



Meeting	The Scrutiny Committee
Date and Time	Thursday, 6th June, 2024 at 6.30 pm.
Venue	Walton Suite, 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 Friday, 31 May 2024). 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.

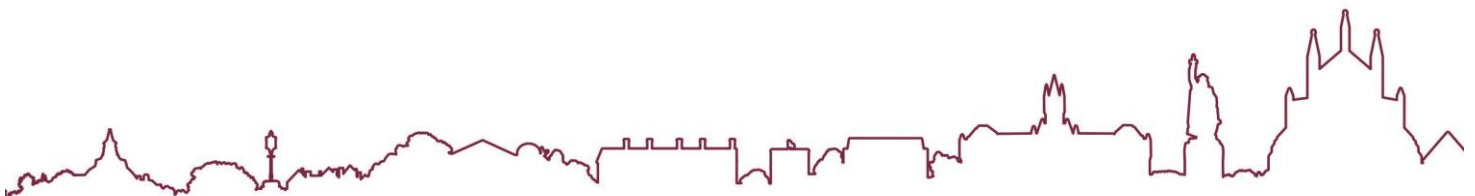
If you require advice, please contact the appropriate Democratic Services Officer, prior to the meeting.

3. **Appointment of Vice-Chairperson for Municipal Year 2024/25.**

As this is the first meeting of the committee in this municipal year, it will be necessary to appoint a Vice-Chairperson.

The Chairperson will call for nominations from committee members.

4. **Chairperson's Announcements**



5. **Minutes of the meeting of the 6 March 2024** (Pages 7 - 14)
That the minutes of the meeting be signed as a correct record.

6. **Public Participation**

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

Members of the public and visiting councillors may speak at the 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 31 May 2024 or call (01962) 848 264 to register to speak and for further details.

7. **Nutrient Mitigation Project. (Presentation)**
RECOMMENDATION

The Chair of the Scrutiny Committee has requested that the Cabinet Member and officers attend the meeting to provide an overview of progress and proposals prior to the Cabinet meeting on the 19th of June 2024 (Presentation to be provided at the meeting). The Scrutiny Committee are asked to provide any comments on the proposals.

8. **Procurement of Waste & Recycling Collection Vehicles / Update on Waste and Recycling. (Presentation)**
RECOMMENDATION

The Chair of the Scrutiny Committee has requested that the Cabinet Member and officers attend the meeting to provide an overview of progress and proposals prior to the Cabinet meeting on the 19th of June 2024 (Presentation to be provided at the meeting). The Scrutiny Committee are asked to provide any comments on the proposals.

9. **Appointments of external bodies related to scrutiny** (Pages 15 - 18)
RECOMMENDATIONS:

That the committee considers appointments to the following external bodies:

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

10. **Annual Scrutiny Report 2023/24** (Pages 19 - 34)
RECOMMENDATION:

That the committee consider and makes any necessary comments on the content of the report before its submission to full council.

11. **Annual Report - Exceptions to Forward Plan 2023/24** (Pages 35 - 38)
RECOMMENDATION:

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

12. **To note the latest Forward Plan of Key Decisions** (Pages 39 - 44)
Please note that the Forward Plan of Key Decisions is updated monthly and the updated plan will be available on the 1st June 2024. The current plan is attached to this agenda but the updated plan will be circulated as a supplement to this agenda prior to the meeting.

13. **To note the Draft Work Programme for 2024/25** (Pages 45 - 46)

14. **To note the date and time of future meeting of the Committee**
29 Jul 2024 2.00 pm
4 Sep 2024 6.30 pm
12 Nov 2024 6.30 pm
4 Feb 2025 6.30 pm
5 Mar 2025 6.30 pm

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

Laura Taylor
Chief Executive



29 May 2024

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

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

THE SCRUTINY COMMITTEE – Membership

Chairperson: Councillor: Brook **Vice Chairperson:**

Committee Members.

Councillors:

Achwal V
Batho
Clear
Laming
Pett
Reach
Bolton
Wallace

Quorum = 3 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 Friday, 31 May 2024) 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

This meeting will be recorded and broadcast live on the Council's YouTube site and may also be recorded and broadcast by the press and members of the public – please see the Access to Information Procedure Rules within the Council's Constitution for further information, which is available to view on the [Council's website](#). Please note that the video recording is subtitled, but you may have to enable your device to see them (advice on how to do this is on the meeting page).

Voting

1. Apart from the Chairperson, every member has one vote when a matter before the meeting requires a decision.
2. 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.
3. A member may abstain from voting or vote differently from how they may have indicated during the debate, without further explanation.
4. 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](#)

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Public Document Pack Agenda Item 5

THE SCRUTINY COMMITTEE

Wednesday, 6 March 2024

Attendance:

Councillors
Brook (Chairperson)

Horrill
Laming
Pett

Reach
Scott
Williams

Other members in attendance:

Councillors: Bolton, Becker, Cutler, Learney, Lee, Tod and Westwood

[Video recording of this meeting](#)

1. **APOLOGIES AND DEPUTY MEMBERS**

Apologies for the meeting were noted as above.

2. **DECLARATIONS OF INTERESTS**

Councillor Williams declared a personal and non-pecuniary interest regarding item 6 “Community Safety Partnership Performance Review” as he was nominated by the Council as a deputy member to the Police and Crime Panel.

3. **CHAIRPERSON'S ANNOUNCEMENTS**

No announcements were made.

4. **MINUTES OF THE MEETING OF THE 6 FEBRUARY 2024**

RESOLVED:

That the minutes of the previous meeting held on 6 February 2024 be approved and adopted.

5. **PUBLIC PARTICIPATION**

Councillor Lee addressed the committee regarding the following agenda items: Community Safety Partnership Review, Q3 Finance & Performance Monitoring Report and the Forward Plan of Key Decisions and his contributions were captured within the agenda items below.

