent. But a roadmap will be developed to Net zero using specialist consultants and in collaboration with Southampton University via Net zero solutions

- *The roadmap to decarbonise the council's housing stock will be essential to formulating the next step in our 2030 retrofit journey. We will begin installing monitors within retrofitted council homes, beginning the process of learning through data.*
- *An all-Member briefing on the council homes retrofit roadmap and Fire Safety (England) Regulations 2022 is to be delivered in the autumn.*
- *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 approved. The scheme is currently out to tender and will start on site in late 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 is 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**

Winchester City Council sponsored the Digital Innovation Award at the Winchester Business Excellence Awards which took place, in person, on 9 June 2022. At the ceremony businesses that used digital innovation and ideas to improve their business performance were recognised. The winner, Blue Apple Theatre, demonstrated how digital innovation can be used to improve people's lives by opening their performances to new audiences during the COVID-19 pandemic.

- **Focusing on a 'green economy' post COVID-19 and providing tailored, sector specific business support**

The new ten-year Green Economic Development Strategy (GEDS) two-year (2022 – 2024) action plan was approved at the Business & Housing Policy Committee on 21 June 2022.

A Business Growth Officer is currently being recruited to coordinate the council's work in implementing the actions arising from the strategy and in encouraging business start-up, growth and investment in the district.

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

As mentioned earlier in Appendix 1, Winchester City Council has secured funding from Low Carbon Across the South & East (LoCASE) to assist

business owners undertake low carbon and energy efficiency adaptations to their businesses

Meercat were appointed in May 2022 to assist the council in delivering this programme, accessing LoCase funding and supporting businesses to become zero carbon, reduce energy consumption and carbon emissions through the provision of one to one consultations, online webinars and events along with direct funding awards of up to 40% on expenditure (£10k maximum per business) along with green audits where more intensive work is required.

Support is free of charge and a dedicated webpage can be found at www.meercatassociates.com/winchester. Over twenty businesses have accessed the service since the launch receiving one to one support and attending two online webinars. One Winchester district business has already received funding with six other projects at an advance stage.

On Friday 17 June 2022 the Sustainable Business Network held a live event on Sustainable Transport at the University of Winchester. The attendees were given the opportunity to see alternative fuel vehicles and hear first-hand experience from their users. The exhibition included a range of different sized electric vans and cars plus electric bicycles, cargo bikes and an electric fleet vehicle. There was also an opportunity to tour the new West Downs Campus building which is aiming to achieve both BREEAM (Building Research Establishment Environmental Assessment Method) Excellent and the new Well Building standard.

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

Following the successful bid for £264,000 to the Department of Work and Pension's Flexible Support Fund in partnership with the local councils of Eastleigh, Winchester, New Forest and Test Valley two youth employment hubs have been formed at the Carroll Centre and Unit 12, Winnall. These provide specialist help and support to move young people from welfare benefits into employment. During this quarter 61 young people have received tailored support from this service with six going on to secure permanent employment and 43 taking up structured work experience placements creating a springboard into permanent employment.

An outreach Youth Hub event has also been planned to take place in the next quarter at Wickham Community Centre.

- **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 28 April 2022.

Two editions of Arts News have been issued in this quarter featuring spotlights on local creatives and/or organisations. Features have included new books launched including 'Power and Prejudice in Medieval England' which tells the story of Licoricia, opportunities for the creative sector, details of funding available as well as events.

The top three expressions of interests, from artists bidding to undertake the delivery of a mural in St Maurice's Covert, were offered the opportunity to submit a full proposal in the quarter. A range of press coverage was secured promoting the opportunity to the public to comment on each proposal via Winchester.gov.uk website. The artists went on to present their proposals to a panel of Officers, with representation from local councillors and the architect involved in the original public realm improvement programme. The panel has chosen the winning bid and the commissioned artist will be announced in the next quarter with work planned to take place in the late summer/early autumn.

The recruitment process commenced in this quarter to secure a Creative Sector Development Officer: Culture to support the council's programme of work in this sector. As a priority this post will support the collaborative development of a district-wide Sustainable Cultural Strategy, a key output on the first two-year Green Economic Development Strategy Action Plan.

Consumer marketing and promotion.

20,000 copies of the Destination Guide Winchester, 20,000 copies of Discover Winchester District's Market Towns and 10,000 maps for each of the three market towns (Bishop's Waltham, Alresford and Wickham), featuring listings of independent businesses, have been printed and distributed via the market towns, Winchester Visitor Information Centre and to a regional network of distribution points serviced by Brochure Connect.

Vacant window units have been wrapped with Visit Winchester branding and arts and culture focussed visitor-related messaging along St George's Street in the city.



Three B2C e-news were issued with an average open rate of 36% and click rate of 2.6% – including features on the new Shop, Eat, Explore Winchester film, release of new visitor guides and maps, the Queen’s Jubilee weekend events and activities at attractions across the district, the Queen’s Baton Relay, Independent Business Month, Armed Forces Day, Hares of Hampshire, free and discounted days out, festivals and events across the market towns in each. Two B2B e-newsletters were issued (33% open rate and 6.5% click rate) providing updates on Visit Winchester activity and campaigns and advertising packages for 2022, plus news from partners.

Seven themed blogs have been published on visitwinchester.co.uk including content on The Queen’s Jubilee weekend, Father’s Day, Armed Forces Day, Independent Business Month, the Duchess of Cornwall’s visit to Jane Austen’s House and vegetarian and vegan Winchester (to coincide with National Vegetarian Week). ‘Have a right royal half term in the Winchester district’ and ‘Prepare for The Queen’s Platinum Jubilee’ received the highest page views at 904- and 774-page views, respectively.

[Visit Winchester](http://www.visitwinchester.co.uk) website continues to be a key go to platform for visitors and residents to find out information about the district to inform their leisure time and spend decisions. Sessions continue to outstrip performance in previous years. For quarter one sessions were up by 31.39% compared with the same period in 2021 (103,642 vs 78,879) (and up by 206.58% compared with the same period in 2020, the very start of the pandemic). Number of users increased by 29.74% compared with the same period in 2021 (84,355 vs 65,021) (and up 193.13% compared with the same period in 2020, the very start of the pandemic). This equates to an average of 28,118 users per month for this period in 2022 vs 21,674 in 2021 (9,592 in 2020).

Discover Winchester PR Consultant continues to secure high profile press coverage. A key press trip this quarter resulted in a half page article in the 11 June printed edition of the Daily Mail on Saturday and evergreen content on [dailymail.com](https://www.dailymail.com) ([Britain at its best: Exploring handsome Winchester, a city brimming with historic treasures | Daily Mail Online](https://www.dailymail.com/travel/feature/Britain-at-its-best-Exploring-handsome-Winchester-a-city-brimming-with-historic-treasures-Daily-Mail-Online), circulation: print - 1m, digital - 4.1m (worldwide)). In addition, the Discover Winchester PR consultant has recruited a voluntary team of ambassadors who will tell the story of Winchester through press, PR and social media, using themes including heritage, cultural, wellness, sustainability, family, food & drink and STEM.

Compared with quarter 4 (2021/22), Visit Winchester Twitter impressions reached 97.2k, with an average engagement rate of 1.8% for quarter 1. Visit Winchester Facebook audience reach and engagement for quarter 1 is slightly down (7%) but impressions are up (13%) compared with quarter 4. Visit Winchester Instagram impressions are up (20%), and reach is up (35%) but the engagement is down (18%) for quarter 1 compared with quarter 4. Whilst the council's intervention in social media platforms engaging consumers in the district's visitor economy has historically performed well, these recent changes is hoped to be offset through the introduction of Instagram and Facebook reels as new functionality to aid engagement.

Performance of social media content worthy of particular note includes the 'Did you know?' posts on Facebook (highest performing reach for one post was 2,170 people) and 74 click throughs to the Jewish trail on visitwinchester.co.uk. The top performing Instagram post reached an audience of 804. The most successful post on Twitter for quarter 1 included information about Jane Austen's House at Easter at Jane Austen's House (reach of 2,809 and 70 engagements).

Visit Winchester continues to be represented at a Tourism Southeast 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

The initial High Streets' Priorities Plan, a tactical approach to the immediate challenges brought about by COVID-19 ended on 31 March 2022. It was agreed at the Business & Housing Policy Committee on 21 June 2022 that ongoing activity will be delivered through existing and emerging work programmes resulting from the Green Economic Development Strategy first two-year action plan.

The initial High Streets plan was aligned with the Welcome Back Fund which supported the delivery of a number on initiatives in this quarter, outlined below.

Welcome Back Fund

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, and the event took place over the middle two weekends in April 2022. The tickets were free and fully sold out (800) in the first couple of days of becoming available. The purpose of the programme was to drive footfall and support businesses in attracting visitors to the high street and neighbouring areas.

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 Southeast 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 Southeast was received at the end of March 2022 and the finding are currently under review.*
- *The Retail Group were commissioned to conduct a review of the street market provision across the district. The final report has been received which includes a survey of current businesses and market traders, along with recommendations for future development. The Council is considering the recommendations and will be sharing the findings in the next quarter along with a review of the street market operations in the city.*

Promoting our independent businesses and supporting start-ups.

In the last quarter a food map to highlight and promote some of the local producers across the Winchester district has been created working with the local food producers' group, Hampshire Fare. From wasabi and trout to lavender and gin, the map shows the choice for visitors and residents who want to support and shop local across the district. To find out more go to [Food & drink - Visit Winchester](#).

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.***

MEL Research completed the 2022 Resident's and Young Person's Survey on behalf of the council having interviewed 1600 residents and 500 young people aged between 18 and 24 from across the district. The results from both surveys will inform the next refresh of the Council Plan and published on the council's website.

In Q1 2022/23 there was a decrease of 11% in the volume of complaints opened and closed in the quarter compared to Q4. In comparison to Q1 2021/22, this is a 14% decrease.

The percentage of closed complaints either partially upheld or fully upheld in Q1 decreased to 61% 76% in Q4.

Further guidance and training are being rolled out in Q2 to colleagues on the use of partially upheld and fully upheld to ensure that these definitions are applied consistently across the organisation.

- **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 The Scrutiny Committee.

The Strategic Key Performance Indicators in Appendix 4 of this report are also published on the Winchester City Council website [Access to data - Winchester City Council](#). 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 Q1. Residents have several options available and the on-line renewal and payment by direct debit has been improved to encourage this as the option of choice.

