



Meeting	The Scrutiny Committee
Date and Time	Wednesday, 6th September, 2023 at 6.30 pm.
Venue	Walton Suite, Winchester Guildhall

Note: This meeting is being held in person at the location specified above. Members of the public should note that a live video feed of the meeting will be available from the council's YouTube channel ([youtube.com/WinchesterCC](https://www.youtube.com/WinchesterCC)) during the meeting.

A limited number of seats will be made available at the above named location however attendance must be notified to the council at least 3 working days before the meeting (5pm Thursday, 31 August 2023). Please see below for details on how to register to attend. 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 3 July 2023 (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 the committee, provided they have registered to speak three working days in advance. Please complete [this form](https://forms.office.com/r/Y87tufaV6G) (https://forms.office.com/r/Y87tufaV6G) by 5pm on Thursday, 31 August 2023 or call (01962) 848 264 to register to speak and for further details.

6. **Housing Revenue Account (HRA) Outturn 2022/2023** (Pages 13 - 36)
RECOMMENDATION:

It is recommended that the committee scrutinise and comment on the proposals within the attached cabinet report, ref CAB3417 which is to be considered by cabinet at its meeting on the 13 September 2023.

7. **General Fund Outturn 2022/2023** (Pages 37 - 76)
RECOMMENDATION:

It is recommended that the committee scrutinise and comment on the proposals within the attached cabinet report, ref CAB3416 which is to be considered by cabinet at its meeting on the 13 September 2023.

8. **Q1 2023/24 Financial and Performance Monitoring** (Pages 77 - 186)
RECOMMENDATION

That the Scrutiny Committee:

1. Notes that the Performance Panel met on the 21 August 2023 to scrutinise the attached report, CAB3415 and its associated appendices. The notes of the panel's meeting are included as an appendix of the Cabinet report.

2. Notes that a verbal update will be provided at the Scrutiny Committee.

3. Raises with the Leader or relevant Cabinet member any issues arising from the information in this report, ref CAB3415, which is being presented to Cabinet on the 13 September 2023 and considers whether there are any items of significance to resolve or to be drawn to the attention of Cabinet.

9. **Scrutiny Request - Update on public conveniences strategy.**
The Chair of Scrutiny has requested that the relevant Cabinet Member attend the meeting to provide an overview of the proposals relating to this strategy.
10. **To note the Work Programme for 2022/23** (Pages 187 - 188)
The latest version of the committee work programme can be found here:
<https://democracy.winchester.gov.uk/mgPlansHome.aspx?bcr=1>
11. **To note the latest Forward Plan of Key Decisions** (Pages 189 - 196)

Laura Taylor
Chief Executive

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29 August 2023

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

THE SCRUTINY COMMITTEE – Membership

Chairperson: Councillor: Brook
Vice Chairperson: Councillor

Committee Members

Horrill
Laming
Pett
Reach
Scott
Williams

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 at least three days in advance of the meeting (5pm Thursday, 31 August 2023) 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.

Filming And Broadcast Notification

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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

Monday, 3 July 2023

Attendance:

Councillors
Brook (Chairperson)

Horrill
Laming
Pett

Reach
Scott
Williams

Other members in attendance:

Councillor(s) Tod and Wallace

[Video recording of this meeting](#)

1. **APOLOGIES AND DEPUTY MEMBERS.**

No apologies for the meeting were made.

2. **DECLARATIONS OF INTERESTS.**

Councillor Reach declared a personal (but not prejudicial) interest concerning the agenda item "Strategic Outline Case for Station Approach" as he was ultimately employed by and owned shares in First Group PLC who controlled South Western Railway who were referenced in the report.

3. **APPOINTMENT OF VICE-CHAIRPERSON FOR MUNICIPAL YEAR 2023/24.**

RESOLVED:

That Councillor Horrill be appointed Vice-Chairperson for the 2023/24 municipal year.

4. **CHAIRPERSON'S ANNOUNCEMENTS.**

There were no announcements made.

5. **MINUTES OF THE MEETING OF 27 FEBRUARY 2023.**

RESOLVED:

That the minutes of the previous meeting held on 27 February 2023 be approved and adopted.

6. **PUBLIC PARTICIPATION**

Imogen Dawson addressed the committee regarding the agenda item "Strategic Outline Case for Station Approach and a summary of the matters she raised were as follows.

1. She welcomed the emphasis on regarding carbon net zero, biodiversity net gain, and sustainable development and the focus on environmental, social, and economic benefits.
2. She was encouraged by the environmentally friendly urban mobility and sustainable transport aspects.
3. She welcomed the desire to deliver a high-quality development with a strong sense of place.
4. She was concerned over a lack of emphasis on important matters in the proposals for Gladstone Street and Cattle Market sites and at the possibility of student housing instead of housing for long-term residents.
5. That there was concern about noise disturbance from heavy goods vehicles and congestion.
6. She noted that there was a desire for a mix of housing options, including shared ownership.
7. She referred to the findings from the City Science report on parking usage and forecasting.
8. That there was a need to address traffic and congestion problems, especially at the Carfax Junction.
9. There were concerns about a multi-story car park exacerbating traffic issues.
10. She wanted to highlight the caveats about risks, unpredictability, and financial crisis and was concerned over the challenges in getting a viable scheme in line with the development brief.
11. She believed there to be difficulty in resolving movement-related issues with Hampshire County Council and bus operators.
12. She recommended the council to suspend work and expenditure on the Station Approach development at the current time.

Councillor Tod, Leader and Cabinet Member for Asset Management and Emma Taylor responded to a number of these points within the introduction to the agenda item.

Councillor Malcolm Wallace addressed the committee regarding the agenda item “Q4 Performance Monitoring” and raised the following matters:

1. Regarding Local Suppliers - The Council's spend with local suppliers (KPI VLE13) was declining. What actions was the Council taking to reverse this trend?
2. Concerning Winchester City Council Carbon Emissions (TCE01) - In 2021/22, the Council's carbon emissions decreased by only 3% compared to 2019/20 (excluding COVID impact in 2020/21). What was the breakdown of these emissions, and was the Council still on track to achieve zero emissions by 2024?
3. Concerning Winchester City Council Carbon Emissions - The target for Council carbon emissions in 2022/23 has increased more than threefold to 3,750 tCO₂e (previously 1,075 tCO₂e). How were these targets set?
4. Regarding Traffic Movements - Why does the vehicle movements metric (TCE07) focus only on Winchester City? Additionally, it was forecasted

that the M3J9 works would increase traffic in the district instead of reducing it.

5. Regarding Carbon Neutrality
 - When was the Health & Environment Policy Committee planning to discuss the new initiative for a utility scale renewable energy project?
 - Could Members receive a briefing on the HCC carbon assessment tool that would be used in future council processes and reports (p273)?
 - The Carbon Footprint Report for 2022/23 was scheduled to be delivered to the Carbon Neutrality Board in July 2023 (p273). How could Councillors access this report?
6. Regarding the Winchester Movement Strategy - Could officers clarify the statement made in the project update summary about the reallocation of funding for walking and cycling measures from Active Travel England (DfT) to other areas? Does this mean the mini-Holland bid would not be funded?

Dawn Adey, Strategic Director thanked Councillor Wallace for his questions and proposed that officers convene a meeting with Councillor Wallace, the relevant Cabinet Member(s), and officers.

7. **STRATEGIC OUTLINE CASE FOR STATION APPROACH**

Councillor Tod, Leader and Cabinet Member for Asset Management introduced the report, ref CAB3413 which set out proposals for the Strategic Outline Case for Station Approach, ([available here](#)). Councillor Tod's introduction included the following points.

1. The project aimed to transform the area next to the railway station into a vital transport hub, addressing various issues raised by the community.
2. The vision focused on creating a connected and sustainable development that was carbon neutral and served as an exemplar for low-carbon living and working.
3. The project would consider changing work patterns, housing patterns, and the evolving use of city centres.
4. High-quality design and positive placemaking were essential aspects of the development, complementing the existing character of the city.
5. The project emphasised co-creation with residents, businesses, and stakeholders to adapt to the period of change.
6. A capacity study was conducted, demonstrating the feasibility of development despite the economic challenges.
7. The study did not provide a master plan or answer transport questions but set the stage for the next phase of detailed planning and thinking.
8. The project follows a gated process with clear criteria for each stage.
9. The current report focuses on the five cases (economic, commercial, financial, management, and strategic) to progress to the next stage, which involved creating a master plan.
10. Various activities were undertaken during the last 12 months, including market analysis, parking surveys, stakeholder engagement, and consultation.
11. The area's gateway status and the importance of trees, green spaces, and improving the neighbourhood were highlighted.

12. The capacity study revealed potential development opportunities for specific sites, while network rail sites posed challenges due to parking replacement requirements.
13. The Strategic Outline Business Case was produced, supporting the recommendation to proceed with the next phase of developing a concept and an outline business case.
14. Despite the economic climate, the development work was deemed necessary, as it would be ready when conditions improved in the future.

The committee was recommended to comment on the proposals within the attached cabinet report, ref CAB3413 which was to be considered by the cabinet at its meeting on 18 July 2023.

The committee was supported by Emma Taylor, Project Lead, John East, Strategic Director – Place, Ken Baikie, Director of Regeneration and Dawn Adey, Strategic Director. The committee proceeded to ask questions and debated the report. In summary, the following matters were raised:

1. Concern regarding the time taken to reach this stage of the project.
2. Concern over the absence of the railway companies in the project and how it would impact the development of the transport hub aspects.
3. Clarifying the formation of the master plan team and whether it would consist of local or external experts.
4. Understanding the transparency and flexibility of the procurement process.
5. Whether the reference group would include cross-party members and understanding their role in shaping the project.
6. Understanding the provisions for pickups/drop offs at the railway station, as well as the ease of travel for people going from the city centre to their destination without having to change buses at the station.
7. Concerns about the dependency on Hampshire County Council's support and financial contribution.
8. Whether it could be considered to add the movement strategy and the interrelationship of other corporate projects to the risk management plan.
9. The project's viability in the current economic circumstances and whether the proposals would still be relevant in five years if the economic situation worsens.
10. Clarifying student accommodation needs, and whether the requirements of the University of Winchester and University of Southampton in Winchester were understood.
11. Whether there would be appropriate infrastructure connections to accommodate the potential development and maintain services for existing residents.
12. Concerns over residential car parking and whether alternatives could be considered, for example, parking permits for residents near the station to avoid conflicts with station users and local businesses.
13. Concerns regarding the viability of enhanced office space and its impact on the overall development, including the balance of parking.
14. Understanding the level of confidence in attracting tenants, considering the current vacancy rates in other office sites.

15. The financial projections and the management of the overall financial picture, given the city's recovery from COVID-19, changes in vacancies, and other ongoing developments in the area.
16. Welcomed the adoption of the Central Winchester Regeneration reference group approach, especially the inclusion of experts and members with knowledge of the entire district.
17. Concern that student accommodation could potentially fall under the council's category of affordable housing and recommended that they remain distinct.

These points were responded to by Councillor Tod, Leader and Cabinet Member for Asset Management, Emma Taylor, Project Lead, John East, Strategic Director – Place, Ken Baikie, Director of Regeneration, and Dawn Adey, Strategic Director, accordingly and were noted by Councillor Tod, Leader, and Cabinet Member for Asset Management.

RESOLVED:

1. That the report be noted.
2. That the committee agreed to the following points:
 - a. Regarding Section 10, Risk Management, that the following items be considered for inclusion in the published risk assessment: "Dependency with the Movement Strategy" and the inter-relationship with other council regeneration projects.
 - b. Regarding the future provision of residential car parking, that consideration be given to balancing the potential need of residents requiring parking spaces within a "car-free development" and whether alternative options would be available to them.
 - c. That the cabinet considers all of the committee's comments raised during the discussion of the agenda item.

8. Q4 PERFORMANCE MONITORING

Councillor Caroline Horrill, Chairperson of the Performance Panel introduced the report, reference CAB3403 which set out the Quarter 4 Performance Monitoring report, ([available here](#)).

Councillor Horrill gave an overview of the following matters:

1. That the panel met on May 22nd with Councillors Horrill, Laming, Pett, and Bolton. Also in attendance were Councillor Porter and Councillor Todd and several officers.
2. 22 questions were provided in advance to officers, the panel had reviewed the report and discussed several issues, including the climate agenda, major projects, and housing matters.

3. A few questions remained outstanding, and officers had, ahead of today's meeting provided an updated list of actions and the associated responses.

4. This document would be circulated to other panel members and any unanswered questions would be brought to the Cabinet meeting for further discussion on 18 July 2023.

5. It was requested that officers provide written clarification on the panel's future way of working, in particular, the Vice Chair requested a copy of the Performance Panels terms of reference, and a process map explaining how the panel should prepare for the Performance Panel meeting.

The committee discussed the report and the points raised by Councillor Horrill and the following additional points were made.

1. That a discussion about the timing of reports and the need for investigation into the process was welcomed. There was a need for clarity on the process, including attendance at panel meetings.
2. It was suggested that publishing the draft report earlier to allow additional reading time may be possible and that efforts to make the report simpler and focused on exceptions were underway.
3. Regarding page 227 - Benches on High Street, these were installed on May 9th, the council had performed better than stated in the report.
4. Regarding page 231 - Carbon statistics, it was queried regarding the accuracy of carbon intensity measures used, as it was important for accurate measurement and evaluation.
5. Regarding page 251 - General invoices, the Council was still issuing paper invoices for certain services, progress needed to transition to digital methods.
6. Regarding KPIs VLE9 and VLE10 - Tourism spending and Winchester's position as the home of English winemaking. Councillor Reach requested a meeting with Councillor Tod to discuss further promoting Winchester's role in English winemaking and showcasing local businesses.

RESOLVED:

The committee:

1. Noted that the performance panel had met on 22 May 2023 to scrutinise the report, CAB33403, and its associated appendices.
2. Noted the draft minutes of the panel's meeting and the verbal update provided by the Chairperson.

3. Requested that officers and the leader of the council review the points raised by the panel as detailed above.

4. That officers clarify the procedures and timescales that future meetings of the performance panel would operate to.

9. **APPOINTMENTS OF EXTERNAL BODIES RELATED TO SCRUTINY**

RESOLVED:

That the following appointments be made to the external bodies listed below:

1. Portsmouth City Council – Health Overview and Scrutiny Panel: Councillor V Achwal (deputy: Councillor J Williams).
2. Centre for Public Scrutiny (CfPS) – Scrutiny Champions Network: Councillor Brook.
3. Partnership for South Hampshire Overview and Scrutiny Committee: Councillor S Achwal (deputy: Councillor Batho).

10. **ANNUAL SCRUTINY REPORT 2022/23**

The Chairperson introduced the report, which set out proposals for the Annual Scrutiny Report, ([available here](#)). The committee was recommended to consider the report and make any necessary comments on the content before its submission to full council.

The committee noted that the report represented a succinct summary of the main work it had conducted during the previous municipal year.

RECOMMENDED TO COUNCIL:

That Council note the annual scrutiny report for 2022/23

11. **ANNUAL REPORT - EXCEPTIONS TO FORWARD PLAN 2022/23**

The Chairperson introduced the report, ref SC087 which set out the annual report concerning exceptions to the forward plan, ([available here](#)). The committee considered the report and noted that during the 2022/23 municipal year, the Chairperson of The Scrutiny Committee was informed of one key decision which was not included in the forward plan.

RESOLVED:

That the report be noted

12. **TO NOTE THE MEMBERSHIP AND CHAIRPERSON OF THE PERFORMANCE PANEL.**

RESOLVED:

It was noted that councillors; Horrill (Chairperson), Pett, Williams, Laming and Bolton would form the performance panel for 2023/24.

13. **TO NOTE THE DATE AND TIME OF FUTURE MEETINGS OF THE COMMITTEE AND THE PERFORMANCE PANEL.**

The dates of meetings were noted.

14. **TO NOTE THE WORK PROGRAMME FOR 2023/24**

RESOLVED:

That the latest version of the work programme (which can be found here

<https://democracy.winchester.gov.uk/mgPlansHome.aspx?bcr=1>) be noted.

1. Movement Strategy (where we are and the inter-relationship to other council projects)
2. Local Plan (consultation post Regulation 18 and where we are heading with regards to Regulation 19)
3. Further Updates regarding regeneration projects, specifically Central Winchester Regeneration.

There was a general caveat that if these items were already planned for a policy committee, then no duplication was required.

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

The forward plan of key decisions for July 2023 was noted.

The meeting commenced at 6.30 pm and concluded at 8.40 pm

Chairperson

Agenda Item 6

SCRUTINY COMMITTEE

REPORT TITLE: HOUSING REVENUE ACCOUNT (HRA) OUTTURN 2022/2023

6 SEPTEMBER 2023

REPORT OF CABINET MEMBER: COUNCILLOR CHRIS WESTWOOD

Contact Officer: Dick Johnson Tel No: 01962 848136 Email
Djohnson@Winchester.Gov.Uk

WARD(S): ALL

RECOMMENDATION:

It is recommended that the committee scrutinise and comment on the proposals within the attached cabinet report, ref CAB3417 which is to be considered by cabinet at its meeting on the 13 September 2023.

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REPORT TITLE: HOUSING REVENUE ACCOUNT OUTTURN 2022-23

13 SEPTEMBER 2023

REPORT OF CABINET MEMBER: COUNCILLOR CHRIS WESTWOOD

Contact Officer: Dick Johnson Tel No: 01962 848136 Email
Djohnson@Winchester.Gov.Uk

WARD(S): ALL

PURPOSE

This report provides an update to members on the financial performance of the Housing Revenue Account (HRA) in 2022-23 and the associated HRA capital programme. Against the backdrop of a challenging and volatile financial climate a viable and sustainable HRA business plan was approved, which demonstrated that the council remains committed to providing high quality services and quality housing to its residents. The report requests approval for revised budget forecasts to the 2023-24 HRA revenue budget and capital programme to take account of delays to some schemes and reflect the likely revised spend profile in the capital programme.

The year end resulted in a deficit to the HRA (£1.304m for 2022/23) which was £0.698m more than budgeted for and has reduced the current working balance to (£15,354m as at 31 March 2023).

RECOMMENDATIONS:

That Cabinet

1. Notes the HRA Outturn figures for 2022/23 as detailed in Appendices 1 and 2;
2. Approves the carry forward of £0.018m of HRA revenue funding from 2022-23 detailed in Paragraph 11.4;
3. Notes the Housing capital programme outturn for Major Works and New Build as detailed in Paragraphs 11.5 to 11.8 and Appendices 3 & 4;
4. Notes the funding of the 2022/23 HRA capital programme as detailed in Paragraph 11.10 & 11.11 and Appendix 5;
5. Approves the revised capital programme budget of £35.653m for 2023/24 as detailed in Paragraphs 11.12 & 11.13 and Appendix 6 & 7 that takes account of potential programme slippage and the reprofiling of expected spend.

IMPLICATIONS:1 COUNCIL PLAN OUTCOME

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

1.2 Tackling the Climate Emergency and Creating a Greener District

£15.7m has been included in the capital programme to fund retrofit works to existing homes over the next 10 years. The council has also been successful in securing £0.533m of central government grant (Social Housing Decarbonisation Fund - Wave 2) which will be used to deep retrofit the council housing Swedish units and loft insulation upgrades over the next two financial years. Net carbon neutral development is also central to the New Homes Development Strategy and emerging schemes are being designed to be built to high energy efficiency standards.

1.3 Homes for all

The housing capital programme includes full funding provision to support the delivery of the Council Plan target of building 1,000 new homes over the next 10 years. The Plan includes provision of a range of tenures including shared ownership and market rent as well as affordable rent and social rent wherever this is viable.

1.4 Vibrant Local Economy

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

1.5 Living Well

The wellbeing of residents is considered within the design of new properties and through consultation with tenants. It is also specifically supported through the provision of the welfare support fund and our active tenancy sustainment work.

1.6 Your Services, Your Voice

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

2 FINANCIAL IMPLICATIONS

- 2.1 Full details are included in paragraph 11. In summary, the Council had a net deficit on its HRA revenue account of £1.304m for 2022/23, an adverse variance (overspend) on the revised budget of £0.698m. This reduces the HRA general balance as at 31 March 2023 from £16.658m to £15.354m. Although it should be noted that £1.394m of this was the impact of a one-off end of year accrual (an accounting adjustment for the timing of a one-off payment), that will be reversed ('credited' back to the HRA balance) in 2023/24. Excluding this accounting adjustment, the underlying HRA outturn was actually an underspend of £0.696m. Current HRA reserves as at 31 March 2023 are shown in Appendix 5, together with current HRA borrowing.
- 2.2 It is proposed to carry forward to 2023/24 £0.018m of unspent revenue budget from 2022/23 to further support the Housing Company set up process. Further details are provided in Paragraph 11.4.
- 2.3 Total expenditure in the Housing capital programme for 2022/23 was £24.141m, some £14.228m lower than the Revised Budget of £38.369m. The original budget for the year was £43.154m.
- 2.4 It is proposed to carry forward to 2023/24 £14.440m of capital budget slippage from 2022/23. In addition, the approved budgets for 2023/24 are being re-profiled and as a result reduced by £8.836m to realign them with anticipated activity and achievable forecast spend. The ten-year HRA indicative approved capital programme will be amended in the forthcoming budget cycle process for 2023/24 -2032/33 to reflect these changes in the timing of proposed project milestones and also the capacity of the council to resource these activities.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 The Council, as a local housing authority, is required to maintain a Housing Revenue Account (HRA) with a positive working balance and keep borrowing levels within prudential rule guidelines, in accordance with s74 of the Local Government & Housing Act 1989 (the "1989 Act") prohibiting the Council to operate its HRA at a deficit. Effective management of the HRA is necessary to ensure that statutory requirements are met. The proposed balanced budget meets this obligation.
- 3.2 HRA capital projects will ensure that authorities required are in compliance with the Council constitution which includes that a project with costs in excess of £0.250m will be subject to a financial appraisal, Financial Procedure Rules and the subject of a Member decision.

4 WORKFORCE IMPLICATIONS

- 4.1 There are no direct workforce implications from the closing report.

5 PROPERTY AND ASSET IMPLICATIONS

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

CONSULTATION AND COMMUNICATION

- 6 The Outturn Report has not yet been shared with TACT representatives.

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 Environmental and ecological factors are fully considered when developing new build properties and preparing major works plans including estate improvements, working closely with planning officers and the Council's Landscape Team where appropriate. Additional costs for meeting these responsibilities are included in project appraisals and scheme budgets.

- 7.2 The contribution made to the Carbon Neutrality programme through the HRA budget is set out in section 1 above.

8 EQUALITY IMPACT ASSESSEMENT

Whilst there are no actions which arise directly from this report, officers have regard to the considerations as set out in the Equalities Act 2010 and whether an equality impact assessment will be required to be undertaken at the time of implementation on any specific recommendations.

9 DATA PROTECTION IMPACT ASSESSMENT

None required.

10 RISK MANAGEMENT

Risk	Mitigation	Opportunities
<i>Property That Council owned dwellings fail to meet decent home standards</i>	An effective programme of future works and sound financial planning ensures that these standards are met and then maintained.	
<i>Community Support Lack of consultation will affect tenant satisfaction and cause objections to planning applications for new build developments.</i>	Regular communication and consultation is maintained with tenants and leaseholders on a variety of housing issues. The Council consults with local residents and stakeholders on proposed new build schemes.	Positive consultation brings forward alternative options that may otherwise not have been considered.
<i>Timescales Delays to new build contracts may result in increased costs and lost revenue. Delays to major works may result in the loss of decent home status for individual properties.</i>	New build contracts contain clauses to allow the Council to recover damages if the project is delayed due to contractor actions. Continual updating of asset management plans and major works budgets allows potential issues to be addressed quickly.	
<i>Project capacity The HRA can borrow funds in addition to utilising external receipts and reserves but it must be able to service the loan interest arising and repay debt in the future. Staffing resources (not always in Housing) reduce the ability to push forward new schemes at the required pace.</i>	Regular monitoring of budgets and business plans, together with the use of financial assessment tools enables the Council to manage resources effectively. Staffing resources have been reviewed to support the delivery of the enhanced new build programme.	The Council monitor's government announcements on the use of RTB receipts and potential capital grant funding. In light of recent departures from this team the opportunity to reconfigure it and bring in different skill sets is being reviewed.
<i>Financial / VfM Risks, mitigation and</i>	New build Schemes are	

<i>opportunities are managed through regular project monitoring meetings</i>	financially evaluated and have to pass financial hurdles and demonstrate VFM	
<i>Financial Pressures A number of emerging issues including inflationary pressures affecting the construction supply chain, energy and, labour costs, rises in borrowing costs, the impact of the cost of living crisis, and issues over the rent settlement, coupled with environmental phosphate and nitrate issues will adversely affect the capacity and viability of the HRA</i>	The annual process of constructing a robust base HRA 30 year business plan and its underlying key assumptions and sensitivity analysis will help to identify and quantify the potential financial consequences and impact	Allowing better informed resource allocation decisions to be made.
<i>Legal The provision of social housing is a statutory requirement. Changing Government priorities place a greater emphasis on social housing which must be monitored and considered within planning of future new build projects.</i>	Government statutory requirements and policy changes are being monitored to identify any new risks or opportunities that they may bring.	To create new housing developments within new guidelines and drawing on innovative thinking.
<i>Innovation The creation of a Housing Company to support the new build programme is introduced without reference to existing rules and consents.</i>	External legal and business planning advice has been sought to ensure the Council has the most appropriate and effective solution and that any developments are only undertaken if they are financially viable.	A Housing Company has the potential to increase the options for housing tenure and to help to meet unmet demand.
<i>Reputation Failure to complete major housing projects due to lack of resources would have a direct impact on both customer satisfaction and the Council's</i>	Business planning tools with regular updates are utilised to make sure resources are available to complete projects.	Its important to ensure that a whole of life approach to developing affordable high quality sustainable housing is considered from the outset

<i>reputation.</i>		
<i>Other – None</i>		

11 SUPPORTING INFORMATION:

HRA Outturn 2022/23

Details of the 2022/23 financial performance are analysed in Appendix 1 (subjective summary) and Appendix 2 (service summary).

- 11.1 Overall, the HRA produced a deficit of £1.304m. The outturn deficit is £0.698m higher than the £0.606m Revised Budget (CAB3354).
- 11.2 Within the subjective summary (Appendix 1), the material variances were:
- a) Employees £0.108m under. This represents an underspend on the employee budget of 2.3% and reflects continuing difficulties in recruitment and retention within the service.
 - b) Premises - £2.110m over. This is largely a demand led budget. The overspend also contains the impact of a one of accrual that will be reversed in 2023-24. Excluding this accrual, the budget overspent by £0.706m the largest element of the overspend was building maintenance £0.486m where cost pressures could not be contained, increased electricity costs £0.109m, and an increase in the cost of the building insurance premium £0.069m.
 - c) Other Costs - £0.086m under. This is made up of several variances. The main ones contributing to this are-
 - 1) An underspend on the professional and consultancy budget (£0.203m), an underspend on staff car park permits (£0.065m), offset by payments of disrepair compensation (£0.059m).
 - 2) There was a net overspend on support service recharges into the HRA of £0.390m, the key ones being IT £0.106m, Legal £0.101m, and Special Maintenance of £0.045m, lower than budgeted capitalisation of new homes staff £0.082m ; partly offset by underspends on Office Accommodation of £0.068m; in addition new homes staff capitalisations were £0.085m under budget reflecting both staff vacancies and fewer schemes.
 - d) Net Interest and Depreciation- £0.622m under. Is the net result of interest payments on debt being £1.328m under budget, and end of year depreciation charges being £0.706m over budget. The budget for interest payments on debt had assumed both a higher level of capital spend financed by borrowing and higher debt financing charges and was largely due to the use of internal borrowing (see Appendix 5). Depreciation is an estimate based on the prior year; actual depreciation is affected by several factors such as the annual valuation of the council's housing stock, and underlying component costs and will therefore vary from forecast.

- e) External Income – (£0.200m) over budget. This is largely due to a reduction in voids over that budgeted for £0.098m, an over achievement of rent receivable £0.069m and a number of one-off items including costs recovered £0.062m and £0.142m of insurance claim payments. This is partly offset by the provision for bad debts £0.092m and an underachievement of income from service charges of £0.043m.

11.3 Within the service summary (Appendix 2), the material variances were:

- a) Vacant Dwellings (£0.076m) over this is largely down to an error of omission in accruing for CTAX invoices on void properties in 2021-22 and an increase in vacant dwellings.
- b) The New Build Programme Support– £0.060m overspent. This is largely down to writing off the abortive costs incurred on Tower Street £0.205m, offset by an underspend on salaries of £0.131m.
- c) Communal Services - £0.067m overspent. This is down to higher than budgeted for electricity costs £0.029m, and an underachievement in service charge income £0.033m)
- d) Home Ownership– (£0.233m) under. This is a new cost centre created in 2022-23 to manage services for both leaseholders and shared owners This underspend is largely a presentational issue as it results from the unbudgeted transfer of shared ownership rent of £0.201m and an underspend on staffing of £0.027m
- e) Sewage Works £0.125m overspent. This is the result of increased special maintenance cost of £0.051m together with unbudgeted reactive maintenance costs of £0.053m.
- f) Revenue Repairs – this is £1.954m overspent. This is largely down to an accounting adjustment of £1.394m that will be reversed ('credited' back to the HRA balance) in 2023/24; and a number of other variances including an overspend of £0.104m on staffing caused by the need to cover vacancies with agency cover , £0.449m on planned reactive and cyclical repairs caused by increased costs and demand, and £0.059m of disrepair compensation payments, offset by £0.141m of insurance claim income.
- g) Interest Payable – (£1.328m) under. The budget for interest payments on debt had assumed both a higher level of capital spend financed by borrowing and higher debt financing charges and was largely due to the use of internal borrowing (see Appendix 5).

- h) Depreciation of fixed assets – £0.501m overspent. Depreciation is an estimate based on the prior year; actual depreciation is affected by several factors such as the annual valuation of the council's housing stock, and underlying component costs and will therefore vary from forecast.
- i) Dwelling Rents Income - £0.101m underachieved. This is largely a presentational issue as dwelling rent income would have overachieved by £0.100m but for the transfer of £0.201m of shared ownership rent to Home ownership.

11.4 HRA Revenue Carry Forwards from 2022/23 to 2023/24

The only proposed HRA Revenue Carry Forward from 2022/23 to 2023/24 is £0.018m underspend from the other professional services & consultancy fee budget to continue to support the anticipated Housing Company setup costs during 2023/24.

11.5 HRA Capital Programme Outturn 2022/23

11.6 Appendices 3 & 4 detail the expenditure in 2022/23 for both the Housing Services and New Build capital programmes against both the Original Budget and the Revised Budget position.

11.7 Overall, within Housing Services (Appendix 3), £7.267m was spent against a Revised Budget of £8.464m, a variance of £1.198m on the year.

The material variances were as follows:

- a) Major Repairs - £0.126m overspent. - this represents just a 2% variance on the overall major repairs budget and is a combination of a high refusal rate/low demand for kitchens, pressure to upgrade fire alarms systems and completing more roofs than originally forecast.
- b) Estate Improvements – £0.187m under. Some projects were not able to be fully progressed due to the Estate Improvement Officer post becoming vacant. This post has now been recruited to and all projects are progressing in 2023/24.
- c) Sheltered Housing upgrades - £0.240m under – £0.210m of the budget was allocated to the installation of powered communal doors at sheltered housing schemes. The procurement of these works took longer than anticipated to complete. The contract has been awarded and these funds have been committed.
- d) Fire safety Provision - £0.309m under. slippage due to outstanding fire rating issue with suited locks in sheltered schemes.