Councillor Bolton addressed the committee regarding the agenda item: Q3 Finance & Performance Monitoring Report and his contribution was captured within the agenda item below.

6. **COMMUNITY SAFETY PARTNERSHIP PERFORMANCE REVIEW**

Councillor Danny Lee addressed the committee and highlighted the following points.

1. Acknowledged the positive impact of the Community Safety Partnership and its efforts recorded in the performance update report particularly the reduction in Anti-Social Behaviour Reports as indicated in Figure 3 table for Quality of Life.
2. Concern was expressed about the implications of the upcoming shutdown of the current landline telephone system, with a phase for completion by 2025, and its relevance to Winchester community safety. Particularly how residents would report criminal incidents or obtain blue light medical services during power outages in the absence of landlines.
3. He queried the contingency plans for maintaining communication in the event of widespread power outages affecting both landline and mobile phone communications, especially considering the lack of battery backup for many mobile phone towers.
4. Councillor Lee wished to bring these concerns to the attention of the Cabinet and the wider Community Safety Partnership. Her requested reassurances from partners and other agencies that collaborative efforts were underway to develop solutions with clear information and advice for communities to alleviate anxiety, with a focus on promptly supporting the vulnerable and elderly.

These points were responded to by Laura Taylor, Chief Executive.

Councillor Kathleen Becker, Cabinet Member for Community and Engagement introduced the report, ref SC091 which set out proposals for the Community Safety Partnership Performance (CSP) review, ([available here](#)). The introduction included the following points.

1. That the council fulfilled its statutory duty to tackle crime and disorder through dedicated officer roles. It was also acknowledged the vital role of Ward councillors as the community's observers.
2. The council's efforts align with the corporate vision to enhance safety for everyone, whether they live, work, or visit the district.
3. Over the past year, the CSP had seen notable successes, including enhanced enforcement efforts, successful grant applications to the Office of the Police and Crime Commissioner, and increased collaboration with other local CSPs.
4. Addressing anti-social behaviour had been a priority, with the partnership engaging in various activities such as additional patrols, distribution of anti-social behaviour (ASB) flyers, and the implementation of acceptable behaviour contracts. Officers had received a nomination for their efforts in the Tackling Anti-Social Behaviour category at this year's Police and Crime Commissioner (PCC) Awards.
5. The report also detailed the partnership's focus on domestic violence and abuse, stressing an inclusive approach to support all victims.

6. An increase in young people coming to the attention of partner agencies post-pandemic had led to a targeted response from the CSP, including outreach projects, mentoring, and early intervention to mitigate negative community impacts.
7. Efforts were ongoing to gather and compare data with other services to benchmark and enhance CSP performance.

Chief Inspector Korine Bishop also addressed the Committee, and the following points were raised:

1. The introduction of new policing priorities by the Chief Constable, aimed at simplifying focus areas into the relentless pursuit of criminals, prioritizing victims, and ensuring exceptional local policing.
2. There was an emphasis on community engagement for effective policing, particularly the importance of crime reporting to identify patterns and allocate resources appropriately.
3. The overview of crime statistics indicated a decrease in overall crime by 16.1% from the previous year, with shoplifting being an exception due to potential socio-economic factors.
4. Strategic approaches to tackling shoplifting, including Community Behaviour Orders and partnerships with local businesses and the Business Improvement District (BID) Rangers.
5. Detailed information on police resourcing across Winchester, including the expansion of response teams and the introduction of designated named officers for various areas.
6. The "Let's Talk" and the Hants Alert system as new communication initiatives to foster community feedback and priorities were both highlighted, urging the community to report crimes and engage with policing efforts actively.

The committee was asked to acknowledge the Community Safety Partnership (CSP) progress report and to agree any matters of significance to draw to the attention of the Cabinet Member for Community and Engagement or Cabinet generally.

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

1. Concerns about managing the perception of crime in areas with relatively low crime rates and addressing residents' fears of repercussions when reporting crimes.
2. Clarification on the measures taken to ensure that reporting crimes through channels like Crimestoppers remained anonymous and safe for the public.
3. Discussion on improving the response and reputation of the 101 service, especially in areas experiencing high levels of anti-social behaviour (ASB) and criminal activity.
4. The coordination and cross-referencing of ASB reports between the council and the police, particularly where it affected housing tenants.

5. Clarification on the best method for councillors to report ASB issues to ensure effective coordination and response.
6. Clarification regarding the handling of the remaining cases from the reported number of new ASB cases, questioning what happened to those not explicitly addressed in the report.
7. Further information was requested regarding the national trends of recorded incidents of ASB and comparisons with the local area's data.
8. Questions regarding the impact of the night-time economy on the number of ASB reports and the relationship with the number of establishments open late at night.
9. Clarification concerning the effectiveness of Operation Helicon in managing disturbances in the High Street during the evening, especially concerning people sleeping in doorways who may exhibit aggressive behaviour.
10. Further information was requested on the approach to low-level but disruptive offences such as speeding and the use of noise-inducing modifications on cars.

These points were responded to by Councillor Kathleen Becker, Cabinet Member for Community and Engagement, Laura Taylor, Chief Executive, Chief Inspector Korine Bishop and Sandra Tuddenham, Neighbourhood Services and Community Safety Manager accordingly.