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

Cabinet at its meeting on 22 June 2022 approved the establishment of a Members' Equality, Diversity and Inclusion Forum to engage and communicate with our communities and local organisations to better understand issues around equality, diversity and inclusion within the district. The date for the first meeting of the Forum is currently being arranged.

- **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.

FINANCIAL UPDATE

AS AT 30 JUNE 2022

This section presents a summary of the council's financial position as of 30 June 2022 with regard to the General Fund and Housing Revenue Account budgets.

General Fund Revenue

Summary

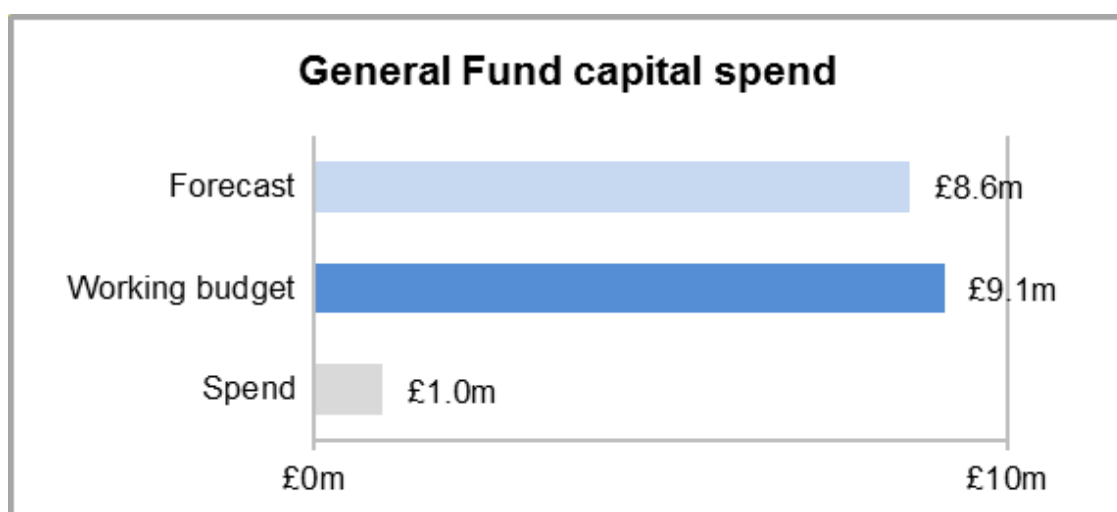
1. A balanced 2022/23 budget was set by Council in February 2022 (CAB3335 refers) alongside a new 'Exceptional Inflation Pressures' earmarked reserve to reflect the considerable risks around contract and pay inflation. This reserve has sufficient balance to cover the forecast increased costs identified below.
2. Inflation has continued to increase beyond expectations, including very significant increases in utility costs. It is now considered prudent to forecast that inflation will remain at higher-than-expected levels for the medium term and therefore forecast costs will increase both in 2022/23 and over the medium term. The key elements relating to 2022/23 are:
 - a) Contract inflation is now forecast to average 7% over 2022/23 (4% was budgeted) which is an additional baseline cost of £326k. This is below current inflation levels because many contract costs for 2022/23 are based at least in part on inflation levels prior to April 2022.
 - b) Pay inflation is now forecast at an overall 5% increase from April 2022 (2% was budgeted) at an additional baseline cost of £508k.
 - c) Utility inflation is forecast to increase by up to 250% which would increase 2022/23 costs by c£300k. The majority of the increase relates to electricity costs as the general fund electricity to gas cost ratio is approx. 90:10.
3. Considering the above factors, a forecast overspend for 2022/23 is now projected at £0.943m. It is important to note that this is not a formal revision to the 2022/23 budget and forecasts will be kept under review monthly and refreshed for Q2 reporting. The other key variances and full year variance forecasts for Q1 are listed below:
 - a) Car Parking income for the full year is forecast at £7.0m against a budget of £8.3m (an adverse variance of £1.3m). Whilst income is at a higher level in Q1 22/23 compared to Q1 21/22 there is not enough of an increase so far to bring income closer to budget. One area of significant reduction is season tickets, commuters would need to return to Winchester on a daily basis in order to return to previous levels.

- b) A Covid contingency budget of £1.278m offsets a significant proportion of the above adverse forecast. A phased return to budgeted income levels was planned and budgeted over a four-year period ending in 2023/24.
- c) Building Control and Market income are forecast to be a combined £190k lower than budget and will need review as part of the 2023/24 budget process.
- d) Grounds Maintenance and Waste and Recycling budgets are forecast to be overspent by £460k which is in line with the 2021/22 outturn. These budgets will need review as part of the 2023/24 budget process.
- e) Tree works are expected to overspend by c£100k in 2022/23 due to the high volume of works currently being identified. Some of this cost will relate to the town account and the town/district split will need to be drawn up.
- f) Business Rates Retention funding is forecast at £513k above budget. This revised forecast takes into account 2021/22 outturn and reflects the removal of any previous negative Covid effects and is instead based on a continual increase in funding as seen in the last few years.
- g) Net interest receivable is forecast to achieve an additional £300k of income above budget. This is mainly resulting from higher than budgeted investment rates due to the recent increases in the base interest rate. The additional income is based on an average rate of 1.1% (excluding LAMIT investments).
- h) Recycling income is forecast to be £150k above budget. This is in line with 2021/22 outturn and reflects the current high rates of return being achieved for glass and MRF.

<u>General Fund Budget Forecast 2021/22 (£000)</u>	<u>Expenditure</u>	<u>Income</u>	<u>NET</u>
Environment	18,634	(11,242)	7,392
Living Well	5,455	(432)	5,023
Homes for All	2,844	(284)	2,560
Vibrant Local Economy	1,745	(544)	1,201
Your Services, Your Voice	7,564	(1,956)	5,608
TOTAL before funding	36,243	(14,458)	21,785
TOTAL Funding			(20,842)
FORECAST BUDGET UNDERSPEND			943

General Fund Capital

1. General Fund capital expenditure to the end of June was £1.0m of which the majority relates to four projects: Disabled Facilities grants (£0.22m); CIL funded community grants (£0.2m); KGV Skate Park (£0.12m); and the decked car park at the former Vaultex site (£0.11m).
2. Capital budgets for 2022/23 were revised for brought forward balances and other changes as part of the General Fund 2021/22 outturn reported to July cabinet and this is reflected in the working budget below.
3. The full year budget and forecast below excludes £20.5m in respect of the Strategic Asset Purchase scheme (SAPS). This budget will only be spent if suitable assets are identified. There have been no SAPS purchases to date in 2022/23.



4. Expenditure on key projects in Q1 of 2022/23:

- **Winchester Sport & Leisure Park** Total Budget: £43.24m

Exp: Prior years £42.887m Q1 £0.05m Total £42.937m

Work commenced on site in 2019 and, despite the significant challenges presented by Covid-19, the new park officially opened on 29th May 2021. Final contract closure negotiations are anticipated to be completed in 2022/23.

- **Decked car park at Barfield Close** Total Budget: £6.45m

Exp: Prior years £6.4m Q1 £0.11m Total £6.51m

The former Vaultex site at Barfield Close provides just under 300 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 at the site as well as a green “living wall” which helps improve air quality and minimises the visual impact of the

site. The project completed in spring 2022 with final contract payments to be made in 2022/23

• **Disabled Facilities Grants** *Total Budget: £1.23m*

Expenditure: recurring Q1 £0.22m

During the period 1 April to 30 June £217,000 of grants were paid over.

Such grants enable residents of private and / or social housing who are disabled or have a mobility or other limiting condition to apply for adaptations to be undertaken in their home. Adaptations can include the installation of stair lifts, level access showers, kitchen adaptations or ramping etc. and enable residents to remain in their homes rather than having to move, go into hospital, or into residential care.

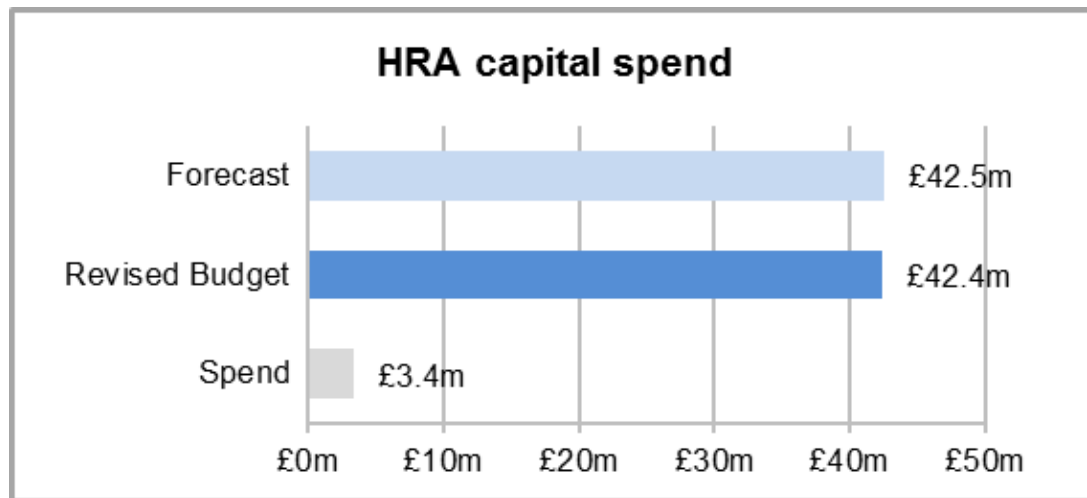
Housing Revenue Account 2022/23

	Housing Revenue Account				
	Budget		Forecast		Notes
	Income	Expenditure	Net contribution / (spend)	Full Year Outturn	Full Year Variance
	£'000	£'000	£'000	£'000	£'000
Rent Service Charges & Other Income	29,113	0	29,113	29,113	0
Housing Management General	164	(5,914)	(5,750)	(5,750)	0
Housing Management Special	1,155	(3,070)	(1,915)	(1,915)	0
Repairs (including Administration)	101	(6,814)	(6,713)	(6,713)	0
Interest	0	(6,689)	(6,689)	(6,689)	0
Depreciation	0	(8,635)	(8,635)	(8,635)	0
Capital Expenditure Funded by HRA	0	0	0	0	0
Other Income & Expenditure	29	(7)	21	21	0
	<u>30,561</u>	<u>(31,129)</u>	<u>(568)</u>	<u>(568)</u>	<u>0</u>
Working Balance at 1 April 2022			<u>16,427</u>	<u>16,427</u>	<u>0</u>
Add Surplus / (Deficit)			<u>(568)</u>	<u>(568)</u>	<u>0</u>
Projected Working Balance at 31 March 2023			<u>15,859</u>	<u>15,859</u>	<u>0</u>

Notes: The year the end of quarter one forecast for the revenue outturn remains one of spending to budget

HRA Capital

As part of closing the likely spend in 2022-23 has been reviewed by budget managers in light of slippage and ability to deliver programmes of spend. At the end of quarter one the forecast outturn is largely in line with the revised budget.