- e) Climate Change Emergency - £0.328m under. procurement delays due to the reliance on Trustmark approved contractors which are in very high demand.
- f) Sewage Treatment works £0.207m – the budget contains funding for a new sewage treatment vehicle and the procurement of this was not progressed in 2022-23 but is likely to progress in 2023-24.

11.8 For the New Build capital programme (Appendix 4), £16.874m was spent against a Revised Budget of £29.904m, a variance on the year of £13.030m.

The material variances were as follows:

- a) Unallocated £2.281m under. slower progress than expected on sites in the pipeline.
- b) Winnall - £0.469m under. weather related delays to programme, completion scheduled for 3rd quarter of 23/24
- c) North Whitely-£7.829m under. Handover of final phases of development delayed until 2nd quarter of 23/24, full completion scheduled for Aug 23.
- d) Southbrook cottages - £1.719m under. Programme delayed requiring expenditure to be slipped to 23/24. Scheme will complete in 23/24
- e) Witherbed lane - £0.626m under. development on hold whilst suitable bio-diversity off-site compensation is secured.

11.9 HRA Capital Programme Funding

11.10 Appendix 5 details the actual funding for the capital programme in 2022/23. The funding requirement for the year was £24.141m, £14,228m less than previously anticipated in setting the Revised Budget. The Housing Services programme was underspent by £1.198m, with the New Build capital programme being £13.030m

11.11 The average HRA cost of capital is shown here together with current HRA reserves/resources position. These resources are largely constrained in their use with the exception of the general reserve but provide a degree of mitigation against future new homes development and sales risk and provide a cheap form of internal financing for the capital programme.

11.12 The funding of the programme firstly applies all required 1-4-1 RTB funding of £2.764m to maximise the council's position on these resources, then Homes England grant funding for Winnall £0.245m, then applies capital receipts from new build sales £6.298m, and other disposal £0.906m with the remaining £13.7724m was unfinanced. This resulted in a net movement of £13.772m in the Capital Financing Requirement from £186.005m to £199.777m. This represents the underlying need to borrow for capital purposes, i.e. its borrowing requirement.

11.13 HRA Capital Programme Re-Forecast for 2022/23

Within the capital programme, there is an increase due to slippage to the original budget of £14.442m combined with a net reduction due to the re-profiling of £7.345m into future years, which is proposed in Appendix 6 & 7. The impact of these changes on the original budget of £30.049m, is a net increase in approved budget for 2023/24 of £7.097m.

11.14 The proposed Housing Services programme has slippage of £0.923m and re-profiled budgets of £0.215m, resulting in an increase of £1.565m. This reflects the anticipated need to spend on ongoing programmes and the carry forward of funding for key Council priorities such as climate change and fire safety.

11.15 The profiling of all the New Homes scheme capital projects has also been reviewed considering changes in both individual programme delivery timeframes caused by the phosphate issues affecting planning permission as well as the capacity of the team to resource these projects, and the funding from LAHF. As a result, the net budget after bringing forward slippage and re-profiling has been reduced by £4.046m. Of the total budget of £29.819m in 2022/23 some £24,671m is committed and likely to spend. The overall impact of this on the HRA 10-year indicative programme will be identified during the next year's budget preparation process.

BACKGROUND DOCUMENTS: -

Previous Committee Reports: -

CAB3354 HRA Outturn report 2021-22 19 July 2022

CAB3334 Housing Revenue Account Budget 2022-23 17 Feb 2022

CAB3325 HRA Budget Options 2022-23 23 Dec 2022

APPENDICES:

Appendix 1 – Housing Revenue Account Outturn 2022/23 – Subjective Summary

Appendix 2 – Housing Revenue Account Outturn 2021/22 – Service Summary

Appendix 3 – Housing Capital Programme 2022/23 – Housing Services Outturn

Appendix 4 – Housing Capital Programme 2022/23 – New Build Outturn

Appendix 5 – Housing Capital Programme 2022/23 - Funding, Resources and Debt

Appendix 6 – Housing Capital Programme 2022/23 – Revised Budget Major Works

Appendix 7 – Housing Capital Programme 2022/23 – Revised Budget New Build

APPENDIX 1

HRA - INDICATIVE OUTTURN 2022/23

	Original Budget £000	Revised Budget £000	Indicative Outturn £000	Variance Outturn to Revised Budget £000	Report Notes
Employees	(4,693)	(4,744)	(4,636)	(108)	11.2 a).
Premises	(7,082)	(7,082)	(9,193)	2,110	11.2 b).
Other Costs	(4,148)	(4,135)	(4,221)	86	11.2 c).
Net Interest and Depreciation	(15,324)	(15,324)	(14,702)	(622)	11.2 d).
External income	30,630	30,630	30,830	(200)	11.2 e).
Deficit(/) Surplus for year on HRA Services	(617)	(655)	(1,922)	1,267	
Right to Buy Admin Fees	29	29	33	(4)	
Interest receivable	20	20	587	(567)	11.2 f).
Net (increase)/decrease in HRA Balance before transfers to or from reserves	(568)	(606)	(1,302)	696	
Transfer to/from Reserves			(2)	(2)	
(decrease)/Increase in HRA Balance	(568)	(606)	(1,304)	694	
HRA Working Balance					
Opening Balance	16,427	16,658	16,658	0	
Add Projected (Deficit)/Surplus	(568)	(606)	(1,304)	698	
Projected Balance at Year End	15,859	16,052	15,354	698	

APPENDIX 2

HRA - INDICATIVE OUTTURN 2022/23

	Original Budget	Revised Budget	Indicative Outturn	Variance Outturn to Revised Budget	Report Notes
	£000	£000	£000	£000	
Service Summary					
Housing Management General					
Estate Management	(1,272)	(1,307)	(1,268)	(40)	
HRA General	(3,010)	(2,909)	(2,927)	18	
Tenancy Sustainment	(431)	(427)	(382)	(45)	
Downsizing	(65)	(65)	(77)	12	
Rent Accounting	(71)	(71)	(66)	(5)	
Tenants Involvement	(84)	(84)	(30)	(53)	
Vacant Dwellings	(31)	(31)	(108)	76	11.3 a)
New Build Programme Support	(918)	(893)	(953)	60	11.3 b)
	(5,882)	(5,788)	(5,810)	22	
Housing Management Special					
Communal Services	103	103	36	67	11.3 c)
Disabled Adaptations	(137)	(137)	(153)	17	
Estate Improvements	(489)	(489)	(474)	(15)	
Home Ownership		(50)	183	(233)	11.3 d)
Homelessness	(40)	(89)	(161)	72	
Sewage Works	(332)	(332)	(441)	110	11.3 e)
Sheltered Housing	(881)	(846)	(885)	39	
	(1,775)	(1,838)	(1,896)	57	
Repairs					
Responsive Maintenance	(2,873)	(2,873)	(4,294)	1,421	
Voids	(1,490)	(1,490)	(1,514)	24	
Cyclic	(957)	(957)	(1,302)	345	
Sub - total Repairs Works	(5,320)	(5,320)	(7,109)	1,789	
Repairs Administration	(1,401)	(1,393)	(1,558)	165	
	(6,721)	(6,713)	(8,667)	1,954	11.3 f)
Debt Management Expenses	(7)	(7)	(8)	1	
Interest Payable	(6,689)	(6,689)	(5,361)	(1,328)	11.3 g)
Depreciation of Fixed Assets	(8,635)	(8,635)	(9,136)	501	11.3 h)
	(15,331)	(15,331)	(14,505)	(826)	
Rents and Other Income					
Dwelling Rents	28,226	28,174	28,073	101	11.3 i)
Garage Rents	63	63	64	(1)	
Other Income	249	48	83	(35)	
Investment Properties		176	204	(28)	
Sheltered Charges	555	555	532	23	
	29,093	29,016	28,957	59	
Deficit () / Surplus for year on HRA Services	(617)	(655)	(1,922)	1,267	

APPENDIX 2

HRA - INDICATIVE OUTTURN 2022/23

	Original Budget £000	Revised Budget £000	Indicative Outturn £000	Variance Outturn to Revised Budget £000	Report Notes
Service Summary					
Right to Buy Admin Fees	29	29	33	(4)	
Interest Receivable	20	20	587	(567)	11.3 j)
Net (increase)/decrease in HRA Balance before transfers to or from reserves	(568)	(606)	(1,302)	696	
Transfer to/from Reserves	0	0	(2)	2	
(Increase)/ decrease in HRA Balance	(568)	(606)	(1,304)	698	
	0	0	0	0	
HRA Working Balance					
Opening Balance	16,427	16,658	16,658	(0)	
Add Projected (Deficit)/Surplus	(568)	(606)	(1,304)	698	
Projected Balance at Year End	15,859	16,052	15,354	698	

Appendix 3

HRA CAPITAL PROGRAMME INDICATIVE OUTTURN 2022/23

	2022/23 Original Budget £000	2022/23 Revised Budget £000	2022/23 Indicative Outturn £000	2022/23 Variance Outturn to Revised Budget £000	Report Notes
<u>Housing Services Programme</u>					
<u>Major Repairs</u>					
External Envelope Works	(2,072)	(1,400)	(1,523)	123	
External Ground Works	(400)	(400)	(434)	34	
External Window/Door/Screens	(300)	(200)	(265)	65	
Internal Structure & Finishes	(100)	(300)	(349)	49	
Kitchen & Bathroom Renewals	(1,100)	(1,200)	(879)	(321)	
Mechanical & Electrical Services	(1,700)	(2,172)	(2,349)	177	
	(5,672)	(5,672)	(5,799)	126	11.7 a).
<u>Improvements & Conversions</u>					
Estate Improvements	(226)	(215)	(28)	(187)	11.7 b).
Sheltered Conversions	0	0	(26)	26	
Sheltered Housing Upgrades	(74)	(253)	(13)	(240)	11.7 c).
	(300)	(468)	(67)	(401)	
<u>Other Capital Spending</u>					
Disabled Adaptations	(821)	(821)	(742)	(79)	
Fire Safety Provision	(680)	(600)	(291)	(309)	11.7 d).
Climate Change Emergency	(1,512)	(600)	(272)	(328)	11.7 e).
Sewage Treatment Works	(304)	(304)	(96)	(207)	11.7 f).
Total HS Capital Programme	(9,289)	(8,464)	(7,267)	(1,198)	

Appendix 4

HRA CAPITAL PROGRAMME INDICATIVE OUTTURN 2022/23

	2022/23 Original Budget £000	2022/23 Revised Budget £000	2022/23 Indicative Outturn £000	2022/23 Variance Outturn to Revised Budget £000	Report Notes
New Build Programme & Other Capital					
Unallocated	(5,500)	(2,281)	0	(2,281)	11.8 a)
Hookpit	0	0	(32)	32	
Winnall	(8,755)	(10,660)	(10,191)	(469)	11.8 b)
Barton Farm	(473)	(100)	(2)	(98)	
North Whitely	(13,818)	(13,805)	(5,977)	(7,829)	11.8 c)
Southbrook Cottages	(1,066)	(2,076)	(357)	(1,719)	11.8 d)
Dyson Drive	(1,586)	(50)	(23)	(28)	
Woodman Close	(824)	(50)	(7)	(43)	
Witherbed lane	(609)	(626)	0	(626)	11.8 e)
CornerHouse	(327)	(50)	(8)	(42)	
The Valley	0	0	(72)	72	
Wickham CLT	0	(205)	(205)	0	
Ravenswood	(800)	0	0	0	
Tower St	(108)	0	0	0	
	(33,866)	(29,904)	(16,874)	(13,030)	
Total HRA Capital Programme	(43,154)	(38,369)	(24,141)	(14,228)	

Appendix 5

HRA CAPITAL PROGRAMME INDICATIVE FUNDING 2022/23

	Original Budget £000	Indicative Outturn £000	Variance Outturn to Revised Budget £000	Report Notes
Funding Source				
Right to Buy Other Retained receipts	888	400	(488)	
Right to Buy 1-4-1 Receipts	6,626	2,764	(3,862)	
Other Capital Receipts		889	889	
S.106 Contributions	500		(500)	
Homes England Grant	919	245	(674)	
New Build Sales		6,072	6,072	
HRA Borrowing	34,429	13,771	(20,658)	
Major Repairs Reserve				
TOTAL	43,362	24,141	(19,221)	11.9

HRA Usable Reserves/Resources	Bal 31.3.2022 £000	Bal 31.3.2023 £000	Change £000
HRA Revenue Reserves	16,748	15,354	(1,394)
Earmarked Reserves	172	174	
Major Repairs Reserve	16,799	26,136	9,337
Right to Buy 1-4-1 Receipts	6,316	6,729	413
Other Capital Receipts	9,807	6,403	(3,404)
S.106 Contributions	4,951	5,758	807
TOTAL	54,793	60,554	5,759

HRA Capital Financing Requirement	Bal 31.3.2022 £000	Bal 31.3.2023 £000	Change £000
CFR (Level of Underlying Borrowing)	186,005	199,777	13,771
(Expenditure funded by Borrowing)			
Annual Cost of Debt	5,770	5,361	(409)
Average Cost of Capital to HRA	3.10%	2.68%	-0.42%
of Which			
[a] PWLB external debt	166,722	161,722	(5,000)
Average cost of debt	5,363	5,235	(128)
Average Cost of Capital	3.22%	3.24%	0.02%
[b] Unfinanced CFR	19,283	38,055	18,771
Average cost of debt	407	126	(281)
Average Cost of Capital	2.11%	0.33%	-1.50%

Appendix 6

HRA CAPITAL PROGRAMME PROPOSED REVISED BUDGETS 2022/23

	2023/24 Original Approved Budget. £000	2023/24 Other Budget Changes £000	2023/24 Proposed B/fwd £000	2023/24 Revised Budget £000	Report Notes
<u>Housing Services Programme</u>					
<u>Major Repairs</u>					
External Envelope Works	(1,500)			(1,500)	
External Ground Works	(400)			(400)	
External Window/Door/Screens	(300)			(300)	
Internal Structure & Finishes	(300)			(300)	
Kitchen & Bathroom Renewals	(1,192)			(1,192)	
Mechanical & Electrical Services	(2,200)	(210)		(2,410)	
	(5,892)	(210)	0	(6,102)	
<u>Improvements & Conversions</u>					
Estate Improvements	(434)	271	(187)	(350)	
Sheltered Housing Upgrades	(74)	294	(240)	(20)	
	(508)	565	(427)	(370)	
<u>Other Capital Spending</u>					
Disabled Adaptations	(793)	79	(79)	(793)	
Fire Safety Provision	(507)		(309)	(816)	
Climate Change Emergency	(1,512)	(856)	(328)	(2,696)	
Sewage Treatment Works	(318)	207	(207)	(318)	
	(3,130)	(570)	(923)	(4,623)	
Total HS Capital Programme	(9,530)	(215)	(1,350)	(11,095)	

Appendix 7

HRA CAPITAL PROGRAMME PROPOSED REVISED BUDGETS 2022/23

	2023/24 Original Approved Budget. £000	2023/24 Other Budget Changes £000	2023/24 Proposed Bfwd £000	2023/24 Revised Budget £000	Notes
New Build Programme & Other Capital					
North Whiteley	(14,123)	11,020	(7,829)	(10,932)	
Winnall Flats	(4,727)	(1,300)	(469)	(6,496)	
Small Sites/Unallocated Programme		2,281	(2,281)	0	
Dyson Drive	(201)	179	(28)	(50)	
Southbrook Cottages	(1,161)	1,375	(1,719)	(1,505)	
Woodman Close	(56)		(43)	(98)	
Barton Farm Extra Care		78	(98)	(20)	
Cornerhouse	(50)	650	(626)	(27)	
LAHF Property Acquisitions		(6,723)		(6,723)	
Nutrient Mitigation	(200)			(200)	
Total New Build Programme	(20,518)	7,560	(13,092)	(26,051)	
Total HRA Capital Programme	(30,049)	7,345	(14,442)	(37,146)	

Agenda Item 7

SCRUTINY COMMITTEE

REPORT TITLE: GENERAL FUND OUTTURN 2022/23

6 SEPTEMBER 2023

REPORT OF CABINET MEMBER: Councillor Neil Cutler – Deputy Leader and Cabinet Member for Finance and Performance

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

WARD(S): ALL

RECOMMENDATION:

It is recommended that the committee scrutinise and comment on the proposals within the attached cabinet report, ref CAB3416 which is to be considered by cabinet at its meeting on the 13 September 2023.

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REPORT TITLE: GENERAL FUND OUTTURN 2022/23

13 SEPTEMBER 2023

REPORT OF CABINET MEMBER: Councillor Neil Cutler – Deputy Leader and Cabinet Member for Finance and Performance

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

WARD(S): ALL

PURPOSE

This report provides an overview of the General Fund Revenue outturn and Capital Programme outturn for 2022/23.

The 2022/23 General Fund budget was approved by Council in February 2022 (CAB3335 refers) based upon a one-year spending review announcement and the expectation of greater levels of stability in income and expenditure following two turbulent, heavily Covid-impacted years. However, high inflation has had a significant impact on expenditure and despite being kept under close review through the quarterly performance monitoring, this created a significant budget pressure. Despite this inflationary expenditure pressure of just over £1m (detailed in 13.4 below), a surplus outturn of just under £1m resulted from a combination of offsetting service savings and an increase in retained funding from business rates and higher than expected net interest receivable.

The Council remains committed to delivering change and tackling the climate emergency, with £2m allocated to delivering the key priorities of the Council Plan in February 2023 (CAB3388 refers). However, significant funding uncertainty leading to projected future baseline deficits, means that substantial transformational change will be required over the next few years through the Council's 'TC25' transformation programme.

RECOMMENDATIONS:That Cabinet:

1. Note the General Fund Revenue Outturn and Capital Programme Outturn as set out in the report.
2. Approve the transfers to and from the Major Investment Reserve as detailed in Appendix 1 and note the reserves and closing balances at 31 March 2023 (as set out in Appendix 2);
3. Approve the revised 2023/24 capital programme as set out in appendix 5;
4. Note the revised 2023-2033 capital programme as set out in appendix 6.

IMPLICATIONS:

1 COUNCIL PLAN OUTCOME

- 1.1 The budget approved in February 2022 (CAB3335 refers) directly supported the delivery of all outcomes set out in the Council Plan. This included revenue and capital funding for the carbon neutrality programme; funding to support the delivery of the Central Winchester Regeneration programme; funding for staff and schemes targeting economic recovery; additional funding to provide extra staffing to ensure high quality services were maintained (for example around the Pride in Place works); and budget to support the Health and Wellbeing Strategy and it's focus on partnership working.
- 1.2 The council plan outcome focussing on Homes for All is supported by the Housing Revenue Account Business Plan considered elsewhere on this agenda (CAB3417).

2 FINANCIAL IMPLICATIONS

- 2.1 As set out in the report.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 Local authorities are required by law to have a balanced budget. However, what is meant by 'balanced' is not defined in law and Chief Finance Officers are to use their professional judgement to ensure that the local authority's budget is balanced, robust and sustainable.
- 3.2 The Local Government Act 1972 (Section 151) makes the Chief Financial Officer responsible for the proper administration of the Council's financial affairs. The responsibilities of the Chief Finance Officer, in particular in relation to section 114 notices, are set out primarily in section 151 of the Local Government Act 1972.
- 3.3 All Members and officers have a general responsibility which is a fiduciary duty to residents to take reasonable action to provide for the security of the assets under their control and for ensuring that the use of these resources is legal, is properly authorised and achieves value for money. In doing so proper consideration must be given at all times to matters of probity and propriety in managing the assets, income and expenditure of the Council.

4 WORKFORCE IMPLICATIONS

- 4.1 The council employed 445 permanent and fixed term staff at 31 March 2023, as reported to Audit and Governance in July (AG102). This is one of the most significant costs to the council and therefore as services change, the staffing requirements also change. This represents a net 14FTE increase during the year.

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 The Asset Management Strategy (CAB3377 refers) highlights how the Council's non-housing property assets (the Estate) play a significant role in generating rental income and creating opportunity for social, economic, environmental, and cultural and regeneration interventions.
- 5.2 Overall property income for 2022/23 was £4.6m, including investment and non-investment properties. This is offset by expenditure of £3.2m, leaving a net surplus of £1.4m (excluding MRP and borrowing costs).

6 CONSULTATION AND COMMUNICATION

- 6.1 The 2022/23 budget was set in February 2022 (CAB3335) and this followed consultation with stakeholders, including with parish councils through the parish liaison meetings; with local businesses through discussions with the Chamber of Commerce / BID Business forum; and with the public through an on line survey.
- 6.2 Throughout the year, the financial monitoring reports have been to Scrutiny Committee quarterly.

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 The commitment to carbon neutrality and investment in the Carbon Neutrality Programme is maintained in full. The capital programme also included provision specifically aimed at reducing carbon emissions.

8 EQUALITY IMPACT ASSESSEMENT

- 8.1 The recommendations in this report do not amend budget proposals that have been subject to previous assessment. Officers have regard to the considerations as set out in the Equalities Act 2010 and whether an equality impact assessment will be required to be undertaken at the time of implementation on any specific recommendations for changes to future budgets.

9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 None required

10 RISK MANAGEMENT

Risk	Mitigation	Opportunities
<p><i>Financial</i> Budget deficit or unforeseen under or overspends.</p> <p>Financial pressure caused by high rates of inflation and increases in energy costs.</p>	<p>Regular monitoring of budgets and financial position including forecasting to year end to avoid unplanned over/underspends.</p> <p>Regular monitoring of macroeconomic situation and recommended establishment of an Exceptional Pressures reserve.</p>	<p>Early notification of unplanned under / overspends through regular monitoring allows time for plans to be put in place to bring the finances back into line with budget forecast.</p>
<p><i>Legal</i> Risk that external factors, such as high inflation, have an impact on budgets that is so severe that the Council cannot balance the budget and is at risk of needing to issue a s114 notice.</p>	<p>Enhanced monitoring of key at-risk areas (including parking and commercial rent income) and the establishment of an additional risk reserve to cover exceptional inflation pressures.</p>	
<p><i>Team capacity</i> Availability of staff to effectively monitor budgets and produce / report on outturn.</p>	<p>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. If, at critical budgeting times, resource shortages are identified, funding has been set aside in the budget to fund external support.</p>	<p>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.</p>
<p><i>Achievement of outcome</i> Risk that the balanced budget and stable finances required by the Your services, your voice Council Plan priority is not achieved or is not perceived to be open and transparent.</p>	<p>Through the quarterly monitoring reports, officers and members can monitor the ongoing financial position.</p>	

11 SUPPORTING INFORMATION:

General Fund Revenue

- 11.1 The 2022/23 budget was set following a period of unprecedented uncertainty and the onset of increasing interest rates. Forecasting was expected to be difficult and a contingency was created by setting up an exceptional inflation reserve in order to mitigate some of the ongoing risks. As a result of the significant financial challenges faced by local authorities a number of councils found themselves in a position where forecast expenditure exceeded forecast funding and as a result were forced to issue S114 notices during the year.
- 11.2 Despite the challenges set out above, a high quality of service delivery has been maintained during the year. In addition, progress continues to be made in delivering key areas of work and the council's major projects. During the financial year 2022/23 significant work and achievements included:
- The successful procurement and appointment of Jigsaw Consortium as development partner to bring forward the Central Winchester Regeneration (CWR) project in the city centre.
 - As part of the Government's Levelling Up agenda, Winchester District bid for and was awarded almost £1.75m to spend on local investment through a combination of the Shared Prosperity Fund and The Rural England Prosperity Fund.
 - Delivery of enhanced pride in place works (including Transformation work at St Maurice's Covert and Kings Walk) and collaboration with partners to reduce ASB across the district.
 - Completion of the Carbon Roadmap work helping the council to move towards its net zero targets.
 - Publication of and consultation on the Regulation 18 Draft Local Plan.
 - As part of the council's commitment to support the City of Sanctuary movement, we welcomed and supported Ukrainian citizens to the district as well as supporting more than 200 hosts.
 - Welcomed the 1 millionth customer to the new Winchester Sport and Leisure Park facility which supports the council's priority to make health and wellbeing opportunities accessible for everyone.
- 11.3 Quarterly performance review and reporting ensured the close monitoring of these financial pressures which led to significantly increased in-year forecasts for contract, pay, and utility inflation. However, offsetting savings were also identified as part of this process; particularly resulting from higher than forecast income retained from Business Rates growth in the District; and higher than budgeted interest receivable due to the increase in interest rates and higher than forecast cash balances. This resulted in there being no need during 2022/23 to draw from the exceptional inflation reserve was required.

11.4 The final outturn position in Appendix 1 shows a reduction in the required use of reserves compared to February 2022 of just under £1m. Whilst regular updated forecasts have been reported throughout the year, the budget is not revised mind-year, so this report highlights all significant variations compared to the original budget (many of which have been reported previously).

11.5 Careful management of earmarked reserves has resulted in a very slight increase in overall balances at the end of 2022/23. However, significant commitments are in place against these balances and along with continued uncertainty around funding and interest rates, it is important to continue to manage reserves in a prudent manner.

12 Impact on the collection fund

12.1 The Council acts as billing authority for the Winchester district and is therefore responsible for the collection of business rates and council tax on behalf of Hampshire County Council, Police and Fire authorities, parish councils and Central Government.

12.2 **Council Tax** - In January, the Council forecast a collection rate of 99% based on previous experience of collection rates across the district. This was reflected in the outturn with a minor surplus variance of £24k.

12.3 **Business Rates** – The total collectable business rates for 2022/23 were over £60m and within the year, significant ongoing and new reliefs were announced by Government for implementation by billing authorities, often at short notice. As a result, attempts to forecast year end net income in February 2023 proved to be overly cautious. Final net income collected was £0.688m more than the original budget for the year.

13 Revenue Baseline Budget Variances

13.1 Total general fund baseline net service expenditure was originally budgeted at £16.2m for 2022/23. An outturn of £16.9m is in line with the updated forecasts reported during the year (final forecast of £17.1m in February 2023).

13.2 The most significant variances to the original budget are summarised in the table below, with further explanation in 13.3 and 13.4 below.

<u>Income Variances</u>	Favourable / (Adverse) Variance £000
a) Planning Fees	(345)
b) Building Control	(168)
c) Land Charges	(115)
d) Recycling Income	269
e) P&R Bus Contract Funding	165
f) Guildhall	91
g) Garden Waste Income	81
h) Other Income	306
TOTAL INCOME VARIANCES	<u>284</u>
<u>Expenditure Variances</u>	
a) Pay Inflation	(508)
b) Environmental Services Contracts	(354)
c) Contract Inflation	(326)
d) Utility Inflation	(200)
e) Employees - Agency	(198)
f) NNDR – River Park Leisure Centre	269
g) Car Parking	205
h) IMT Joint Working	118
Other Expenditure e.g. P&R Bus Contract	2
TOTAL EXPENDITURE VARIANCES	<u>(992)</u>
TOTAL ADVERSE SERVICE VARIANCE	<u>(708)</u>

13.3 The reasons for the “income” variances in the above table can be summarised as:

- Planning Fees – Income was budgeted at £1.1m for the year but only £0.75m was received in total (£1.3m was received in 21/22). The majority of this adverse variance relates to the timing of third-party major applications which account for a significant proportion of the total income received.
- Building Control – Income of £0.43m for 2022/23 compares to £0.48m in 2021/22 and reflects a recent downward trend in overall building control income. The 2023/24 income budget has been reduced but this will be kept under review to determine whether any further adjustments are required.

- Land Charges – income of £0.29m for 2022/23 compares to £0.35m in 2021/22. This is in line with the well reported decline in house sales and income will be kept under review in 2023/24 to determine whether any baseline income budget adjustments are required.
- Recycling Income – rates received for recycling materials has significantly increased over the last couple of years leading to additional income of £0.27m (2022/23 actual income of £0.66m vs budget of £0.39m). Whilst this is a highly volatile source of income, higher rates are expected into 2023/24. However, as reported to Cabinet in July (CAB3409 refers) the council, along with other Project Integra partners, is working with Hampshire County Council, to develop a revised partnership agreement. This revised agreement may result in the loss of this existing income stream.
- Park and Ride bus grants passed over from HCC in 2022/23 amounted to £0.165m which was all additional, unbudgeted funding.
- Guildhall – Following its reopening as a room-only venue in 2022, income of £0.21m exceeded the budget of £0.125m by £0.091m. Income budgets in 2023/24 have been re-forecast based on higher income assumptions. The overall Guildhall net outturn cost of £0.439m was £0.081m lower than the budget of £0.520m.
- Garden Waste Income – a better than expected overall customer base caused by strong retention and sign ups led to additional income of £0.08m. It is expected that subscriber numbers have now reached peak numbers with regards to the initial roll out of the scheme.
- Other income variances – a build up of smaller variances relating to Licensing, Estates service income, and ringfenced government grants.

13.4 Explanations for the “expenditure” variances in the above table are provided below:

- a) Pay Inflation – as reported in the quarterly performance monitoring reports the 2022/23 pay award which averaged around 5.5% created an additional baseline cost of £0.5m compared to the budgeted increase of 2%.
- b) Environmental Services Contracts – as reported in the quarterly performance monitoring reports, and following on from 2021/22, additional contract spend of £0.35m in 2022/23 has been reflected in 2023/24 budgets.
- c) Contract Inflation – additional baseline contract spend of £0.33m resulted from a revised inflation average of 7% for 2022/23 compared to the budget assumption of 4%.
- d) Utility Inflation – additional utility costs of £0.2m for 2022/23 compared to in-year forecast of up to an additional £0.3m. This very significant spike in costs resulted from the turbulent energy market over the last 18 months.

- e) Employees Agency – higher than budgeted expenditure on agency staff in service areas such as Planning and Legal Services (where recruitment of staff has been difficult, resulting in vacancies in critical services which needed to be urgently filled with agency staff) led to an overall net Employee overspend of £0.2m.
 - f) NNDR River Park Leisure Centre – a successful appeal to the Valuation Office for the now unused River Park Leisure Centre to be de-listed as a property on which Business Rates is payable, led to a refund of £0.114m against an expenditure budget of £0.155m, a total underspend of £0.269m.
 - g) Car Parking – a one-off reduction in forecast premises expenditure for 2022/23 resulted in an underspend of £0.2m for the year.
 - h) IMT Joint Working – lower than budgeted expenditure of £0.12m for the year. This was predominantly due to in-year vacancies.
- 13.5 An overall income surplus of £0.436m within ‘Investment Activity’ relates almost entirely to net interest receivable which was £0.4m higher than the budgeted net payable position. This is due to interest on cash and investment balances being significantly higher than originally forecast in February 2022, as well as higher than budgeted cash balances overall.