RESOLVED:

The committee agreed to ask the Cabinet Member to consider the following:

1. That officers liaise with the Local Resilience Forum (LRF) to discuss concerns regarding power outages and the discontinuation of 3G services, particularly affecting emergency alarm systems.
2. The importance of promoting awareness about the "Hants Alert" and "Let's Talk" initiatives and ensuring this information is shared promptly. That specifically, information on the "Hants Alert" initiative be included in the Democratic Services Update (DSU) and that Anti-Social Behaviour (ASB) reporting guidance be shared with all Councillors.
3. Officers to clarify regarding the resolution of the 100 ASB cases mentioned in section 11.7 of the report and to update.
4. The committee requested clarification on whether Winchester district crime figures and current trends aligned with national trends.
5. To explore options for extending cover into early evenings for street patrols to prevent anti-social behaviour and crime in those periods.

7. **Q3 FINANCE & PERFORMANCE MONITORING REPORT**

The Chairperson advised that it had, regrettably been necessary to cancel the meeting of the Performance Panel, scheduled for 26 February 2024. Therefore, the Committee would undertake the scrutiny review of the Q3 Finance & Performance Monitoring report at this meeting.

Councillor Neil Cutler, Deputy Leader and Cabinet Member for Finance and Performance introduced the report, ref CAB 3441 which set out proposals for the Q3 Finance & Performance Monitoring Report, ([available here](#)). The introduction included the following points.

1. He referred to the strategic priorities of the Council, detailed in Appendix 1, and gave an overview of its plans and objectives.
2. A financial update covering both revenue and capital for the general fund and the housing revenue account up to the end of December, as shown in Appendix 3.
3. The latest data against the strategic performance indicators and update on progress of the Council's Tier 1 programmes and projects.
4. New data regarding fly-tipping.

Councillor Danny Lee addressed the committee and highlighted the following points.

1. He appreciated the progress and support during the cost of living crisis but expressed concern over the closure of the Bishop Waltham Citizens Advice Bureau office, particularly for vulnerable and elderly individuals.
2. He noted the district's high uptake for the Hampshire County Council Solar Together initiative and sought clarification regarding the rollout of Electric Vehicle Charging Points and the necessity for more local electric vehicle infrastructure. He suggested a Key Performance Indicator (KPI) to measure this.
3. He sought clarification regarding the differing building retrofit standards and raised questions regarding accredited build standards stipulated for council homes.
4. He suggested the establishment of KPIs to ensure new homes achieved value for money in terms of energy efficiency and environmental impact standards. Additionally, the need for recording and publishing total carbon energy savings for new and retrofitted homes.
5. He proposed further qualitative and quantitative data to inform the delivery of carbon emission reduction targets.
6. He raised specific questions regarding TCE7 and TCE9 in Appendix 4, page 96.
7. He sought clarification regarding the nature emergency target and recommendations for increasing carbon sequestration aligned with nature emergency targets, as shown on pages 118-119.

Councillor Neil Bolton addressed the committee and highlighted the following points.

1. He sought clarification on how carbon credits were generated in the South Downs National Park amidst the felling of trees due to Ash die back.

2. He queried the scheme mentioned on page 59, regarding carbon assessments for businesses, including the number of assessments conducted by the end of 2023 and plans for 2024.
3. On page 60, he sought further information regarding the solution officers had devised for tenants' storage issues post-retrofitting loft insulation and the associated costs.
4. He sought clarification on whether retrofit works were exclusively carried out on void properties, as mentioned on page 60.
5. Re page 71, he sought clarification regarding the costs of constructing six Passivhaus properties and how value for money would be determined for this project.
6. He welcomed the reduction in fly-tipping instances and the effectiveness of prosecutions but felt that residents' experience in rural wards did not reflect these improvements.
7. He suggested the incorporation of additional statistics such as business confidence, economic growth, and consumer spending to provide a fuller picture of Winchester's economic status.
8. Regarding KPIs for the planning service, he recommended a review to ensure they reflect the full planning management process.
9. He made a general point regarding the relevance and measurement of KPIs and suggested a review to ensure they accurately reflected performance and prompted necessary corrective actions.

These points were responded to by Laura Taylor, Chief Executive, Councillor Kelsie Learney, Cabinet Member for Climate Emergency, Councillor Martin Tod, Leader and Cabinet Member for Asset Management, Councillor Neil Cutler, Deputy Leader and Cabinet Member for Finance and Performance.

The committee was asked to raise with the Deputy Leader or relevant Cabinet member any issues arising from the information in this report, ref CAB 3441, which was being presented to Cabinet on 14 March 2024 and consider whether there are any items of significance to resolve or to be drawn to the attention of Cabinet.

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

1. Questions were raised regarding the effectiveness of electric vehicle charging infrastructure in terraced housing areas and the consideration of rapidly evolving charging technologies.
2. Ensuring loft insulation initiatives are tenant-friendly and exploring alternative storage solutions to address tenant concerns about lost storage space.
3. Standards for new house builds and how these align with net-zero objectives, including cost assessments and outcomes of using specific building standards like Passivhaus.
4. Clarification was sought on strategies to support businesses in rural areas of the district and measures to bolster the rural economy.
5. Discussion on maintaining investment in homes to meet net-zero standards without compromising financial viability.

6. Questions regarding the King George V Pavilion, specifically operational expenditure, and comprehensive project appraisal before commitment.
7. Discussion on the Northern Park and Ride initiative and alternative options for enhancing the transportation infrastructure in the northern part of the district.
8. Clarification was sought on actions being taken to improve the status of the LW5 indicator.
9. Further information was requested regarding the resolution of complaints within the stipulated timeframes, particularly the efforts to address complaints not resolved within 10 working days.
10. Questions were raised regarding potential actions in relation to timelines and delivery speeds relating to strategic projects, in particular the Central Winchester Regeneration (CWR).
11. The overspending of the Disabled Facilities Grants (DFG) was raised, and the available funds to cover the expenditure for such beneficial work.
12. Clarification was sought concerning the governance in managing major projects, specifically whether the council was pushing hard enough for timely delivery while being mindful of the high standards of governance and public law compliance.
13. Further clarification was requested on the progress of the Local Plan including future scrutiny arrangements before its final approval.