Housing Revenue Account

Capital 2022/23

HRA Capital Programme

	Budget	Forecast Outturn	Variance	Notes
	£'000	£'000	£'000	
Housing Major Works	(5,672)	(5,672)	0	
Improvements and Conversions	(553)	(579)	(26)	
Other Capital Spend	(2,324)	(2,324)	0	
New Build Programme	(33,820)	(33,885)	(65)	
	(42,369)	(42,460)	(91)	

Notes

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 are in a separate table followed by KPIs with less frequently available data.

A column has been added to capture helpful commentary where applicable for each of the KPIs.

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%

QUARTERLY KPI's

	REF	What we want to achieve	KPI Definitions	Cabinet Member	Polarity	Previously reported of data	Q1 (21/22)	Q2 (21/22)	Q3 (21/22)	Q4 (21/22)	Q1 (22/23)	RAG Status	KPI Target 2022/23	Comments
Tackling Climate Change	TCE02	Reduced levels of waste and increased recycling, exceeding national targets	Percentage of household waste sent for reuse, recycling and composting	Climate Emergency	Higher = better	20/21 audited figure 40.5 %, 2nd highest in Hampshire (2019/20) unaudited 38.1%	40.91	41.79	38.20	35.56	42.06	Unaudited and subject to change	Increase against 2019/20 outturn	Whilst unaudited, shows a positive increase in recycling against 2021/22 outturn
	TCE03	Reduced levels of waste and increased recycling, exceeding national targets	Kgs of domestic residual waste collected per household	Climate Emergency	Lower = better	449kg (2019/20) unaudited audited fig for 20/21 475kg best figure in Hampshire	106.57kg	104.91kg	103.42kg	103.93kg	100.03	Unaudited and subject to change	Reduction against 2019/20 outturn	Whilst unaudited shows a positive decrease against 2021/22 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	Climate Emergency	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 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%	Centre 68.2%, Park and walk 17.4%, Park and Ride 14.3%	2021/22 centre 70%, Park and Walk 16%, Park and Ride 14%	To be developed	Parking numbers returning to similar numbers before the outbreak of the pandemic in 2020

	REF	What we want to achieve	KPI Definitions	Cabinet Member	Polarity	Previously reported of data	Q1 (21/22)	Q2 (21/22)	Q3 (21/22)	Q4 (21/22)	Q1 (22/23)	RAG Status	KPI Target 2022/23	Comments
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	Business & Culture	Higher = better	N/A – new indicator	54,334	169,493 (Year to date 223,827)	153,561 (Year to date 377,388)	187,182 (Year to date 564,570)	186,722 (Year to date 373,904)		500,000	
Homes for All	HA06	Diverse, healthy and cohesive communities - not just homes	No. of new homes started or in progress / completed	Community & Housing	Higher = better	Started 121 Completed 21	Started 0 Completed 112	Started 0 Completed 0	Started 129 Completed 0	In progress 129 Completed 0	In progress 129 Completed 0	Not applicable	Complete 121 Start 85	
Vibrant & Economy	VLE13(a)	Increased opportunities for high quality, well-paid employment across the district	% Of procurement spend with local suppliers – Revenue spend	Business & Culture	Higher = better	21.99% (19/20) 24.50% (20/21)	16.67%	23.70%	19.50%	26.87%	23.64%		Min 25% Revenue	
	VLE13 (b)	Increased opportunities for high quality, well-paid employment across the district	% Of procurement spend with local suppliers – Capital spend	Business & Culture	Higher = better	46.60% (19/20)	75.85%	48.28%	49.72%	81.99%	82.13%		Min 25% Capital	
Your Services Your Voice	YSYV04	Improved satisfaction for our services	Percentage of closed complaints upheld or partially upheld (Total number of complaints closed in Qtr. shown in brackets)	Finance and Value	Lower = better	59% 2019/20 51% 2020/21	51%	42%	66%	76%	61% (67)		58.75% (average for 2021/22)	
	YSYV05		No. of valid Ombudsman complaints	Finance and Value	Lower = better	1 -2018/19 2 -2019/20 0 -2020/21	0	0	1	0	0		0	
	YSYV06	High accessibility and usage of our services	Availability of WCC critical infrastructure services excluding planned downtime - email - storage	Finance and Value	Higher = better	<u>2019/20</u> Email 100% Storage 100% Storage 100% Telephony 97.96% DMS 100%	Email 100% Storage 100% Telephony 99.52% DMS 100%	Email 100% Storage 100% Telephony 99.71% DMS 100%	Email 100% Storage 100% Telephony 98.17% DMS 100%	Email 100% Storage 100% Telephony 98% DMS 100%			≥ 99.5%	

REF	What we want to achieve	KPI Definitions	Cabinet Member	Polarity	Previously reported of data	Q1 (21/22)	Q2 (21/22)	Q3 (21/22)	Q4 (21/22)	Q1 (22/23)	RAG Status	KPI Target 2022/23	Comments
		- telephony - document management system(s)(DMS)			Telephony 99.5% DMS 100% <u>2020/21</u> Email 100% Storage 100% Telephony 98.18% DMS 100%								
YSYV07	Improved satisfaction for our services	Efficient waste collection services - missed bin collection report	Finance and Value	Lower = better	AWCQ1 2019/20 68.89 per 100k bin collections AWC Q1 2020/21 57.79 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	AWC 60/100k bin collections		Contract compliance	

ANNUAL KPI'S

AREA	REF	What we want to achieve	KPI definition	Cabinet Member	Lead CHoS	Polarity	2019/20	2020/21	2021/22	KPI Target 2021/22	Notes on data availability	Comments
TRACKING CLIMATE EMERGENCY	TCE01	Winchester City Council to be carbon neutral by 2024	WCC carbon emissions	Climate Emergency	Economy & Community	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	Climate Emergency	Regulatory	Lower = better	13.33% contamination from 43 samples. Second best of Hampshire authorities	16.33% from 61 samples. Fifth best in Hants, and below average of 17.54%	18.95	Reduction against 2018/19 outturn - 13%		
	TCE05	Everything most residents need should be in reach by foot, bike or public transport	No. bus users	Climate Emergency	Head of Programme	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	Climate Emergency	Head of Programme	Lower = better	Average daily traffic flows (HCC source) St Cross Rd 13,500 Stockbridge Rd 7,300 Andover Rd (N) 12,000 St Cross Rd 9300 NB 2020 traffic figs severely distorted	2020 traffic flows severely distorted	Average daily traffic flows (HCC source) St Cross Rd 11,000 Stockbridge Rd 6,130 Andover Rd (N) 9,800	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	
	TCE08	The Winchester district to be carbon neutral by 2030	District carbon emissions - annual report - year on year reduction	Climate Emergency	Economy & Community	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 will not see extent of impact from the pandemic until 2023
	TCE09	The Winchester district to be carbon	Produce Local Plan - plan adoption	Climate Emergency	Regulatory	N/A	N/A – new indicator	Consultation on Strategic Issues and Priorities took	Representations collected to the end of April 2021 have been	Deliver Plan to adoption in accordance with Local Development Scheme	Members have now been briefed on the dates of the Reg 18 LP consultation which will now take place	Over 2,200 representations were submitted as Local Plans teams had to adapt to new ways of engaging. The LP team will

AREA	REF	What we want to achieve	KPI definition	Cabinet Member	Lead CHoS	Polarity	2019/20	2020/21	2021/22	KPI Target 2021/22	Notes on data availability	Comments
		neutral by 2030					Evidence base being developed.	place for 8 weeks and closed 12/4/21	analysed & reported to a series of Local Plan Advisory Group meetings. This information has been used to help inform the Draft 18 Local Plan. Discussions have taken place with parish /town councils regarding the selection of sites to meet the council's development strategy. Further assessment work is now being undertaken on the shortlisted SHELAA sites to identify which sites should be being included in the Reg 18 LP.	which was updated on the 21 July 2021.	on the 2 Nov 2022 – 14 December 2022.	review and build on the back on the success of the SIP consultation to identify ways of engaging with as many people as possible on the Reg 18 LP consultation.
	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	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	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	Number and percentage of all parish councils (Inc.	Climate Emergency	Economy & Community	Higher = better	N/A – new indicator	4%	69%	25%	Updated annually after the end of each financial year	WCC is providing grant support to Winchester Action on Climate Change (WeCAN) in 2022-23 to build capacity.

AREA	REF	What we want to achieve	KPI definition	Cabinet Member	Lead CHoS	Polarity	2019/20	2020/21	2021/22	KPI Target 2021/22	Notes on data availability	Comments
		neutral by 2030	Town Forum) that have local carbon reduction action groups / campaigns									
	TCE13	The Winchester district to be carbon neutral by 2030	Number of people participating in carbon reduction event per year	Climate Emergency	Economy & Community	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	Lower = better	St Georges St 2018: 41µg/m ³ 2019: 39µg/m ³ (<i>First 6 months only</i>) Chesil St & Romsey Rd 2018: 47.5µg/m ³ 2019: 47.2µg/m ³ (<i>First 6 months only</i>)	<u>2020 Data</u> St Georges St 26.9µg/m ³ Romsey Road 40.8 µg/m ³ (Note: 2020 data is atypical as 'Covid' Year)	Data expected to be validated and informing 2021 ASR in June 22	Review extent of AQMA & up-date 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 PM _{2.5} standards by Oct 2022.	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 2021.	
LIVING WELL	LW01	Reduced health inequalities	Inequality in life expectancy at birth (male)	Community & Housing	Economy & Community	Lower = better	2018 – 5.8 years 2019 – 5.9 years	2020 – 4.7 years	Data not yet available (checked 27/07/22)	≤ 4.7 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)	Community & Housing	Economy & Community	Lower = better	2018 – 6.4 years 2019 – 4.6 years	2020 – 3.5 years	Data not yet available (checked 27/07/22)	≤ 3.5 years	Data has not been released by ONS. Review date unknown	Relevant data not yet available from ONS.
	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	Community & Housing	Place / Economy & Community	Higher = better	23 organisations	23 organisations	30 organisations	+10%	Data collected at the end of each financial year.	