14 “One Off” Budgets

- 14.1 In addition to the baseline budget to fund core services, a number of “one off” provisions were approved and included in the 2022/23 budget to fund key projects across 2022/23 and 2023/24. The original one-off revenue budgets totalled £3.663m and this was revised to £8.465m during the year taking into account of budget brought forwards and in-year approvals. The final outturn of £3.413m was therefore £5.052m below revised budget. The key one-off revenue budgets are listed below:

One-off Revenue Budgets 2022/23 (£m)	Original Budget	Revised Budget	Outturn	Budget Brought Forward to 23/24
1 Central Winchester Project	0.050	1.524	0.797	0.640
2 Council Plan (funded by new homes bonus)				
2(a) - Local Council Tax Support Hardship Fund	0.100	0.100	0.100	
2(b) - Essential maintenance to Monuments and Historic Assets	0.450	0.450	0.052	0.398
2(c) - Bike Storage and other measures	0.040	0.040	0.013	0.027
2(d) - Feasibility work on food waste collection	0.150	0.150	0.024	0.126
2(e) - Low Carbon Transport	0.250	0.250	0.000	0.250
2(f) - Additional city and market towns cleansing and maintenance	0.185	0.185	0.090	0.095
2(g) - City of Sanctuary	0.025	0.025	0.050	0.020
2(h) - IT Support to develop council systems for flexible/agile working	0.100	0.100	0.057	0.043
3 Project Support	0.600	1.000	0.271	0.729
4 Homelessness	0.724	0.925	0.227	0.042
5 Transformation Programme	0.500	0.500	0.000	0.500
6 Climate Emergency	0.250	0.345	0.190	0.155
7 IT Investment	0.000	0.300	0.113	0.187
8 Other smaller 'one-off' budgets	0.239	2.571	1.619	1.722
	3.663	8.465	3.603	4.934

- 1) The 2022/23 outturn underspend reflects a re-profiling of the work programme with the spend now anticipated in 2023/24. The current 2023/24 budget is £1.040m including budgets brought forward from 2022/23.
- 2) £1.3m for delivery of the Council Plan (funded by new homes bonus). This was broken down into the following categories:
 - a) Local Council Tax Support Hardship Fund – all distributed in 2022/23.
 - b) Essential maintenance to Monuments and Historic Assets – a programme of works has been agreed but due to the nature of these works and necessary procurement process the majority of works are now planned for 2023/24.
 - c) Bike Storage and other measures – works are under way and due for completion in 2023/24.
 - d) Low Carbon Transport and Feasibility work on a food waste collection – an update on the future of waste and recycling was taken to July Cabinet (CAB3409 refers) and provided an update of the current work plan. This budget is to support the overall project and therefore the majority of the budget has been carried over to 2023/24.

- e) Additional city and market towns cleansing and maintenance etc – work is well underway with approximately half of the budget spent in 2022/23. The remaining budget has an overall spending plan in 2023/24.
 - f) City of Sanctuary – work commenced in 2022/23 but focussed primarily on support for Ukrainian guests and was funded through a dedicated budget passed down from HCC. Plans are in place for further work in 2023/24 to support wider City of Sanctuary activity through collaboration with external partners.
 - g) IT Support to develop council systems for flexible/agile working – this budget is supporting fixed term support which is planned to complete in 2023/24.
- 3) Additional project capacity to support other major projects – a total budget of £1m was approved in October 2021 (CAB3318 refers). The budgets supports revenue spend which is required to deliver major projects which will eventually be mainly capital in nature. The budget is therefore allocated and spent based on the timescales of these individual projects. A budget of £0.729m has been carried over to 2023/24 and there may be further re-profiling of the budget based on the timescales of the individual projects.
- 4) Flexible homelessness, funded from the new burdens reserve – an updated spending plan went to Cabinet in March 2023 (CAB3393(H)). The Homelessness earmarked reserve contains uncommitted balances which require future spending proposals.
- 5) Climate Emergency work – this budget supports ongoing climate emergency revenue projects. The underspend has been carried over to 2023/24.
- 6) Transformation programme – this budget has been allocated to the TC25 programme in order to have the resources available to complete the work needed to support projects which will deliver the future baseline savings needed to balance the medium term budget.
- 7) Additional IT investment to upgrade the Council’s IT desktop infrastructure to support “agile/flexible working” proposals (CAB3318 refers). Planned spend is well underway and due for completion in 2023/24.
- 8) Other “one off” budgets include the provision to support the preparation of the Local Plan, Winchester Movement Strategy, and other smaller projects.
- 14.2 Work on all of these provisions is continuing and it is anticipated that all budget will be fully committed in 2023/24. Budget profiles have been amended to reflect this and will require transfers from the Earmarked Reserves.

15 Outturn by Council Plan outcome

- 15.1 The Council Plan outcome summary outturn below shows the full general fund revenue outturn position for 2022/23. The adverse service variances identified in 13.2 above and essentially caused by higher than budgeted inflation, are more than balanced by higher funding and other activity.
- 15.2 The final net surplus of £0.952m has been transferred to earmarked reserves.
- 15.3 £0.75m of the surplus is to be transferred to the Local Plan reserve in order to fund the final part of the current and the following Local Plan. The Local Plan is a statutory instrument and therefore a critical priority for the council. The Local Plan has historically been funded primarily by earmarked reserves due to the significant year-on-year changes in spend requirements and therefore its replenishment is in line with the current reserves policy. Going forward, local plans will need to be refreshed every five years (which could reduce to every 30 months, pending the outcome of the Government's NPPF consultation earlier in 2023) so it is essential to plan for the required budgets with immediate effect.
- 15.4 The remaining £0.202m of surplus is recommended to be transferred to the exceptional inflation pressures reserve. The exceptional inflation pressures reserve is considered to be a critical risk reserve given the considerable uncertainty around interest rates and inflation.

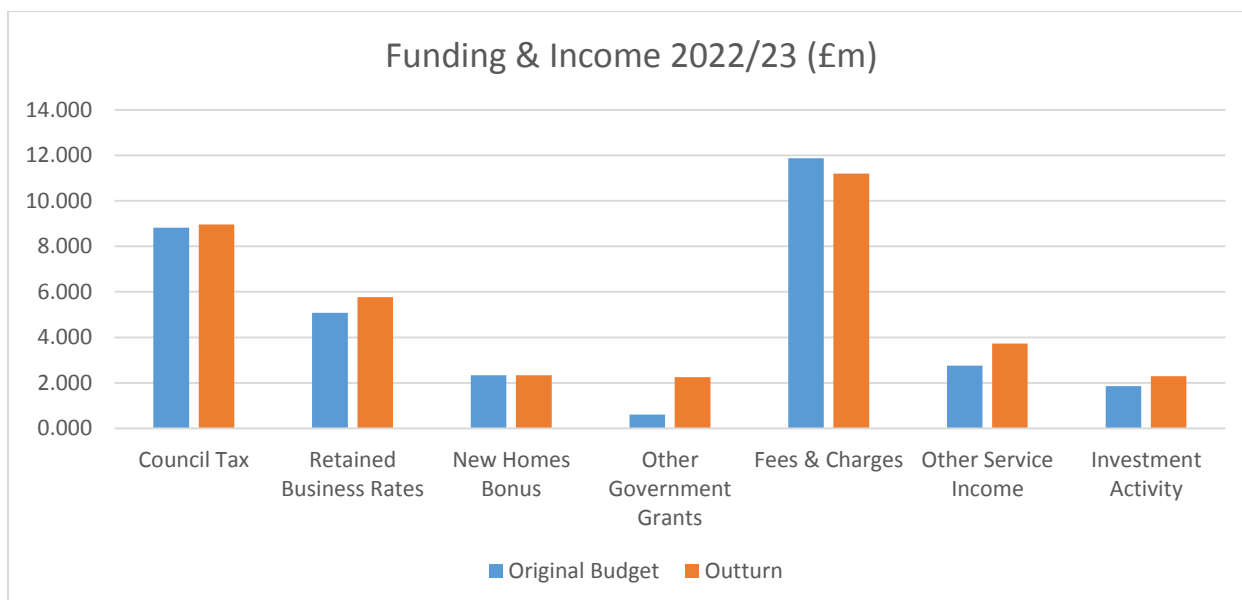
General Fund Summary Council Plan 2022/23 Outturn (£000)	Original Budget	Actual	Variance (ADV) / FAV
Environment	4,448	6,426	(1,978)
Living Well	5,023	3,877	1,147
Homes for All	2,560	2,167	393
Vibrant Local Economy	1,111	1,863	(752)
Your Services, Your Voice	3,892	2,651	1,241
	17,034	16,984	50
Funding and other activity	(17,034)	(17,937)	902
		(952)	952
Transfer to (from) Unrestricted Earmarked Reserves	1,098	2,253	(1,155)
Funding and other activity	(18,132)	(20,190)	2,057
	(17,034)	(17,937)	902
		(952)	952

15.5 Service outturn variance analysis:

- Environment - The adverse variance of £2m relates mainly to lower than budgeted car parking income. This lower than budgeted income was expected and was covered within a corporate covid contingency budget.
- Living Well – The net underspend of £1.1m relates to a now re-profiled leisure project support services budget and an underspend on the River Park Leisure Centre NNDR budget.
- Vibrant Local Economy – The adverse variance of £0.75m relates to additional one-off expenditure on Central Winchester Regeneration. This budget was approved but not part of the original budget for 2022/23.
- Your Services, Your Voice – The underspend of £1.2m relates mainly to the slippage of a one-off maintenance programme for historic monuments and the re-profiling of the corporate project support budget to 2023/24. Due to the nature of the works the refurbishment programme could not be rushed but is now moving forwards and budget is in place to support these works in 2023/24.
- Funding and other activity – The underspend of £0.9m relates to higher than budgeted interest receivable and higher than budgeted retained business rates.

16 Government financial support

- 16.1 In total, funding of £19.3m was £2.5m higher than the original budget of £16.8m. All of this funding is one-off in nature but there is a distinction between retained business rates which is available for general use and Other Government Grants, significantly new homes bonus, which is available for specific purposes such as Homelessness and Homes for Ukraine.



16.2 The Government distributed a number of specific support packages during the year. The city council has received/claimed during 2022/23:

	<u>£000</u>
• Homes for Ukraine	779
• Preventing Homelessness	348
• Council Tax Discount for Family Annexes	154
• High Street Fund	154
• Council Tax Rebates	102
• Housing Benefits New Burdens Funding	61
• Council Tax Discount for family annexes	52
• Council Tax Rebate Scheme (Energy) Implementation	51
• New Burdens Post Pay Assurance	50
• Domestic Abuse Grant	43
• New Burdens License Checks Taxis & Scrap Metal	40
• Redmond Review Implementation	23
• Electoral Integrity	21
• Rough Sleeping Grant	19
• Defra Biodiversity	10
• Transparency	8
• Pavement Licensing	<u>4</u>
Total:	1,919

17 Earmarked Reserves

17.1 General Fund earmarked reserve balances have increased marginally from £38.0m at April 2022 to £38.2m at the end of March 2023.

17.2 Earmarked reserve balances are set out in appendix 2. The 'operational reserves' balance totals £10.6m at the end of 2022/23 and is forecast to reduce to just over £3m by the end of 2023/24 based on existing budgeted draws from reserves.

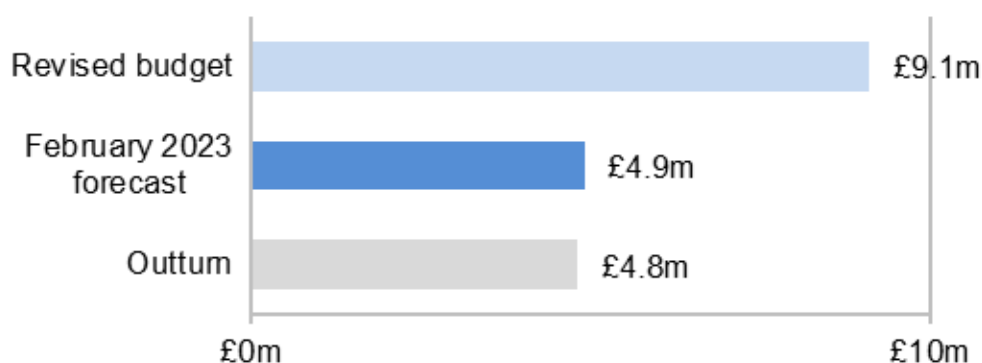
18 **General Fund Capital**

18.1 Total capital expenditure in year was £28.9m - of which £24.1m relates to the Housing Revenue Account (HRA). The detailed HRA outturn is reported separately to Cabinet (CAB3417).

18.2 General Fund capital expenditure amounted to £4.8m. Excluding the SAPS scheme (see below), this compares to an original budget of £10.2m, set in February 2022 (CAB3332) and a revised budget of £9.1m (including 'brought forwards' and other revisions) set in July 2022 (CAB3352). Following subsequent approvals and reprogramming, the forecast expenditure was amended to £4.9m in February 2023 (CAB3389). Further details by project are provided in Appendix 4.

- 18.3 In addition, a budget of £20.45m in respect of the Strategic Asset Purchase Scheme (SAPS) was allocated. When the scheme was approved by Council a SAPS Board was created which includes members and officers; the board receives recommendations of potential purchases and the s151 officer has delegated authority to make acquisitions up to £4m following discussions with the board, subject to due diligence, or recommend to Cabinet and Council to approve for acquisitions above £4m. During the financial year, the challenging economic conditions and uncertainty resulted in no suitable purchases being identified.

General Fund capital spend



19 Key items of expenditure

19.1 The following are some of the key items of expenditure in 2022/23:

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

Exp: Prior years £42.887m 2022/23 £0.325m Total £43.2m

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 were completed in 2022/23.

ii. **Disabled Facilities Grants** *22/23 Budget: £1.23m*

Exp: recurring 2022/23 £1.41m

The Private Sector Housing (PSH) Team is responsible for the administration of Disabled Facilities Grants (DFGs). 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. Such 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 residential care. In 2022/23 the PSH Team approved 111 DFG applications enabling families to be kept together. The original budget was based on the annual grant receivable from government. The actual spend exceeded this but was funded by unapplied DFG grant received in prior years.

iii. **Durngate flood alleviation scheme** *Total Budget: £1.6m*

Exp: Prior years £1.47m 2022/23 £0.05m Total £1.52m

The Durngate scheme is the second phase of the North Winchester Flood Alleviation Scheme focusing on the area around the Durngate Bridge, the Trinity Centre and Durngate Terrace, and was jointly funded by the City Council and the Environment Agency. The completed scheme provides various flood defences along the River Itchen and supports the council to control and maximise the flow of water safely through the city, helping multiple residential and commercial properties throughout the city centre.

The flood defences have been operational since 2021/22 and expenditure in 2022/23 was for supplementary ecological works and repairs to a sluice. Once the final expenditure is confirmed any remaining budget funded by CIL can be released back for use on other projects.

iv. **King George V (KGV) Pavilion** *Total Budget: £3.3m*

Exp: Prior years £0.09m 2022/23 £0.7m Total £0.79m

Work on the new pavilion is well underway and is expected to be complete by December 2023/January 2024. It replaces two out-dated, underused and inaccessible pavilions with a single larger, accessible, modern facility designed with sustainability and carbon saving measures. The new pavilion will benefit communities across the city and district and looks to support the development of 'grass roots' football, with a particular focus on women's, girls' and youth football.

v. **Barfield Phase 2 P&R car park** *Total Budget: £6.45m*

Exp: Prior years £6.4m 2022/23 £0.12m Total £6.52m

The council was awarded a £5.65m grant from the Enterprise M3 Local Enterprise Partnership (LEP) toward creating additional Park & Ride spaces to the east of the city centre. The car park at the former Vaultex site at Barfield Close was completed in spring 2022 and provide 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. There was a small overspend of around £70,000 (1%) on the project which was financed by additional prudential borrowing.

vi. **CIL funded community projects** 22/23 Budget: £0.75m

Exp: 2022/23 £0.53m

Several grants totalling £530,000 were paid over in 2022/23 as part of the ongoing CIL funded community projects programme. The scheme allows community groups to apply for a share of between £10,000 and £200,000 for essential infrastructure projects. Supported projects included extensions and refurbishments to two sports pavilions, works to community centres including kitchen refurbishments, an energy efficient lighting upgrade for a tennis club, as well as several other projects.

vii. **Open Spaces** 22/23 Budget: £474,000

Exp: 2022/23 £358,000

Refurbishment works were scheduled to be completed at Abbey Gardens (£230,000) for a replacement play area, and at KGV park (£244,000) for a replacement play area and a new skate park.

Works were completed at Abbey Gardens with a small overspend of £8,000. The play area includes a new slide and replacement for the favourite amongst children, the train station. New paths have been laid to improve accessibility and access across the park. The play area has been designed with inclusive play in mind, so that a wide range of users can enjoy what the park has to offer.

The new skate park at KGV was opened in June 2022 and was dedicated to Winchester City Council's Open Space Officer, Susan Lord, who worked closely on the project. Susan sadly passed away before the skatepark was opened. Work to the play area will be completed in 2023/24.

- 19.2 In addition to the projects detailed above, the following projects completed in 2022/23: City offices decarbonisation; phase 3 of essential repair works at the Weirs; a new toilet pod at North Walls; the installation of EV charging points at Cipher House; the provision of new fencing at North Walls; the purchase of new committee microphones for the Guildhall; and the installation of cycle shelters at Middlebrook St and Colebrook St car parks. Works were also carried on several other schemes – detail of expenditure on all capital projects is provided at Appendix 4.

20 Reforecast of capital programme

- 20.1 The 2023/24 capital programme has been reforecast to include adjustments made for brought forward budgets from 2022/23 and other adjustments such as budget reductions following tender or reforecasting to the subsequent period.

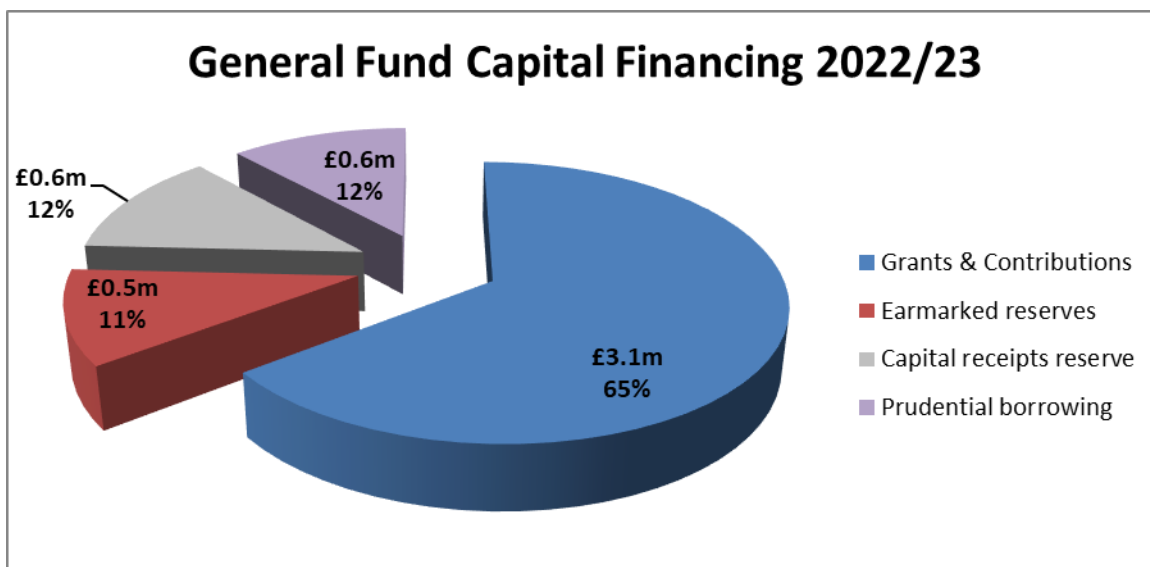
- 20.2 With the exception of budgets funded by external grant or unfinanced (prudential borrowing), reduced budgets result in funding being released back to earmarked reserves or to the capital receipts reserve where it becomes available to fund future projects.
- 20.3 Full details of all changes to the 2023/24 capital programme are provided in Appendix 5 and the impact on the overall 10 year capital programme is provided at Appendix 6.

21 Flexible use of capital receipts

- 21.1 Ordinarily, capital resources such as capital receipts can only be used on capital expenditure (i.e. the creation or enhancement of a capital asset). However, the MHCLG Secretary of State issued a direction to local authorities in order to give them the freedom to use capital receipts from the sale of their own assets (excluding Right to Buy receipts) to help fund the revenue costs of transformation projects and release savings, including through redundancy, for the financial years 2016/17 to 2021/22. The government has recently extended this to 2024/25 but councils are no longer able to make use of the flexibility to fund discretionary redundancy costs following the extension. By using capital receipts, the council is able to avoid the negative impact of on its annual revenue budget of one-off costs but this will reduce the available resources for future capital projects.
- 21.2 In the Capital Investment Strategy approved in February 2021 (CAB3283), £194,000 of eligible capital receipts were set aside for this purpose which were applied to partially fund £266,000 in severance costs in 2020/21. This resulted in ongoing annual savings of circa £700,000 per annum. No further use of capital receipts has been made since then and the council currently has no specific plans to apply further capital receipts to transformation plans through its flexible use of capital receipts strategy (most recently approved in the Capital Investment Strategy in February 2023 (CAB3389)). However, the approved strategy allows it do so should there be qualifying spend in the future and if sufficient eligible capital receipts are available.

22 Capital financing

- 22.1 The sources of finance available for capital projects include capital receipts, grants and contributions, reserves, revenue contributions, and prudential borrowing or “Capital Financing Requirement” (unfinanced capital expenditure met by future revenue provision). Under the Prudential Code, the council can invest in a capital programme so long as its capital spending plans are “affordable, prudent and sustainable”. The financing of the 2022/23 General Fund capital expenditure is illustrated in the following graph. The single largest source of finance was capital grants and contributions including £1.4m in Disabled Facilities Grant funding and £1.5m of Community Infrastructure Levy (CIL) funding.



22.2 Where capital expenditure is to be financed in future years by charges to revenue, the expenditure results in an increase in the council's borrowing need known as "Capital Financing Requirement" (CFR), a measure of the capital expenditure incurred historically by the council that has yet to be financed. While the council has sufficient cash and investment balances, it is able to internally borrow but as CFR increases, and cash and investment balances decrease, it will need to increase its external borrowing in addition to the £161.7m the council has already borrowed to finance HRA projects including the HRA self-financing settlement. In the General Fund an annual charge called Minimum Revenue Provision (MRP) is required to finance prior year unfinanced expenditure; this reduces the CFR over the lives of the related assets. In 2022/23 additional provision for financing capital was made in the General Fund; this related to prior year works at Upper Brook Street car park which was disposed in year. The additional provision was funded by capital receipts from the disposal of the car park.

Capital Financing Requirement	General Fund £000	Housing Revenue Account £000	Total £000
Capital Financing Requirement at 1 April 2022	72,812	186,005	258,817
Unfinanced capital expenditure - in year	558	13,772	14,330
Minimum revenue provision (MRP)	(1,517)	0	(1,517)
Voluntary provision for the financing of capital	(200)	0	(200)
Capital Financing Requirement at 31 March 2023	71,653	199,777	271,430
Made up of:			
External borrowing	0	161,722	161,722
Internal borrowing	71,653	38,055	109,708

23 Commercial activities: property

- 23.1 The council owns an investment property portfolio (assets held solely for rental income or capital appreciation) which was valued at £71.0m as at 31 March 2023 (£69.3m as at 31 March 2022) and generated gross income of £3.65m and net income after costs, including minimum revenue provision, of £2.39m in 2022/23. This income helps contribute to the Council Plan outcomes. This represents an average net yield of 3.4%.
- 23.2 In 2022/23, the council transferred Quarry Park (formerly Bishop's Waltham Depot) from operational assets to its investment property portfolio following its letting to private commercial tenants.

Property held for investment purposes in £000s

1 April 2022	69,343
Acquisitions	0
Enhancements	22
Disposals	(241)
Gains/(losses) in fair value	667
Transfer from PPE (operational assets)*	1,242
31 March 2023	71,033

*An investment property is held for rental income and/or capital appreciation; when the continued purpose of holding the asset changes to meeting a service objective it is transferred to Property Plant & Equipment or vice versa

24 Proportion of financing costs to net revenue stream

- 24.1 Although capital expenditure is not charged directly to the revenue budget, interest payable on loans, MRP, and any revenue funded reductions in the borrowing need are charged to the General Fund (GF) or Housing Revenue Account (HRA) income and expenditure statements as appropriate. The net annual charge is known as financing costs - this is compared to the net revenue stream: Council Tax, Business Rates, and general government grants in the case of the GF; and rents and other charges in the case of the HRA.
- 24.2 The Council's General Fund capital programme includes a number of unfinanced projects (i.e. funded by prudential borrowing). MRP (equivalent to the repayment of loan principal) is applied annually and commences in the financial year following an asset becoming operational and increases the financing costs.
- 24.3 The General Fund financing costs as a proportion of net revenue stream are lower than forecast due to higher than forecast income from new burdens grant funding, and slightly higher council tax and retained business rate receipts. The HRA financing costs are lower than budgeted as the council had

sufficient cash and investment balances to delay additional external borrowing thus reducing the interest cost against forecast.

Prudential Indicator: Proportion of financing costs to net revenue stream

	2021/22 actual	2022/23 forecast	2022/23 actual	2023/24 budget
GF financing costs (£m)	0.9	1.6	1.6	1.6
GF proportion of net revenue stream	5.0%	9.1%	8.2%	8.4%
HRA financing costs (£m)	5.4	6.0	5.4	6.8
HRA proportion of net revenue stream	18.0%	19.9%	17.4%	21.1%

25 OTHER OPTIONS CONSIDERED AND REJECTED

- 25.1 The potential to use the additional surplus for specific investment has been considered. However, in light of the specific emerging pressures such as planning for future local plan expenditure, this is not recommended at this stage.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

CAB3289 - General Fund Budget 2022/23 dated 17 February 2022

CAB3283 – Capital Investment Strategy 2022-2032 dated 17 February 2022

CAB3318 - General Fund Budget Options and Medium Term Financial Strategy dated 15 November 2022

CAB3335 - General Fund Budget 2023/24 dated 09 February 2023

Other Background Documents:-

None

APPENDICES:

Appendix 1 – General Fund Summary Outturn

Appendix 2 – General Fund Earmarked Reserves

Appendix 3 – Winchester Town Account Outturn

Appendix 4 – General Fund Capital Expenditure 2022/23 outturn

Appendix 5 – Revised 2023/24 General Fund Capital Programme

Appendix 6 – Revised 2023-2033 General Fund Capital Programme

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General Fund Revenue 2022/23 (£m)	Original Budget	Forecast	Outturn	Variance to Original Budget
Funding				
Council Tax (excluding Parish Precepts)	8.822	8.822	8.965	0.143
Retained Business Rates	5.083	5.596	5.771	0.688
New Homes Bonus	2.327	2.327	2.327	0.000
Lower Tier Services Grant	0.100	0.100	0.102	0.002
Services Grant	0.154	0.154	0.154	0.000
Other Grants	0.349	0.349	1.997	1.648
	16.835	17.348	19.316	2.481
Investment Activity	1.860	2.291	2.296	0.436
Resources available	18.695	19.639	21.613	2.918
Baseline resource requirements	-16.153	-17.135	-16.861	-0.708
One-off net expenditure	-3.663	-8.465	-3.413	0.250
Reserve Related Movements	1.121	5.961	-1.338	-2.460
Total net resource requirements	-18.695	-19.639	-21.613	-2.918
Budget Surplus / (Shortfall)	0.000	0.000	0.000	0.000
Surplus transferred to Local Plan Reserve			0.750	0.750
Surplus transferred to Exceptional Inflation Reserve			0.202	0.202
TOTAL Surplus transferred to Reserves			0.952	0.952

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GENERAL FUND EARMARKED RESERVES (£000)

	2022/23	
	Op. Bal.	Cl. Bal.
OPERATIONAL RESERVES		
Major Investment Reserve	(9,031)	(7,687)
Community Grants & Commissions	(558)	(588)
Flood Support Schemes	(66)	(66)
Landscape Mitigation	(12)	(10)
New Burdens	(837)	(879)
	(10,794)	(10,603)
ASSET RESERVES		
Property - Asset Management Reserve	(3,761)	(3,818)
Car Parks Property	(1,899)	(2,044)
Information Management and Technology	(208)	(468)
	(5,868)	(6,331)
RESTRICTED RESERVES		
S106 (Interest)	(290)	(386)
Community Infrastructure Levy - General Fund	(12,245)	(11,585)
Community Infrastructure Levy - Winchester Town	(1,209)	(1,142)
Winchester Town Reserve	(456)	(408)
	(14,199)	(13,520)
RISK RESERVES		
Municipal Mutual Insurance	(139)	(139)
Transitional Reserve	(3,090)	(3,752)
Exceptional Inflation Pressures	(2,000)	(2,902)
Business Rates Retention	(1,900)	(1,000)
	(7,129)	(7,793)
Total General Fund Earmarked Reserves	(37,990)	(38,247)
General Fund Balance	(2,789)	(2,789)
Usable Capital Receipts Reserve - General Fund	(4,163)	(4,083)

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WINCHESTER TOWN ACCOUNT - 2022/23 Outturn

	2021/22 Outturn	2022/2023 Forecast	2022/2023 Outturn	2022/2023 Variance
<u>Cost of Services</u>				
Recurring Budgets:				
Allotments	(3,879)	(4,000)	(3,879)	(121)
Bus Shelter Cleaning / Maintenance / New Provision	7,516	10,000	6,980	3,020
Cemeteries	81,252	86,163	89,117	(2,954)
Christmas Lights	7,500	7,500	7,500	0
Neighbourhood Service Officers (Contribution)	45,000	45,000	45,000	0
Footway Lighting	19,078	30,357	20,889	9,468
Grants and Vision Delivery	47,000	80,000	77,310	2,690
Support Costs for Grant Scheme	2,000	2,000	2,000	0
Maintenance Work to Council Owned Bridges	4,637	5,500	280	5,220
Night Bus Contribution	5,360	10,935	8,480	2,455
Public Conveniences (Contribution)	50,000	50,000	50,000	0
Recreation Grounds & Open Spaces	663,120	719,274	714,639	4,635
Recreation Grounds & Open Spaces - GROWTH BID		50,000	0	50,000
Town Forum Support	5,000	5,000	5,000	0
Total Recurring Budgets	933,584	1,097,729	1,023,316	74,413
One-off Budgets:				
Community Infrastructure		100,000	83,000	17,000
Tree Survey Works	61,639			
Total One-off Budgets	61,639	100,000	83,000	17,000
Total Cost of Services	995,223	1,197,729	1,106,316	91,413
<u>Taxation and Non-specific grant income</u>				
Council Tax Income	(1,061,591)	(1,103,623)	(1,103,623)	0
Interest on Balances	(2,018)	(14,860)	(7,828)	(7,032)
Total Taxation and Non-specific grant income	(1,063,609)	(1,118,483)	(1,111,451)	(7,032)
<u>Transfers to/(from) Earmarked reserves</u>				
(Surplus added to Reserves) / Deficit taken from Reserves	(68,386)	56,110	(5,135)	61,245
Capital Expenditure funded by Town Reserve	16,340	100,000	135,614	(35,614)
Release from Town Community Infrastructure Levy Reserve	0	(100,000)	(83,000)	(17,000)
Opening Reserve Balance (at 1st April)	(403,653)	(455,699)	(455,699)	
Closing Reserve Balance (carried forward)	(455,699)	(399,589)	(408,220)	8,631
Closing Reserves forecast as % of net expenditure (Target = 10%)	49%	36%	40%	

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General Fund capital expenditure outturn 2022/23

This appendix details the revised budget approved in July 2022 (CAB3352) and approved changes since then. Further adjustments were made to the forecast in February 2023 (CAB3389) which are included for reference below