These points were responded to by Laura Taylor, Chief Executive, Councillor Kelsie Learney, Cabinet Member for Climate Emergency, Councillor Martin Tod, Leader and Cabinet Member for Asset Management, Councillor Neil Cutler, Deputy Leader and Cabinet Member for Finance and Performance, Councillor Chris Westwood, Cabinet Member for Housing, Simon Hendey, Strategic Director and Liz Keys, Chief Finance Officer & S151 officer accordingly.

RESOLVED:

1. The committee recognized the need for additional training regarding scrutiny and performance monitoring relating to evaluating council performance and outcomes and requested this be made available.
2. The committee agreed to ask the Cabinet Member:
 - a) To consider the issues raised regarding the Citizens Advice Bureau office in Bishops Waltham particularly the impact on service provision to vulnerable residents.
 - b) To confirm the previous commitment to include the fly-tipping cleanup rate as a Key Performance Indicator for future monitoring reports for 2024/5 onwards.
 - c) To consider a review of the current set of KPIs be undertaken, in consultation with the Cabinet Member and Officers to ensure they reflect the council's priorities effectively. This review should also consider any suggestions made by Councillors during the meeting.
 - d) That the information/report regarding the Rural Economy referred to in the meeting be shared with the Committee.

- e) To consider separating certain planning application types within the report, for example, Householder Applications.
- f) To consider if the report could more accurately reflect timelines and projections.
- g) To clarify the future workflow for Regulation 19 Local Plan, including member engagement.
- h) That officers follow up and respond regarding the question on Disabled Facilities Grants.
- i) That officers follow up and respond regarding the question concerning actions required relating to KPI reference, LW5.

8. **TO NOTE THE INITIAL DRAFT WORK PROGRAMME FOR 2024/25**

The Chairperson advised that an agenda item regarding waste and recycling had been planned for this meeting but had now been scheduled for decision in May 2024. As the committee had wanted to scrutinise this item prior to a decision, a new date of 20 May 2024 was proposed for the committee to meet.

The committee reviewed the draft work programme for 2024/25 which showed the pre-programmed items such as budget papers and quarterly performance reports. The Chairperson advised that she undertook regular reviews of forthcoming key decisions with the Chief Executive and would look to adjust the work programme accordingly.

RESOLVED:

That the latest version of the work programme was noted.

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

Councillor Lee raised with the committee regarding environmental social governance factors and using these factors in investment decisions. He also sought clarification regarding the Forward Plan of Key Decisions, and particularly the routine treasury management decision contained in the forward plan. Councillor Cutler responded to the points raised and it was recommended that these points be raised with the Audit & Governance Committee.

RESOLVED:

That the Forward Plan of Key Decisions for the period 1 April 2024 – 30 June 2024 be noted.

The meeting commenced at 6.30 pm and concluded at 9.20 pm

Chairperson

REPORT TITLE: APPOINTMENT TO EXTERNAL BODIES RELATED TO SCRUTINY FOR THE 2024/25 MUNICIPAL YEAR.

6 JUNE 2024

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

WARD(S): GENERAL

PURPOSE

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

RECOMMENDATIONS:

That the committee considers appointments to the following external bodies:

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

1 RESOURCE IMPLICATIONS

1.1 None arising directly from the content of the report.

2 SUPPORTING INFORMATION:

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

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

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

Portsmouth City Council established this panel. Its membership is drawn from appropriate interest groups, stakeholders, and councillors from adjoining local authorities “when discussing issues that have a significant effect upon the area”. The next meeting of the panel is scheduled for [20 June 2024](#). Appointments agreed for 2023/24 were Councillor V Achwal (deputy: Councillor J Williams).

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

2.4 **The Centre for Governance and Scrutiny (CfGS)**

The Centre for Governance and Scrutiny has previously requested a member representative as a ‘scrutiny champion’ for the Council. The current representative is the Chairperson of the scrutiny committee (Cllr Brook).

Recently, the CfGS advised that the Scrutiny Champions Network is no longer meeting, however regional networks, including a Southeast network have been established.

It is suggested that the Chairperson of the scrutiny committee be the appointed representative for this municipal year to the Centre for Governance and Scrutiny, Southeast Regional Network.

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

The Partnership for South Hampshire (PfSH) established a PfSH Overview and Scrutiny Committee in 2007 and it has previously been agreed that this committee appoint a non-executive representative from those wards within the PfSH area. [The next meeting of the committee is scheduled for 26 June 2024](#). Appointments agreed for 2023/24 were Councillor S Achwal (deputy: Councillor Batho).

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

3 OTHER OPTIONS CONSIDERED AND REJECTED

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

BACKGROUND DOCUMENTS: -

Previous Committee Reports: -

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

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

[SC067 Annual Appointments 2022/23](#)

[SC088 Annual Appointments 2023/24](#)

Other Background Documents: -

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

1. [Portsmouth City Council - Health Overview and Scrutiny Panel](#)

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

2. [The Centre for Governance and Scrutiny](#)

<https://www.cfgs.org.uk/>

3. [Partnership for South Hampshire Overview & Scrutiny Committee](#)

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

APPENDICES

None

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REPORT TITLE: Draft Annual Scrutiny Report 2023/24

6 June 2024

REPORT OF CHAIRPERSON: Councillor Caroline Brook

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

WARD(S): ALL

PURPOSE

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

The draft report for the 2023/24 municipal year is attached in Appendix 1 so that the scrutiny committee can add its comments before it is finalised for presentation to full council.

RECOMMENDATION:

That the committee consider and makes any necessary comments on the content of the report before its submission to full council.