AREA	REF	What we want to achieve	KPI definition	Cabinet Member	Lead CHoS	Polarity	2019/20	2020/21	2021/22	KPI Target 2021/22	Notes on data availability	Comments
			develop the offer									
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	Community & Housing	Services / Housing	Higher = better	60%	62%	Data not yet available	66%	Next update due September 2022	
	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	Community & Housing	Services / Housing	Higher = better	96.48%	96.54%	100%	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	Community & Housing	Services / Housing	Higher = better	New dataset from ONS started 2020	Owner Occupier 34.25% Private Rented 36.82% Social 61.71% Total: 48.10%	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	
	HA03	Diverse, healthy and cohesive communities – not just homes	No. of domestic properties in the district, previously No. of households in district (all tenures)	Community & Housing	Services / Finance	Higher = better	54,017	54,584	55923	Trend data for monitoring only	Data collected in March each year. Next update March 2023.	
	HA04	No one sleeping rough except by choice	No. of rough sleepers	Community & Housing	Services / Housing	Lower = better	N/A	7	3	Trend data for monitoring only	Rough Sleepers count was conducted on the 10 November 2021. 3 were found (2 were from out of area). All 3 have now been accommodated. A desk top midyear count was conducted in May 2022 and 2 were found.	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 housing property.
	HA05	Diverse, healthy and cohesive communities – not just homes	1000 new homes planned (10-year supply). No. completed each year,	Community & Housing	Services / Regulatory	Higher = better	N/A	N/A	To date 121 completed with a further 129 on site	1000 over 10 years	New indicator decided in March 2021. Next update in May 2023	economic downturn and nutrient neutrally targets will impact housing delivery in the short to medium term

AREA	REF	What we want to achieve	KPI definition	Cabinet Member	Lead CHoS	Polarity	2019/20	2020/21	2021/22	KPI Target 2021/22	Notes on data availability	Comments
			commencing 2021/22									
	HA07	Diverse, healthy and cohesive communities – not just homes	WCC housing stock, directly owned, housing company	Community & Housing	Services / Housing	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	Business & Culture	Place / Economy & Community	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	Business & Culture	Place / Economy & Community	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	Business & Culture	Place / Economy & Community	Higher = better	£39,714	ONS has not released data	See notes	Trend data for monitoring only	Data collected each January	Data £39,714 is the latest data available on the ONS website
	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	Business & Culture	Services / Regulatory	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	
	VLE05	More younger people choose to live and work in the district	Percentage of residents aged 25-35 years old	Business & Culture	Place / Economy & Community	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	Checked ONS – no update since June 2021 – next update due Sept 2022	May decrease if fewer job opportunities exist for young people

AREA	REF	What we want to achieve	KPI definition	Cabinet Member	Lead CHoS	Polarity	2019/20	2020/21	2021/22	KPI Target 2021/22	Notes on data availability	Comments
	VLE06	A shift to a greener, more sustainable economy	No. of businesses engaged on carbon reduction measures/projects	Business & Culture	Place / Economy & Community	Higher = better	Figures not yet available	172 businesses	78 businesses joined events live (virtual and in person) and a further 199 downloaded content at a later date	Baseline to be set when data available		
	VLE07	A shift to a greener, more sustainable economy	Crowd funder grants offered for green projects	Business & Culture	Place / Economy & Community	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 Q1 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	Business & Culture	Place / Economy & Community	Higher = better	2.6 days domestic 6.7 days overseas	0.25m bed nights (domestic) 0.13m bed nights (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	Business & Culture	Place / Economy & Community	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	Business & Culture	Place / Economy & Community	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	Deliver tourism marketing activities alongside sector and key stakeholder	Business & Culture	Place / Economy & Community	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 Q1	

AREA	REF	What we want to achieve	KPI definition	Cabinet Member	Lead CHoS	Polarity	2019/20	2020/21	2021/22	KPI Target 2021/22	Notes on data availability	Comments
		and have a compelling, competitive visitor offer)	engagement to influence Winchester's competitive position comparative with the Southeast and all of England, strengthening the number of trips to Winchester								report will include an annual summary	
	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	Business & Culture	Place / Economy & Community	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.	Contract ended in June 2021 so no further data available

SIX MONTHLY KPI'S

ARE A	REF	What we want to achieve	KPI definition	Cabinet Member	Lead CHoS	Polarity	2019/20	2020/21	2021/22	KPI Target 2021/22	Notes on data availability	Comments
Living Well	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	Community & Housing	Economy & Community	Higher = better	June 2018 – May 2019 72.6%	June 2019 - May 2020 70.5%	June 2020 - May 2021 71.7%	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 May 2022 is due October 22	Activity levels have returned to pre-lockdown levels.
							Dec 2018 – Nov 2019 71.4%	Dec 2019 – Nov 2020 71.0%	Dec 2020 – Nov 2021 73.7%			

BI-ANNUAL KPI'S

ARE A	REF	What we want to achieve	KPI definition	Cabinet Member	Lead CHoS	Polarity	2019/20	2020/21	2021/22	KPI Target 2021/22	Notes on data availability	Comments
YOUR SERVICES, YOUR VOICE	YSYV01	Improved satisfaction for our services	Residents' Survey – satisfaction with the way the council runs things	Finance and Value	Resources / Strategic Support	Higher = better	79%	N/A	Data not yet available	≥ 79%	Survey fieldwork completed and data to be published during Q2.	
	YSYV02		Tenants' Survey – satisfaction with the overall service provided by the council	Finance and Value	Services / Housing	Higher = better	87%	N/A	Data not yet available	≥ 87%	Survey due to be carried out in Spring 2023	
	YSYV03	Good value compared to other similar authorities	Residents' Survey – percentage of residents who agreed the council provides value for money	Finance and Value	Resources / Strategic Support	Higher = better	65%	N/A	Data not yet available	≥ 65%	Survey fieldwork completed and data to be published during Q2.	

Programme and Project Management – Tier 1 project highlight reports Q1

TIER 1 PROJECTS

This report provides an update on the progress of the council's Tier 1 projects.

Below is a summary of each project and their current RAG Status.

Project Name	RAG Status	
	Timeline	Budget
Bar End Depot	Yellow	Green
Carbon Neutral Programme	Yellow	Green
Central Winchester Regeneration	Green	Green
Local Plan	Green	Green
New Home Programme	Green	Green
Winchester Movement Strategy Programme	Green	Green

Key

RAG Status	Description
Green	"Normal level of attention". No material slippage. No additional attention needed
Yellow	"Minor concern – being actively managed." Slippage less than 10% of remaining time or budget, or quality impact is minor. Remedial plan in place
Red	"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

Bar End Depot

Highlight Report

Lead Cabinet Member	Tier	Project Sponsor	Project Manager	RAG Status	
				Timeline	Budget
Cllr Kelsie Learney	1	Dawn Adey	Geoff Coe		

Description and Outcome

Preparation for appointment of selling agent and site disposal.

Project Update Summary

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 August 2022 for additional advice.

Abortive negotiations with a national retailer have resulted in a delay of approximately 10 months to this project.

Vail Williams have been appointed as selling agent, are preparing a data room, and marketing to secure a long list of interested parties.

This process is taking slightly longer than anticipated with expressions of interest anticipated by early September. The long list will be subject to member consultation and a community engagement event in November identifying the range of potential uses.

Project Gateways

Stage	Duration	Start Date	Planned End Date	Projected End Date	Outcome
Concept					
Feasibility	7	April 2022	June 2022	June 2022	Appointment of Selling Agent completed – Vail Williams
Design					
Plan for Delivery					
Delivery					
Handover & Review					

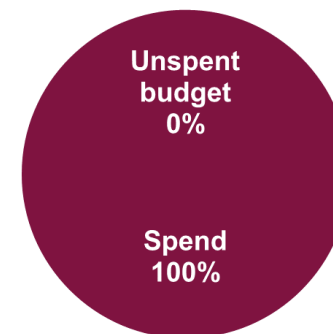
Upcoming Milestones for Project Stage

Stage	Original Target	Current Target	Milestones and Actions	Outcome
Feasibility		Jun 2022	Appointment of Selling Agent	Vail Williams appointed
Feasibility		Mar 2022	Public consultation	Positive feedback on Hobb's scheme. A food retail use would be welcome by the community.
Transport Feasibility		August 2022	Transport planning advice	Further transport planning advice and pre-app being sought
Market feedback		Sept 2022	Expressions of Interest from market to identify potential uses a market demand	An analysis of user mix will be undertaken with recommendations to ELB and Cabinet
Community Engagement		Nov 2022	Community Engagement re mix of uses proposed	Feedback will be factored into next stage of marketing for bids
Formal Marketing		Nov 2022	Request for formal bids	
Preferred Bidder Selection		Jan 2023	Preferred Bidder Selection	
Cabinet		Mar 2023	Cabinet Approval	
Contract documentation		Apr 2023	Contract documents issued	
Exchange		Jun 2023	Contract exchange	Purchaser to progress with planning application
Planning Application		Dec 2023	Submission of planning application	
Planning approval		Mar 2024	Planning approval	
Legal Completion		Apr 2024	Legal completion of sale	
Construction		Jun 2024	Construction starts on site	
Project Completion and Close		Sep 2025	Completion of works on site	

BUDGET PERFORMANCE

REVENUE	Prior Years	2022/23	2023/24	2024/25	2025/26	2026/27	Total
	£000	£000	£000	£000	£000	£000	£000
Budget	10	0	0	0	0	0	10
Spend	10	0	0	0	0	0	10
Unspent budget	0	0	0	0	0	0	0
Forecast	10	0	0	0	0	0	10
Variance to budget	0	0	0	0	0	0	0

Total Revenue spend to date



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	Tier	Project Sponsor	Project Lead	Project Manager	RAG Status	
					Timeline	Budget
Cllr Kelsie Learney	1	Dawn Adey	Susan Robbins	Steve Lincoln		

http://sharepoint/sites/corporate/Meetings/PAC/RAG_status_key.docx

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.