	Priority	2022/23							Comments
		Revised budget (CAB3352)	Approved changes and adjs.	Approved budget	Actuals	Under / (over) spend	Reforecast (Feb 23)	Variance to reforecast	
		£000	£000	£000	£000	£000			
General Fund									
Approved*									
Disabled Facility Grants	Homes for all	1,230	-	1,230	1,412	(182)	1,230	(182)	Overspend funded from prior year unspent grant
IMT Assets	Your services, your voice	593	-	593	82	511	398	316	Reforecast to 2023/24
CIL funded community projects	Living well	465	286	751	530	221	466	(64)	Some external projects yet to commence
North Walls Pavilion replacement	Living well	385	-	385	9	376	11	2	Scheme parameters currently under consideration
Friarsgate Medical Centre - demolition & interim open space	Vibrant local economy	400	-	400	61	339	70	9	Reforecast to 2023/24 in February budget
Kings Walk improvements	Vibrant local economy	366	-	366	49	317	50	1	Reforecast to 2023/24 in February budget
Kings Walk Fire Safety Improvements	Vibrant local economy	-	-	-	92	(92)	-	(92)	Capital works identified in revenue maintenance expenditure.
Car Parks	Vibrant local economy	328	-	328	307	21	278	(29)	Variance to February reforecast as new cycle stands identified in revenue expenditure
River Park Leisure Centre site - decommissioning	Living well	337	-	337	91	246	100	9	Reforecast to 2023/24 in February budget
Decked car park at former Vaultex site	Vibrant local economy	45	-	45	118	(73)	45	(73)	Project complete
Open Spaces & Recreational Facilities - Abbey Gardens	Living well	230	-	230	238	(8)	230	(8)	Project complete
Open Spaces & Recreational Facilities - North Walls	Living well	150	-	150	-	150	-	-	Reforecast to 2023/24 in February budget
City Offices decarbonisation	Climate Emergency	209	-	209	101	108	139	38	Project complete
North Walls - new fencing & floodlights, tennis court resurfacing	Living well	222	-	222	64	158	64	-	Fencing and floodlights completed
Open Spaces & Recreational Facilities - KGV play and skate park	Living well	244	-	244	120	124	120	-	Skate park complete; play area to be completed in 2023/24
The Weirs - essential repairs	Vibrant local economy	137	-	137	137	-	137	-	Phase 3 works complete
Theatre Royal grant	Living well	68	-	68	9	59	68	59	Reforecast to 2023/24
Hookpit Farm lay-by and footpath link	Living well	61	-	61	-	61	-	-	Budget no longer required and removed in CAB3389
Stockbridge Rd steps to railway station	Living well	50	-	50	50	-	50	-	Capital grant paid
Goods Shed, Barfield Close	Vibrant local economy	93	-	93	34	59	93	59	Feasibility works
Bishop's Waltham footpath & cycle link	Living well	50	-	50	-	50	-	-	Reforecast to 2023/24
Winchester Sport & Leisure Park	Living well	357	-	357	325	32	357	32	Final contract negotiations completed in 2022/23
Dumgate flood prevention works	Climate Emergency	100	-	100	47	53	100	53	Project complete - spend on ecological works and repairs to damaged sluice
Guildhall microphones	Your services, your voice	40	-	40	16	24	16	-	Remaining budget reforecast to 2023/24 in February budget
King George V Pavilion replacement	Living well	1,400	-	1,400	700	700	750	50	To be completed in 2023/24
EV charging points	Climate Emergency	2	-	2	-	2	-	-	Residual budget no longer required
Hampshire Community Bank - share purchase	Vibrant local economy	62	-	62	-	62	62	62	Timing of final 25% tranche uncertain
Broadway bus shelters	Your services, your voice	11	-	11	-	11	11	11	Complete - budget no longer reqd.
Cipher House - EV charging point	Climate Emergency	13	-	13	13	-	13	-	Project complete
UK Shared Prosperity Fund - approved schemes	Living well	-	18	18	21	(3)	18	(3)	Small overspend as grant originally deemed to be revenue assessed as capital
Replacement Surgery - public realm	Living well	-	100	100	100	-	-	(100)	Grant paid as contribution to public realm enhancements

General Fund capital expenditure outturn 2022/23

	Priority	2022/23							Comments
		<i>Revised budget (CAB3352)</i>	<i>Approved changes and adjs.</i>	Approved budget	Actuals	Under / (over) spend	<i>Reforecast (Feb 23)</i>	<i>Variance to reforecast</i>	
		£000	£000	£000	£000	£000			
Guildhall café	Vibrant local economy	-	-	-	22	(22)	-	(22)	Final invoice received in 2022/23
Garrison Ground Drainage Improvements	Living well	-	-	-	2	(2)	-	(2)	Late retention payment
Total Approved*		7,648	404	8,052	4,748	3,303	4,876	128	

General Fund capital expenditure outturn 2022/23

	Priority	2022/23							Comments
		Revised budget (CAB3352)	Approved changes and adjs.	Approved budget	Actuals	Under / (over) spend	Reforecast (Feb 23)	Variance to reforecast	
		£000	£000	£000	£000	£000			
<i>Subject to Appraisal*</i>									
Asset Management Plan	Your services, your voice	200	-	200	-	200	-	-	Provisional budget for reactive capital works not required in year
Housing Company	Homes for all	500	-	500	-	500	-	-	Reforecast to 2023/24 in February budget
Energy Management Projects	Climate Emergency	250	-	250	-	250	-	-	Provisional budget not required in year
Open Spaces & Recreational Facilities - various sites	Living well	40	-	40	-	40	-	-	Reforecast to 2023/24 in February budget
CIL funded community projects - unallocated	Living well	250	(250)	-	-	-	-	-	Allocated to projects
WCFC all weather 3G pitch	Living well	200	-	200	-	200	-	-	Reforecast to 2023/24 in February budget
Subject to Appraisal*		1,440	(250)	1,190	-	1,190	-	-	
Total General Fund		9,088	154	9,242	4,748	4,493	4,876	128	

* Under the Council's Financial Procedure Rule 7.4, the inclusion of a scheme in the capital programme does not constitute authority to incur the expenditure. Such authority is obtained subject to the various conditions and limits as set out in the Constitution.

The Strategic Asset Purchase Scheme (SAPS) is subject to separate governance procedures as outlined in the Capital Investment Strategy

SAPS - unallocated	Vibrant local economy	20,453	-	20,453	-	20,453	-	-	No suitable purchases identified
Total SAPS - unallocated		20,453	-	20,453	-	20,453	-	-	

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Revised 2023/24 General Fund capital programme

This appendix details the original budget approved in February 2023 (CAB3389), approved changes since then, adjustments for brought forward balances from 2022/23 and other changes

	Priority	2023/24					Comments
		Original budget (CAB3389)	Approved changes	Brought forward from 2022/23	Other changes incl. reforecast	Revised budget	
		£000	£000	£000	£000	£000	
General Fund							
Approved*							
Disabled Facility Grants	Homes for all	1,230	-	-	-	1,230	£0.96m of unspent grant from prior years is held in the capital grants unapplied account
King George V Pavilion replacement	Living well	2,467	-	50	-	2,517	
IMT Assets	Your services, your voice	120	-	331	(50)	401	
SAPS - Car Park at the Dean, Alresford	Vibrant local economy	600	-	-	-	600	
CIL funded community projects	Living well	824	-	-	(65)	759	
North Walls Pavilion replacement	Living well	716	-	2	-	718	
Friarsgate Medical Centre - demolition & interim open space	Vibrant local economy	700	-	10	-	710	Demolition to be complete in 2023/24
Kings Walk improvements	Vibrant local economy	316	-	1	-	317	
Chesil Multi Storey car park	Vibrant local economy	299	-	-	(149)	150	Resurfacing works now expected to be completed in spring 2024
Car Parks	Vibrant local economy	270	-	17	-	287	
KGV Park Plan	Living well	200	-	-	(187)	13	Main works expected in 2024/25 following completion of pavilion
North Walls - tennis court resurfacing	Living well	150	-	-	-	150	
Open Spaces & Recreational Facilities - North Walls	Living well	150	-	-	-	150	
Open Spaces & Recreational Facilities - KGV play and skate park	Living well	124	-	-	-	124	
River Park Leisure Centre site - decommissioning	Living well	120	-	9	-	129	
St Giles Hill chalk face stabilising works	Vibrant local economy	-	180	-	-	180	Works to stabilise chalk face at Matley's Yard to protect small business units
Housing Company	Homes for all	300	-	-	(150)	150	Sum required for Housing Company reduced to £150,000
Replacement surgery - public realm works	Living well	100	-	-	(100)	-	Payment made in 2022/23 financial year
Bishop's Waltham footpath & cycle link	Living well	50	-	-	-	50	
Winchester Sport & Leisure Park	Living well	-	-	32	-	32	
City Offices decarbonisation	Climate Emergency	-	-	38	-	38	
Durrngate flood prevention works	Climate Emergency	-	-	53	-	53	
Goods Shed, Barfield Close	Vibrant local economy	-	-	59	-	59	
Theatre Royal grant	Living well	-	-	-	59	59	
Hampshire Community Bank - share purchase	Vibrant local economy	-	-	62	-	62	
UK Shared Prosperity Fund - approved schemes	Living well	-	-	5	-	5	
Total Approved*		8,736	180	669	(642)	8,943	

Revised 2023/24 General Fund capital programme

	Priority	2023/24					Comments
		Original budget (CAB3389)	Approved changes	Brought forward from 2022/23	Other changes incl. reforecast	Revised budget	
		£000	£000	£000	£000	£000	
Subject to Appraisal*							
Asset Management Plan	Your services, your voice	200	(180)	-	-	20	
Car Parks	Vibrant local economy	200	-	-	-	200	
City Offices - refurbishments inc. new lifts, lighting, and heating system	Your services, your voice	670	-	-	(670)	-	Decarbonisation survey work will determine heating system now expected in 2024/25
WCFC all weather 3G pitch	Living well	1,005	-	-	(1,005)	-	Work to be completed following 2023/24 football season
Energy Management Projects	Climate Emergency	250	-	-	-	250	
Rural Prosperity Fund	Living well	186	-	-	-	186	
Chesil Multi Storey car park	Vibrant local economy	500	-	-	(500)	-	Replacement lifts now expected in 2024/25
UK Shared Prosperity Fund	Living well	24	-	-	-	24	
Open Spaces & Recreational Facilities - various sites	Living well	120	-	-	(120)	-	
CIL funded community projects - unallocated	Living well	300	-	-	-	300	Additional budget for fourth round of bids (CAB3292)
City Offices - additional solar PV	Climate Emergency	100	-	-	(100)	-	Subject to heating system replacement
Relocation of bone store to F2 - racking	Your services, your voice	75	-	-	-	75	
Guided microphones	Your services, your voice	24	-	-	-	24	
Subject to Appraisal*		3,654	(180)	-	(2,395)	1,079	
Total General Fund		12,390	-	669	(3,037)	10,022	
* Under the Council's Financial Procedure Rule 7.4, the inclusion of a scheme in the capital programme does not constitute authority to incur the expenditure. Such authority is obtained subject to the various conditions and limits as set out in the Constitution.							
The Strategic Asset Purchase Scheme (SAPS) is subject to separate governance procedures as outlined in the Capital Investment Strategy							
SAPS - unallocated	Vibrant local economy	4,000	-	-	-	4,000	
Total SAPS - unallocated		4,000	-	-	-	4,000	

Revised 2023-33 General Fund capital programme

		2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	TOTAL
	Priority	Revised budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	2023-2033 Forecast
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
General Fund												
Approved*												
Disabled Facility Grants	Homes for all	1,230	1,230	1,230	1,230	1,230	1,230	1,230	1,230	1,230	1,230	12,300
King George V Pavilion replacement	Living well	2,517	-	-	-	-	-	-	-	-	-	2,517
IMT Assets	Your services, your voice	401	65	65	335	140	45	200	75	85	15	1,426
SAPS - Car Park at the Dean, Alresford	Vibrant local economy	600	405	-	-	-	-	-	-	-	-	1,005
CIL funded community projects	Living well	759	-	-	-	-	-	-	-	-	-	759
North Walls Pavilion replacement	Living well	718	-	-	-	-	-	-	-	-	-	718
Friarsgate Medical Centre - demolition & interim open space	Vibrant local economy	710	-	-	-	-	-	-	-	-	-	710
Kings Walk improvements	Vibrant local economy	317	-	-	-	-	-	-	-	-	-	317
Chesil Multi Storey car park	Vibrant local economy	150	149	-	-	-	-	-	-	-	-	299
Car Parks	Vibrant local economy	287	-	-	-	-	-	-	-	-	-	287
KGV Park Plan	Living well	13	187	-	-	-	-	-	-	-	-	200
North Walls - tennis court resurfacing	Living well	150	-	-	-	-	-	-	-	-	-	150
Open Spaces & Recreational Facilities - North Walls	Living well	150	-	-	-	-	-	-	-	-	-	150
Open Spaces & Recreational Facilities - KGV play and skate park	Living well	124	-	-	-	-	-	-	-	-	-	124
Meadowside Leisure centre - new equipment	Living well	-	22	-	-	-	101	-	-	-	-	123
River Park Leisure Centre site - decommissioning	Living well	129	-	-	-	-	-	-	-	-	-	129
St Giles Hill chalk face stabilising works	Vibrant local economy	180	-	-	-	-	-	-	-	-	-	180
Housing Company	Homes for all	150	-	-	-	-	-	-	-	-	-	150
Replacement surgery - public realm works	Living well	-	-	-	-	-	-	-	-	-	-	0
Bishop's Waltham footpath & cycle link	Living well	50	-	-	-	-	-	-	-	-	-	50
Winchester Sport & Leisure Park	Living well	32	-	-	-	-	-	-	-	-	-	32
City Offices decarbonisation	Climate Emergency	38	-	-	-	-	-	-	-	-	-	38
Durrgate flood prevention works	Climate Emergency	53	-	-	-	-	-	-	-	-	-	53
Goods Shed, Barfield Close	Vibrant local economy	59	-	-	-	-	-	-	-	-	-	59
Theatre Royal grant	Living well	59	-	-	-	-	-	-	-	-	-	59
Hampshire Community Bank - share purchase	Vibrant local economy	62	-	-	-	-	-	-	-	-	-	62
UK Shared Prosperity Fund - approved schemes	Living well	5	-	-	-	-	-	-	-	-	-	5
Total Approved*		8,943	2,058	1,295	1,565	1,370	1,376	1,430	1,305	1,315	1,245	21,902

SCRUTINY COMMITTEE

REPORT TITLE: Q1 2023/24 FINANCIAL AND PERFORMANCE MONITORING

REPORT OF CABINET MEMBER: CLLR CUTLER – DEPUTY LEADER AND
CABINET MEMBER FOR FINANCE AND PERFORMANCE

Contact Officer: Sharon Evans Tel No: 01962 848 135

Email: sevans@winchester.gov.uk

RECOMMENDATIONS:

RECOMMENDATION

That the Scrutiny Committee:

1. Notes that the Performance Panel met on the 22 May 2023 to scrutinise the attached report, CAB3415 and its associated appendices. The notes of the panel's meeting are included as an appendix of the Cabinet report.
2. Notes that a verbal update will be provided at the Scrutiny Committee.
3. Raises with the Leader or relevant Cabinet member any issues arising from the information in this report, ref CAB3415, which is being presented to Cabinet on the 13 September 2023 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 2023/24 FINANCIAL AND PERFORMANCE MONITORING

13 SEPTEMBER 2023

REPORT OF CABINET MEMBER: CLLR CUTLER – DEPUTY LEADER AND
CABINET MEMBER FOR FINANCE AND PERFORMANCE

Contact Officer: Sharon Evans Tel No: 01962 848 135

Email: sevans@winchester.gov.uk

WARD(S): ALL

PURPOSE

The Council Plan sets out the strategic priorities of the council and this report and Appendix 1 provides a summary of the council's progress during the period 1 April 2023 to 30 June 2023 (Q1).

Appendix 2 provides a financial update for both the General Fund and Housing Revenue Account (HRA) as of 30 June 2023.

Appendix 3 provides the refreshed set of key performance indicators adopted in December 2022.

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 21 August 2023.

RECOMMENDATIONS

That Cabinet notes the progress achieved during Q1 of 2023/24 and endorses the contents of the report.

IMPLICATIONS:

1. COUNCIL PLAN OUTCOMES

This report forms part of the framework of performance and financial monitoring in place to provide an update on the progress being made against the projects and programmes supporting delivery of the priorities included in the Council Plan 2020-25.

All the information in this report, including the narratives in Appendix 1 relate to Q1; 1 April 2023 to 30 June 2023.

The council takes the opportunity to review the Council Plan on a periodic basis to make any necessary strategic changes. The current Council Plan was refreshed late 2022 and adopted by Council at its meeting in January 2023.

There were no significant changes in strategic direction, but the council proposed four areas of focus for the coming year, *cost of living support, greener faster, pride in place and listening better* all of which are detailed in this report. The refreshed set of key performance indicators adopted in December 2022 are presented in Appendix 3.

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

To ensure effective council governance, Key Performance Indicators (KPIs) and performance reporting must be fit for purpose, monitored and managed. KPIs enable evidence based quantitative management reporting and highlight when performance falls below agreed targets for improvement plans including remedial actions to be agreed and implemented.

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

There are no workforce implications directly, but staff are engaged and actively working across all projects.

5. PROPERTY AND ASSET IMPLICATIONS

There are no property or asset implications 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 contributed to the content of this report.

This report and appendices were reviewed and considered by Performance Panel on behalf of The Scrutiny Committee on 21 August 2023. Refer to Appendix 5 of this report for the action notes from this meeting.

A verbal update from the Chairman of the Performance Panel was given at the Scrutiny Committee meeting held 6 September 2023.

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. PUBLIC SECTOR EQUALITY DUTY

None arising from the content of the report. However, officers will need to consider the council's Public Sector Equality Duty and 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

The council's Corporate Risk Register identifies the main risks associated with service delivery and performance and is reviewed by Executive Leadership Board (ELB) each quarter.

Risk	Mitigation	Opportunities
Financial Exposure Budget deficit or unforeseen under or overspends.	Regular monitoring of budgets and financial position including forecasting to year end to avoid unplanned over/underspends. Exceptional Inflation	Early notification of unplanned under/overspends through regular monitoring allows time for plans to be put in place to bring the finances back

Risk	Mitigation	Opportunities
	Reserve approved in July 2022 to offset financial impact of increased inflation and price rises of some commodities particularly in the construction industry and energy price pressures.	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 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 completed projects.
Property	Effective property management including carrying out timely repairs and maintenance ensures the council's property portfolio is fit for purpose.	Investment in property and building new council homes supports priorities included in the Council Plan
Community Support Lack of consultation and community engagement on significant projects that affect residents and can	Regular consultation and engagement with stakeholders and residents regarding	Positive engagement and consultation can bring forward alternative options that might not

Risk	Mitigation	Opportunities
cause objections and lead to delay.	projects or policy changes.	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.
Other	None	None

11. SUPPORTING INFORMATION:

Appendix 1 to this report provides an update on the council's progress achieved during the period April to June 2023 (Q1) against the priorities included in the refreshed Council Plan 2020-25 that was adopted by Council on 18 January 2023.

Cabinet adopted a new set of strategic key performance indicators (report CAB3370, 14 December refers) to be reported from 1 April 2023 and replace the previous set of performance indicators that were appended to the quarterly report.

Data for a significant number of the previously reported indicators was provided by third parties and is no longer being collected or made available. For these reasons a future report providing an update against the previously reported indicators will not be produced or forwarded to the Performance Panel.

Appendix 2 provides the first quarterly report including the new strategic key performance indicators. A draft report was provided to the Performance Panel at their meeting on 15 February and comments from the Panel have been incorporated in the revised report.

At the time that the refreshed Council Plan was adopted, Council also set out four areas of enhanced focus for the current year. Progress against the four areas of enhanced focus during Q1 is as follows:

Cost of living support

Pivoting our services and resources to support our residents, businesses and voluntary organisations with the cost-of-living crisis.

Additional funding provided to Citizen Advice Winchester District (CAWD) has been extended until the end of September enabling them to provide further support to people experiencing cost-of-living challenges. In the month of April, CAWD supported more people with energy issues than in each of the three years 2019, 2020 and 2021, and energy issues continue to track above 2022. They are also now seeing an upward trend in homeowners coming to them for support. Figures for those seeking advice in June were up 27% on the figure for the same month last year. On average, CAWD supported 579 clients each month during this quarter.

Citizens Advice have provided the following support via outreach services:

- 6 'Advice First Aid' sessions were delivered to 8 local partners to help organisations support and signpost their clients to help and advice.*
- 17 outreach sessions were held, with an average of 107 attendees each month. The outreach sessions were delivered via sessions at housing schemes, food pantries, community café/lunch clubs, schools and support groups.*

The CoL emergency grant fund was closed during pre-election period. One grant was awarded in June totalling £2,306 to provide cooking workshops for disadvantaged families with children during the summer holidays.

The dedicated section on the council's website with information for residents on cost-of-living support and advice, received 2,787 visits and has now received almost 20,000 visits since it was launched.

There is ongoing collation and promotion of all special offers offered by attractions and businesses including discounts at Marwell for students and senior citizens and Hampshire Cultural Trust joint ticket (3 attractions for the price of 1).

Following on from 'Energy Bills Support Scheme' and the 'Alternative Fuel Payment Scheme', the government asked councils to assist in the roll-out of additional Funding Schemes for those households that were ineligible to claim payments from these original schemes. In response, the Revenues & Benefits teams paid out £255,000 to over 800 residents.

The Revenues & Benefits teams also commenced the roll-out of Council Tax Support Fund payments, a one-off payment of up to £50 which reduces the amount of council tax for low-income households in receipt of Council Tax Reduction. Payments of £129,000 were awarded to 2,700 households.

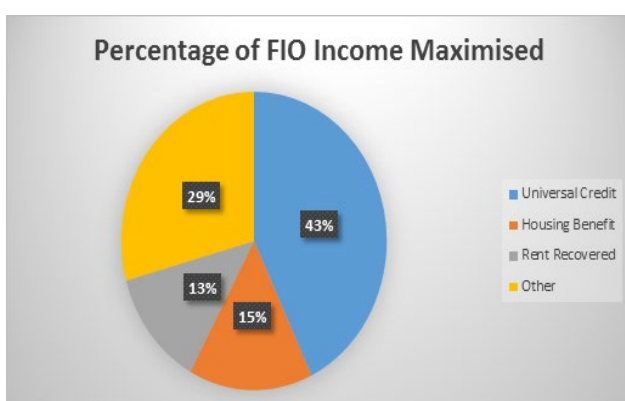
Further meetings of the Social Inclusion Partnership (SIP) have seen each group making considered efforts to engage People with Lived/ Living Experience and begin to devise a collaborative project. The Health Inequalities group have refined their focus on supporting Transsexual people and have successfully engaged a small number of people from the LGBTQ+ community to partake in an engagement workshop specifically designed to

inform and enable participants to join - if they chose to - a permanent place within the working group. The Food Resilience group have secured funding and designed a series of community engagement events, beginning with 'Street Meets', moving on to offer a series of Community Arts activities and culminating in a Stakeholder engagement event. The Digital Inclusion group has enabled Winchester City Council to partner with the NHS Integrative Care Board and Ability Net that will result in the training of 8 Hampshire-based Digital Champions offering Digital drop-in's in Sheltered Housing Schemes across the Winchester district.

We continue to assist council and private rented tenants in maintaining their tenancies through support with budget plans and money management. Crisis food provision has provided FareShare food to tenants in immediate need, supplemented by food and fuel vouchers. We were able to support 25 families with food and fuel vouchers totalling £2,500. The food vouchers reach tenants within the hour, providing fast access to help which they can redeem at their closest supermarket. We gave out 14 emergency food parcels and 5 sanitary packs to families and single people in immediate need. A welfare fund supports tenants with items such as white goods and furniture as a last port of call and was able to assist 44 tenants with essential items totalling £19,727.

Across our support services for tenants, we were able to maximise their incomes by £200,000.

Tenancy Sustainment	£126,017.21
Financial Inclusion	£34, 212.33
Sheltered Housing	£5,341
CAB	£33,637



The team also recognises the impact of the cost-of-living crisis on tenants' mental health and is working with the Money and Mental Health Partnership.

Greener faster

Adding weight to our commitment to achieve our net zero targets for 2024 and 2030.

The Council Plan overarching priority is to deal with the climate crisis and for the council to be carbon neutral by 2024 and the district to be carbon neutral by 2030. The climate emergency is considered to be one of the most significant challenges facing our communities and a key focus for 2023 is to go 'greener faster'. A full narrative of climate change work is set out in the main report, but accelerated activities are set out here.

The 'Retrofit Ready' programme was launched to all council tenants occupying traditionally constructed houses and bungalows with an EPC rating of 'D' or below. Due to the very high demand received, the resulting 800 Energy Assessments requested were split into 2 delivery and procurement programmes. Phase 1 has now seen 280 property assessments completed. For the 400 Energy Assessments in Phase 2, the procurement exercise is due to be completed early July and successful contractor appointed for delivery through to late autumn.

Electric storage batteries now installed at Barfield2 park and ride car park fed by solar panels on the roof.

Progress with the various workstreams delivering energy improvement measures to council homes on the Retrofit Ready programme are set out in Appendix 1 – Priority – Homes for All.

The lead consultant has started work on the positive delivery of utility scale renewable energy generation scheme(s) across the district. Initial work has focussed on identifying sites with maximum solar potential and preparing material with which to engage local people and increase understanding of renewable energy options and the need for more renewable energy to be generated in the district.

Cultural strategy – extensive desk research has been completed that include asset mapping, including demographics and audience profiles of Winchester, along with service engagement and consultation exercises.

The Prosperity Fund 2023/2024 is under way. Applications for the Rural England Fund includes two net zero infrastructure and four enhancing rural green and blue infrastructure thereby supporting the council's 'greener faster' outcome.

Pride in place

Making a visible difference to our places to delight residents and visitors.

The newly refurbished benches were re-installed to Winchester High Street in May. An on-street waste bin replacement programme is planned to start over the summer (around 40 new bins). Work is progressing to provide new bin storage areas in Winchester and Bishops Waltham; the first having now been installed at Lower Lane car park on Bishops Waltham.

The council supported various Coronation events by providing grants to parish councils, erecting street dressing and projecting on to the Guildhall (6-8 May).

To celebrate and support Winchester's summer season of festivals, new bunting has been added to the city's High Street. The new bunting incorporates the colour palette of St Maurice's Covert mural and will remain in

place until September. Winchester City Council issued a press release which was featured in the Hampshire Chronicle: Winchester festivals celebrated with new High Street bunting | Hampshire Chronicle

A green beech tree was planted by the Mayor of Winchester in the new sustainable play area of Abbey Gardens in recognition of the accession and coronation of King Charles. A commemorative plaque at its base includes the official Coronation logo and reads 'In celebration of the Kings Coronation – Winchester City Council'.

On 1 June, the Royal Logistic Corps based in Worthy Down exercised their Freedom of Entry to the City in a Freedom Parade to celebrate their 30th anniversary. The event, arranged jointly between the Corps and the City Council was attended by the Colonel in Chief, Her Royal Highness The Princess Royal.

The following work has been carried out across the district during the quarter:

- the removal of graffiti (around 30 – 40 incidences removed each month jointly with Winchester BiD) using chemicals, jet washing and soda blasting.*
- Jetting washing side passages to remove bird droppings.*





- *Deep cleansing car parks including stairwells.*
- *Removing bubble gum from bus stops around Marks and Spencer's*
- *Providing a new bin store in Bishops Waltham.*



- *Installation of a bike shelter at Colebrook Street and Middlebrook Street car parks and increasing bike parking at other existing locations including parking for larger bikes.*

- *Faded and damaged signage in car parks and Park and Ride sites have been replaced.*

Listening better

Being more effective at hearing the voice of residents and enabling them to influence our decision-making.

Following the engagement exercise undertaken during the previous quarter with parish councils, the Policy Team has analysed the results from the 19 parish councils who responded and created a draft action plan for consideration that would deliver a series of small improvements benefitting parish councils, residents and businesses. Once the action plan has been considered and approved by Executive Leadership Board (ELB) an update will be provided to members and parish councils during Q2.

Census 21 data has been analysed to create an infographic for each of the 16 wards in the district and shared with members following the local elections in May. These have also been published on the council's website along with other key Census 21 data sets.

Further updates have been added to the newly created consultation and engagement calendar page of the council's website and now includes the dates and times of forum meetings, including Winchester Town Forum, Kings Barton Forum and West of Waterlooville Forum. This page will be updated on an ongoing basis to ensure that the most up to date information is published.

The Neighbourhood Services and Community Safety Team undertook several consultations with residents across the district including a Community Together and Growing for Wellbeing consultation to learn about how safe residents feel in the St Barnabas Ward and if they had experienced any form of anti-social behaviour. 20 residents attended the event and of those 50% had experienced anti-social behaviour. The consultation also asked if residents in this area were aware of where they could get help with a range of services 83% of attendees said yes. A consultation was also undertaken with residents of Kings Worthy on proposals for improvements to council owned open spaces in Westfield Road.

12. OTHER OPTIONS CONSIDERED AND REJECTED

This is a report for Cabinet to review the comments of the Scrutiny Committee and consider the activity of the council for the period April to June 2023.

BACKGROUND DOCUMENTS: -

Previous Committee Reports:

CAB3403 – Q4 Performance Monitoring dated 18 July 2023.

Other Background Documents:

None.

APPENDICES:

Appendix 1: Council Plan 2020-25 progress update – Q1 1 April 2023 to 30 June 2023.

Appendix 2: Financial update to 30 June 2023.

Appendix 3: Strategic Key Performance Indicators Q1 update.

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

Appendix 5: Notes from Performance Panel meeting 21 August 2023.

COUNCIL PLAN 2020–25

Q1 2023/24 Progress Update

Priority – Tackling the climate emergency and creating a greener district.

Dealing with the climate crisis and reaching carbon neutrality is the city council's overarching priority. Recent extreme weather events have demonstrated urgent action is needed to avoid catastrophic climate change and the associated nature crisis. We all need to play our part in tackling this 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 energy demand and an increase in local renewable energy.
- Highly insulated homes with low energy bills.
- Homes and businesses protected against extreme climate events.
- Reduced levels of waste and increased recycling, exceeding national targets.
- Cleaner air than national targets.
- Everything most residents need in reach by foot, bike or public transport.
- Our district's natural habitats are safeguarded and enhanced.

Over the last quarter we have achieved the following:

- **Working with and enabling businesses, organisations and residents to deliver a clear plan to net zero guided by the Carbon Neutrality Roadmap for the district.**

The latest meeting of the council's Carbon Neutrality Open Forum in June attracted approximately 40 attendees, plus councillors and officers, for an update on the recently published Carbon Neutrality Roadmap. The meeting included contributions from Buro Happold and Community Energy South, the consultants working with the council to increase the generation of renewable energy across the district.

The WeCAN network, led by WInACC and part-funded by the council, continues to foster community involvement in reducing carbon emissions. Notable activity includes:

- *WeCAN network event in June at Droxford about low carbon travel.*
- *Itchen Valley Parish Council held a Green Homes Fair attended by 50 people.*

- *South Wonston Sustainability held their first open afternoon on their new community allotment.*

Three businesses in Winchester and Whiteley secured funding from Low Carbon Across the South & East (LoCASE) to undertake low carbon and energy efficiency adaptations to their premises, saving a combined 10.32t CO₂e. More details can be found in the 'greener faster' section of this report. The council published a new guide to help owners of historic buildings to make their homes or businesses more energy efficient. The guide provides an easy reference to the likely planning permissions needed for different types of energy efficiency upgrades, helping owners to understand what measures they may be able to install on their properties.

Further benefit was gained by Winchester households from the government's Sustainable Warmth funding schemes:

- *HUG 1 is the scheme for households with off mains gas and a local marketing campaign took place in May comprising print and online advertising, radio adverts and a direct mail out, funded by the consortium of which we are a member. The total funding secured by Winchester households increased by £170,000, bringing the total to £318,000 with a total of 37 decarbonisation measures installed.*
- *LAD3 supports mains-gas properties and closed in April. A final £8,000 was secured by Winchester households. The total secured during the life of the scheme was £217,000 with 36 decarbonisation measures installed.*

The Solar Together scheme saw 117 installations completed in the Winchester district.

- **Retrofit our own council homes and work with others on schemes to provide insulation, energy efficient heating and home renewable energy to private homes.**

The 'Retrofit Ready' programme was launched to all council tenants occupying traditionally constructed houses and bungalows with an EPC rating of 'D' or below. Due to the very high demand received, the resulting 800 Energy Assessments requested were split into 2 delivery and procurement programmes. Phase 1 has now seen 230 property assessments completed. For the 400 Energy Assessments in Phase 2, the procurement exercise is due to be completed early July and successful contractor appointed for delivery through to the late autumn.