Annual Scrutiny Report 2023/24

1. What is Scrutiny?

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

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

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

1. Economy and Housing Policy Committee
2. Health and Environment Policy Committee
3. The Scrutiny Committee

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

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

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

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

2. The Committees

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

2.1. Economy and Housing Policy Committee

To maintain a strategic overview of the progress towards the achievement of the relevant priorities in the Council Plan namely:

1. Making the District a premier business location
2. Delivering quality housing options

2.2. Health and Environment Policy Committee

To maintain a strategic overview of the progress towards the achievement of the relevant priorities in the Council Plan namely:

1. Improving the quality of the district's environment
2. Improving the health and happiness of the community

2.3. Scrutiny Committee

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

The broad terms of reference are as follows:

1. To review and scrutinise any decisions made or to be made or actions to be taken in connection with the discharge of the Council's functions, including holding the Cabinet to account by reviewing and scrutinising executive decisions.
2. Reviewing and scrutinising the performance of the Council in relation to its policy objectives and performance targets
3. Exercise the right to Call-In for reconsideration of decisions made but not yet implemented by the Leader, the Cabinet and Cabinet Members and Officers

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

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

2.4. Performance Panel

During the 2023/24 year, the Scrutiny Committee continued to use the performance panel to undertake a detailed review of the quarterly performance and financial information.

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

The panel does this through:

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

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

3. Membership and Meetings

Economy and Housing Policy Committee: The following Councillors have attended as committee members during the year: Councillor James Batho (Chairperson), Councillor Chris Chamberlain (Vice Chairperson), Councillor Fiona Isaacs, Councillor George Prest, Councillor Jamie Scott, Councillor Margot Power, Councillor Nathan Eve, Councillor Steve Miller, Councillor Caroline Horrill and Councillor Sudhakar Achwal. **The following members attended the committee to address the meeting:** Councillor Chris Westwood, Councillor Danny Lee, Councillor Jackie Porter, Councillor Lucille Thompson and Councillor Malcolm Wallace.

Health and Environment Policy Committee: The following Councillors have attended as committee members during the year: Councillor Steve Cramoysan (Chairperson), Councillor Steve Cramoysan (Vice Chairperson), Councillor Charlie Wise, Councillor Hannah Greenberg, Councillor Jan Warwick, Councillor John Tippet-Cooper (Vice Chairperson), Councillor Jonny Morris, Councillor Neil Bolton, Councillor Adrian Brophy, Councillor Caroline Brook, Councillor Jonathan Williams and Councillor Michael Kurn. **The following members attended the committee to address the meeting:** Councillor Caroline Horrill, Councillor Danny Lee, Councillor Kathleen Becker, Councillor Kelsie Learney, Councillor Malcolm Wallace, Councillor Margot Power, Councillor Jackie Porter, Councillor Martin Tod and Councillor Susan Cook.

Scrutiny Committee: The following Councillors have attended as committee members during the year: Councillor Caroline Brook (Chairperson), Councillor Brian Laming, Councillor Caroline Horrill (Vice Chairperson), Councillor Jamie Scott, Councillor Jerry Pett, Councillor Jonathan Williams, Councillor Mark Reach, Councillor Jonny Morris. **The following members attended the committee to address the meeting:** Councillor Chris Westwood, Councillor Danny Lee, Councillor Kathleen Becker, Councillor Kelsie Learney, Councillor Malcolm Wallace, Councillor Martin Tod, Councillor Neil Bolton and Councillor Neil Cutler.

Performance Panel: The following Councillors have attended as panel members during the year: Councillor Caroline Horrill (Chairperson), Councillor Brian Laming, Councillor Jerry Pett, Councillor Jonathan Williams, Councillor Mark Reach and Councillor Neil Bolton. **The following members attended the committee to address the meeting:** Councillor Chris Westwood, Councillor Kelsie Learney, Councillor Martin Tod, Councillor Neil Cutler and Councillor Jackie Porter.

4. Items considered during 2023/24

Scrutiny Committee

03/07/23 18:30	Annual Report - Exceptions to Forward Plan 2022/23
03/07/23 18:30	Annual Scrutiny Report 2022/23
03/07/23 18:30	Appointments of external bodies related to scrutiny.
03/07/23 18:30	Q4 Performance Monitoring
03/07/23 18:30	Strategic Outline Case for Station Approach
06/09/23 18:30	General Fund Outturn 2022/2023
06/09/23 18:30	Housing Revenue Account (HRA) Outturn 2022/2023
06/09/23 18:30	Q1 2023/24 Financial and Performance Monitoring
06/09/23 18:30	Scrutiny Request - Update on public convenience strategy.
22/11/23 18:30	Determination of call-in request
22/11/23 18:30	General Fund Budget Options & Medium-Term Financial Strategy
22/11/23 18:30	Housing Revenue Account (HRA) Business Plan and Budget Options
22/11/23 18:30	Q2 Finance & Performance Monitoring
06/02/24 18:30	Capital Investment Strategy
06/02/24 18:30	General Fund Budget 2024/25
06/02/24 18:30	Housing Revenue Account (HRA) Budget 2024/25
06/02/24 18:30	Treasury Management Strategy 2024/25
06/03/24 18:30	Community Safety Partnership Performance Review
06/03/24 18:30	Q3 Finance & Performance Monitoring Report