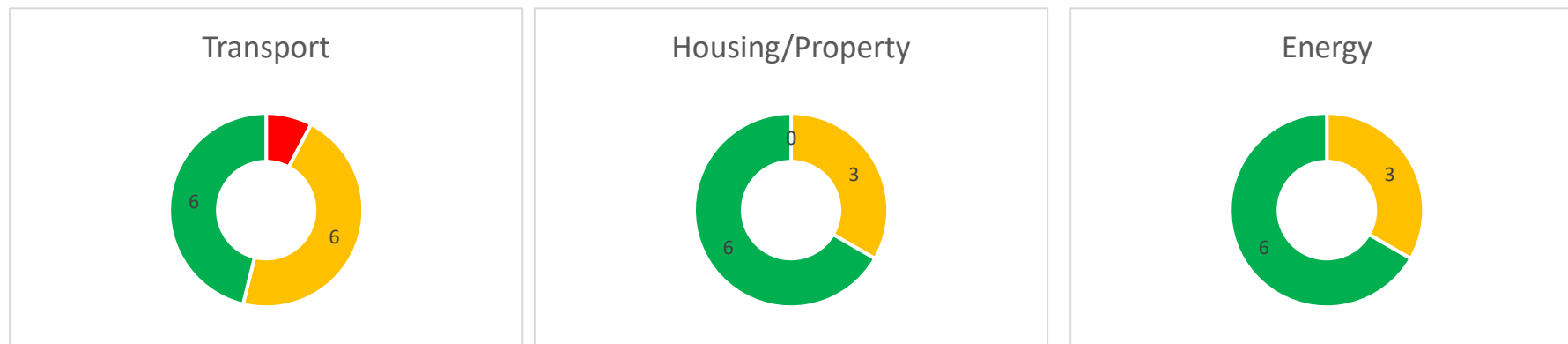
Project Update Summary

- Various works underway towards the aim of a carbon neutral council by 2024. These include the energy efficiency works to City Offices which were completed recently and a Public Sector Decarbonisation Scheme fund application in preparation to cover Meadowside Leisure Centre.
- Further projects and research, some involving other stakeholders, towards the aim of a carbon neutral district by 2030. These include the appointment of consultants to generate a Roadmap to a Carbon Neutrality which will inform interventions in coming years.
- District-wide programme of community engagement includes low carbon advice service for SME and support for climate engagement at Parish level via the WeCAN engagement project.
- Most recent council carbon footprint report received in February 2022 shows positive progress and a 34.2% reduction during the year to end of March 2021 for council-generated emissions. This was during a period of extended home working and may rise as staff return to the workplace.

- The main risk to this programme is the timescales. The risk registers and progress on the programme is regularly reviewed and managed by the Carbon Neutrality Programme Board and the Implementation Group.

PROGRAMME DETAIL

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



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	David Ingram	Work with HR to define strategy and target dates in Q2.	Further work to be carried out in Q2 to define strategy and target dates for pool cars. No pool cars currently available or in pipeline.
	Pilot use of electric refuse freighter and/or P&R bus		286	N/A	2022	Campbell Williams / Andy Hickman	Summer 2022 – month-long trial of electric bus for Park and Ride by Stagecoach	£250k included in budget for 2022/23. Biffa is looking at options and a business case for how the financial allocation can be

Priority	Project Name	Required carbon reduction (tCO2e)	Forecast carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
								<p>used to provide an electric refuse vehicle. This includes considering if the allocation is sufficient to provide a vehicle for a useful period of time.</p> <p>Biffa is also exploring alternative HVO (hydrogenated vegetable oil) fuelled vehicles currently being used in their Portsmouth contract.</p>
	Ultra-low or zero emission council vehicles		52	100%	2024	David Howarth	<p>Late 2022 – delivery of 7 new electric vehicles</p> <p>See Air Quality Action Plan highlight report</p>	<p>QCC has a fleet of 21 vehicles (including 1 LPG forklift) of which 5 (24%) are fully electric.</p> <p>There are a further 7 electric vehicles on order - 5 replacements and 2 additional. This should see 12/23 (52%) electric</p>

Priority	Project Name	Required carbon reduction (tCO2e)	Forecast carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
								vehicles by end 2022. All orders are delayed with at least 12 months lead times. A strategy for replacement of the remaining vehicles, timelines and where/how they will charge now needs to be formulated.
	Refuse and bus fleet converted to minimum EURO6 standard		361	100%	COMPLETE	Campbell Williams /Andy Hickman		Bus fleet all at Euro6 standard.
	Increased home working / remote working		638	N/A	2024	CHoS IMT / Robert O'Reilly	Summer / autumn 2022 – action planning	2022 survey produced 252 responses (41% increase on 2021) with 59% of staff engaging. CN Board has requested HR to consider and bring forward sustainable travel incentives and report back to CN Board by end 2022. Sustainable Travel

Priority	Project Name	Required carbon reduction (tCO2e)	Forecast carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
								Policy will tie into this and will be commenced once position is filled. With the workforce returning on a minimum 50% office basis, the impact of the reduction will be measured in Q3
HOUSING / PROPERTY	Refit programme to retrofit corporate property	420	600	N/A	2022	Graeme Todd	Summer 2022 – Outcome of application to Low Carbon Skills Fund to develop heat decarbonisation plans for five corporate properties	£250k grant secured for decarbonisation of City Offices and public conveniences. Work completed June 2022. £22k grant secured for Guildhall and West Wing decarbonisation feasibility study. BREEAM excellent accreditation awarded to Winchester Sport and Leisure Park. Refit programme realigned in favour of

Priority	Project Name	Required carbon reduction (tCO2e)	Forecast carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
								property-by-property, in-house approach.
	Energy efficiency measures in communal areas of council sheltered housing schemes			N/A	2022	Andrew Kingston	Summer 2022 - Changes to heating system at Chesil Lodge	Approx. 85% have now been converted to LED lighting and work to remaining property is ongoing. Heat Network registration and notification to BEIS underway. Initial stages of Sub-metering programme with external expert assistance to monitor usage, use data to increase awareness, decrease energy consumption and assess properties for fabric first retrofit. CO2 reduction target to be provided in Q2 report.
ENERGY	Source electricity purchased by the council from renewable sources	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
	Solar panels on council owned sites		66	N/A		Steve Lincoln Andy Hickman	Summer 2022 - Site surveys for automated PV meter readers on other council owned sites.	<p>£38k grant secured for solar panels at the Biffa depot – installed December 2021 – 6,000kWh generated during Q1 (1.4 tco2e saved).</p> <p>Vaultex car park completed, including PV panels to power EV points</p> <p>400 solar panels on WSLP will provide enough energy to power the main swimming pool hall for 21.5 hours a day – 31,526kWh generated during Q1 (7.4 tco2e saved)</p> <p>Project initiated for installation of panels at Meadowside Leisure Centre following feasibility study.</p>
	Purchase/lease only highly energy efficient / low		N/A	100%	ONGOING	Amy Tranah		Procurement and Contract Management

Priority	Project Name	Required carbon reduction (tCO2e)	Forecast carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
	carbon technologies / materials, electrical equipment and appliances							<p>Strategy 2020-25 requires a minimum of 10% to environmental and social value to be included in tender evaluation criteria.</p> <p>A Guide to Sustainable Procurement has been developed by the Procurement Team and approved by ELB. This was launched in November'21 at Management Forum and the Procurement Team continue to promote this and provide support and guidance.</p> <p>The Council's contracts are managed in accordance with the Contract Management Framework. Supplier's</p>

Priority	Project Name	Required carbon reduction (tCO2e)	Forecast carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
								performance against sustainable deliverables that are committed to at the procurement stage are monitored as part of the contract management stage. An update on how this is monitored has been requested for the Oct CN Board.
			13.10	N/A	COMPLETE	Ellen Simpson		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	Summer 2022 – Install of 5 EVCP at Cipher House	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
	Private charging facilities in new commercial and housing developments						Andy Hickman	Summer 2022 – proposal for second phase of EVCP
						Andrew Palmer	December 2022 – Draft Reg. 18 Local Plan is published for public consultation	All new council housing developments will have EVCPs, including 4 completed in June 2021 at the Valley in Stanmore.
						Adrian Fox	See Q1 Local Plan highlight report	Possible changes to building regulations requiring private

Priority	Project Name	Required carbon reduction (tCO2e)	Potential carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
								charging facilities in new developments from 2025.
	Winchester Movement Strategy					Andy Hickman	See Q1 Winchester Movement Strategy highlight report	
	Require buses and taxis to be low emission / alternative fuel vehicles			100%	2030	Dave Ingram		11 hybrid taxi/private hire vehicles and 1 electric taxi. Taxi licensing policy approved by Cabinet Nov 20 to encourage uptake of EV taxis (and reducing emissions). Uptake of electric vehicles unlikely to increase unless financial aid from Government available and improvements in infrastructure for charging electric vehicles quickly in the city.

Priority	Project Name	Required carbon reduction (tCO2e)	Potential carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
	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		Funding for potential Solent Transport and HCC mobility hub at Winchester Station now reallocated by National Highway as linked to the Smart Motorway Programme which has been put on hold. Officers investigating if this funding will become available again in future 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.

Priority	Project Name	Required carbon reduction (tCO2e)	Potential carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
	Implement differential charging for low emission vehicles in council car parks					Campbell Williams	See Q1 Air Quality Action Plan highlight report	Q1 – Consultation on differential charging being prepared
	Expand and enhance public transport services					Andy Hickman	Summer 2022 - recruitment of Sustainable Transport Officer or agency to work on our behalf	Q1 update: Project on hold as income to pay for enhanced public services not available until car parking income is restored to pre-covid levels
HOUSING / PROPERTY	LEAP programme to facilitate energy efficiencies in homes	193400	67000 (UoS research, 2021)			Kevin Reed	July - September 2022 – 290 letters per month targeted mail out by Agility Eco	LAD can provide funding of up to £10,000 per on-gas property. HUG can provide funding of up to £25,000 per off-gas property 226 applicants to LAD 1&2 to date in Winchester, with 55 installations completed: <ul style="list-style-type: none"> • 25 park home external wall insulation (of which

Priority	Project Name	Required carbon reduction (tCO2e)	Potential carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
								<p>8 have also received under-floor insulation)</p> <ul style="list-style-type: none"> 30 solar PV panels installation <p>Since the launch of LAD3/HUG in May 2022, Agility Eco have sent a mailshot to 32 potentially eligible addresses. Currently, 5 applications have been received for HUG and 15 applications for LAD3, of which 3 are in active measures.</p> <p>17 referrals to LEAP, resulting in 10 in-depth energy advice calls and 2 home energy visits.</p>
	Deliver campaigns to inspire people to reduce energy consumption					Levana Hayes	<p>July 2022 – Filming of video on Marwell Zoo solar panel installation</p> <p>July 2022 – Various social</p>	<p>Q1 External communications plans/campaigns for:</p> <ul style="list-style-type: none"> Road verge scheme Warmer Homes

Priority	Project Name	Required carbon reduction (tCO2e)	Potential carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
							media and external comms September 2022 –Winchester Green Week	<ul style="list-style-type: none"> Marwell Zoo video to be filmed on 20th/21st July and Biffa solar panel installation
	Local groups to provide support in communities			N/A	ONGOING	Anna Wyse		<p>Council has agreed funding for the Winchester Climate Action Network (WeCAN) for 2022/23. A proposal has gone forward for SPF to support WeCAN.</p> <p>Sustainability Officer sits on WeCAN Advisory Board and spoke at various engagement events in Q1.</p> <p>Work now needed to define what emissions reductions we can expect from this workstream for Q2.</p>
	Develop a council led pilot Passivhaus			N/A	2022	Andrew Palmer	2022 – Start of development of 6 Passivhaus units at	The 73 new flats at the Winnall Flats site are being built to Passivhaus low energy

Priority	Project Name	Required carbon reduction (tCO2e)	Potential carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
	housing scheme						Southbrook Cottages in Micheldever October 2023 – Completion of 73 Passivhaus units at Winnall Flats	building standard, the 3 houses to AECB standard. Tender process has been extended and will conclude shortly for Passivhaus development.
	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.