The energy improvement measures on the Retrofit Ready delivery programme are progressing as follows:

- *Loft Insulation top-up and ventilation is procured and ready for September start.*
- *Cavity Wall Insulation extract and install has been tendered and the contractor will be appointed in July.*
- *Conservation Area - Single Glazed Window Replacements – 37 properties to be completed. 1 pilot property completed, survey and quotation for the*

remaining 36 is underway. Planning Application for a block of flats is imminent.

- *Conservation Area - Single Glazed Doors – 10 to complete in total, 5 have been issued for installation, 5 require specific architectural features, suppliers being investigated.*
- *All single glazed doors have been ordered for superior energy performing replacements.*

On void homes, the existing voids contractor will begin another strand of work to improve insulation to the council's homes. This will see loft top-ups and ventilation improvements being carried out to houses, bungalows and top-floor flats as they become empty, along with cavity wall insulation to houses and bungalows.

Preparations are underway following the council's successful grant bid under the Social Housing Decarbonisation Fund (SHDF). The loft top-up and ventilation installs and whole house retrofit to post-war Swedish timber frame homes is due to be awarded to the successful contractor in July, ready for the 2-year delivery period.

The predicted outcome from the 2-year SHDF work and the Retrofit Ready delivery programme, depending on tenant uptake, is that over 20% of SAP D homes could be lifted into SAP 'C', which will be key progress towards the councils' 2030 climate targets.

To maximise the tenant uptake on these works a dedicated engagement project is underway on tenant advice and information. A digital tenant survey and focus group have already been undertaken, a communication strategy is planned and dedicated resident liaison officer to be appointed. Some other intentions are to recruit resident champions, to extend targeted retrofit communication through social media and community events, and to develop clear post-retrofit technical information through home user guides and online resources and FAQ's.

The council is part of the Warmer Homes Consortium headed up by Portsmouth City Council and Agility ECO. Inclusive of WCC it comprises of 22 different local authorities mainly located in Hampshire and the south east, as well as local authorities as far away as Peterborough City Council and Rutland County Council. Funding is available through either HUG (Home Upgrade Grant) towards the upgrading of off-gas properties or LAD (Local Authority Delivery) towards the upgrading of on-gas properties. For either scheme eligible homes must have an EPC of E, F or G and either have an annual total household income of £30k or less before housing costs / bills or be in receipt of certain benefits.

From the commencement of the scheme up to the end of this quarter, 37 HUG installation measures have been completed comprising of:

- *5no. Solar PV*
- *3no. Loft insulations*
- *8no. Park home wall insulations*
- *12no. Air source heat pumps*

- 1no. High retention storage heater
- 8no. Park home floor insulations

This has brought £318,982 of funding into the district.

From the commencement of the scheme up to the end of this quarter, 36 LAD installation measures have been completed, comprising of:

- 11no. Solar PV
- 5no. Cavity wall insulations
- 1no. Flat roof insulation
- 8no. Loft insulations
- 9no. Park home wall insulations
- 1no. Room in roof insulations
- 1no. Air source heat pump

This has brought £217,421 of funding into the district.

- **Build our own buildings to the highest possible environmental standards.**

A tender was issued for the install of solar PV panels and air-source heat pump at Meadowside Leisure Centre in Whiteley. This would reduce the energy consumption of the building and the associated carbon emissions.

A decarbonisation review of the council Campus buildings is currently being undertaken. This includes Guildhall; West Wing; City Offices; Cipher House; Unit F Bar End Road (F2 Store); and Magdalen Hill Cemetery Lodge. External Consultants have completed their surveys and are currently preparing their reports.

The council is currently constructing the new King George V Pavilion which aims to achieve a BREEAM rating of Excellent and will include a number of sustainable measures comprising of solar panels; green roof; efficient fixture and fittings.

The installation of an air source heat pump to Magdalen Hill Cemetery Lodge is planned for later this year and will reduce the energy consumption of the building and the associated carbon emission.

- **Promote recycling and increase what can be recycled, including food waste.**

There are significant proposed changes around waste and recycling; mostly driven by national requirements, and as a Waste Collection Authority (WCAs), Winchester City Council wants to take this opportunity to improve its household waste and recycling collections. These changes and how they impact on Winchester's residents will inform the new waste strategy, the outcomes of which will be the core of Future of Waste and Recycling project.

Details on the national changes and how these will be funded are still to be confirmed by the Government.

A report was considered by Cabinet in July approving a consultation exercise to be undertaken later this year to help inform the new waste strategy for household properties, develop service options based on the outcome of the consultation, environmental factors and affordability and implement any changes. The Government has since announced a delay to introducing changes for 1 year in relation to its national waste consistency programme and extended producer responsibilities, this delay also impacts on associated Government new burdens funding to support local authorities in bringing in the new requirements. The impact of this and progress of Hampshire County Council's new waste recycling centre is currently being considered.

A further report will be brought forward to consider and agree the next steps.

- **Switch council vehicles to low and zero-carbon fuels**

The Neighbourhood Services Team has 5 new electric fleet vehicles on order with an expected delivery date for July 2023. Once delivered the team will have use of 6 electric vehicles and only 1 petrol vehicle.

Work on the decarbonisation of the Park and Ride bus service and waste collection service can be found in the 'Greener Faster' work in section 11.6.

Initial work is underway to explore using Hydrotreated Vegetable Oil (HVO) instead of Diesel Engine Road Vehicle (DERV) to decarbonise the current waste and recycling vehicles. Further information can be found in the Future of Waste and Recycling highlight report in Appendix 3.

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

Work is progressing on the district wide and city local cycling and walking improvement plans. Officers are considering funding sources and bids to support scheme implementation. Some smaller schemes are planned to start towards the end of this year and early next all of which have been consulted on. These include pedestrian improvements at Worthy Lane and Romsey Road and some city centre cycle schemes aimed at making it easier for cyclists to traverse the one-way system.

- **Deliver the Air Quality Management Action Plan**

Commencement on work to develop and adopt a new Air Quality Strategy (AQS) - reviewing the impact of adopting more stringent air quality standards across the district in line with government policy [LAQM-Policy-Guidance-2022.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/114122/LAQM-Policy-Guidance-2022.pdf) ([defra.gov.uk](https://www.defra.gov.uk)). It is expected that a new AQS will be adopted by April 2024.

- **Agree a local plan which delivers low carbon homes, increased biodiversity and 20-minute neighbourhoods.**

Officers are in the process of finalising their recommendations on the comments that have been submitted on the draft Regulation 18 Local Plan that includes

policies on low carbon homes, biodiversity net gain and 20-minute neighbourhoods.

Consultants were appointed to assist with analysing the technical comments that were submitted on Policy CN3 (Energy efficiency) and to recommend a way forward in terms of a Local Plan policy on embodied carbon. Once finalised, this will be shared with members.

- **Continue to roll out our Biodiversity Action Plan**

Gained approval for the Technical Advice Note on Biodiversity Net Gain (BNG), which provides interim guidance for developers and planners on BNG prior to it becoming mandatory in November.

Initiated pilot with PFSH investigating potential for BNG on council-owned land.

Community engagement with local groups Badger Farm and New Alresford in relation to the biodiversity road verge pilot.

Reptile surveys have identified adders present at Whiteshute Ridge, Badger Farm (one of our wildflower meadows) alongside common lizards and slow worms.

Great crested newt (protected species) district-level licensing agreement signed submitted to Natural England for approval to allow another option for developers which can enhance newt habitat.

Hedgehog training delivered internally and 2 members of staff utilising survey equipment.

Dormice have been found during surveys of the woodland at Topfield, Kings Worthy.

Please refer to the Carbon Neutral programme highlight report at Appendix 3, the 'Greener Faster' work in section 11.6 and carbon neutrality objectives in the 'Homes for All' and 'Vibrant Local Economy' sections that follow.

Priority – Living Well

We want all residents to live healthy and fulfilled lives, to feel safe and secure in their neighbourhood, and enjoy the recreational and cultural opportunities that the district offers. We want to ensure the district offers the right facilities to support good physical and mental health for all ages and abilities.

What We Want To Achieve:

- Support for those most affected by the cost of living.
- Reduced health inequalities, tackling the environmental, financial and housing problems that most affect those with the biggest health challenges.
- Attractive public spaces where people feel safe and secure.
- Well-used and maintained public facilities and green spaces with space to play.
- A wide range of physical and cultural activities for all ages and abilities.
- Increased opportunities for active travel.
- Close work with local charities and voluntary organisations helping those most in need.

Over the last quarter we have achieved the following:

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

Homes for Ukraine Scheme

A further 11 Ukrainian families (14 individuals) moved to Winchester district. This brings the total of arrivals to 246 families (506 individuals), of which 326 guests remain with their hosts.

Community support mini hub sessions were held in Kings Worthy and Sparsholt and were attended by 1 family. This shows that our Ukrainian guests are settling into their local communities and that they are aware of how they may contact the Ukraine team directly. Other confidential advice, guidance and support is also provided via one-to-one assistance, online and face-to-face, for both hosts and guests. The most common enquiries were about language courses, professional qualifications courses and employment advice.

The Community Liaison Officer for Ukraine received and supported 109 enquiries, including 16 people through the independent support forum and 15 others through the biweekly online drop-ins during this quarter.

The council peer to peer wellbeing support group, run in collaboration with Olive Branch commenced in May. A total of 6 sessions were run during this quarter. The support was provided to 14 Ukrainians in a group setting and 2 directly on an individual basis as part of this programme of support.

Grants to enable targeted support.

A total of £472,700 has been awarded for 2023/24 as core grants to key voluntary sector organisations supporting our more vulnerable residents. This includes funding to 16 organisations such as Citizens Advice, Home-Start and Winchester Young Carers.

Health improvement

The Active Lifestyle programme of classes and bespoke activities for people with long-term health conditions continues to operate well in the hands of Winchester City Primary Care Network (PCN) and Everyone Active (EA). There were 69 referrals made to the PCN, and 73 made to EA, meaning that since the opening of the new leisure centre there have been 595 referrals made. Community classes for people with long-term health conditions continues to operate, with a throughput of 924 attendees during the quarter.

In partnership with ActiveMe 360, WCC's half term football project took place in May within 8 communities across the district including South Wonston, Weeke, Stanmore, Colden Common, Highcliffe, Denmead, Winchester City and Whiteley. Overall, 131 children took part, 105 boys and 26 girls 12% deemed 'inactive' by their parent/guardian.

WCC launched park yoga in May at the Garrison Ground in Winchester and Meadowside recreation ground in Whiteley. To date, we have 62 people registered for Winchester and 38 people registered for Whiteley. Sessions take place every week until the end of September 2023. This initiative is part funded by EA and a Sport England grant.

- **Support residents in need through our Cost of Living response and the distribution of new government funding, including Council Tax Support Fund payments, Energy Bills Support and Alternative Fuel Payment schemes.**

Please see full details under section 3.1 'Cost of Living'.

Citizen Advice Winchester District (CAWD) have:

- Helped more residents with their energy issues than in previous years.
- Assisted on average 579 clients each month.
- Delivered 6 'Advice First Aid' sessions to 8 local partners to help organisations support and signpost their clients to help and advice.
- Held 17 outreach sessions, with an average of 107 attendees each month.

One grant from the CoL emergency grant fund was awarded in June totalling £2,306 to provide cooking workshops for disadvantaged families with children during the summer holidays.

Special offers by attractions and businesses across the district continue to be offered.

Revenues & Benefits teams paid out £255,000 to over 800 residents to assist with energy bills.

From 1 April, Revenues & Benefits teams also commenced the roll-out of the one of payment of £50 to reduce the council tax of low-income households in receipt of Council Tax Reduction Support. During the quarter payments of £129,000 were awarded to 2,700 households.

We continue to assist council and private rented tenants in maintaining their tenancies through support with budget plans and money management.

Crisis food provision has provided FareShare food were able to support 25 families with food and fuel vouchers totalling £2,500.

we gave out 14 emergency food parcels and 5 sanitary packs to families and single people in immediate need.

A welfare fund supports tenants with items such as white goods and furniture as a last port of call and was able to assist 44 tenants with essential items in the last quarter totalling £19,727.

Across our support services for tenants, we were able to maximise their incomes by £200,000 this quarter.

- **Work closely with the police and other partners to address anti-social behaviour and improve community safety.**

The council is in the process of allocating 3 deployable cameras to ASB hot spot locations within the district for a minimum period of 3 months. Funding for the camera's was secured via the OPCC on the back of a collaborated effort between council officers and the police.

Police and partners work together to tackle ASB and increase feelings of safety across the district using a variety of methods to address concerns. 5 Acceptable Behaviour Contracts were issued to young people identified as causing ASB within the city centre. 4 Community Protection notices, issued for street activity (begging).

The team worked in collaboration with partners across the district through 5 Street meets and 1 beat surgery with the neighbourhood police team at Badger Farm to help prevent ASB incidents. The team carried out 52 patrols (40 town forum, 12 across the wider district) to provide a visible presence and safety reassurance to communities.

The city council employs a dedicated ASB lead within the Neighbourhood Services & Community Safety team to cover the Winchester district alongside the Housing Tenancy team who also deal directly with ASB related concerns for council tenants.

- **Invest in improved cleaning and maintenance of our city and market towns – and in improving outdoor areas and facilities for our council estates.**

Some deep cleaning of alleyways, passageways and bin storage areas has been organised along with further cleaning of Winchester High Street to remove chewing gum working in partnership with The BiD. Graffiti has also continued to

be removed as soon as possible and deep cleaning of Tower Street car park was undertaken.

- **Partner with the new NHS local bodies to address the health and well-being needs of priority communities and priority populations.**

Joint meetings with representatives of the Hampshire Integrated Care Board (ICB), local GP network and voluntary sector considered on how we could improve working together to use health data and the role of the Local Plan in securing strategic investment in health facilities.

Established a community wellbeing forum jointly with Hampshire ICB to meet quarterly and enable voluntary and community groups to link with each other and agencies to support/ promote existing projects and to enable progress in new initiatives. This quarter's topic was 'Supporting over 50s and those with long term conditions to maintain fitness and mental health'. Key actions from the meeting included WCC, HCC & ICB to collaborate on a 'Move More' campaign (January 24) under the umbrella of the Live Longer Better programme to encourage more over 50's to increase their activity levels.

- **Offering and supporting a wide range of inclusive and accessible activities across the district including investment in our leisure centres, sports grounds, parks and play areas.**

WSLP continued to perform well. Health and fitness membership numbers are at an all-time high of over 5,400 throughout the quarter and swim-only membership rising above 500. The overall attendance remained consistent, with a quarterly visitor number of 199,678 of which 28% were concessionary visits (56,388).

Everyone Active achieved Swim England's Water Wellbeing accreditation, which reflects a commitment to accessibility and inclusivity, focus on supporting people with long-term health conditions and improving the customer journey from the car park or bus stop to water facilities and back.

Construction work has continued of a new pavilion at KGV playing fields in Highcliffe, with completion expected late 2023.

The replacement of Abbey Gardens play area was completed ahead of the May bank holidays and has been very well received. This included the addition of a communication board to assist non-verbal users of the play area – the first on any play area on the district and something that received a very positive response from park users.

Work commenced on the refurbishment of the play area at River Park, with completion due ahead of the school summer holidays.

- **Make it more attractive to use active travel, with new cycle and walkways and secure bike parking.**

Secure bike parking has recently been completed in a variety of locations to provide a choice of stands for different bikes and needs. Work is progressing to

enhance facilities in the market towns. New information about bike parking has been added to the council's website.

Our newly appointed active travel officer is working with a variety of groups to encourage and facilitate active travel options. The Local Cycling and Walking Improvement plan for the district is progressing and has been subject to consultation.

- **Develop Local Plan policies that promote healthy lifestyles in healthy surroundings: giving access to green spaces, protecting countryside and controlling urban development.**

Following the draft Regulation 18 Local Plan consultation, ongoing work is being carried out by officers on analysing the feedback in respect of the policy on promoting Biodiversity and the Natural Environment.

Officers met with Natural England on 20 April, Environment Agency on 17 May and Historic England on 30 June to discuss their representations on the Regulation 18 Local Plan.

Priority - Homes For All

Housing in our district is expensive and young people and families often struggle to find and retain suitable accommodation they can afford, particularly at a time when costs are rising steeply. We are focused on providing homes for all in the Winchester district – homes that are affordable, sustainable, with low energy usage and low bills, and built in the right areas for our changing communities.

What We Want To Achieve:

- More young people and families living and working in our district.
- All homes to be energy efficient and affordable to run.
- Diverse, healthy and cohesive communities - not just homes.
- Increasing the availability of housing for young people and key workers.
- Support to help people stay in their homes.
- No-one sleeping rough, except by choice.

Over the last quarter we have achieved the following:

- **Building significantly more homes ourselves, with a target to build 1,000 new homes by 2030.**

20 new homes were completed at Whiteley with a further 98 on-site at Winnall, Whiteley and Southbrook Cottages.

Planning consent was granted for a scheme of 5 dwellings at Woodman Close, Sparsholt.

Contracts were exchanged on 16 ex council properties subsidised by funding from the governments Local Authority Housing Fund (LAHF) programme.

- **Strengthening our Local Plan to ensure the right mix of homes is built for all sectors of our society, including young people.**

Following the draft Regulation 18 Local Plan consultation, ongoing work is being carried out by officers on analysing the feedback in respect of the policy on promoting high quality and well-designed places.

On 15 June a Planning Inspectorate Advisory meeting took place with Officers and the Cabinet Member of Place and Local Plan. Officers raised several issues including the Regulation 18 Local Plan approach to the distribution of housing.

- **Creating a new Winchester Housing Company to address the limited supply of affordable private rented housing.**

Following CAB3401 (March 2023), Venta Living Ltd was incorporated in May, and will remain dormant pending agreement of the financial business plan by full Council on 20 September.

Three directors have been appointed in accordance with the authority delegated in March, with the councillor nomination to the board to be reviewed in 12 months' time to reflect external legal guidance.

The board of directors have agreed the submission of the draft financial business plan. They have also considered and agreed the resourcing contract that contains the services to be provided to the company by the council subject to shareholder agreement.

A further report was considered by Cabinet Committee: Housing in July 2023 (CAB3406(H) refers). The report noted that in response to external legal guidance a turnover lease model was now proposed, which differed to the model presented in December 2022 (CAB3366 refers). Committee approved the draft financial business plan and the appointment of external auditors for Venta Living Ltd for referral to full Council.

It also authorised, subject to approval of the financial business plan by full Council:

- the lease of one block of 41 flats at Winnall be finalised.*
- General Fund expenditure of £150,000 for the equity investment in Venta Living Ltd by the council.*
- The soft marketing of the units at Winnall by Venta Living Ltd.*
- **Providing support for our homeless and most vulnerable people by working directly and in partnership with the voluntary sector**

An additional Housing Options Officer has been recruited for a period of 18 months to assist with the increase in approaches. The council saw an increase of 32% in homeless approaches in 2022/23 compared to 2021/22.

During the quarter the housing options service.

- Accepted 29 prevention cases.*
- Accepted 29 Relief cases.*
- Closed 20 general advice cases.*
- Prevented 35 cases from homelessness.*
- Relieved 12 cases from homelessness*
- Received 18 Duty to Refers*
- 4 Rough Sleepers at the end of quarter 1*

An outreach worker has been recruited to work with those individuals at risk of becoming street homeless or who are already street homeless. This role was previously funded by HCC and employed by Two Saints. This role is being funded by the homeless prevention grant 2023/24 allocation.

A further £270,000 of homeless prevention grant has been awarded to the council for the 2023/24 allocation to assist with the increasing homeless pressures due to the war in Ukraine, closing of Bridging hotels and cost of living crisis.

Housing First - funding was secured from DLUHC to secure up to 7 units with support. A2 will be providing the support and are in the process of recruiting a support worker. All 7 units will be obtained through existing Registered Providers affordable housing units to be secured by 2025. The accommodation will be provided by various social housing registered providers.

The council has secured Local Authority Housing Funding (LAHF round 1a) to secure 38 units of accommodation to assist supporting Ukrainian and Afghan households. 17 units have already been identified. An expression of interest has been submitted to DLUHC for LAHF funding round 2 to secure 6 further units to support homeless households, 1 unit will be for temporary accommodation and 4 units of accommodation for Afghan households exiting the bridging hotels.

SWEP wasn't called during this quarter.

Update on Ukraine families

- 8 households moved on.*
- 4 returned to Ukraine.*
- 1 went into private rented accommodation.*
- 1 moved out of area.*
- 2 were housed into social housing (1 Vivid, 1 WCC)*

There are currently 10 Ukrainian Households threatened with homeless at the end of the quarter and 3 households in triage state.

- **Helping vulnerable residents struggling with the rising cost of living to stay in their homes.**

The council received £86,000 from HCC as part of the DWP household support fund to assist with exceptional housing circumstances and costs. £2954.16 was spent assisting 2 households with 8 applications waiting assessment.

- **Using targeted Disability Facilities Grants to help people adapt their homes as their needs change.**

A new Disabled Facilities Grant (DFG) Officer was recruited to assist in the increased demand of applications.

The team received 48 new applications, 36 applications were assessed and approved, and 23 adaptations were started/completed.

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

The 'Retrofit Ready' programme was launched to all council tenants occupying traditionally constructed houses and bungalows with an EPC rating of 'D' or below. Due to the very high demand received, the resulting 800 Energy Assessments requested were split into 2 delivery and procurement programmes. Phase 1 has now seen 230 property assessments completed. For the 400 Energy Assessments in Phase 2, the procurement exercise is due to be completed early July and successful contractor appointed for delivery through to the late autumn.

The energy improvement measures on the Retrofit Ready delivery programme are progressing as follows:

- Loft Insulation top-up and ventilation is procured and ready for September start.*
- Cavity Wall Insulation extract and install has been tendered and the contractor will be appointed in July.*
- Conservation Area - Single Glazed Window Replacements – 37 properties to be completed. 1 pilot property completed, survey and quotation for the remaining 36 is underway. Planning Application for a block of flats is imminent.*
- Conservation Area - Single Glazed Doors – 10 to complete in total, 5 have been issued for installation, 5 require specific architectural features, suppliers being investigated.*
- All single glazed doors have been ordered for superior energy performing replacements.*

On void homes, the existing voids contractor will begin another strand of work to improve insulation to the council's homes. This will see loft top-ups and ventilation improvements being carried out to houses, bungalows and top-floor flats as they become empty, along with cavity wall insulation to houses and bungalows.

Preparations are underway following the council's successful grant bid under the Social Housing Decarbonisation Fund (SHDF). The loft top-up and ventilation installs and whole house retrofit to post-war Swedish timber frame homes is due to be awarded to the successful contractor in July, ready for the 2-year delivery period.

The predicted outcome from the 2-year SHDF work and the Retrofit Ready delivery programme, depending on tenant uptake, is that over 20% of SAP D homes could be lifted into SAP 'C', which will be key progress towards the councils' 2030 climate targets.

To maximise the tenant uptake on these works a dedicated engagement project is underway on tenant advice and information. A digital tenant survey and focus group have already been undertaken, a communication strategy is planned and dedicated resident liaison officer to be appointed. Some other intentions are to recruit resident champions, to extend targeted retrofit communication through social media and community events, and to develop clear post-retrofit technical information through home user guides and online resources and FAQ's.

Priority – Vibrant Local Economy

Our urban and rural areas are home to a host of successful businesses and enterprises. Following the pandemic, employment levels remain high but fresh challenges now face our business community.

The changing face of the high street, increasing costs, labour shortages and tackling climate change are forcing businesses to quickly adapt.

What We Want To Achieve:

- A stronger, greener, more sustainable local economy.
- New and renovated offices and workspaces to meet changing business needs in areas with sustainable transport links.
- More young people choosing to live and work in the district.
- Our city, market towns and rural areas all have a distinctive and competitive offer.
- Existing businesses are supported and new and relocating businesses attracted.

Over the last quarter we have achieved the following:

- **Implement our Green Economic Development Strategy to deliver green growth.**

As part of the data gathering for the Green Economic Development Strategy (GEDS) the team have commissioned a quarterly economy dashboard. The second edition of the dashboard is published here:

www.winchester.gov.uk/business/economic-development.

*The **Co-Mentoring Scheme** was launched in June 2023. The vision is to help to break down barriers and improve business skills for creative and non-creative enterprises. The scheme, the first of its kind in the district, will be provided free of charge to local businesses. Four businesses have signed up and six further businesses have expressed an interest.*

The local plan has been updated to incorporate the need to develop green skills. Officers have held meetings with Hampshire County Council to explore the use of UKSP funding for 2024/2025 to enhance the delivery of their Hampshire Retrofit Academy in the Winchester District with the possibility of Sparsholt College as a delivery partner.

The support for sustainable business web page has been updated to include some of the recommendations in the GEDS and the Carbon Neutrality Action Plan. This information has been circulated to businesses with accompanying social media activity.

Officers have attended a pre-planning site visit and supported the full planning application for the construction of flexible incubation space for new businesses within a two storey, BREEAM Excellent, office building in Otterbourne.

- **Take action to attract investment to:**

- **Tackle run-down and derelict areas.**

A vacant property register has been created to help match vacant spaces with businesses looking to start up or expand in the area. Three ongoing investment or expansion enquiries are being dealt with.

- **Support new business and create new jobs.**

An employment and skills plan for development in North Whiteley has been secured which will help create local work placements, jobs and training opportunities.

The construction company Vistry is working with Fareham College to locate a skills academy on site at north Whiteley. The academy will encourage more workers into the construction industry at all levels.

Wates Residential who is building new homes in Winnall have been creating employment and training opportunities for local people.

Nine Hampshire Futures training programmes have supported a total of 77 residents. The image shows the site tour for the cohort of eight on 24 April 2023.



As at the end of the quarter the Wates programme has achieved the following outcomes:

- *44 weeks of work experience placements*
- *19 jobs created.*
- *A site visit for Winnall Primary school to encourage careers in construction.*
- *9 apprenticeships created with supply chain partners.*

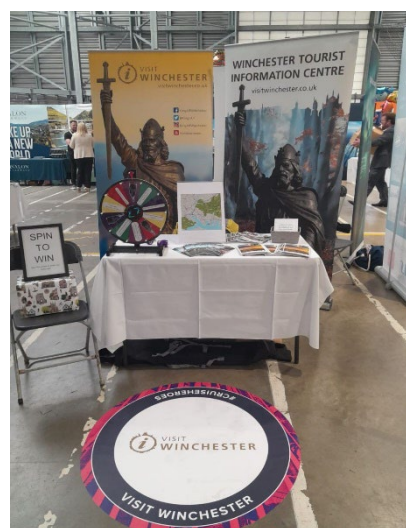
- **Work with partners to promote and develop our unique cultural, heritage and natural environment assets.**

[Visit Winchester](#) marketing campaigns this quarter have carried themes including the district's local makers (Made in Winchester) sustainable travel, May half term and bank holidays, value of money, outdoor performances and competitions.

These multi-channel marketing campaigns along with tailored promotional activities for partners including promoting the launch of the joint ticket for City Museum, The Westgate and 878AD attractions, have been promoted via the Visit Winchester website (over 85,399 users in Quarter 1), Visit Winchester social media platforms, (56k followers on Facebook, Instagram, 62k Twitter and LinkedIn impressions and 143k users viewing Facebook and Instagram content.

Two Visit Winchester business to consumer e-newsletters have been issued (29 June and 5 May: [Enjoy locally made art, craft, food and drink this July \(mailchi.mp\)](#)

[The latest industry news from Visit Winchester \(mailchi.mp\)](#) business to business e-newsletter was issued on 28 June. The e-newsletter detailed latest results from Visit Winchester campaigns, information on the Rural Prosperity Fund and details of VisitEngland's 'Taking England to the World' workshop. The e-newsletter also informed businesses of the success of Visit Winchester's attendance at the CLIA (Cruise Lines International Association) Trade Show in May in which Visit Winchester engaged with over 600 travel agents from across the UK (pictured right).



The Visitor Information Centre also provided a 'meet and greet' service on 23 June for over 1000 cruise passengers who stopped off in the city enroute to London airports for onward travel.

Winchester Attractions and Discover Winchester PR meeting partnerships have taken place this quarter covering the PR plan for the year ahead and content planning for upcoming campaigns. Partner meetings have also been held with seven key accounts to discuss the Visit Winchester Partnership and Marketing programme and schedule in activity related to the benefits available for each partner. Working with Vineyards of Hampshire, Visit Winchester promoted English Wine Week via Visit Winchester channels and also via a dedicated area in Winchester Visitor Information Centre.

As a result of a collaboration with Visit Hampshire and associated journalists, press coverage has been secured on the BBC Travel website – 'St James Way: The return of the UK's medieval highway' (12 June) and National Geographic Traveller – Stay at home: Winchester (July/August printed edition and will also be available online).

Arts News was sent to 445 subscribers. As well as regular what's on and jobs and opportunities the issue promoted current opportunities including access to Grant funding. The council received six applications for project grants from creative organisations as a result. A Cultural Networking event took place at The Nutshell in June and featured an exhibition and artist talk from Simon Bray; 20 local creatives attended the event.

In May, the council spoke at an event organised by Winchester School of Art entitled “A conversation on cultural strategies” which explored the various approaches to undertaking the development of a cultural strategy for a place.

The council supported an award at the Winchester Business Excellence Awards, with a new category ‘Culture and Creative Award’. The new category was promoted by the council and resulted in a record number of nominations (19) for a WCC sponsored award.

The council has engaged in partnership groups including Festivals in Winchester, Creative Network South, Hampshire Arts Officers Network and Hampshire Cultural Education Partnership. The council has also engaged with stakeholders on an individual basis and attended events to ensure representation from WCC.

A tender was issued to recruit an agency for the renewed Public Art Programme at the West of Waterlooville development, a brief was issued for creation of a war memorial at St Maurice’s Covert and research has been undertaken to develop an events and festival programming policy.

- **Work with businesses, local universities and colleges to position Winchester as a centre for digital, creative and knowledge based industries.**

Meetings have taken place with Winchester University to agree the council’s support in delivering Global Entrepreneurs week and how this opportunity can support the digital, creative and knowledge based industries.

Working with our partners Partnerships & Places t/a Jigsaw Consortium to design in and plan for affordable homes for young people and key workers.

- **Increase the attractiveness of all our high streets.**

Potential market management companies have been contacted for soft market testing purposes to inform the revision of city street market operating policies, the procurement of an ongoing market provided and the implementation of a new visual identity for the markets.

City dressing has been deployed over the summer to celebrate the King’s Coronation and Winchester’s festival season.

Provide tailored, sector specific business support.

The regular Winchester Business Bulletin has provided information for businesses to access funding, intelligence from the Economic Dashboard, advice on energy efficiency measures along with a range of business opportunities offered by the council.

Business support and grants through The Low Carbon Across the South East programme have supported businesses to reduce their carbon reduction of 174.87 tonnes of CO₂e. This programme came to an end in June after supporting over 40 businesses.

Two in person and two on-line events have been delivered to support businesses and community organisations considering making an application to the Rural England Fund.

Promote independent businesses and encourage start-ups.

Made in Winchester campaign (funded by UKSPF) launched in May to support local makers (including food and drink) and creatives: The campaign featured twenty four local businesses in eight social media films. Promotion through Facebook advertising, supported by all Visit Winchester digital platforms including dedicated campaign pages: [Made in Winchester - Visit Winchester](#) generated over 250,000 impressions and a reach of over 180,000.

- **Work with partners to help disadvantaged groups including the homeless and refugees access work.**

Following on from last quarter's business startup course for Ukrainian guests a more bespoke employment support package to help individuals into work is being developed.

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 processes that:**
 - **Involve the public, businesses, stakeholders and ward councillors earlier in the design, deliberation and decision-making process.**

The Neighbourhood Services and Community Safety team carried out a consultation on reducing the fear of crime and the incidence of crime and disorder.