Economy and Housing Policy Committee

12/07/23 18:30	Carbon Credit Trading
12/07/23 18:30	Retrofit housing programme.
19/09/23 18:30	Housing Strategy 2023 to 2028
19/09/23 18:30	Nutrient Mitigation Project (presentation)
19/09/23 18:30	UK Shared Prosperity and Rural England Prosperity Funds update
19/09/23 18:30	Winchester City Street Market Mgmt Contract and Operating Policy
28/11/23 18:30	Festivals and Events Programming Policy
28/11/23 18:30	Housing Revenue Account Rent Setting and Business Plan
20/02/24 18:30	Accommodation Strategy for Homeless Households
20/02/24 18:30	Green Economic Development Strategy Action Plan 2024/27
20/02/24 18:30	Scoping Document for The Older Persons Accommodation Strategy
20/02/24 18:30	Winchester District Cultural Strategy (Presentation)

Health and Environment Policy Committee

04/07/23 18:30	Future of Waste and Recycling (Presentation)
04/07/23 18:30	Water Quality in Winchester District (Briefing update)
21/09/23 18:30	CNAP report: Winchester Movement Strategy and Transport Actions
21/09/23 18:30	Cost of Living Programme (HEP035)
21/09/23 18:30	Social Value delivered through Winchester's Leisure Centres
05/12/23 18:30	CNAP Report: Renewable Energy
05/12/23 18:30	Ecological Sites
05/12/23 18:30	Water Quality Update
22/01/24 18:30	Future of Waste and Recycling (Presentation)
31/01/24 18:30	Hampshire Together: Modernising our Hospitals and Health Services

Performance Panel

22/05/23 16:00	Detailed review of draft Q4 Performance Monitoring
21/08/23 16:00	Detailed review of draft Q1 Performance Monitoring
07/11/23 16:00	Detailed review of draft Q2 Performance Monitoring

Public participation.

The policy and scrutiny committee welcomes and encourages engagement with residents and other community representatives during its public participation session. During 2023/24 all public meetings of the council were live-streamed, recorded and made available on the council's YouTube channel which has improved the visibility and transparency of meetings.

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

Review of 2023/24

Economy and Housing Policy Committee.

Report of the chairperson of the committee, Cllr James Batho.

During the municipal year the previous Business and Housing Committee was renamed to the Economy and Housing Policy (EHP) Committee.

The background to the year is a continuing Cost of Living crisis and pressure on council budgets.

Economy

At the September meeting the Business and Culture team brought forward updates on the UK Shared Prosperity and the Rural England Prosperity Funds, and the Winchester Street Market Management Contract and Operating Policy. The committee were pleased to see progress with the allocation of the Prosperity Funds and commented on the Street Market Policy, asking that it encourages start-up businesses, and that market trader selection should emphasise green credentials and support the council's net zero objectives.

In November the EHP considered the Festivals and Events Programming Policy and welcomed the plans to provide a "one point of contact" for organisations, though wanted to understand the resource implications.

At the final meeting in February the Winchester District Cultural Strategy and Green Economic Development Action Plan explored how Winchester City Council is working with partner organisations in these areas. The committee was impressed by the scale of ambition in each and wanted to ensure that clear governance and measurement mechanisms were put in place.

Housing

Winchester Tenants and Council Together (TACT) continued to support the committee's work with thoughtful contributions to the discussions and their support for local communities is greatly appreciated.

At the first meeting in July the Housing team presented the Retrofit Housing Programme and described a challenging target for our housing stock to be carbon neutral by 2030. The committee were impressed by the dedication to achieve this target and commented that communication with residents and careful project management will be crucial to the success of the programme. The next presentation described an opportunity emerging from the Retrofit Housing Programme to trade and generate credits. The Carbon Credit Trading Report was met with some concerns about the process and how the credits generated should be utilised.

In September the committee explored the Housing Strategy objectives of More homes for all, Greener homes, Homes that better meet different needs and Better managed homes, Better neighbourhoods. The Nutrient Mitigation Project responds to the need to reduce nitrates by upgrading council owned water treatment plants.

The committee supported the programme and requested an update on cost recovery proposals at a future meeting.

In November the Housing Revenue Account Setting and Business Plan was presented and the committee agreed on the importance of ensuring accessibility to services for all whether utilising digital or non-digital methods.

At the final meeting in February aspects of the Housing Strategy were discussed. The Accommodation Strategy for Homeless Households brought the increasing issue of homelessness to the committee. It gave an opportunity to thank both the officer team and our partners, Trinity, Winchester Beacon and Emmaus for their work in this area. A Scoping Document for the Older Persons Accommodation Strategy was also brought forward and the committee acknowledged the comprehensive nature of the work required to address the accommodation needs of the of the older population and the necessity to consider a wide range of accommodation types across the district.

The Health and Environment Policy Committee

Report of the chairperson of the committee, Cllr Steve Cramoyson

Introduction

The Health and Environment Policy Committee met five times during the municipal year, in July, September, December and two additional meetings in January and had a full agenda at each meeting. The topics lined up for the February meeting originally scheduled have been deferred. The committee considered papers covering a range of issues affecting both the district's environment and the health/happiness of the district's residents and communities. These issues included Waste & Recycling (twice), the Winchester Movement Strategy, how the district manages its ecological sites, water quality issues (twice), Cost of Living programme and the social value of the leisure centres. The committee welcomed a report from the environment agency on water quality issues in rivers, and a verbal update from Hampshire and Isle of Wight Wildlife Trust on the same subject. The committee were also asked to hear and scrutinise the proposals from the Hampshire Together, Hospitals team, about proposed changes to Winchesters Royal Hants County Hospital services.

July meeting, the committee considered two papers,

- **Future of Waste and Recycling:** the purpose of which was to update members of progress in this complex programme which is interdependent on Hampshire County Council decisions as well as national legislation, and funding. The paper gave members the opportunity to challenge and support the policy objectives and to consider what issues might be explored by the City Council in a consultation survey proposed for the public.
- **Water Quality in Winchester District:** This paper was a written submission only by the Environment Agency in relation to water quality in the rivers and water courses in our area. This format did not allow questions to be asked of the EA. Committee Members, and visiting councillors expressed concerns that the water authority is failing to maintain standards of water quality. In addition, that the agencies that monitor and report on these matters are fragmented and lack the powers to take effective enforcement action. The committee requested that a future meeting be held to demonstrate the progress made to remedy water quality issues.