Priority	Project Name	Required carbon reduction (tCO2e)	Potential carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
	Local Plan update with an emphasis on low carbon housing development			N/A	2024	Adrian Fox	<p>July/August 2022 – Consultants are due to conclude their work on assessing the costs of the Future Homes standard & LETI requirement policy options.</p> <p>November 2022 - Draft Reg. 18 Local Plan is published for public consultation for 6 weeks.</p> <p>See Q4 Local Plan highlight report</p>	<p>Carbon neutrality event hosted as part of the Strategic Issues & Priorities consultation was attended by 78 people.</p> <p>Costs of the Future Homes standard to be compared against the cost of energy standards that have been endorsed by London Energy Transformational Initiative (LETI). This work will then feed into and inform the Local Plan Viability Assessment in order to understand how much scope exists to include higher energy standards in the Reg. 18 LP, compared the adopted plan policy, whilst ensuring the new plan is viable.</p>

Priority	Project Name	Required carbon reduction (tCO2e)	Potential carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
	Retrofit of council housing stock to EPC standard C			100%	2027	Andrew Kingston	<p>August 2022 - First live void retrofit.</p> <p>August 2022 - Social Housing Decarbonisation Fund (SHDF) guidelines to be released by BEIS.</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>Delivery setbacks within the appointed team have resulted in a delay in commencement. Trustmark team have been appointed; Retrofit Designers expected to deliver broad-brush spec for appointed Contractor to provide rates for Trustmark Medium Term Retrofit Plan.</p> <p>WCC have met with Turner and Townsend to establish readiness to bid for SHDF</p>
E N	Solar PV panels on			N/A	COMPLETED	Gillian Knight		Trinity's Bradbury View scheme of 12

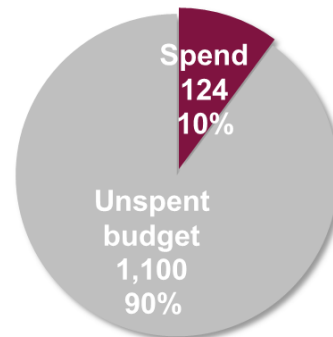
Priority	Project Name	Required carbon reduction (tCO2e)	Potential carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
	Trinity Centre new housing	172000						residential units opened July 2021, with £25k capital grant from council for solar panels.
	Undertake research into suitable alternatives to natural gas especially in relation to local generation potential			N/A		Anna Wyse		Q1 update: No action in Q1, during Q2 Sustainability officer will review project and realign
	Build or invest in large scale renewable generation project(s)			N/A		Anna Wyse	Complete location analysis desk study	Work underway to identify options and sites within council area that may be suitable for renewables.
	Explore the feasibility of developing a hydrogen generating plant			N/A		Anna Wyse		No progress in Q1; Sustainability officer to review project in Q2

Priority	Project Name	Required carbon reduction (tCO2e)	Potential carbon reduction (tCO2e)	Target	Target Date	Project Manager	Upcoming Milestone	Comments
	Engage with the district's largest businesses to reduce energy use or generate renewable energy			N/A	ONGOING	Sharmila Singh / Alison Woods		<p>£55k secured from Enterprise M3 LEP for Marwell Zoo – 12,671kWh generated during Q1 (2.8 tco2e saved)</p> <p>£23.9 k secured from LoCASE 3 for business engagement and energy audits. Currently 50 Winchester businesses are in the LoCASE 'pipeline' with one business approved for 40% LoCASE grant funding.</p> <p>Consultant has been appointed to engage and support businesses in LoCASE applications and two workshops held.</p>
			67000					

BUDGET PERFORMANCE

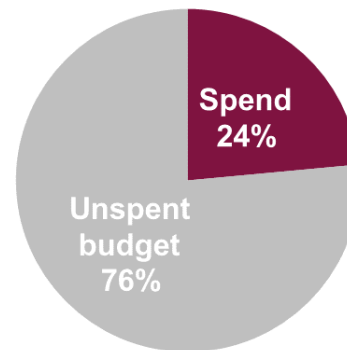
CAPITAL	Prior years	2022/23	2023/24	2024/25	2025/26	2026/27	Total
	£000	£000	£000	£000	£000	£000	£000
Budget	124	350	250	250	250	0	1,224
Spend	124	0	0	0	0	0	124
Unspent budget	0	350	250	250	250	0	1,100
Forecast	124	282	0	0	0	0	406
Variance to budget	0	68	250	250	250	0	818

Total Capital spend to date



REVENUE	Prior years	2022/23	2023/24	2024/25	2025/26	2026/27	Total
	£000	£000	£000	£000	£000	£000	£000
Budget	320	235	450	215	200	200	1,620
Spend	320	14	0	0	0	0	334
Unspent budget	0	221	450	215	0	200	1,086
Forecast	320	235	250	215	200	200	1,420
Variance to budget	0	0	200	0	0	0	200

Total Revenue spend to date



Budget Comments:

Central Winchester Regeneration (CWR)

Highlight Report

Lead Cabinet Member	Tier	Project Sponsor	Project Lead	Project Manager	RAG Status	
					Timeline	Budget
Cllr Martin Tod	1	John East	Veryan Lyons	Rachel Robinson / Dan Lowe		

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

Project Update 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 21 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 2021. 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 to market the site has been completed and the procurement process is now underway. 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.

Project Gateways

Stage	Duration (months)	Start Date	Planned End Date	Projected End Date	Outcome
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.

Useful Links

[Cabinet 22 December 2021](#)

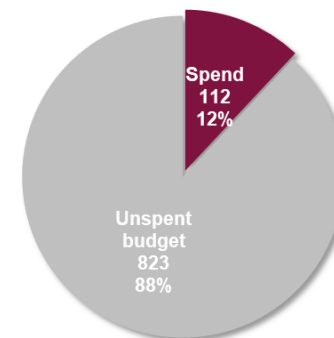
Upcoming Milestones for Project Stage

Stage	Original Target	Current Target	Milestones and Actions	Outcome
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.
Meanwhile Use	June 2021	August 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 implemented.
Meanwhile Use	Jan 2022	July 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. Plans also include transforming the loading bay to create events space. Architect appointed and planning application due to be submitted. Procurement of a contractor also underway.

Budget Performance

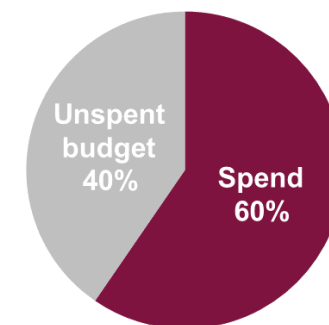
CAPITAL	Prior years	2022/23	2023/24	2024/25	2025/26	2026/27	Total
	£000	£000	£000	£000	£000	£000	£000
Budget	112	823	0	0	0	0	935
Spend	112	0	0	0	0	0	112
Unspent budget	0	823	0	0	0	0	823
Forecast	112	823	0	0	0	0	935
Variance to budget	0	0	0	0	0	0	0

Total Capital spend to date



REVENUE	Prior years	2022/23	2023/24	2024/25	2025/26	2026/27	Total
	£000	£000	£000	£000	£000	£000	£000
Budget	1728	1172	0	0	0	0	2,900
Spend	1728	0	0	0	0	0	1,728
Unspent budget	0	1172	0	0	0	0	1,172
Forecast	1728	1172	0	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	Tier	Project Sponsor	Project Lead	Project Manager	<u>RAG Status</u>	
					Timeline	Budget
Cllr Jackie Porter	1	Simon Finch	Adrian Fox	Adrian Fox		

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

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 timetable has been slightly adjusted since then in order to allow more time for town/parish councils to provide feedback on which sites are best suited to deliver the proposed development strategy in the new plan and to take proper account of new guidance issued by Natural England in March 2022 (nutrient pollution) which has particular implications for residential development in the river Itchen catchment area. Consequently the Regulation 18 (draft) plan consultation will take place between November and December 2022 as opposed to August and September. The overall adopting date for the local plan remains as set out in the LDF (August 2024).

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 importance 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 and are 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 [Winchester District Local Plan](#)

Work on producing the new draft local plan is now reaching an advanced stage of development prior to going out to formal public consultation on the Regulation 18 plan. Discussions have taken place with parish/town councils regarding the selection of SHELAA sites to meet the council's development strategy. The shortlisted SHELAA are now being tested which will determine which of these sites are proposed to be allocated for development in the Draft Regulation 18 Local Plan. Drop-in sessions have also been held for members to see the draft policies and allocations and feedback received will inform the final version of the draft plan which goes out for public consultation.

A 6 week public consultation on the Draft Regulation LP is due to take place from the 2nd November to 14th December 2022.