A consultation was opened on 29 June asking residents for their views on the options for how to generate more renewable energy in the district. The consultation will run until 31 July. In addition residents have been invited to meet with the sustainability teams panel of experts to talk through the council's ideas on expanding renewable energy generation. An in-person drop in event has been scheduled for July.

As part of the Estate Improvement programme a consultation opened on 25 June inviting local residents to comment on the proposals to carry out improvements to Westfield Road in Kings Worthy. An informal street meet at the site was held on 27 June for local residents to come along and discuss their ideas and thoughts. The consultation ends on 12 July.

- **Effectively respond to and learn from complaints and feedback to drive service improvement.**

In relation to the data reported against YSYV5 shown in Appendix 4, the percentage of closed complaints either partially or fully upheld increased from 54% in Q4 to 68%.

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

As part of the councils Green Economic Development Strategy, a new co-mentor scheme has been developed by the council to help break down barriers and improve business skills for creative and non-creative enterprises. The scheme, the first of its kind, will be provided free of charge to local businesses.

Winchester City Council re-opened a raft of community-focused grant schemes that aim to empower voluntary organisations and bring about positive benefits for the district's communities. Four grant schemes are now available for not-for-profits in the district, with funding intended to support community events and activities, fund the set-up of new voluntary initiatives, finance new equipment and more. Two Webinars were held in June to help with the online application process and to provide advice on the activities the grant can support.

- **Cut cost and focus spending where it makes the biggest difference.**

The Transformation Challenge 2025 Programme (TC25) got underway during the quarter with the appointment in June of a Head of Programme who will lead the delivery of projects across the organisation that will address the forecast budget shortfall in 2025/26 and beyond.

- **Successfully establish a new Equality, Diversity & Inclusion Forum**

The forum met for the third time in June and during the meeting, officers provided to members a short update on the council's self-assessment against the Equality Framework for Local Government which highlighted success stories as well as an update on the actions requiring further work before the council can self-classify as "Developing". Officers will provide another update on the framework at the next meeting – scheduled for September – with the hopes of being able to move onto the "Achieving" level of the framework over the next year.

The meeting also welcomed guest speakers from Peter Symonds college who provided a summary of their equality, diversity and inclusion work within their staff and student body and established how the council and local education providers can work together to achieve our shared EDI aims and objectives.

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

The member led Performance Panel reviews this quarterly performance report and the notes from these meetings are presented to The Scrutiny Committee and available to the public via publication on the council's website.

This report provides for the first time, data against the new set of strategic key performance indicators that were approved by Cabinet in December 2022 (Report CAB3370 refers).

Each of the quarterly performance indicator reports are published on the council's website under the Open Data heading -[Strategic Key Performance Indicators - Winchester City Council](#).

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

In February 2023 a budget of £400k was approved for digital transformation to continue the drive to increase digital platforms to offer 24/7 services. (CAB3388 refers). In June a Head of Programme for Transformation Challenge 2025 (TC25) was appointed to lead the programme which will consider proposals for increased digitisation.

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

The council continued to enhance its support available to officers completing Equality Impact Assessments. This included creating and publishing a guidance and policy document for council staff to guide them through the EIA process and ensure all assessments met and exceed our legal obligations. This document was informed by a course attended by a member of the Policy Team on the demands of the Public Sector Equality Duty. In line with the requirements of the council's Public Sector Equality Duty (PSED), the council published 5 equality impact assessments on our website this during the quarter.

The council continues to ensure the services it provides are accessible to all. This has included providing a BSL interpreter for its Hoarding Conference, utilising "Easy Read" resources to explain the changes to voter ID to residents with learning disabilities and providing Dementia Friendly training to over 200 staff.

- **A wider diversity of residents and businesses involved in ensuring our services work for all.**

The Equality, Diversity and Inclusion Forum continues to act as a successful platform for diverse members of our community to share their experiences of equality and diversity within and beyond the services we provide. Hampshire and IOW Youth Commission have already been organised to share their work at the next meeting, with an emphasis on magnifying the voices of young people with experience in the criminal justice system.

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

In June, HR appointed a new Learning and Development officer. She has met with managers to plan training in project management; climate change; Health and Safety (H&S) and service-related topics over the 2023/24 training period.

Employees have used the 'Skill gate' learning system to access on-line training including Dementia Awareness. HR has also provided face to face training for managers on the new appraisal process.

- **Keeping Council Tax increases below inflation.**

The Council Tax increase for 2023/24 was approved by Council at 2.65% in February 2023 (CAB3388 refers).

FINANCIAL UPDATE

As of 30 June 2023

This section presents a summary of the council's financial position as of 30 June 2023 regarding the General Fund and Housing Revenue Account budgets.

General Fund Revenue

Summary

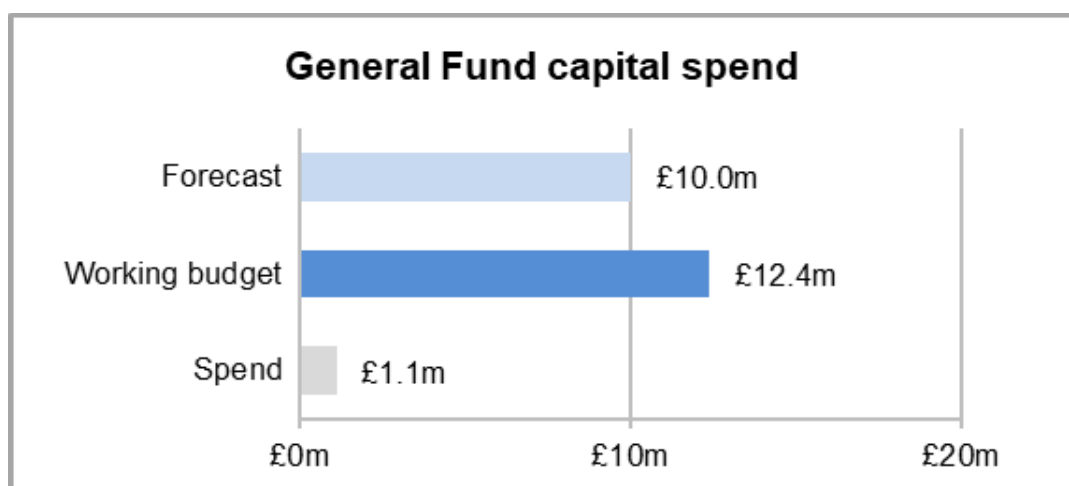
1. A balanced 2023/24 budget was set by Council in February 2023 (CAB3388 refers).
2. Inflation has continued to remain 'sticky' in recent months and work is underway to review and update the current MTFS assumptions. As inflation was forecast at 10% for 2023/24 this is not expected to impact on the current year.
3. Given the significant uncertainty during budget setting 2023/24 and year-end 2022/23 a number of prudent assumptions were made based on the best available information at that time. This was particularly so in relation to investment property where it was estimated that rental income may reduce by £300k and that some rent reviews may not be achieved. Close management and monitoring of this position has led to a revised favourable forecast of £650k for 2023/24 (£300k of this is baseline and £350k one-off).
4. NNDR appeals on WCC properties (notably the RPLC site) have successfully reduced NNDR costs by a baseline £300k.
5. Retained business rates are subject to significant year-on-year variations and much of this relates to appeals provisions which can date back several years. The latest forecasts are based on a large number of decisions having been made by the Valuation Office Agency (VOA) which have reduced the required appeals provision by £2m of which £800k will be retained by the council. Due to the technical details of the NNDR system this surplus will become available for use in 2024/25.
6. Net interest receivable is subject to potentially significant variance against budget as a result of increasing rates of return and higher than forecast cash and investment balances due to slippage in the capital programme and one-off budgets, as well as higher income and lower expenditure as noted above. As the full year picture becomes clearer, the forecast interest receivable is likely to increase.
7. The above updated forecasts give a total forecast 2023/24 related underspend of £1.75m. It is important to note that only £600k of this is expected to become part of baseline forecasts and the other £1.15m is only available on a one-off basis.

General Fund Budget Forecast 2023/24
(£000)

	<u>Expenditure</u>	<u>Income</u>	<u>NET</u>
Environment	18,046	(11,442)	6,603
Living Well	5,789	(1,251)	4,538
Homes for All	2,332	(145)	2,186
Vibrant Local Economy	1,951	(634)	1,317
Your Services, Your Voice	9,084	(2,027)	7,057
TOTAL before funding	37,201	(15,500)	21,701
TOTAL funding			<u>(22,646)</u>
FORECAST BUDGET UNDERSPEND			(945)
NNDR estimated 2023/24 underspend available in 2024/25			(800)
TOTAL 2023/24 FORECAST UNDERSPEND			(1,745)
of which:			
Baseline			(600)
One-off			(1,145)

General Fund Capital

1. General Fund capital expenditure to the end of June was £1.13m of which the majority relates to the following: Disabled Facilities grants (£0.49m); KGV Pavilion (£0.37m); and St Giles Hill Stabilisation works (£0.16m). There were small amounts of expenditure on several other projects.
2. Capital budgets for 2023/24 are being revised for brought forward balances and other changes such as reforecasting as part of the General Fund 2022/23 outturn to be reported to September cabinet (CAB3416 refers). Due to the nature of capital expenditure, there is risk of programme slippage particularly in respect of projects that have yet to commence.
3. The full year budget and forecast below excludes £4m 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 2023/24.



4. Key items of expenditure in Q1 2023/24:

- **King George V (KGV) Pavilion** *Total Budget: £3.3m*

Exp: Prior years £0.79m Q1 £0.37m Total £1.16m

Work on the new pavilion is well underway and is expected to be complete by December 2023/January 2024. It replaces two out-dated, underused, and inaccessible pavilions with a single larger, accessible, modern facility designed with sustainability and carbon saving measures. The new pavilion will benefit communities across the city and district and looks to support the development of 'grass roots' football, with a particular focus on women's, girls', and youth football.

- **St Giles Hill stabilisation works** *Total Budget: £0.18m*

Exp: Prior years £nil Q1 £0.157m Total £0.157m

Works to stabilise the chalk face backing on Matley's Yard have largely been completed. Matley's Yard is the site of light industrial units owned by the council and the work has become necessary following a partial collapse in December 2022.

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

Expenditure: recurring annually Q1 £0.49m

During the period 1 April to 20 June £494,000 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 2023/24

Forecast as at June 23

Housing Revenue Account					
	Budget		Forecast		Notes
Income	Expenditure	Net contribution / (spend)	Full Year Forecast	Full Year Variance	
£'000	£'000	£'000	£'000	£'000	
<u>HRA Revenue</u>					
Rent, Service Charges and Other Income	31,406	0	31,406	31,360	(46)
Housing Management General	164	(6,489)	(6,325)	(6,202)	123 1).
Housing Management Special	1,155	(3,567)	(2,412)	(2,412)	0
Repairs (including Administration)	101	(8,002)	(7,901)	(6,741)	1,160 2).
External Interest	0	(6,857)	(6,857)	(7,017)	(160) 3).
Contribution to Major Repair Costs (depreciation)	0	(8,821)	(8,821)	(9,341)	(520) 4).
Surplus / (Deficit)	32,826	(33,735)	(909)	(352)	557
Working Balance at 1 April 2023			16,052	15,354	(698) 5).
Add Surplus / (Deficit)			(909)	(352)	557
Forecast Working Balance at 31 March 2024			15,143	15,002	(141)

Summary

The HRA revenue budget for 2023-24 was approved in February and is a deficit budget with a budgeted call on HRA Reserves of £0.909m. The forecast position at period 3 is a positive variance of £0.557m with an anticipated reduction in the call on reserves £0.352m, resulting in forecast HRA year-end general reserves now decreasing from £15.354m to £15.002m.

However, in closing the 2022-23 accounts it was necessary to recognise a one-off accrual of £1.394m, this has now been reversed in the first period of 2023-24 and is not expected to result in any corresponding revenue charge. Consequently, the HRA reserves were reduced at year end by £1.304m, when the actual performance excluding this accrual was a £0.090m contribution to reserves and a positive variance for the year of £0.696m on that originally budgeted for.

Although the headline performance reported above is a positive variance, excluding the reversal of the accrual the actual underlying performance is a forecast adverse variance of £1,042m.

At Period 3 the following major variances are reported: -

[1] Housing Management General – As a result of the high level of vacant posts the employee budget is currently forecast to underspend by £0.122m.

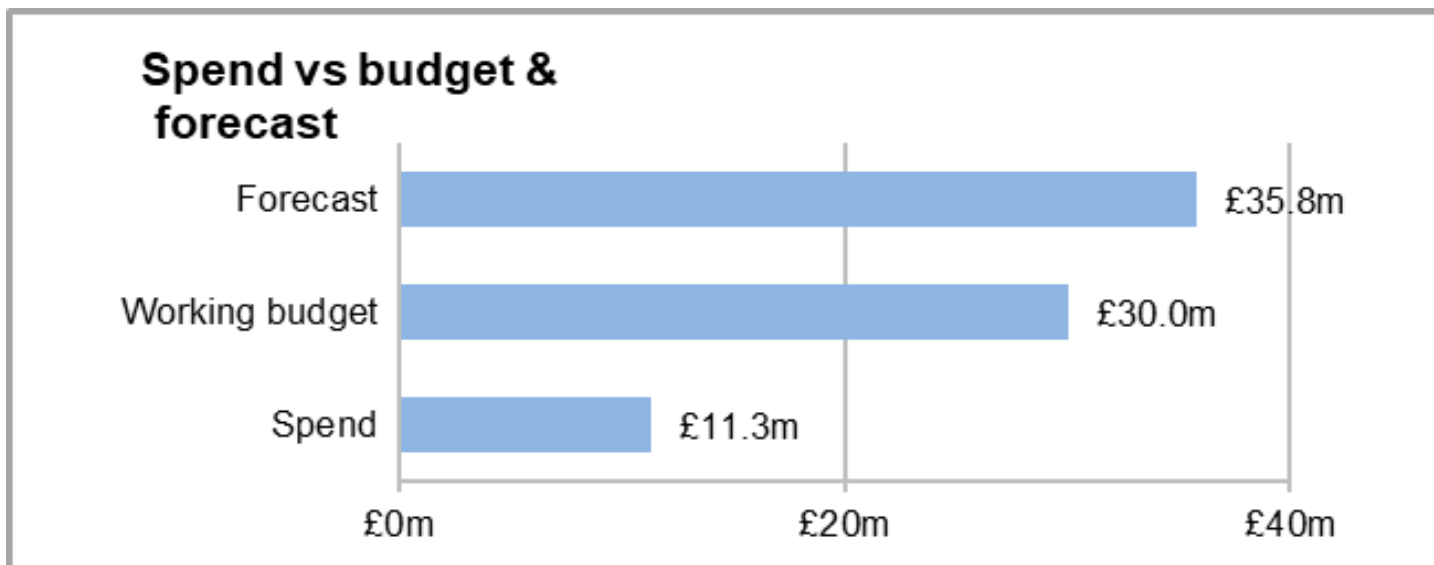
[2] Repairs – There is a projected overspend of £0.280m on responsive repairs, a £0.144m overspend on Void repairs that is currently offset by an unbudgeted insurance claim settlement of £0.189m and the before mentioned accrual of £1.394m.

[3] External Interest -There is a forecast adverse variance here of £0.206m. The forecast outturn on the approved capital programme for 2023-24 is now c.£35.8m and the requirement to borrow is £19.9m with current interest rates for long term PWLB HRA borrowing at c.4.65% (20th July 2023). The intention at present is to fund this in the short term from internal borrowing from HRA cash backed reserves unless interest rates fall to more affordable levels. The impact overall is anticipated to be an overspend of £0.160m on the cost of borrowing and £0.046m on the loss of interest on internal reserves now applied temporarily to fund the need to borrow.

[4] Contribution to major repairs costs (depreciation) – This is the required depreciation charge to revenue that in turn creates the funding pot for major repairs. Following the closing of accounts for 2022-23 it is apparent that there has been a material increase in the likely replacement cost of components that drives the calculation of depreciation. This variance will set aside the same amount of funding as was required in 202-23 to fund depreciation.

HRA Capital Spend

The original HRA Capital budget was approved in February 2023 and has yet to be revised following the closure of accounts to take account of slippage from closing and to re-profile considering the expectations of likely spend in the year. However, since the original budget was set a supplementary budget of £6.723m has been approved. What is currently reported here is performance against the original budget which accounts for the forecast overspend of £35.8m.



HRA Capital Programme			
Budget	Forecast	Variance	Notes

	£'000	£'000	£'000	
<u>HRA Capital Programme</u>				
Housing Major Works	(5,892)	(5,892)	0	
Improvements and Upgrades	(508)	(370)	138	
Other Capital Spend	(3,130)	(3,130)	0	
New Build Programme	(20,518)	(26,362)	(5,843)	1).
Total Capital Spend	<u>(30,049)</u>	<u>(35,754)</u>	<u>(5,706)</u>	

New Build Programme

The reported variance of £5.843m is largely the result of three scheme variances - Winnall £2.4m, and LAHF property acquisitions £6.32m, largely offset by a favourable variance on North whitely (£3.3m).

As mentioned above these variances are largely the result of slippage and profiled budget changes that will be addressed by recommending approval of a budget in the 2022/23 financial outturn report that reflects the likely spend profiles now expected in 2023/24.

Strategic Key Performance Indicators




STRATEGIC KEY PERFORMANCE INDICATORS REPORT

This table provides data against the set of strategic key performance indicators that were approved by Cabinet in December 2022.

This set includes a combination of long-range trackers and real time measures and gives an overview of how the council is performing.

Where targets or standards have been set, a RAG status has been included and a commentary is given at the end of each priority section.

RAG Parameters:

	This actual data for this performance indicator is meeting or exceeding target
	The actual data for this performance indicator is below target but within 5% of the target
	The actual data for this performance indicator is below target by more than 5%



Figures and percentages are representative of status at end of the reporting quarter, either as a total at end of quarter; cumulative total; or percentage average across that quarter.

PRIORITY: TACKLING THE CLIMATE EMERGENCY & CREATING A GREENER DISTRICT

Long range trackers (Annual)

No.	Performance measure	Cabinet member (Cllr)	Lead Director	2019-20	2020-21	2021-22	2022-23	Target 22/23	Status
TCE1	Carbon emissions for the council (tonnes) – SEE NOTE BELOW	Learney	Dawn Adey	4,268	2,810	4,147	Not yet available	1,873	
TCE2	Carbon emissions for the district (tonnes) – SEE NOTE BELOW	Learney	Dawn Adey	579,700	506,900	456,210	Not yet available	2022: 405,520	

Practical real-time measures (Quarterly)

No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q1 - 22/23	Q2 - 22/23	Q3 - 22/23	Q4 - 22/23	Q1 - 23/24	Target 23/24	Status
TCE3	% of household waste sent for reuse, recycling and composting	Learney	Simon Hendey	42.39%	39.01%	38.70%	35.07%	42.38%	35.87%	
TCE4	Residual household waste kg / household	Learney	Simon Hendey	105.08	103.43	105.01	106.37	104.87	<450 kg/hh	
TCE5	Energy usage (kWh) corporate buildings: Electricity	Learney	Simon Hendey	127,833	124,712	161,865	160,689	131,647	Target not set	n/a
TCE6	Energy usage (kWh) corporate buildings: Gas	Learney	Simon Hendey	59,267	8,575	163,405	254,925	75,624**	Target not set	n/a
TCE7	Retrofit adjustments – total number of houses – SEE NOTE BELOW	Westwood	Simon Hendey	Programme commenced 2 May 2023				See comments	522	n/a
TCE8	Retrofit adjustments – total number of adjustments made – SEE NOTE BELOW	Westwood	Simon Hendey	Programme commenced 2 May 2023				See comments	700-800	n/a
TCE9	Renewable energy generated (kWh) from solar panels – SEE NOTE BELOW	Learney	Simon Hendey	132,132	116,398	32,042	44,148	216,060	Target not set	n/a

Page 28 of 28

INSIGHTS & COMMENTS – Tackling the Climate Emergency & Creating a Greener District

TCE1/TCE2

Emissions of 4,147 tCO₂e for the council in 2020/21 were significantly lower than expected due to the impact of the COVID-19 pandemic, therefore an increase in 2021/22 was unavoidable as activity returned to normal; Data is released annually in arrears.

The status given in the table above reflects the actual carbon emissions recorded for the 2021/22 year when compared to the target for the same period and do not reflect the progress against the council's priority to be carbon neutral by 2024 and for the district by 2030.

TCE5/TCE6

Actual consumption figures relate to electricity and gas usage at City Offices, West Wing/Guildhall and Central Depot only. Gas consumption figures (TCE8) for June were unavailable at the time of compiling this report, therefore Q1 data relates to April and May only. As the council moves towards to achieve net zero carbon emissions, energy saving measures will continue to be pursued for our buildings and target reductions implemented.

TCE7/ TCE8

The 'Retrofit Ready' programme was launched to all council tenants occupying traditionally constructed houses and bungalows with an EPC rating of 'D' or below.

Due to the very high demand received, the resulting 800 Energy Assessments requested were split into 2 delivery and procurement programmes. Phase 1 has now seen 230 property assessments completed.

The recent Business and Housing Policy Committee received a presentation that indicated that the total number of retrofit adjustments targeted for 2023/4 is between 770-890.

TCE9

Data reported relates to the following sites: City Offices, Cipher House, Winchester Sport and Leisure Park, Winchester Depot and Marwell Zoo.



PRIORITY: LIVING WELL

Long range trackers (Annual)

No.	Performance measure	Cabinet member (Cllr)	Lead Director	2019-20	2020-21	2021-22	2022-23	Target 23/24	Status
LW1	% of adults participating in 150+ mins of sport or physical activity per week within the Winchester district	Thompson	Dawn Adey	71%	73.7%	73.0%	Not yet available	73%	
LW2	Number of unemployed (source: Economic Activity data)	Thompson	Dawn Adey	n/a	1,800	1,700	1,235	1,700	

Practical real-time measures (Quarterly)

Page No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q1 - 22/23	Q2 - 22/23	Q3 - 22/23	Q4 - 22/23	Q1 - 23/24	Target 23/24	Status
125	LW3 Winchester Sport and Leisure Park - total number of visits SEE NOTE BELOW	Thompson	Dawn Adey	186,722	189,247	164,282	203,110	262,177	1,012,724	
	LW4 Winchester Sport & Leisure Park - number of concessionary rate visits	Thompson	Dawn Adey	57,994	61,420	53,396	60,092	56,388	360,000	
	LW5 Meadowside - total number of visits SEE NOTE BELOW	Thompson	Dawn Adey	17,674	15,720	16,138	17,706	18,052	71,000	
	LW6 Meadowside - number of concessionary rate visits SEE NOTE BELOW	Thompson	Dawn Adey	697	665	664	743	953	2,800	
	LW7 Number of housing benefit claimants (rolling total)	Cutler	Sharon Evans	3,110	3,087	3,026	3,026	2,955	Target not set	n/a
	LW8 Number of Council tax reduction claimants (rolling total)	Cutler	Sharon Evans	5,663	5,711	5,752	5,752	5,776	Target not set	n/a
	LW9 Average time taken to process new housing benefit claims (days)	Cutler	Sharon Evans	25	29	28	25	25	24 days	
	LW10 Number of secure tenants in arrears owing 4 months' rent or more	Westwood	Simon Hendey	191	151	123	94	53	45	

LW11	Number of reported fly-tips (actual incidents)	Porter	Simon Hendey	285	264	226	403	298	<1,178	
LW12	Number of reported graffiti incidents (online form totals)	Porter	Simon Hendey	44	74	31	20	30	<169	
LW13	Number of reported litter incidents (online form totals)	Porter	Simon Hendey	28	26	32	58	31	<144	

INSIGHTS & COMMENTS – Living Well

LW1
Sport England have changed the reporting period to calendar year and will released next in April. The current reporting period in the table above is for the 12 months December 2021 - November 2022, this being the latest available.

LW3
Number of visits during Q1 23/24 shows an increase over that of previous quarters due to inclusion of non-gated visits to Winchester Sport & Leisure Park.

LW5/LW6
Data from Q1 23/24 shows an increase over previous quarters owing to the inclusion of non-gated visits to Meadowside Leisure Centre.

LW9
The average time taken to process new housing benefit claims is taking longer owing to the complexity of the claims being processed.

LW10
The description for this indicator has been amended from what was agreed at Cabinet and now shows the number of secure tenants in arrears owing 4 month's rent or more in place of a percentage of housing tenants in arrears owing 4 month's rent or more.





LW11
The number of fly tipping incidents reported have dropped by around 30% during the quarter April to June when compared with the previous quarter, however, is more in line now with earlier number. There are currently 7 cases pending prosecution with Legal Services, with 1 previous prosecution achieved in September.

PRIORITY: HOMES FOR ALL

Long range trackers (Annual)

No.	Performance measure	Cabinet member (Cllr)	Lead Director	2019-20	2020-21	2021-22	2022-23	Target 23/24	Status
HFA1	% of all WCC homes achieving energy efficiency rating of C or above	Westwood	Simon Hendey		62%	63%	65%	70%	
HFA2	Net total new home completions across the district (rolling total)	Westwood	Simon Hendey			121	139	1,000 by 2030	

Practical real-time measures (Quarterly)

No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q1 - 22/23	Q2 - 22/23	Q3 - 22/23	Q4 - 22/23	Q1 - 23/24	Target 23/24	Status
HFA3	Homelessness – numbers recorded as rough sleepers (as at period end)	Westwood	Simon Hendey	2	2	4	2	4	0	
HFA4	Number of new homes started by the council (active total at end of quarter)	Westwood	Simon Hendey	n/a	130	118	118	100	37	
HFA5	Number of new homes completed by the council (during quarter) SEE NOTE BELOW	Westwood	Simon Hendey	n/a	0	12	6	18	135 for year	n/a
HFA6	Number of households in temporary accommodation (at month close)	Westwood	Simon Hendey	47	54	55	55	55	50	
HFA7	Numbers on housing waiting list	Westwood	Simon Hendey	1,368	1,480	1,537	1,584	1,468	Target not set	n/a
HFA8	Voids cumulative re-let time (general/older persons) (days)	Westwood	Simon Hendey	19.95	17.21	16.30	15.74	12.52	13	

INSIGHTS & COMMENTS – Homes for All




HFA5 – Performance will vary quarter by quarter and for the next report an updated profile will be provided.

HFA6 – Increasing numbers accessing the council’s temporary accommodation provision is due to a 32% footfall increase in homelessness presentations. The main cause of homelessness and temporary placements is parental evictions, relationship breakdowns and Private Housing Sector section 21 evictions.

PRIORITY: VIBRANT LOCAL ECONOMY**Long range trackers (Annual)**

No.	Performance measure	Cabinet member (Cllr)	Lead Director	2019	2020	2021	2022	Target 23/24	Status
VLE1	% of economically active people in employment (aged 16-64 - source: NOMIS)	Thompson	Dawn Adey	75.7%	77.4%	83.7%	75.1%	75%	
VLE2	Business counts (micro, small, medium, large – source: NOMIS)	Thompson	Dawn Adey	8,010	8,035	8,110	8,165	8,200	

Practical real-time measures (Quarterly)

No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q1 - 22/23	Q2 - 22/23	Q3 - 22/23	Q4 - 22/23	Q1 - 23/24	Target 23/24	Status
VLE3	% of WCC revenue spend with local suppliers	Cutler	Sharon Evans	23.64%	22.73%	22.31%	21.60%	26.44%	Min 25%	
VLE4	% residents claiming out-of-work benefits	Thompson	Sharon Evans	1.9%	1.8%	1.9%	2.0%	2.0%	1.9%	
VLE5	City centre high street footfall metrics – SEE NOTE BELOW	Thompson	Dawn Adey	n/a	404,605	566,086	551,890	308,545*	1.3 million	

INSIGHTS & COMMENTS – Vibrant Local Economy**VLE5**







Data provided by the Winchester BID who are changing their system resulting in footfall data not being available for June. Q1 data includes footfall for April and May only.

PRIORITY: YOUR SERVICES, YOUR VOICE

Long range trackers (Annual)

No.	Performance measure	Cabinet member (Cllr)	Lead Director	2019/20	2020/21	2021/22	2022/23	Target 23/24	Status
YSYV11	Residents' satisfaction with the way the council runs things (Residents' Survey) – SEE NOTE BELOW	Becker	Sharon Evans	79% (SE 65%)	n/a	75% (SE 62%)	n/a	To be agreed	n/a
YSYV2	% of Residents' Survey respondents that feel the council involves residents when making decisions – SEE NOTE BELOW	Becker	Sharon Evans	69%	n/a	58%	n/a	To be agreed	n/a
YSYV3	Value for Money - total net expenditure per head (via: LGA Value for Money toolkit)	Cutler	Sharon Evans	£353	£406	£341	£315	Target not set	n/a

Practical real-time measures (Quarterly)

No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q1 - 22/23	Q2 - 22/23	Q3 - 22/23	Q4 - 22/23	Q1 - 23/24	Target 23/24	Status
YSYV4	% complaints responded to within 10 working days – SEE NOTE BELOW	Becker	Sharon Evans	51%	81%	73%	67%	57%	90%	
YSYV5	% of upheld and partially upheld complaints – SEE NOTE BELOW	Becker	Sharon Evans	58%	49%	44%	54%	68%	=< 59%	
YSYV6	Number of residents digitally interacting with the council - number of online reports submitted on My Council Services platform	Becker	Sharon Evans	7,528	7,981	5,937	18,140	10,195	40,000	
YSYV7	Number of respondents to consultations	Becker	Sharon Evans	693	716	2,001	653	998	5,000	
YSYV8	% of major planning applications decided within time (WCC / SDNP)	Porter	Dawn Adey	100% / ~	100% / 100%	100% / ~	100% / ~	100% / ~	80%	
YSYV9	% of non-major planning applications decided within time (WCC / SDNP)	Porter	Dawn Adey	98% / 90.7%	93% / 84%	92% / 84%	92% / 84%	96% / 83%	80%	

INSIGHTS & COMMENTS – Your services. Your voice.

YSYV1/YSYV2

Residents' Survey is carried out every two years, with the last survey completed in 2022.

YSYV4/YSYV5

During the reporting period April to June a total of 74 complaints were responded to and closed of which 43 were closed in 10 working days. Of the 31 that were closed later than 10 working days, 15 related to Housing Services and 11 to Waste collection.

Reports containing details of complaints are regularly sent to corporate heads of service to enable the close monitoring of how long is being taken to respond to complaints.

Ways to improve the performance of responding to complaints are being investigated and officer have been reminded via internal communications including the City Voice newsletters of the standard that the council has set that is to respond to all complaints within 10 working days.

The majority of upheld and partially upheld complaints (YSYV2) refer to complaints from tenants relating to housing repairs and maintenance issues.

The Local Government and Social Housing Ombudsman has recently published data relating to complaints registered during 2022/23 during which there were no upheld complaints.

YSYV6

Figures are inclusive of website and My Winchester app totals; they also include payments forms submitted using My Council Services.

The total forms amount is also inclusive of garden waste form submissions and renewals which is the reason behind the figures being higher in January – March (Q4) owing to this being the period for renewals.

YSYV7

This is data is extracted from the council's consultation and engagement platform; 'Citizen Space' and reports the number of responses received within the given period. Fluctuations between quarters is to be expected with numbers of responses dependent on the number of consultations and the topic being consulted on.