September Meeting

The committee considered three Winchester City Council papers:

- **Cost of Living Programme (CoL)**– which laid out what had been achieved to date and what would be available going forward. This included discussion of some of WCC strategic grants including supporting enhanced CAB services, work done to facilitate better collaboration between the various agencies and voluntary organisations that operate in the district, and details of the CoL grants available.
- **Carbon Neutrality Action Plan (CNAP) Report: Winchester Movement Strategy (WMS) and Transport Actions Update** – was jointly presented by HCC & WCC officers to update members of the progress of the WMS. This provided an update on various schemes intended to encourage walking, cycling as well as use of

park & ride buses and buses more generally. It provided a high level view on HCC LPT4 and the DfT Decarbonisation plan.

- Social Value delivered through Winchester Leisure Centres – This was an interesting paper that sought to put measures on the impact of the participation at WCC leisure centres. An interesting approach to qualify the value of the services delivered rather than just as a cost centre.

December Meeting

This meeting also gave opportunity for members to review three policy areas:

- Ecological Sites: This report included a summary of how ecological sites are currently managed, defined a need for review of how ecological sites are managed and gave opportunity to the Committee to put forward idea on policy principals on how to manage ecological sites.
- Water Quality Update: Representatives from Hampshire and Isle of Wight Wildlife Trust, provided an update on water quality and water pollution issues in the district, an overview of the current state of the River Itchen, protection for chalk streams, monitoring work being undertaken by other trusts and organisations, community programmes and measures the trust were adopting to improve the position.
- CNAP Report: Renewable Energy: The report set out the council's current and planned work on renewable energy generation and the outcome of consultation carried out earlier this year. The report was about carbon as a whole; not just renewable energy, and a balanced approach on how the council used its resources to achieve the best outcomes needed to be taken.

22 January 2024 (Additional Meeting)

This was an additional meeting not planned at the start of the municipal year. The topic presented was:

- Update on Future of Waste and Recycling since the July meeting.
Since that meeting:
 - Government had released results of consistency consultation
 - HCC had identified key next steps
 - WCC had undertaken a resident survey
 - Modelling had been undertaken on a range of variables
 - Financial estimates of costs included in medium term financial strategy
 - Indicative capital food waste funding from DEFRA
 - Outline timelines developed

The objectives for the meeting included comments to be included regarding the proposals where were due to be heard at a Cabinet meeting on the 8th February.

31 January 2024 Meeting

This was a further additional meeting not planned at the start of the municipal year. The topic this time was a scrutiny meeting of the Consultation papers for the Hampshire Together proposals for a new hospital in Basingstoke, and the downgrading of acute services in Winchester. This was a lengthy and thorough meeting during which the committee raised a range of questions and concerns about how the proposals would affect various parts of the District of Winchester. The

Hampshire Chronicle reported that “CIVIC chiefs grilled hospital bosses...” which is how it should be for a matter of such importance.

To close, I'd like to thank all officers for the time and expertise invested in producing papers for the committee to consider. And to Democratic services, especially Claire Buchanan, ensuring the meetings ran smoothly, and advice on the processes.

Thanks also to fellow councillors who sit on the committee for engaging with each paper and subject and in sharing their expertise and knowledge on these. And of course members of the public who attended to speak on several of the agenda items across the year.

The Scrutiny Committee

Report of the chairperson of the committee. Councillor Caroline Brook.

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

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

The committee met five times during the 2023/24 municipal year, attendance was very high throughout the year with just one apology received from members. It was also pleasing to note that members of the public attended three of the committees' meetings and Councillors who are not members of the committee also attended four of the five meetings in order to address the committee.

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

1. At the July meeting, the Committee was updated regarding the Council's strategic outline case for Station Approach and members asked the cabinet to consider several points prior to decision.
2. At the September meeting, the cabinet member was invited to update the committee on the Public Convenience Strategy which had been prompted by feedback from residents.
3. The November meeting considered both the Housing Revenue and General Fund budget option reports and members fed back several detailed points on each report for the cabinet member to consider further.
4. As is normal, a key part of the work of the committee was to scrutinise the suite of budget papers at our February meeting before the formal decision at both cabinet and council.
5. For Section 19 of the Police & Justice Act 2006, the Committee acts as the Council's Crime & Disorder Committee and as such is responsible for reviewing and scrutinising the decisions and work of the Community Safety Partnership (CSP) which was undertaken at our March meeting, and we were pleased to welcome Chief Inspector Korine Bishop who provided a valuable contribution to the meeting.

The performance panel met on three occasions to scrutinise three of the quarterly finance and performance reports before those reports were tabled at the scrutiny committee and then to the cabinet. I am grateful to the panel members for the work they have undertaken during the year.

One call-in was initiated by members in the year regarding a decision concerning the Carbon Neutrality Action Plan. This call-in request was not accepted by the Monitoring Officer, and this was reported to the committee at its meeting in November 2023.

During the year, a proposal was implemented that enables the committee and the general public to view a 3-month “look ahead” of the council’s key decisions. I welcome this development and believe it will help both the committee to plan its workload more effectively and for residents to see future decisions further in advance.

I am also pleased to report that following a suggestion, a specific learning/training session is being prepared for committee members run by the Centre for Governance and Scrutiny early in the new municipal year.