Project Gateways

Stage	Duration	Start Date	Planned End Date	Projected End Date	Outcome
Concept	28	Jul-18	Oct-20		Produce the new Local Plan Evidence base
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
Design	2	Nov -2022	Dec – 2022		Consultation on the Draft 18 Local Plan
Plan for Delivery	2	Aug - 2023	Sept - 2023		Consultation on the Submission version of the LP (Reg 19)
Delivery	-	July -2024	Aug - 2024		Adoption of the Local Plan
Handover & Review	-	Ongoing	Ongoing		Monitoring the Local Plan and start the review process at the appropriate time

Useful Links

[Winchester District Local Plan 2018 – 2039 \(Emerging\) - Winchester City Council](#)

Upcoming Milestones for Project Stage

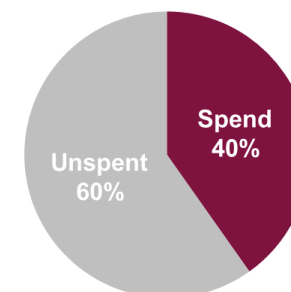
Stage	Original Target	Current Target	Milestones and Actions	Outcome
Consultation on the SIP Document	21/09/2020	Feb -2021		<p>Consultation on the Strategic Issues & Options Document took place from 11th February to midnight on the 12 April 2021. The consultation period was extended to 8 weeks in recognition 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		Nov/Dec 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		Aug/Sept 2023		

Stage	Original Target	Current Target	Milestones and Actions	Outcome
Plan (Reg 19)				
Examination of the Local Plan		Feb/March 2024		
Adoption of the Local Plan		Aug 2024		

Budget Performance

REVENUE	Prior years	2022/23	2023/24	2024/25	2025/26	2026/27	Total
	£000	£000	£000	£000	£000	£000	£000
Budget	243	384	0	0	0	0	627
Spend	243	9	0	0	0	0	252
Unspent budget	0	375	0	0	0	0	375
Forecast	243	190	66	106	107	0	712
Variance to budget	0	194	-66	-106	-107	0	(85)

Total Revenue spend to date



Comments

Work has commenced the review of the LP. On the 23 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. Consultation on the Strategic Issues & Priorities document took place between 15th February and midnight on the 12 April 2021. Responses have been analysed and reported to LPAG. Information that has been gathered from this consultation has been used to help develop and inform the Regulation 18 LP which will be consulted on in Nov/Dec 2022.

New Homes Programme

Highlight Report

Lead Cabinet Member	Tier	Project Sponsor	Project Lead	Project Manager	RAG Status	
					Timeline	Budget
Cllr Paula Ferguson	1	Richard Botham	Andrew Palmer	Andrew Palmer		

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.

Project Update Summary

Updated summaries are provided against each project below.

There are a number of risks to the programme including the current economic climate which is impacting on the supply of materials and building cost inflation and volatility and also the potential planning delays resulting from the need for phosphate and nitrate mitigation for all development.

How best to mitigate against these risks is currently being assessed and an update will be provided to the new Cabinet (Housing) Committee in October. The update will also review progress with each scheme and consider proposals for specific projects on council land to contribute to the challenge of nitrate mitigation.

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	Oct -23		Final Business Case – September 22	Tenders were due to be returned on the 27 July, however contractors requested a 3-week extension due to problems getting quotes from suppliers
Woodman Close, Sparsholt	5	Design	Oct-19	Aug-24		approval of planning application – dependant on phosphate solution	Outline business case approved. Planning application submitted, will be affected 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	Andrew Palmer	completion	Started on site Dec 21. Completion Oct 23
Dyson Drive, Abbots Barton	8	Design	Jan-20	Dec-23	Deborah Sunley	Final Business Case	Planning application now submitted (will be affected)

Project Name	No. new homes	Current Project Gateway*	Start Date	Projected End Date	Project Manager	Upcoming Milestone	Comments
							by phosphate regulations).
Corner House	6	Design	Jan-20	Nov -24	Duncan Faires	Final Business Case	Planning application submitted however affected by phosphate regulations
Witherbed Lane	4	Design	Sep-19	Mar-23		Approval of planning application	Ecology objection to planning application due to loss of woodland, off-setting options being discussed
Whiteley (CAB3304 refers)	54			Mar-23		Completion	Condition purchase agreement signed Dec 21 – on site 1 st phase handover in Oct 22

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

PROGRAMME BUDGET:

HRA CAPITAL PROGRAMME PROPOSED REVISED BUDGETS 2022/23 (as approved in CAB3354)

2022/23 Original Approved Budget. £000	2022/23 Other Budget Changes £000	2021/22 Proposed Bfwd £000	2022/23 Revised Budget £000
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New Build Programme & Other Capital

North Whiteley	(13,818)		12	(13,805)
Winnall Flats	(8,755)	4,273	(6,178)	(10,660)
Small Sites/Unallocated Programme	(5,500)	7,077	(4,577)	(3,000)
Dyson Drive	(1,586)	1,562	(26)	(50)
Southbrook Cottages	(1,066)		(206)	(1,272)
Woodman Close	(824)	818	(44)	(50)
Ravenswood	(800)	800		
Witherbed Lane	(609)		(17)	(626)
Barton Farm Extra Care	(473)	373		(100)
Cornerhouse	(327)	353	(76)	(50)
Wickham CLT			(205)	(205)
Tower Street	(108)	108		0
Total New Build Programme	(33,866)	15,364	(11,318)	(29,819)
Total HRA Capital Programme	(43,154)	17,166	(12,381)	(38,369)

Winchester Movement Strategy (WMS)

Highlight Report

Lead Cabinet Member	Tier	Project Sponsor	Project Lead	Project Manager	RAG Status	
					Timeline	Budget
Cllr Martin Todd	1	Dawn Adey	Andy Hickman	Lucy Mckeown		

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.

Project Update Summary

A joint HCC/WCC members briefing was held on 27 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 ten 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.

PROJECT GATEWAYS

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	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	Summary Report to be amended based

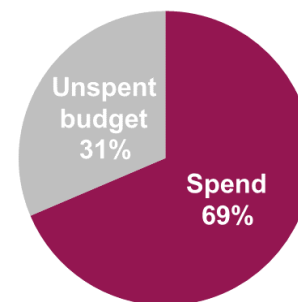
Project Name	Phases	Current Project Gateway*	Start Date	Projected End Date	Internal Resources	Upcoming Milestone	Comments
						CWR as design developed	on most recent discussions. Meeting to be held to discuss comments
Movement and Place	Phase 1	Phase 1 study completion	Sep-19	Mar-20	Next stage contained 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	Consultation Report published
Friarsgate / Union Street One-Way Study	Phase 3	Atkins led Study underway	Oct 21	September 22	Transport Team to input and review study	Study Report August 22	Feasibility Study being reviewed internally

Project Name	Phases	Current Project Gateway*	Start Date	Projected End Date	Internal Resources	Upcoming Milestone	Comments
Worthy Road / Worthy Lane Study	Phase 3	HCC led Study underway	Oct 21	October 22	Transport Team to input and review study	Study Report September 22	Feasibility study ongoing
W1 Pre-Feasibility Study (section 1) – Upper High Street / Sussex Street	Phase 3	HCC led Study Underway	Oct 21	September 22	Transport Team to input and review study	Study Report September 22	Feasibility study ongoing

Budget comments:

REVENUE	Prior years	2022/23	2023/23	2024/25	2025/26	2026/27	Total
	£000	£000	£000	£000	£000	£000	£000
Budget	289	125	86	0	0	0	500
Spend	289	54	0	0	0	0	343
Unspent budget	0	71	86	0	0	0	157
Forecast	289	125	86	0	0	0	500
Variance to budget	0	0	0	0	0	0	0

Total Revenue spend to date



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

PERFORMANCE PANEL**Monday, 22 August 2022**

Attendance:

Councillors
Horrill (Chairperson)Cook
CraskeCutler
WestwoodOther members in attendance:

Councillor Thompson

1. DETAILED REVIEW OF DRAFT Q1 PERFORMANCE MONITORING

Questions that had been pre-submitted had been circulated to panel members ahead of the meeting (these questions were attached in appendix 1.)

The panel reviewed the draft report as follows (any page numbers referenced relate to the page numbers of the panel's report pack.)

Page 6. Following the response to a pre-submitted question, a further question was asked concerning the accessibility and transparency of information to all councillors regarding the performance of the Winchester Sport and Leisure Park. In addition to the response contained in appendix 1, Councillor Thompson and Mrs Adey responded with several points including; it had recently been agreed to increase the level of information to the members of the board, the Teams link for the meeting was circulated to all members which enabled attendance, and members could register to speak at the meeting. Mrs Adey also confirmed she would be happy for issues to be raised directly with officers outside of the meeting. **Action. Officers to review the public participation scheme for this Open Forum and confirm that public participation was available at the meeting.**

Page 8. A question was asked regarding the detail that would be within the carbon neutrality roadmap. Mr Lincoln advised that the roadmap would provide a range of information, including; the direction of travel, a range of interventions, the metrics, outputs and measurable carbon reductions. It was envisaged that the roadmap would be presented to the December meeting of the Housing & Environment policy committee and then to the cabinet.

Page 10. A question was asked regarding the written response to pre-submitted question number 3 and whether the written response could be more definitive regards the running of a food waste trial. Mrs Adey explained why that wording had been used in the written response and that it may be more prudent to do a

live run rather than a trial, subject to a final business case. It was noted that the project Integra workplan would be coming through the decision-making process of the council, and for the purposes of future performance reports would be regarded as a tier two project.

Page 12. A question was asked concerning the Ukrainian rematch programme and the council's ability to find sufficient accommodation. Mrs Knight confirmed that the number of Ukrainian guests was high in Winchester and that the local housing market meant that finding alternative accommodation would be challenging. She advised that officers worked closely with hosts and was pleased to advise that a new member of staff had joined WCC to assist with this preventative work

Page 16. A question was asked regarding the Housing Company, and whether the proposals remain on track to be presented at the Cabinet Housing Committee in October. Regarding the Winnall Flats development, it was asked whether a fallback position existed in the event of issues with the Housing Company proposals? Mrs Knight confirmed that the Housing Company proposals were currently scheduled for the October Cabinet Housing Committee and that other options would be available if the housing company proposals were not taken forward.

Page 17. Following a question regarding the decision concerning Hampshire County Council (HCC) reduction in support for The Beacon, Mrs Knight advised that any proposals would be discussed with the Beacon as part of next year's spending round (2023/24).

Page 18. Several questions were asked regarding the housing retrofit works programme. These included understanding the factors that were hindering progress, ie progress on voids, the availability of government grants, Trustmark accreditation and whether sufficient resources and knowledge were available to keep this work going forward, whether members would be briefed on the programme, the impact on residents' heating costs having had their heating system changed and the wider communications plan.

Mrs Knight responded that the programme is an ambitious whole home retrofit and as such the programme has seen delays due to several factors and additional resource requirements were being examined. A member briefing is planned for Autumn 2022. A tenant/leaseholder survey had shown the importance that residents place on carbon reduction and it was acknowledged that more information and education would be necessary. The ongoing impact on residents' energy bills would be monitored.