Tier 1 Projects

Reporting Period Q1 – 1 April 2023 to 30 June 2023

This report provides an update on the progress of the council's Tier 1 projects for Q1 2023/24 (April to June 2023). 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
Future of Waste and Recycling	Yellow	Green
Local Plan	Yellow	Green
New Homes Programme	Yellow	Yellow
Station Approach	Green	Green
Winchester Movement Strategy Programme	Green	Red

Rag Status Key

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

Bar End Depot

LEAD CABINET MEMBER: Cllr Martin Tod

PROJECT SPONSORS: Dawn Adey / Simon Hendey

PROJECT LEAD: Geoff Coe

PROJECT MANAGERS: Geoff Coe

PROJECT TIER: 1

Project Description and Outcome

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 2022 to invite the community to feedback on the intention to market the site and comment on the Hobbs proposal.

Vail Williams have completed stage one marketing and secured a long list of 47 Expressions of Interest, with uses including residential, industrial, retail, leisure and food and beverage. A further community engagement event took place on 21st and 24th November 2022. The outcome was that.

- I. the local community first preference is for a food convenience store, and
- II. residents living outside this area stated a first preference for more leisure facilities including an Ice Rink.

Preparation for appointment of Selling Agent and Marketing for Best Bids.

Project Managers Progress Report for Q1

Property Board met on 10 July 2023 and produced the following draft minutes:

Bar End Depot report – request to approve Stage 2 marketing and target uses.

3 things to consider.

1. Scope of stage 2 marketing zoning document setting out proposed uses.
2. Timetable – planning consent 2025/26
3. How to evaluate bids

It was agreed to proceed with marketing of site from August to October with a view to report back to Cabinet on the preferred bidders in early 2024.

Information on the timetable and approach to evaluation will be provided to ward Councillors in the next quarter.

It was agreed that the marketing would require potential purchasers to make best offer but also explain how they would address the council's priorities for:

- tackling the climate emergency
- Living well
- Homes for all
- Your services your voice
- Vibrant local economy

With enhanced focus on; -

- Cost of living
- Pride in place
- Greener faster
- Listening better

It was agreed that the percentages of scoring against the council priorities would not be provided to those bidding but would be agreed prior to receiving bids with the leader but percentage for other areas should not outweigh the capital receipt offered and can be confirmed at next Property board.

Marketing would be based on existing regulation 18 policy position and the indicative uses proposed in schematic land use, for example, residential, Healthcare and convenience store. The retail use in policy to be confirmed as net floor area not gross.

Project gateways

Stage	Start Date	Planned End Date	Projected End Date	Outcome
Marketing appointment	April 2022	June 2022	June 2022	Appointment of Selling Agent – Vail Williams
Public Engagement	March 2022	November 2022		Feedback on marketing plan and subsequent feedback on use type preferences
Marketing for Bids	August 2023	October 2023	November 2023	Marketing for Formal Bids
Developer selection and Planning application	November 2023	September 2025		Selection of Developer(s): Planning Application Submitted
Construction Start	September 2026			Subject to planning
Handover & Review	December 2026			Depends upon whether WCC retains an active development role.

Upcoming milestones for current project stage

Stage	Current Target	Milestones and Actions	Outcome
Feasibility	Mar 2022	Public consultation	Positive feedback on Hobb's scheme. A food retail use would be welcome by the community.
Feasibility	Jul 2022	Appointment of Selling Agent	Vail Williams appointed
Transport Feasibility	August 2023	Transport planning advice	Further transport planning advice and pre-app being sought
Stage One Marketing – Expressions of Interest	Sept 2022	47 Expressions of Interest from market to identify potential market demand were received.	Uses included: residential; retail; leisure; industrial; Food and Beverage
Community Engagement	Nov 2022	Community Engagement re mix of uses proposed	Feedback concluded that the local community's first preference is for a new food store. The wider population of respondents (extending from Basingstoke to Southampton) had a first preference for more leisure including an ice rink. Feedback to be published in May/June 2023
Stage Two Marketing – Formal Bids	August 2023	Request for formal bids	
Preferred Bidder Evaluation and potential request	September to December 2023	Review and evaluation of bids. Possible request for best and final bids.	

Stage	Current Target	Milestones and Actions	Outcome
for best and final offers			
Cabinet	June 2024	Cabinet Approval	
Contract documentation	July 2024	Contract documents issued	
Exchange	March 2025	Contract exchange	Purchaser to progress with planning application
Planning Application	September 2025	Submission of planning application	
Planning approval	March 2026	Planning approval	
Legal Completion	June 2026	Legal completion of sale	
Construction	Sept 2026	Construction starts on site	
Project Completion and Close	Dec 2026	Completion of works on site	Depends upon whether WCC are to retain an active role in development.

Carbon Programme

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

Description and Outcome								
<p>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.</p>								
Carbon Emission Targets	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Council by 2024 Target (tCO_{2e})	N/A	3,201	1,873	3,750	3,000	0	0	0
Actual	4,268	2,665	4,147					
District by 2030 Target (tCO_{2e})	N/A	527,000	456,210	These figures will be updated in Q2 when the new Carbon Neutrality Action Plan has been adopted				
Actual	579,700	506,900						

Programme Update Summary

	RAG Project Status	Key Project Deliverables this Quarter			Tasks for Next Quarter		
Transport	<p>Transport</p> <p>■ Red ■ Amber ■ Green ■ Paused ■ Complete ■ Stopped</p>	<p>Sustainable Travel Officer has joined council on secondment from Sustrans for 12 months. Expected outputs include producing a Workplace Travel Plan and promoting active travel.</p>	<p>Staff Travel Survey completed in June 2023 and showed broadly similar commuting patterns to previous years, with 60% commuting by car. An electric car pool car, a car share programme and 2 bicycles for staff are being considered and HR has been asked to bring forward proposals to assist employees in their sustainable commutes.</p>	<p>No progress on expanding and enhancing public transport services. Budgets at HCC under extreme pressure and waiting for a new public transport team to be set up. On a positive note, it was announced that the £2 single fare for buses will continue until 31 October.</p>	<p>Park and Ride services to be tendered with option for HVO, Business as usual (diesel/Euro 6) and electric bus options.</p>	<p>Cabinet decision in July for move to HVO fuel (biodiesel) for all existing waste vehicles (Biffa contract) to come into effect on 1st April 2024. The Financial business case to follow towards the end of Q2 with detailed costs. This is anticipated to reduce emissions from our waste fleet by around 720 tCO2e/annum.</p>	<p>HCC has been awarded £6.6mil funding for installation of EVCPs for those without on street or driveway chargers. Meetings to be held to see how WCC could benefit from this with aim of increasing EVCP in rural districts .</p>
Domestic Energy	<p>Domestic Energy</p> <p>■ Red ■ Amber ■ Green ■ Paused ■ Complete ■ Stopped</p>	<p>Work on housing void retrofit commenced and new tenant engagement has begun. Retrofit Ready door and window replacement underway and energy assessments have begun, with over 200 complete.</p>	<p>20 new affordable units handed over to the council at North Whiteley, all built to Association for Environment Conscious Building (AECB) standard</p>	<p>No progress in reducing gas energy use at Chesil Lodge. Despite being a new building, the CHP heating system is defective and it has proved difficult to replace the CHP with ASHP for example.</p>	<p>Procurement of retrofit delivery to Swedish Cottages and explanatory video to be produced for Swedish Cottage tenants to explain the proposed work.</p> <p>Retrofit Ready cavity wall Insulation will be procured.</p>	<p>Launch of the Home Upgrade Grant (HUG2) is expected by end July in which WCC is a Consortium Member (led by Portsmouth CC). The Great British Insulation Scheme is also due to launch which the council can opt into. This will provide financial support for insulating properties with EPC D and below.</p>	<p>Solar Together Scheme to reopen this August, run by HCC.</p>

Programme Update Summary

	RAG Project Status	Key Project Deliverables this Quarter			Tasks for Next Quarter		
Commercial Energy	<p>Commercial Energy</p> <p>■ Red ■ Amber ■ Green ■ Paused ■ Complete ■ Stopped</p>	Buro Happold commenced work on assessment of renewable energy projects for the council.	Consultants appointed to produce a plan for the decarbonisation of the corporate owned and occupied estate, to include the City Office campus, Abbey House, Cipher House and the F2 store.	Tender issued for installation of solar PV panels and ASHP at Meadowside Leisure Centre.	Buro Happold to develop short list of potential sites with renewable energy generation potential, then model viability of projects on those sites.	Identification of further potential for roof-mounted solar across the corporate estate.	Potential bid to the new round of Public Sector Decarbonisation Scheme (PSDS) funding scheduled to open in September 2023.
Land use & Natural Environment	<p>Land use & Natural Environment</p> <p>■ Red ■ Amber ■ Green</p>	Biodiversity net gain (BNG) technical advice note approved at Cabinet Member Decision Day in June.	Second year of the biodiversity grass verge management (pilot verge) project began in New Alresford and Badger Farm.	Due to resourcing, no progress has been made in developing a mechanism to assess carbon impact of NERT team actions through carbon calculator.	Discussion with SDNPA on potential partnership for a nature based solutions platform to sell carbon offsets.		

Programme Update Summary							
	RAG Project Status	Key Project Deliverables this Quarter			Tasks for Next Quarter		
Behaviour Change	<p>Behaviour Change</p> <p>■ Red ■ Amber ■ Green</p>	An engagement exercise was held to promote renewable energy in the Winchester District, including a virtual Open Forum which attracted around 40 participants.	A further 23 staff members attended CL training in March 2023. Carbon Literacy training will be provided as part of induction programme for new councillors and has become compulsory for all staff.	No progress on behaviour change as the scope of internal resource requirement is under discussion. Adoption of carbon/sustainability decision tools in council processes has also been delayed due to priority of other work during Q1.	The council funded Winchester Climate Action Network (WeCAN) to produce a learnings report with useful information on future direction for WeCAN to inform future support for grassroots community activity on climate change.	Integration of HCC carbon assessment tool into council processes and reports aims to be rolled out by end of this quarter. This will require officers to complete a carbon assessment as part of council reports.	The council will be providing a number of events as part of Winchester Green Week (24th Sept to 3rd Oct) which will include a Climate Neutrality Open Forum, Workplace Travel Network Meeting and Carbon Literacy Training Session offered to Parishes.

Central Winchester Regeneration (CWR)

LEAD CABINET MEMBER: Cllr Martin Tod

PROJECT SPONSORS: Dawn Adey & Ken Baikie

PROJECT LEAD: Veryan Lyons

PROJECT MANAGERS: Rachel Robinson

PROJECT TIER: 1

Project Description and Outcome

Central Winchester Regeneration (CWR) 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 Managers Progress Report for Q1

The CWR Development Proposals were approved at Cabinet on 10 March 2021 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 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 22 December 2021. At Full Council on 12 January 2022 authorisation was given to initiate and conduct the procurement process for the selection of a development partner. Final tenders were submitted on 09/12/22. A decision on the recommended development partner was approved by Cabinet on 6 March 2023.

Following Cabinet approval and completion of the 10-day standstill period, the council announced the appointment of Jigsaw. The council and Jigsaw have been working together to finalise the Development Agreement and have begun working towards the first project milestone – Development Delivery Plan.

Alongside this, officers are also tasked with:

- Implementing further archaeology investigations across the site. Works have commenced on site. Estimated to complete in November 2023.
- The demolition of Friarsgate Medical Centre (FGMC) and replacement space
- Improvements to Kings Walk ground floor and surrounding public realm sitting with the CWR portfolio

Key Documents

Latest Cabinet Decision / Report: [Cabinet 6 March 2023](#)

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
Scenario 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. Seek approval to procure a single development partner for the CWR site.

Stage	Duration (months)	Start Date	Planned End Date	Projected End Date	Outcome
Market Launch and Procurement Process for Development Partner	13	Jan / Feb 22	Dec 22	Mar 23	Data room set up, market launch, market engagement with potential developers, carry out the procurement process including evaluations. Identify preferred development partner and seek approval to appoint.
Development Delivery Plan	6	Apr 2023	Sept 2023*	Jan 2024	<p>On signing the Development Agreement, there will be an initial version of the draft Development Delivery Plan drawn from the Jigsaw's tender submission.</p> <p>The draft Development Delivery Plan is to be in accordance with the Development Objectives. The content will describe and enable further work by Jigsaw to support a planning application.</p> <p>Following the signing of the Development Agreement, Jigsaw will update the draft Development Delivery Plan and the projected dates will be amended.</p> <p>The updated Development Delivery Plan will be approved by Cabinet. The Development Agreement Long Stop date for the updated draft Development Delivery Plan is 6 months from signing of the Development Agreement.</p>
Planning Application	18	Sept 2023*	Q3 2025*		<p>Work up detailed scheme, carry out financial modelling, prepare Full Business Case and planning application for Cabinet approval prior to submission - a hybrid application is required, seeking a detailed Planning Permission for Phase 1 and an outline Planning Permission for the remainder of the Development.</p> <p>The Development Agreement Long Stop date for the submission of the planning application is 24 months from the</p>

Stage	Duration (months)	Start Date	Planned End Date	Projected End Date	Outcome
					date on which the council approves the Development Delivery Plan.
Planning	18	Q3 2025*	Q2 2027*		Planning permission granted - the Development Agreement Long Stop date for the Planning Decision is 42 months from the date on which the council approves the Developer's Development Delivery Plan
Phase 1 Primary Condition Satisfaction	6	Q2 2027*	Q4 2027*		Jigsaw is required to satisfy the Primary Conditions in order to take a Phase 1 Building Lease and commence Development. Phase 1 Primary Conditions to be approved by Cabinet prior to start on site. The Development Agreement Long Stop date for the Phase 1 Primary Conditions to be satisfied is 48 months from the date on which the council approves the Developer's Development Delivery Plan.
Start on Site	3	Q1 2028*			Subject to Cabinet approval of Phase 1 Primary Condition satisfaction. The Development Agreement Long Stop date for start on site is 3 months from the date on which the relevant Phase Building Lease is granted.

**once the Development Delivery Plan has been agreed these dates will be updated.*

Upcoming milestones for current project stage

Task/Milestone	Start Date	End Date	Current End Date	% Complete	Comments / Actions	Outcome
Development Agreement	April 23	April 23	August 23	95%	<p>The council and Jigsaw have worked together to finalise the Development Agreement, this includes:</p> <ul style="list-style-type: none"> • Finalising the drafting • Templates for Building Lease and Long Lease HoTs • Schedules and appendices <p>Awaiting WCC signature – expected early August 23.</p>	<p>Once the Development Agreement has been signed:</p> <p>Jigsaw will update and finalise the draft Development Delivery Plan.</p> <p>Formal Project Board meetings and Quarterly Review meetings can commence.</p>
Development Delivery Plan	April 23	Sept 23	Jan 24	25%	<p>The Development Delivery Plan will be approved by Cabinet. The Development Agreement Long Stop date for the updated draft Development Delivery Plan is 6 months from signing of the Development Agreement. Signing the Development Agreement is anticipated for August 23.</p>	<p>On signing the Development Agreement, there will be an initial version of the draft Development Delivery Plan drawn from Jigsaw’s agreed submission.</p> <p>The draft Development Delivery Plan is to be in accordance with the Development Objectives. The content will describe and enable further work by Jigsaw to support a planning application.</p>

Task/Milestone	Start Date	End Date	Current End Date	% Complete	Comments / Actions	Outcome
Archaeology Evaluation (trial trenching)	July 23	Site works – Oct 23 Reporting – Mar 24	Site works – Oct 23 Reporting – Mar 24	5%	Pre-Construct Archaeology started on site on 3 July 23. It is estimated the site works will take up to 4 months, an initial high level summary report will follow in the first month following completion and a full report 6 months after completion.	Further archaeology investigations to build on the current understanding of archaeological potential on the site will help inform and guide proposals for the development and archaeological mitigation strategies. The council has the opportunity to progress this now - in doing so the implications this may have for how the development is brought forward can be gained sooner, helping to progress plans for the site and move towards a planning decision.

Deliverables	Expected Date of achievement	On target (Y/N)	Expected Date of achievement (Revised)	Comment
Finalise and sign the development Agreement	June 23	N	August 23	The council and Jigsaw have worked together to finalise the Development Agreement. This has taken slightly longer than initially anticipated. One reason for this, is the four different Board approvals required from Jigsaw – expected by end of July 23. WCC are expected to sign in early August 23.
Agree and implement governance arrangements	June 23	N	September 23	A joint Board meeting has been arranged for 14 September 23 with key officers, Members and Jigsaw to make sure everyone is aware of the priorities (which need to be agreed), understand roles and responsibilities and start the working relationship that will steer the project in the crucial early months and years.
Agree stakeholder engagement approach and messaging.	June 23	Y		Stakeholder engagement strategy was shared at Cabinet Committee: Regeneration on 7 June
Implement stakeholder engagement strategy	Q3 2023	Y		Key tasks include: <ul style="list-style-type: none"> • Continue engaging key stakeholders. • Prepare for and identify individuals to be involved in workshops. • Prepare for and identify individuals to be involved in youth and futures groups. • Establish youth and futures groups.

Deliverables	Expected Date of achievement	On target (Y/N)	Expected Date of achievement (Revised)	Comment
				<ul style="list-style-type: none"> Co-creation workshops with Team, Members, Officers and community
Progress the Archaeology trial trenching	Site works – Oct 2023	Y		Works started on site on 3 July 23.
	Reporting – Mar 2024	Y		
Hold public Archaeology Event with CWR Archaeology Panel x2	June 23	N	July 23	<p>Opportunity to introduce the winning bidder for the archaeology trial trenching works, provide details of the works and hold discussion regarding Jigsaw long term approach.</p> <p>Recap on the trial trenching investigations, present initial findings, explain how the findings will be used going forward and implications for the redevelopment.</p>
	Oct 23	Y		There has been a slight delay due to existing diary commitments – the first event took place on 26 July 23.
Agree options for the bus solution	Q3 23	Y		There is a need to pick up on previous discussions with HCC and the bus operators, to introduce Jigsaw and begin conversations in relation to their revised thinking regarding the CWR bus solution whilst ensuring alignment to the wider Winchester Movement Strategy. An

Deliverables	Expected Date of achievement	On target (Y/N)	Expected Date of achievement (Revised)	Comment
				initial meeting with HCC took place on 2 May 23, followed by a second meeting joined by the bus operators on 17 July 23.
Investigate the option of taking Coitbury House as the Jigsaw base on site	July 23	Y		Jigsaw have expressed an interest in using Coitbury House as their permanent base in Winchester – somewhere located with the site where officers, Members and the community can easily access them.

Future of Waste and Recycling

LEAD CABINET MEMBER: Cllr Kelsie Learney

PROJECT SPONSORS: Simon Hendey

PROJECT LEAD: Andy Hickman

PROJECT MANAGERS: Debbie Campbell

PROJECT TIER: 1

Project Description and Outcome

As a council, Winchester has seen the fastest growing recycling performance in the County since 2019. It is one of the best performing authorities in Hampshire in terms of waste and recycling and has an ambition to become one of the best nationwide; minimising its carbon emissions, increasing the amount recycled and reducing the amount of waste produced in the fastest and most cost effective way possible.

There are significant proposed changes around waste and recycling; mostly driven by national requirements, and as a Waste Collection Authority (WCAs), Winchester City Council wants to take this opportunity to improve its household waste and recycling collections. These changes and how they impact on Winchester's residents will inform the new waste strategy. The outcome of this strategy is the core of Future of Waste and Recycling project.

The process will include subject to approval by Cabinet in July 23:

- A) A consultation exercise that will help inform the new waste strategy for household properties.
- B) Develop service options based on the outcome of the consultation, environmental factors and affordability.
- C) Implement any changes.

In part-response to the national changes, Hampshire County Council is building a new Material Recovery Facility, which will require partners including Winchester to collect dry recycling from households differently. Hampshire County Council and its partners are discussing an Inter-Authority Agreement (IAA) to act as an overarching agreement to set out how the new

arrangements will work. The development of the IAA is a key work stream. Future of Waste and Recycling is also about decarbonising the waste and recycling collections.

The outcome of stage 1 is to seek approval from July 23 cabinet to undertake a consultation exercise in Autumn 23 that will help inform the new waste strategy for household properties. It is also to seek approval to enter negotiations with the collection contractor to introduce Hydrotreated Vegetable Oil (HVO) to decarbonise the current waste and recycling vehicles and continue discussions with Hampshire County Council and partners to develop an Inter-authority Agreement.

Project Managers Progress Report

Timeline and Finance

Local authorities are awaiting the details of the national changes, including how these changes will be funded. Government originally started consulting on consistent collections in 2019 with a final response due in 2021. This response has since been delayed but is now expected soon. The lack of clarity has delayed Winchester from achieving its ambitions as quickly as it would have liked. The ongoing delay with forthcoming information around government requirements and funding may impact on the development of the new waste strategy and how and when to implement any national and regional changes. This is being managed through regular engagement with external stakeholders to understand when any forthcoming information from government will be available. As this still unknown the rag rating for timing is currently amber.

Cabinet in July (CAB3409 refers) approved the recommendations, mainly to undertake a consultation, start negotiations to initially introduce HVO and progress work around the Inter-Authority Agreement. Next steps are to commission external specialists to undertake the consultation, financial, technical and operational modelling and provide external legal support. There is an existing project budget of £400k which c.£300k has been provisionally allocated based on assumed resource required. There is also a further £500k project reserve. It is likely that costs will increase above the forecast and the reserves will be used to offset these costs. Costs will be budgeted once external support has been commissioned. It is anticipated that there is sufficient funds to develop the strategy. Any mobilisation of changes will require additional funds including capital and will be requested as part of the governance sign-off process. As a result the budget rag rating is green.

The Government has since announced a delay to introducing changes for 1 year in relation to its national waste consistency programme and extended producer responsibilities, this delay also impacts on associated Government new burdens funding to support local authorities in bringing in the new requirements. The impact of this and progress of Hampshire County Council's new waste recycling centre is currently being considered.

Public Consultation

If approved the consultation will set out what we can engage on and what has been set out by government as mandatory requirements and regional requirements by Hampshire County Council i.e. introducing a separate food waste collection to households, introducing a twin-stream collection that collects fibres separately and collecting the minimum suite of dry recycling material as specified by the Environment Act 2021. Although the council may be constrained in the service it can

deliver due to these national requirements and local treatment infrastructure, it is important that it consults residents on the changes so as to allow the responses from residents to be considered and help inform the development of the waste strategy.

The consultation exercise will seek residents' views for example around the colour of containers, how many they can or would want to accommodate, what sizes and types would be preferred and the types of accessibility issues. It will also explore those needs and constraints from communal properties. It will be very important to understand the impact on those who may have accessibility issues/assisted collection etc. Where there are prescribed delivery approaches, residents will be engaged with to ensure we understand their needs. This will include a range of engagement tools including within the communities across the district. Recycling more will mean less waste is likely to be produced by households and how waste should be collected in the future will need to be considered as part of the exercise.

If approved, the consultation is expected to take place during autumn 2023, outcomes from this will be used to inform alternative options that meet the government and local requirements and take into account the consultation, environment and affordability. This will be brought back to Cabinet in 2024.

IAA

The County Council will be asking the eleven local waste collection authorities, which includes Winchester City Council, to sign up to an Inter-Authority Agreement (IAA). This will change the way the current payment mechanism works between Hampshire County Council and the partners including Winchester City Council. The current indicative initial costs due to some of the key changes of this new agreement have the potential to increase by c.£200k for a kerbside residual waste arising target, c.£500k for material income potential removal and c.£75k for contamination cost. Winchester City Council will be continuing to negotiate with Hampshire County Council over the potential cost increases and issues such as income share. Further clarity is still required in relation to the Inter-Authority Agreement, and it is believed that this will be forthcoming once Government publishes details and guidance on consistency collections and the extended producer requirements. The County Council is looking for reassurance that the eleven local waste collection authorities in Hampshire will utilise the new Materials Recovery Facility which it intends to build in Eastleigh and is seeking a commitment by October 2023. This is perfectly reasonable and understandable, but the council needs to fully understand the financial consequences which will not be fully known until the Government publishes further awaited details of how the scheme will work and what additional funding to cover this new burden will be provided.

Decarbonising waste and recycling collections

Hydrotreated Vegetable Oil (HVO) is an initial solution to decarbonise waste and recycling collections. Other alternative fuels such as electric and hydrogen are being considered as part of the future strategy, subject to budgetary and contractual constraints and engagement with partners and residents as required. At present, electric vehicles require a substantial investment up front including infrastructure such as charge points. It is also unlikely that electric vehicles will be able to service all of Winchester. Ongoing consideration will be given to electric vehicles and alternatives as the market grows and the future strategy develops to ensure the best 'greener' solution is achieved. Implementing HVO across the existing fleet for recycling and waste will have increased annual costs. In recent months the cost of diesel and HVO has been volatile with cost per litre fluctuating significantly. Currently the contractor bears the risk of any price fluctuations in the cost of Diesel and so changing to HVO will mean the council bear the risk of the price difference between Diesel and HVO. This risk changes depending on what price Biffa secure for diesel and HVO. This risk is considerable given recent changes in HVO costs. For reasons of cost, and the need to consider and identify a strategic option for alternative fuels longer term subject to consultation, HVO is intended to serve only as an initial solution. It is intended that a report will be brought back to cabinet in Jan 2024 and will include an upper and lower range for increased cost based on historic fluctuations in pricing.

Key Documents:

[CAB3409](#)

Project gateways

Stage	Start Date	Planned End Date	Outcome
Project initiation	31 January 23	18 July 23	The start of a process to develop a new waste strategy. This includes key decisions to be taken at the July Cabinet around approval to go out and consult, start negotiations with the current collection contractor to decarbonise the waste and recycling vehicles through the initial use of Hydrotreated Vegetable Oil (HVO) and to continue working with Hampshire County Council on developing the new Inter-Authority Agreement.
Exploration and Feasibility	Autumn 23	Jan 24	<p>If approved at the July 23 cabinet, the exploration and feasibility work will include undertaking a consultation, financial modelling and technical and operational modelling.</p> <p>Other exploration and feasibility work includes financial modelling around future disposal and treatment costs and understanding the draft Inter-Authority Agreement plus developing a proposal and cost envelop for HVO. These will also be brought to cabinet in January 24.</p> <p>The outcome of these along with understanding what the government requirements and funding are will help shape the new waste strategy that is intended to be brought to January 24 cabinet for a decision.</p>
Design			This will be dependent on government providing details of its requirements and funding. It will also be dependent on the final shaping of the Inter-Authority Agreement.
Delivery			This will be dependent on government providing details of its requirements and funding. It will also be dependent on the final shaping of the Inter-Authority Agreement.

Upcoming milestones for current project stage

Task/Milestone	Start Date	End Date	Current End Date	% Complete	Comments / Actions	Outcome
Approval at July Cabinet	24 May 2023	18 July 2023	18 July 2023	90%	End date excludes call-in period. Call-in period ends 26 July 2023. At the time of drafting this highlight report the July Cabinet has been published prior to the decision being taken.	Approval to seek resident views through a public consultation. To start negotiations to develop an initial solution with the collection contractor to decarbonise the current waste and recycling collections. To continue working with Hampshire County Council to achieve a mutually affordable and sustainable solution so that the council can respond to the offer by October 2023.
Respond to the draft Inter-Authority Agreement	24 August 2023	17 October 2023	17 October 2023	0%	End date excludes call-in period.	To achieve a mutually affordable and sustainable solution for treatment of recycling.
Public Consultation	Autumn 2023	Autumn 2023	Autumn 2	0%	Consultation is planned for around Autumn e.g. September / October 2023. Dates will be confirmed as part of the developmental	The purpose of the consultation will be to seek resident views on the changes needed and to help inform the new waste strategy. The information will be used to develop service options based on the outcomes of the

Task/Milestone	Start Date	End Date	Current End Date	% Complete	Comments / Actions	Outcome
					work with external specialists.	consultation and environmental affordability and factors. Autumn is assumed as the start of September onwards.
Financial modelling around Inter-Authority Agreement	27 July 2023	1 September 2023	1 September 2023		There is a risk that the external funding will still be unknown at this stage. Therefore costs will need to be modelled on what is known against budgets.	To gain an understanding of what the cost implications will be of adopting the revised payment mechanism being proposed as part of the Inter-Authority Agreement
Financial modelling	27 July 23	22 November 23	22 November 23	30%		Model the financial implications and opportunities around the expected changes.
Technical and operational work and modelling	27 July 23	22 November 2023	22 November 2023	10%	Initial work around operational feasibility has been explored by HCC and WCC to start to try and understand what the parameters of any change may be.	Develop service options based on the outcome of the consultation, environmental factors and affordability. Progress increased depot space options. Preparation work to understand requirements for procuring

Task/Milestone	Start Date	End Date	Current End Date	% Complete	Comments / Actions	Outcome
						<p>infrastructure to deliver mandatory requirements such as:</p> <ul style="list-style-type: none"> - what types of specialist food vehicles are available and the operational suitability. - food waste treatment options; and - limitations around flats
Develop detailed proposal to initially decarbonise waste and recycling vehicles using HVO	27 July 23	22 November 23	22 November 23		Assuming no call-in for July Cabinet.	
Approval at January 2024 Cabinet	23 November 23	24 January 24	24 January 24		Excludes call-in period for January 24 cabinet.	

Local Plan

LEAD CABINET MEMBER: Cllr Jackie Porter

PROJECT SPONSORS: Dawn Adey

PROJECT LEAD: Adrian Fox

PROJECT MANAGER: Adrian Fox

PROJECT TIER: 1

Project Description and Outcome

It is a statutory requirement under planning legislation to have an up-to-date Local Plan with the objective of sustainable development and setting out detailed planning policies for the management and development of land and buildings.

The Local Plan sets out our vision and objectives for future development across the Winchester district outside the South Downs National Park – in Winchester itself, our market towns, villages and countryside. It includes new Development Management policies against which planning proposals will be assessed for housing, employment and open space as well as the specific sites needed to deliver the growth we have to accommodate over the next 15 years or more.

In accordance with planning legislation, the council must review its Local Plan every 5 years.

A consultation on the Regulation 18 took place in November/December 2022. Consultation responses are being analysed by officers.

Project Managers Progress Report for Q1

During Quarter 1 the Strategic Planning team have been analysing the recommendations from the consultation, preparing an officer response and identifying any changes to the draft Regulation 18 Local Plan.

Once all of the comments have been analysed and recommended changes have been reported back through Members, any changes to the wording of the Local Plan will be assessed through the Sustainability Appraisal/Local Plan Viability Assessment.

Alongside this work, officers have been working on completing the Evidence Base which needs to be concluded before the Regulation 19 Local Plan can be agreed by Cabinet / Full Council for public consultation.

Alongside analysing the representations, the team is:

1. completing the Evidence Base to support the Local Plan which includes:
 - Retail and Town centre study.
 - Strategic Transport Assessment.
 - Strategic Flood Risk Assessment;
 - Updated 2023 SHELAA.
 - Preparing and agreeing Site Delivery Statements.
 - Undertaking feasibility study to deliver a phosphate mitigation strategy; and
 - Updating the Statement of Community Involvement.
2. Identifying any new work that needs to be undertaken to support the Local Plan that has come out of the representations.
 - The need for student accommodation; and
 - Flood site sequential test.
3. Working on the background information that will inform the content of Statement of Common Grounds.

A revised Local Plan timetable is currently being prepared to allow time for the above evidence base to be completed and to take into account a number challenges such nutrients that still need to be overcome.