Mr Lincoln advised that this would form a part of the roadmap exercise, which would identify issues that WCC had a strong influence over and others where our role was to inform, educate etc.

Following the response above, members noted the approach of "whole house retrofitting" that would have the benefit of reducing energy bills over the long term. It was also asked whether too much reliance had been placed on one key supplier which Mrs Knight responded to.

Following a question regarding the carbon neutrality roadmap, Mr Lincoln advised that the roadmap would capture the housing retrofit programme generally, not solely WCC stock. **Action:** Scrutiny to be asked to note the need to ensure the retrofit programme has detailed outcomes and appropriate resources allocated

Page 20. Following a question regarding support to the Winchester Business Improvement District (BID), Councillor Thompson advised that it was understood that no further support was required for the 2023-2028 Business Plan and that the BIDs ballot was due to be held in the Autumn of 2022.

Page 21. Regarding the pre-submitted question number 22 regarding consultancy costs, it was agreed that a response would be provided following the meeting. **Action. Officers to circulate response.**

Page 24. Following a question concerning festivals, Mrs Adey advised that she would clarify when this report would be presented to members. **Action. Officers to confirm committee dates for the above report.**

Page 26. Regarding the pre-submitted question concerning the results of the resident's survey, Mr Howson advised that the survey results had been received by the council, and it was envisaged that it would be available in the autumn for wider circulation, although at the time it was still to be determined how this would be made available. **Action. Officers to confirm the process for circulation/engagement as above.**

Page 28. A question was asked regarding the variance between the forecast and budget for car parking income and whether the council realistically expected car parking income to return to pre-pandemic levels. Cllr Thompson advised that it was expected to return to at or close to pre-pandemic levels but that a response following the meeting would clarify. **Action. Officers to respond to the panel as above.**

Page 29. Further to the pre-submitted question number 26, it was asked whether there was any intention to formally revise the council's budget to ensure sufficient monies to cover the increased costs. Mr Aitken informed that there isn't currently a plan to revise the budget and that the exceptional inflation reserve would be sufficient for this year, he assured panel members that officers were monitoring inflation data and these issues were under constant review. **Action:** In addition to the points raised above, panel members discussed the ongoing scrutiny of risk registers to ensure they were taking account of new risks such as inflationary pressures. Councillors Cutler, Brook and Horrill to consider options for this and to raise it at the next scrutiny committee meeting for wider discussion

Page 29. Tree works. A question was asked regarding tree works expenditure, whether there was likely to be even more demand on this budget and whether this was a risk that required to be highlighted in future reports. Further questions were asked regarding the use of contractors to undertake this work and if officers could indicate when the breakdown of costs report would be provided. Mr Lincoln advised that several contractors were available within the procurement framework, he also advised that recent survey work had highlighted that more

work was required than anticipated and that Ash Dieback had been an important factor in this. **Action. Officers to respond regarding the cost breakdown referred to in the written response.**

Page 31. Following a question regarding the timescale for final contract closure for the Winchester Sport and Leisure Park, Mrs Adey advised that a further extension period had been negotiated and so this was anticipated to be completed in quarter 2/quarter 3.

Page 33. Following several questions regarding the HRA budget, Mr Johnson gave an overview of the Housing Revenue Account including an update on the emerging variances and the capital budget. Overall, Mr Johnson advised that the quarter 1 report was a fair reflection of the overall position. **Action. Officers to consider additional narrative in this section for future reports to show the key points of note akin to the narrative provided in the general fund section.**

Page 37. Following a question regarding the quarterly data for LW03, Mr Howson clarified that the YTD figure was displaying the calendar year figure and should be adjusted to align with other YTD periods. **Action. Officers to update as above.**

Page 48. Several questions were asked concerning the Bar End Depot, these included understanding the intention with this asset, whether further consultation events were being planned and whether Hobbs were still involved with the site. Mrs Adey advised that officers would produce a timeline for the next meeting of the panel. It was also noted that further consultation was anticipated for November 2022 and that Hobbs were still involved in the project. **Action. Officers to produce a timeline for the next meeting of the panel.**

Page 55. Following a question regarding electric pool cars, Mrs Adey advised that the pool car programme was put on hold pending an assessment of post-pandemic working patterns.

Page 76. Regarding the Central Winchester Regeneration procurement process, officers were asked to summarise the current position and future steps. Mrs Lyons advised that following full council approval in January 2022 the procurement programme commenced. This entailed initial market engagement before formal procurement in March 2022. Following the deadline for submission, 13 bids were received and following formal evaluation, 3 shortlisted bidders were identified. These 3 bidders were invited into dialogue which would continue through to October 2022. Following this, final submissions would be provided in December 2022, and a formal evaluation would follow to identify a preferred bidder in early 2023.

Following a question regarding the visibility of progress with the Station Approach project, Mr Howson informed that it was currently assessed as a tier 2 project and so would not currently form part of these quarterly reports, however, this project and others were regularly reviewed by the Project and Capital (PAC) Board. **Action. Officers to review whether updates on these projects could be shared with members.**

Page 82. A question was asked regarding the Local Plan that a parish council had outstanding queries concerning the working of the settlement hierarchy. Mrs Adey replied that she understood that this issue had been resolved and would enquire with colleagues. **Action. Officers to follow up.**

Page 93. Several points were made regarding the Movement Strategy, specifically the dependencies between the major projects and the movement strategy, for example, the extra care provision at Kings Barton. The importance of the Andover Rd was also noted and whether this deserved to be a separate study of its own. Mrs Adey advised that officers recognised the strong dependency between the movement strategy and the key projects, that HCC officers were now included in project board meetings, and that Cllr Humby and Cllr Tod had recently met and agreed on the importance of this work. **Action. Officers to consider the request regarding Andover Road and how members could be better briefed on the interdependencies between the movement strategy and major projects.**

In addition to the points raised above, panel members discussed the ongoing scrutiny of risk registers to ensure they were taking account of new risks. **Action. Councillors Cutler, Brook and Horrill to discuss options for this and if appropriate to raise it at the next scrutiny committee meeting for wider discussion.**

2. **MINUTES OF THE PREVIOUS MEETING OF 6 JUNE 2022 (INCLUDING PREVIOUS QUESTIONS AND ACTIONS)**

The notes of the previous meeting were agreed, and no actions were required.

3. **SUMMARY OF ACTIONS ARISING FROM THIS MEETING**

Members of the panel agreed on the actions as outlined in 1. above. It was agreed that any further updates would be circulated to panel members.

The panel agreed to bring the issue concerning the review of risk registers as outlined in the question regarding page 29 above to the attention of the scrutiny committee.

The meeting commenced at 4.00 pm and concluded at 6.00 pm

Chairperson

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30 August 2022

WINCHESTER CITY COUNCIL – SCRUTINY COMMITTEE WORK PROGRAMME

	Item	Lead Officer	Date for Scrutiny	Date for Cabinet/ Cab Cttee
Meeting: 7 September 2022				
1	Q1 Finance & Performance Monitoring Report	Simon Howson	7 Sep 2022	14 Sep 2022
2	Committee Work Request - Mental Health Feedback	Lisa Kirkman	7 Sep 2022	n/a
Meeting of the 22 September 2022 (with LPAG)				
3	Local Plan Regulation 18 consultation	Adrian Fox	22 Sep 2022	18 Oct 2022
Meeting 23 November 2022				
4	Fees and Charges 2023/24	Richard Botham	23 Nov 2022	14 Dec 2022
5	HRA Business Plan and Budget Options	Gillian Knight	23 Nov 2022	31 Oct 2022
6	General Fund Budget Options & Medium Term Financial Strategy	Richard Botham	23 Nov 2022	18 Oct 2022
7	Q2 Finance & Performance Monitoring Report	Simon Howson	23 Nov 2022	14 Dec 2022
Meeting 16 January 2023				
8	Update on Station Approach Project	Emma Taylor	16 Jan 2023	February 2023
Meeting 7 February 2023				
9	Community Safety Partnership Performance Review	Sandra Tuddenham	7 Feb 2023	n/a
10	Capital Investment Strategy 2023-2033	Richard Botham	7 Feb 2023	9 Feb 2023
11	Treasury Management Strategy 2023/24	Richard Botham	7 Feb 2023	9 Feb 2023
12	Housing Revenue Account (HRA) Budget 2023/24	Gillian Knight	7 Feb 2023	9 Feb 2023
13	General Fund Budget 2023/24	Richard Botham	7 Feb 2023	9 Feb 2023
Meeting 8 March 2023				
14	Q3 Finance & Performance Monitoring Report	Simon Howson	8 Mar 2023	23 May 2023
15	Central Winchester Regeneration Update (To be confirmed)	Veryan Lyons	8 Mar 2023	16 Mar 2023

Agenda Item 8

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Forward Plan of Key Decisions

September 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 - 30 September 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



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

1 August 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 31	1	Q1 Finance & Performance Monitoring Report	Cabinet Member for Finance & Value	Significantly effect on 2 or more wards	All Wards	Simon Howson	Cabinet report	Cabinet	Sep-22	14-Sep-22	Open
		Community Infrastructure Levy Spending Programme Update	Cabinet Member for Place & Local Plan	Expenditure > £250,000	All Wards	Corinne Phillips	Cabinet report	Cabinet	Sep-22	14-Sep-22	Open
	3	Artificial turf pitch at Winchester City Football Club	Cabinet Member for Asset Management	Expenditure > £250,000	St Bartholomew	Steve Lincoln	Cabinet report	Cabinet	Sep-22	14-Sep-22	Open
	4	Land transaction	Cabinet Member for Asset	Expenditure > £250,000	All Wards	Geoff Coe	Cabinet report	Cabinet	Sep-22	14-Sep-22	Part exempt 3

	Item	Cabinet Member	Key Decision	Wards Affected	Lead Officer	Documents submitted to decision taker	Decision taker (Cabinet, Cabinet Member or Officer)	Date/period decision to be taken	Committee Date (if applicable)	Open/private meeting or document? If private meeting, include relevant exempt paragraph number
		Management								
Section B Decisions made by individual Cabinet Members										
5 Page 132	Empty Homes Strategy	Cabinet Member for Community and Housing	Significantly effect on 2 or more wards	All Wards	Karen Thorburn	Cabinet Member Decision report	Cabinet Member for Community and Housing Decision Day	Sep-22	5-Sep-22	Open
Section C Decisions made by Officers										
6	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	Sep-22	Sep-22	Open