Project gateways

Stage	Duration (months)	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	Completed December 2022	Consultation on the Draft Regulation 18 Local Plan took place between 2 November to 14 December 2022, for a period of 6 weeks.
Plan for Delivery	2	Aug – 2023	Sept - 2023		Consultation on the Submission version of the Regulation 19 Local Plan. This consultation date will need to be revised to take into consideration a range in factor including nutrients and undertaking all of the necessary evidence base.
Delivery	2	July - 2024	Aug - 2024		Adoption of the Regulation 19 Local Plan
Handover & Review	-	Ongoing	Ongoing		Monitoring the Local Plan and start the review process at the appropriate time

Upcoming milestones for current project stage

Task/Milestone	Start Date	End Date	Projected End Date	% Complete	Outcome
Consultation on the SIP Document	Sept 20		Nov/Dec 22	100	Consultation on the Strategic Issues & Options Document took place from 11 February to 12 April 2021. The consultation period was extended to 8 weeks in recognition that it was taking place during a national lockdown. Despite this, there was a really excellent response (over 2,200 representations). A summary of all the feedback received from the Strategic and Priorities consultation informed draft Local Plan ('Regulation 18' stage) was published for consultation in Nov/Dec 2022 on the new LP website. www.localplan.Winchester.gov.uk
Consultation on the draft Reg 18 Local Plan	Nov 22	Nov /Dec 22	Dec 22	100	This milestone has been achieved.
Consultation on the submission version of the Local Plan (Reg 19)	Jan 23	Aug/ Sept 23			Once all of the representations have been entered into Citizen Space, work will commence on analysing these and assessing any sites that have come forward as part of the Reg 18 LP consultation.
Analyse representations and complete the Evidence Base	Jan 23	Aug/ Sept 23			Over 3,400 representations have been received. Representations that were not submitted on Citizen Space had to be entered onto the system and then divided up according to topic. All of the representations are being analysed and any recommended changes to draft policies being made.

Task/Milestone	Start Date	End Date	Projected End Date	% Complete	Outcome
					<p>A Sustainability Appraisal/Habitats Regulations Assessment will need to be undertaken to assess any changes to the policies.</p> <p>Alongside this the evidence base needs to be completed.</p>
Examination of the Local Plan		Feb/ Mar 2024			
Adoption of the Local Plan		Aug 2024			

New Homes Programme

LEAD CABINET MEMBER: Cllr Westwood

PROJECT SPONSORS: Simon Hendeby

PROJECT LEAD: Andrew Palmer

PROJECT MANAGER: Andrew Palmer

PROJECT TIER: 1

Project Description and Outcome

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

The council is constructing new affordable council homes and also working with registered providers (sometimes known as Housing Associations) to provide new affordable housing across the district.

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

Project Managers Progress Report for Q1

Updated summaries are provided against each project below. A total of 98 new homes are currently on-site (at Southbrook Cottages, Whiteley and Winnall)

The main risks to the programme are workforce productivity and availability, the supply of materials along with property values and economic outlook, all impacted by COVID-19, Brexit, higher interest rates and war in Ukraine. All are being closely monitored.

Programme Detail**Completed to date - 159 (target 1,000 new homes built between 2021 – 2030)**

Project Name	No. new homes	Current Project Gateway*	Start Date	Projected End Date	Project Manager	Upcoming Milestone	Comments
Southbrook Cottages	6	Design	Nov-19	Feb-24	Deborah Sunley	Completion – Dec 2023	On target to agreed programme
Woodman Close, Sparsholt	5	Design	Oct-19	Aug-24	Duncan Faires	planning application approved	Proceeding to Tender
Winnall Flats	76	Design	Apr-20	Oct-23	Andrew Palmer	Completion of 3 x shared ownership properties in September 2023	Started on site Dec 2021. Completion Nov 2023
Dyson Drive, Abbotts Barton	8	Design	Jan-20	Jan 25	Deborah Sunley	Final Business Case	Planning application submitted; determination will be delayed whilst nutrient mitigation solution investigated.
Corner House	6	Design	Jan-20	Jan 25	Deborah Sunley	Final Business Case	Planning application submitted determination will be delayed whilst nutrient mitigation solution investigated.
Witherbed Lane	4	Design	Sep-19	Jan 25	Duncan Faires	Approval of planning application	Ecology objection to planning application due to loss of woodland, off-setting options being considered.

Project Name	No. new homes	Current Project Gateway*	Start Date	Projected End Date	Project Manager	Upcoming Milestone	Comments
Whiteley (CAB3304 refers)	54			June-23	Andrew Palmer	Completion	20 properties completed in Q1 2023/4. Final phase will be complete in Aug 23
LAHF Property Purchase	17		Feb 23	Nov 23	Andrew Palmer	Completion of 17 former HMO's plus an additional 7 as part of Govt LAHF programme	Contracts exchanged on 16 properties, a further 8 properties to be acquired by Nov 23

Station Approach – Stage 1

LEAD CABINET MEMBER: Cllr Kelsie Learney & Cllr Martin Tod

PROJECT SPONSORS: Dawn Adey & Ken Baikie

PROJECT LEAD: Emma Taylor

PROJECT MANAGER: Kirstin Shaw

PROJECT TIER: 1

Project Description and Outcome

This is a fresh look at an area of opportunity that has potential to create a welcoming gateway to the city and an enhanced public realm. Stage One of this project will explore the opportunities for development of the area around the Winchester Railway Station known as Station Approach. We are collaborating with Network Rail (NRIL) and London & Continental Railway (LCR) to understand how we can plan a development in the area that considers the whole site and how the elements within it interact. We will explore the opportunities and gather evidence of the aspirations of residents as well as the constraints of the site. The outcome of Stage one will be the production of a capacity study for the area and a Strategic Outline Case to be presented to Cabinet for decision on the future of the project in July 2023.

Project Managers Progress Report for Q1

All Member Briefing – 25.05.23

An all-member briefing was held to inform members of the results of the capacity study which was due to enter the public domain as part of the Cabinet Committee: Regeneration paper on 31 May. This meeting was recorded for those who were unable to attend. This was an extremely helpful meeting with plenty of interesting questions and comments from members. These insights allowed the team to understand how the results should be presented to ensure clear understanding of what the capacity study could tell us at this stage and what information would be provided at the next stage, should Cabinet agree to proceed.

Cabinet Committee: Regeneration 07.06.23 – results of the capacity study and next steps

A meeting of the Cabinet Committee: Regeneration was held on 07 June. The meeting was well attended, and the results of the capacity study were generally well received. This meeting allowed the team to confirm in public the purpose of the capacity study and what it was designed to tell us at this stage. There is now a much better understanding of the process this project wishes to follow by building the evidence base incrementally and following a careful step by step approach.

Reference Group meeting 21.06.23:

On 21 June a meeting was held with the Station Approach reference group to review the draft concept masterplan brief. This gave the team an opportunity to gather useful feedback. The reference group continue to provide a helpful sounding board with many constructive insights from our expert participants.

All Member Briefing – 26.06.23:

An all-member briefing was given to support members knowledge of the project in anticipation of the submission of the Strategic Outline Case and CAB3413 to Scrutiny Committee and Cabinet in July. This meeting was recorded for those who were unable to attend. This was a useful opportunity to outline the work completed to date and highlight the outcome of the Strategic Outline Case and recommendations being put forward. Questions and comments were constructive and helped the team to prepare for the types of questions expected at Scrutiny Committee and Cabinet in July.

Next key milestone for Stage 1:

Cabinet, 18 July 2023 – Cabinet Decision

Project Gateways

Stage	Duration	Start Date	Planned End Date	Projected End Date	Outcome
<p>Start Up</p> <p>Stage 1 - This stage consists of high-level explorative studies to determine indicative viability. It also began the engagement process with stakeholders to determine aspirations and appetite for any potential future proposals.</p>	20 months	Nov 21	July 23	July 23	<ul style="list-style-type: none"> ○ Fresh market analysis to capture changes post COVID. ○ Parking surveys to determine uses and demand for short- and long-term strategy. ○ 1st round of engagement with all stakeholders ○ Key risks, constraints and opportunities ○ A high-level Capacity Study for the whole site ○ Strategic Outline Case ○ End of stage gateway – Cabinet decision on SOC and continued justification of proceeding to the next stage.
<p>Initiation</p> <p>Stage 2 - Dependent on Cabinet decision July 23</p>	TBC	Aug 23			If approved, this stage will consist of a concept masterplan. It will continue to build on the engagement approach approved by Cabinet in July 2022 to ensure stakeholders are involved in shaping the development of the concept masterplan.
Delivery					
Closure					

Upcoming Milestones for Project Stage

Stage	Start Date	End Date	Current End Date	% complete	Comment
Strategic Outline Case	01/04/23	23/06/23	23/06/23	100%	Using the evidence gathered to date, officers have prepared the SOC for submission to Scrutiny Committee and Cabinet in July 2023.
Cabinet Report	01/04/23	23/06/23	23/06/23	100%	Officers have prepared the CAB3413 report for submission to Scrutiny Committee and Cabinet in July 2023. End dates reflect dispatch for Scrutiny Committee – documents enter the public realm.

Winchester Movement Strategy (WMS)

LEAD CABINET MEMBER: Cllr Kelsie Learney

PROJECT SPONSORS: Simon Hendey

PROJECT LEAD: Andy Hickman

PROJECT MANAGERS: Lucy Mckeown

PROJECT TIER: 1

Project Description and Outcome

Winchester 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 Managers Progress Report for Q1

Work on the ten next step proposals continues with the city LCWIP primary and secondary cycle route network being updated, working towards implementing a micro consolidation centre trial and providing safe cycle routes in the city. As funding for the Mini Holland schemes was withdrawn by Government we are now looking at options to still continue with this piece of work.

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 CWR as design developed	Draft report completed.

Project Name	Phases	Current Project Gateway*	Start Date	Projected End Date	Internal Resources	Upcoming Milestone	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	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	Draft Feasibility Study completed.
Worthy Road / Worthy Lane Study	Phase 3	HCC led Study underway	Oct 21	Spring 23	Transport Team to input and review study.	Feasibility Study Spring 2023	Bid for funding to undertake design work submitted to DfT successful

Project Name	Phases	Current Project Gateway*	Start Date	Projected End Date	Internal Resources	Upcoming Milestone	Comments
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	Draft Concept Study completed

Upcoming milestones for current project stage

Task/Milestone	Start Date	End Date	Current End Date	% Complete	Comments / Actions	Outcome
Worthy Road Active Travel Corridor Improvements	Summer 2023	TBC		5	Prelim and detailed design work and engagement	Design of walking and cycling improvements along Worthy Road corridor

Deliverables	Expected date of achievement	On target (Y/N)	Comments
City LCWIP	Spring 2024	Y	
Microconsolidation Centre Trial	Spring 2024	Y	

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PERFORMANCE PANEL

Monday, 21 August 2023

Attendance:

Councillors
Horrill (Chairperson)

Bolton
Pett

Williams
Laming

Other members in attendance:

Councillors Cutler and Learney

1. DETAILED REVIEW OF DRAFT Q1 FINANCE & PERFORMANCE MONITORING

1. **Page 6** – Property Management. A question was asked regarding the vacant, council properties that were not generating an income, and Simon Hendey agreed to report back on this. **Note.** [After the meeting the following was confirmed by way of response to this question](#) “Total estimated rental income of vacant property: £174k pa. Vacant Property Under Offer: £129k pa. Rental Value of vacant property still to let: £45k pa (equating to 1% of total rental income).”
2. **Page 7** – Updated KPIs. A question was asked regarding item 11, paragraph 3, concerning the indicators that would no longer be reported via this process. Dawn Adey advised that at the previous panel meeting, there had been a handover between the old and new indicators.
3. **Page 10** – Pride in Place. A question was asked regarding the amount of commercial bins left on pavements despite having designated places for them. It was advised that this could be an obstacle for residents, and it was asked what actions were being taken to improve the situation. Simon Hendey advised of the proactive work that had been done with businesses to address where commercial waste was stored. He advised that officers were looking for alternative storage locations to address the issues raised and improve the visual impact of the area.
4. **Page 17** – Retrofit Programme. A question was asked regarding the number of single-glazed door completions in Q1, and Simon Hendey advised that 12 had been completed to date. A further question was asked regarding the recording of "resident refusals" and how these could impact achieving the council's target. Simon Hendey acknowledged that if residents refused, it would impact the overall target. He advised that the target reflected refusals and other identified issues.
5. A question was asked regarding the number of void properties completed in Q1, and Simon Hendey advised that to date, 3 had been completed.

6. A question was asked regarding the appointment of the dedicated resident liaison officer, and Simon Hendeley advised that he would report back to members regarding this. [Note. After the meeting the following was confirmed by way of response to this question “We hope to have recruited the liaison officer role by November 2023.”](#)
7. **Page 18** – Decarbonisation of our own buildings. A question was asked regarding the timescales for when the report from the external provider would be available, and Susan Robbins advised that the consultants are preparing their report. A further question was asked as to whether this work could extend to Parish councils in the district. Susan Robbins advised that there was a separate strand of work addressing this. She advised that funds were available to support organisations and Parish councils in improving their buildings, and ongoing communications were in place to remind Parish councils about the availability of funds. A further question was asked regarding how this work was coordinated across various organisations to maximize its impact, and Susan Robbins advised that a key mechanism used for coordination was a Partnership Board made up of representatives from different organisations, including the South Downs National Park.
8. **Page 19** - Movement Strategy. A question was asked regarding the lack of public transport in certain areas of the district, with some parts having infrequent bus services. Councillor Learney advised that public transport was the responsibility of the County Council and that meetings with the County Council and bus companies had taken place to discuss the issues. However, she was willing to discuss any specific routes that may benefit from additional funding.
9. Waste management. A question was asked regarding the delay in national government proposals concerning the national waste strategy and if this time could be used to discuss and consult with residents. Simon Hendeley advised that the council had to delay its resident consultations due to the government timetable. The intention would be to discuss with residents on behaviour change and educate further regarding recycling to reduce residual waste and increase recycling rates.
10. Biodiversity Net Gain. A question was asked regarding whether the partnership Board mentioned in point 7 enabled biodiversity net gain on land owned by Hampshire County Council and the South Downs National Park. Susan Robbins advised she would report back on this. It was also advised that dormice had been found in Bushfield Camp and asked for this to be included in the report. A question was asked regarding the details of the community engagement regarding road verges at Badgers Farm, and Susan Robbins agreed to respond separately.
11. **Page 24**. A question was asked regarding Swim England’s Water Wellbeing accreditation and if this included the hydrotherapy pool and the main pool. Susan Robbins agreed to report back on this.
12. Homes for All. Homes for All. Regarding government funding for Ukrainian and Afghan families' accommodation, Gilly Knight explained the council's approach. The housing team tracks Ukrainian guests in Winchester through a priority spreadsheet. Those at risk of homelessness or in unstable housing are given precedence. Ongoing efforts prevent homelessness for Ukrainian families, with prioritization based on need. Currently, 10 Ukrainian households face homelessness but the situation is manageable. Successful interventions place people with hosts or in different houses. Gilly Knight will update on host family numbers. For Afghan households, the council aims to support their needs after allowing them to express their requirements. [Note. After the meeting the following was confirmed by way of response to this question “Just confirming Performance Panel feedback on number](#)

of remaining Ukraine hosts which is 142. We will now add that statistic to future reports.”

13. A question was asked regarding the use of the term “distribution of housing” on page 26, and Dawn Adey advised that the planning inspector wanted to test the council’s methodology to ensure it would stand up to examination.
14. Disabled facilities grants. Following a question, Gilly Knight advised that the council had a new officer to ensure that the disabled facilities grants were efficiently allocated to those in need. They were confident in meeting the budget with the committed funding.
15. Green Skills and Upskilling. Following a question regarding training for heat pump engineering, Susan Robbins advised that green skills were supported within the Green Economic Development Strategy (GEDS).
16. **Page 31:** A question was asked whether the Vacant Property Register referred to was for the whole district, and Susan Robbins advised that it was and that she would advise of the approximate split between the city and the remainder of the district.
17. **Page 32:** Culture and Heritage. A question was asked regarding the 878AD attraction and whether there was an indication of the overall number of visitors. Dawn Adey updated members and advised that further work was ongoing to understand the situation fully.
18. **Page 33:** High Street Attractiveness. Following a question, Susan Robbins advised that the programme was for all High Streets, and measures were being taken to increase the attractiveness of the High Streets, including events and marketing activities. Regarding the final bullet point on page 34, Susan Robbins advised that a bespoke employment support package was being developed to help disadvantaged groups access work. This was currently being scoped, and she would report further on this as part of the Q2 report.
19. **Page 36:** Following a question regarding the TC25 programme, Liz Keys advised that member involvement in the programme could be considered, and she would pass on the request to Amy Tranah, who was heading up the programme.
20. **Page 38:** Following a question regarding Business Rates Appeals, Liz Keys advised that building owners could appeal to the valuation office if they believed the building had been overrated. The decision on appeals was independent of the council, and the council set aside an amount for successful appeals that were yet to be decided. Paragraph 5 described a positive outcome. In paragraph 7, following a question regarding the £1.15 million referenced, Liz Keys advised that approximately £800,000 related to the reduction in NDR appeals, and £350,000 related to assumptions on rental income from investment properties.
21. **Page 40:** General Fund Capital expenditure. A question was asked as to whether expenditure needed to be “sped up.” Liz Keys advised that Capital program expenditure was not evenly distributed throughout the year and gave an example of the KGV Pavilion.
22. Delays in CIL-funded community projects: Following a question, Dawn Adey advised that claims for CIL-funded Community projects were generally made in arrears, and the council was currently waiting for some third parties to confirm progress to reimburse their expenditure. The council was also proactively working with third parties to determine time scales and funding availability. It was understood that some projects were delayed due to difficulties in raising matched funds, and the council was exploring options to reassign funds if project deadlines were not met.

- Members were referred to a recent cabinet report regarding CIL for further information.
23. **Page 42:** HRA Account. Following a question, Simon Hendey advised that the HRA Retrofit Ready Program numbers were within the HRA capital expenditure.
 24. **Page 43:** Following a question regarding reserves, Liz Keys advised that when there was a forecast deficit on the HRA, reserves could be used to offset it. The forecast position showed a reduction in the call on reserves, and multiple factors contributed to this change.
 25. Regarding a question concerning depreciation and replacement costs, Simon Hendey advised that the provision for depreciation was increased to account for the higher cost of replacing components in the housing stock. He advised that regular review of depreciation ensured sufficient funds were set aside for major repairs in the future. Liz Keys advised that housing assets were valued annually as part of the statement of accounts and that the revision of asset values might occur if there were changes in trends or assumptions compared to the initial budget. A question was asked regarding the inflow of monies from the MDA (North Whiteley) negotiation, and Simon Hendey advised that he would report back on this.
 26. **Page 47:** Regarding tackling the climate emergency, a question was asked regarding the use of measures TCE1 and TCE2 as results were only available annually in arrears, which delayed assessing the current situation. Susan Robbins advised that the council provided a lot of data across various activities to an external organisation. She advised that the council's data was verified and based on estimates in their carbon roadmap and carbon neutrality action plan. The carbon roadmap helped in creating trajectories for future targets, and more information on the trajectories and projects could be found in the carbon roadmap and carbon utility action plan.
 27. Following a further question, Susan Robbins advised that tier-one carbon projects were the priority projects that aimed to deliver carbon savings. These projects were tracked and monitored to determine if they were on track to achieve the carbon reduction targets. TCE1 represented the target for 2022-2023, while TCE2 represented the target for 2030. The revised carbon neutrality action plan would have more details on these projects.
 28. Following a further question, it was clarified that the red status in TCE1 did not imply the overall program was at risk, but rather highlighted the current data performance. It was important to understand that the red status reflected the district's carbon footprint and not the entire program.
 29. A question was asked that it appeared that Some measures for the climate emergency section did not have specific targets set, for example, TCE5. These would be reviewed and explained where necessary. Susan Robbins advised that consultants were recently appointed to design ways to reduce carbon emissions from council buildings. Once the consultants had provided their report and affordable proposals, the council would be able to set targets and aim to have them ready for Q2.
 30. Living well indicators. Following a question regarding the Winchester Sport & Leisure Park, it was clarified that the performance indicators were being compared to the agreed business case. The targets for 2023-2024 had been agreed with the operator, and the performance indicators would reflect those targets.

31. A question was asked regarding the source data for LW1, and it was advised that this was collected through a sample survey conducted by Ipsos MORI on behalf of Sport England.
32. A question was asked regarding the Q1 figure for LW10 and why it was so lower than the previous quarter. Gilly Knight advised that this reduction was part of a continual decline in the numbers in arrears and was in part due to a shift to a proactive approach within the team. Instead of calling everyone or knocking on doors, the focus was on one-to-one contact and being able to predict when individuals were at risk of falling into arrears.
33. **Page 50.** Fly tipping and processing time. A question was asked about the amber status of LW11 and about the time taken to process fly-tipping cases and reporting them to the contractor. Simon Hendey set out the contractual position regarding the clearance of small, large, and hazardous fly tips, and he would advise on the timescales for reports to reach the contractor once it had been reported. Note. After the meeting the following was confirmed by way of response to this question “Reports of fly-tip incidents are normally forwarded to IDVerde within 1 working day of receipt. The council's service level agreement with IDVerde is for small fly-tips to be cleared within 2 days and large fly-tips to be cleared within 10 days of being notified by the council”
34. A further discussion took place regarding the targeting of fly-tip prosecutions. It was noted that this could be a useful deterrent and sends a strong message about the council's commitment in bringing offenders to justice. However, it was acknowledged that this could have unintended consequences, i.e., it may lead to prosecuting cases with insufficient evidence and may distort the process. Sharon Evans advised on the importance that each case must be considered individually, considering the merits, evidence, and public interest. She advised that prosecution should be a last resort and cautioned against the setting of targets without careful consideration.
35. Members asked if a KPI concerning the speed of the fly-tip clear-up could be considered.
36. **Page 51.** Monitoring Housing Waiting List Length. A question was asked regarding the tracking of waiting list numbers and Gilly Knight advised that the council was part of a sub-regional partnership and had access to monthly and yearly reports that compared the council's performance with other authorities. The data in the quarterly reports was for information purposes, but she would consider the point made.
37. A question was asked regarding the target for HFA2, and whether annual targets would be useful. Simon Hendey advised of the rationale for the 2030 target but would review the point made.
38. A further question was asked regarding HFA3 and whether a target should be applied for this KPI. Officers would need to consider this.
39. **Page 54.** Complaints response level. A question was asked about the complaints response level as displayed in YSYV4. Dawn Adey advised that the current performance levels were acknowledged, and plans were in place to work differently and improve this measure. Sharon Evans advised that despite this target not being met, there had been no complaints upheld by the ombudsman, which was seen as a positive.
40. **Page 57** Bar End Depot. A question was asked regarding inconsistencies in applying the RAG status on this page. A further question was asked regarding the accuracy of some of the dates shown. Simon Hendey advised that the project

remained generally on track but that some boxes may not have been coloured correctly, leading to unclear statuses, which would be reviewed.

41. Following a question regarding public access to the archaeological site, Dawn Adey and Ken Baikie advised that communications were being worked on regarding this and would provide feedback to the panel. **Note.** After the meeting the following was confirmed by way of response to this question “Please find below dates for the upcoming archaeology open days: Saturday 2 September and Saturday 7 October. More information will be coming out over the next couple of weeks so please keep an eye on our website for updates:
<https://www.winchester.gov.uk/regeneration/archaeology>
42. **Page 90.** New Homes program. It was asked whether this list contained the complete list of projects. Simon Hendey advised that they would review the list and correlate it with the information previously supplied to the Cabinet committee: Housing. **Note.** After the meeting the following was confirmed by way of response to this question “The difference between the report to Cab Committee Housing and Performance Panel is the former includes schemes under consideration i.e. not yet formally started.”
43. **Summary of points to be addressed.**
 - a. The number of vacant properties not generating income (item 1 above).
 - b. Dedicated resident liaison officer and appointment timeline (item 6 above).
 - c. Biodiversity Net Gain (item 10 above).
 - d. Road verges (item 10 above)
 - e. Swim England’s Water Wellbeing accreditation (item 11 above).
 - f. Ukrainian families and hosts (item 12 above).
 - g. Vacant property register and the split between rural and city (item 16 above).
 - h. MDA monies - time scales (item 25 above).
 - i. TCE7, should this be a range or a fixed number (item 4 above)
 - j. Fly-tips and time scales for reports (item 33 above).
 - k. Consider annual targets for HFA2 (item 37 above).
 - l. RAG status and the timescales for Bar End Depot (item 40 above)
 - m. Discussion on TC25 and member participation. (item 19 above)
 - n. CWR Archaeology (item 41 above)
44. **Feedback for the Scrutiny committee**
 - a. Targets need to be set for some indicators. **Note.** After the meeting the following was confirmed by way of response “These are being reviewed by officers and where available will be added to the Q2 report.”
 - b. The relevance of the red status for TCE1. **Note.** After the meeting the following was confirmed by way of response “An additional paragraph has been added to the notes and commentary in the report to provide clarity on the status in the table of KPIs”
 - c. That some targets may benefit from showing a range rather than an absolute figure.
 - d. Discussion on carbon neutrality and its connection to the October cabinet report.
 - e. Clarification on the work plan for Scrutiny and HEP Committee regarding the Movement Strategy.

2. **NOTES OF THE PREVIOUS MEETING OF THE 22 MAY 2023**
The notes of the previous meeting were agreed, and no actions were required.

The meeting commenced at 4.00 pm and concluded at 6.00 pm

Chairperson

DRAFT

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WINCHESTER CITY COUNCIL – THE SCRUTINY COMMITTEE WORK PROGRAMME

	Item	Lead Officer	Date for Scrutiny	Date for Cabinet
Meeting 6 September 2023				
1	Housing Revenue Account (HRA) outturn 22/23	Dick Johnson	6 Sep 2023	13 Sep 2023
2	General fund outturn 22/23	Liz Keys	6 Sep 2023	13 Sep 2023
3	Q1 Finance & Performance Monitoring	Sharon Evans	6 Sep 2023	13 Sep 2023
4	Scrutiny Request - Update on public convenience strategy.	Andy Hickman	6 Sep 2023	
Meeting 22 November 2023				
5	General Fund Budget Options & Medium-Term Financial Strategy	Liz Keys	22 Nov 2023	17 Oct 2023
6	Housing Revenue Account (HRA) Business Plan and Budget Options	Dick Johnson	22 Nov 2023	17 Oct 2023
7	Q2 Finance & Performance monitoring	Simon Howson	22 Nov 2023	13 Dec 2023
Meeting 6 February 2024				
8	Housing Revenue Account (HRA) Budget 2024/25	Dick Johnson	6 Feb 2024	8 Feb 2024
9	General Fund Budget 2024/25	Liz Keys	6 Feb 2024	8 Feb 2024
10	Treasury Management Strategy 2024/25	Liz Keys	6 Feb 2024	8 Feb 2024
11	Capital Investment Strategy	Liz Keys	6 Feb 2024	8 Feb 2024
Meeting 6 March 2024				
12	Community Safety Partnership Performance Review	Sandra Tuddenham	6 Mar 2024	
13	Q3 Finance & Performance Monitoring Report	Simon Howson	6 Mar 2024	14 Mar 2024
Future Items				
<p>At its meeting on the 3 July 2023, the committee agreed that the following items be considered for future agenda items:</p> <ol style="list-style-type: none"> 1. Movement Strategy (where we are and the inter-relationship to other council projects) 2. Local Plan (consultation post Regulation 18 and where we are heading with regards to Regulation 19) 3. Further Updates regarding regeneration projects, specifically Central Winchester Regeneration. <p>There was a general caveat that if these items were already planned for a policy committee, then no duplication was require</p>				

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Forward Plan of Key Decisions

September 2023

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 2023** 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

31 July 2023

Cabinet Members:	Title
• Cllr Martin Tod	Leader & Cabinet Member for Asset Management
• Cllr Neil Cutler	Deputy Leader & Cabinet Member for Finance & Performance
• Cllr Kathleen Becker	Community & Engagement
• Cllr Kelsie Learney	Climate Emergency
• Cllr Jackie Porter	Place & the Local Plan
• Cllr Lucille Thompson	Business & Culture
• Cllr Chris Westwood	Housing

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

Decisions made by Cabinet

1	Local Authority Housing Fund – additional funding	Cabinet Member for Housing	Expenditure > £250,000	All Wards	Gillian Knight	Cabinet report	Cabinet	Sep-23	13-Sep-23	Open
2	Housing Revenue Account (HRA) outturn 22/23	Cabinet Member for Housing	Expenditure > £250,000	All Wards	Liz Keys	Cabinet report	Cabinet	Sep-23	13-Sep-23	Open
3	General fund outturn 22/23	Cabinet Member for Finance and Performance	Expenditure > £250,000	All Wards	Liz Keys	Cabinet report	Cabinet	Sep-23	13-Sep-23	Open
4	Q1 Finance & Performance Monitoring	Cabinet Member for Finance and Performance	Expenditure > £250,000	All Wards	Simon Howson	Cabinet report	Cabinet	Sep-23	13-Sep-23	Open
5	Public Conveniences strategy -	Cabinet Member for Climate	Expenditure > £250,000	All Wards	Andy Hickman	Cabinet report	Cabinet	Sep-23	13-Sep-23	Open

	Item	Cabinet Member	Key Decision	Wards Affected	Lead Officer	Documents submitted to decision taker	Decision taker (Cabinet, Cabinet Member or Officer)	Date/period decision to be taken	Committee Date (if applicable)	Open/private meeting or document? If private meeting, include relevant exempt paragraph number
	Pride in Place	Emergency								
6	Adoption of the Carbon Neutrality Action Plan	Cabinet Member for Climate Emergency	Significantly effect on 2 or more wards	All Wards	Anna Wyse	Cabinet report	Cabinet	Sep-23	13-Sep-23	Open
7	Land transaction	Cabinet Member for Asset Management	Expenditure > £250,000	All Wards	Geoff Coe	Cabinet report	Cabinet	Sep-23	13-Sep-23	Part exempt 3

Section B
Decisions made by individual Cabinet Members

	Car parking charges	Cabinet Member for Climate Emergency	Significantly effect on 2 or more wards	Town Wards	Andy Hickman	Cabinet member decision report	Cabinet Member for Climate Emergency Decision Day	Sep-23	4-Sep-23	Open
9	Field in Trust dedication for Topfield, Kings Worthy (DD69)	Cabinet Member for Climate Emergency		Kings Worthy	Steve Lincoln	Cabinet member decision report	Cabinet Member for Climate Emergency Decision Day	Sep-23	4-Sep-23	Open
10	Additional Financial Support for Hampshire	Cabinet Member for Business &		All Wards	Susan Robbins	Cabinet member decision report	Cabinet Member for Business &	Sep-23	4-Sep-23	Open

	Item	Cabinet Member	Key Decision	Wards Affected	Lead Officer	Documents submitted to decision taker	Decision taker (Cabinet, Cabinet Member or Officer)	Date/period decision to be taken	Committee Date (if applicable)	Open/private meeting or document? If private meeting, include relevant exempt paragraph number
	Cultural Trust (DD68)	Culture					Culture Decision Day			
11	Littleton Village Design Statement Adoption (DD66)	Cabinet Member for Place & Local Plan		Wonston & Micheldever	Steve Opacic	Cabinet member decision report	Cabinet Member for Place & Local Plan Decision Day	Sep-23	4-Sep-23	Open
Section C Decisions made by Officers										
193	Treasury Management - decisions in accordance with the Council's approved strategy and policy	Cabinet Member for Finance and Performance	Expenditure > £250,000	All Wards	Liz Keys	Designated working papers	Designated HCC Finance staff, daily	Sep-23	Sep-23	Open

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Notification of addition to the September 2023 Forward Plan

On 14 August 2023, the following additional item was notified for inclusion for the September 2023 Forward Plan

Page 195

Item(s)	Cabinet Member	Key Decision	Wards Affected	Lead Officer	Documents submitted to decision taker	Decision taker	Date/ period decision to be taken	Open/ private meeting or document If private meeting, include relevant exempt paragraph number
Section A Decisions made by Cabinet								
Carbon Credit Trading - Council Housing Stock	Cabinet Member for Housing	Significantly effect on 2 or more wards	All Wards	Gillian Knight	Cabinet report	Cabinet - 13 Sep 23	Sep-23	Open

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