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

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REPORT TITLE: ANNUAL MONITORING REPORT - KEY DECISIONS NOT INCLUDED WITHIN THE FORWARD PLAN DURING 2023/24 MUNICIPAL YEAR

6 JUNE 2024

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

WARD(S): ALL

PURPOSE

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

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

During the 2023/24 municipal year, the Chairperson of The Scrutiny Committee was informed of **one** key decision which was not included in the [forward plan](#). This report provides further information on that decision.

RECOMMENDATIONS:

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

1 RESOURCE IMPLICATIONS

- 1.1 None arising directly from the content of the report. This report is not making any decisions and is for noting and raising issues only.

2 SUPPORTING INFORMATION:

- 2.1 Annual consideration of key decisions not included within the Forward plan helps to support the proper governance of the Council and its decision-making structures.
- 2.2 Key decisions are defined by Regulation 8 of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 as being an executive decision which is likely:
- a) To result in the local authority incurring expenditure, which is or the making of savings which are significant having regard to the local authority's budget for the service or function to which the decision relates; (For Winchester City Council, the financial limit above which a decision is regarded as significant is £250,000), or
 - b) To be significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.
- 2.3 Under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) England Regulations 2012, the Council must give a minimum of 28 days notice of an intention to make a key decision. The statutory requirement is reflected in Rules 16.1 and 16.2 of Part 4.4 of the [Council's Constitution](#).
- 2.4 There is an additional statutory requirement to provide at least 28 days' notice of when the Cabinet is proposing to meet in an exempt session. The purpose of this timeframe is to provide an opportunity for representations to be made that request the item be dealt with in a public session – and that any representations are considered before the agenda for the meeting is published. This requirement exists whether or not the matter is a key decision.
- 2.5 Under the [Council's Constitution](#), Access to Information Procedure Rules at Part 4.4 (Rule 17 – General Exception and Special Urgency), if it is not possible to meet the requirements of Rules 16.1 and 16.2 then the key decision may proceed so long as (in summary) the Monitoring Officer is in agreement and has received the agreement of the Chairperson of The Scrutiny Committee that a key decision may proceed without inclusion in the [forward plan](#).

- 2.6 In addition, where an agenda item requiring a key decision was not in the [forward plan](#) and was sent to Cabinet after the statutory deadline, the Chairperson of The Scrutiny Committee must first approve its inclusion (Access to Information Procedure Rule 17 – General Exception and Special Urgency). Reasons for the special urgency must be specified.
- 2.7 Details of the one Key Decision for the 2023/24 municipal year is listed below. In accordance with paragraph 17.1 of the Access to Information Procedure Rules, the Chairperson of the Scrutiny Committee agreed for this decision to be considered.

<u>Detail of key decisions not included within the forward plan</u>	<u>Date Decision Taken</u>	<u>Reason given for not being included in Forward Pan</u>
<p>Housing company - Exempt Appendix A – Company Risk</p> <p>Housing company Appendix B - Business Plan</p> <p>Housing company Appendix C - Business Case Assumptions</p>	<p>Cabinet –</p> <p>10 July 2023</p>	<p>The following text is copied from the Forward Plan notification document</p> <p><i>“The reason for the urgency is the items need to be considered at the July Cabinet committee Housing in advance of referral to full Council at its meeting in September. The reason for this is that the properties in Winnal which will be leased to the company are expected to be available for letting when handed to the Council in November. Therefore, delay in full council consideration of the company business plan risks delay in letting properties and financial loss to the Council.</i></p> <p><i>Under Paragraph 12.3 of the Access to Information Procedure Rules, the Monitoring Officer has received in writing the agreement of the Chairperson of the Scrutiny Committee to this decision being taken.”</i></p>

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

Municipal Year	Number of Key Decisions not included in the Forward Plan
2022/23	1
2021/22	3
2020/21	5
2019/20	6
2018/19	1
2017/18	5
2016/17	8
2015/16	12
2014/15	6
2013/14	8
2012/13	4
2011/12	3
2010/11	11
2009/10	6
2008/09	15
2007/08	15
Average	7

3 OTHER OPTIONS CONSIDERED AND REJECTED

3.1 None.

BACKGROUND DOCUMENTS: -

[Web Link to Published Exceptions to the forward plan.](#)

Other Background Documents: -

None

APPENDICES:

None

Forward Plan of Key Decisions

1 June 2024 – 31 August 2024

This document sets out key decisions to be taken within the next 28 days, together with any key decision by individual Members of the Cabinet and officers. It also includes potential key decisions beyond that period, though this is not comprehensive and items will be confirmed in the publication of the key decisions document 28 days before a decision is taken.

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 Committees, Cabinet Members or Officers in accordance with the Officers' Scheme of Delegation, as agreed by the Council.

Whilst the majority of the Cabinet's business at the meetings listed in this document will be open to the public, there will be occasions when the business to be considered contains confidential, commercially sensitive or personal information. The items of business where this is likely to apply are indicated on the plan.

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of the Cabinet meetings listed in this document may be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

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 . **[Please follow this link to the Council's Constitution](#) which includes a definition of the paragraphs** (Access to Information Procedure Rules, Part 4 paragraph 8.4) detailing why a matter may be classed as exempt from publication under the Local Government Acts, and not available to the public.

Anyone who wishes to make representations about any item included in the Plan please contact the Democratic Services Team prior to the meeting to make your request. Copies of documents listed in the Plan for submission to a decision taker are available for inspection on the Council's website. 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.

Please note that the decision dates are indicative and occasionally subject to change.

If you have any queries regarding the operation or content of the Forward Plan please contact David Blakemore (Democratic Services Team Manager) on 01962 848 217.

	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 & Cabinet committees

Page 41	1	Delivering an improved Waste and Recycling Strategy	Cabinet Member for Climate Emergency	Yes	All Wards	Campbell Williams	Cabinet report	Cabinet	Jun-24	19-Jun-24	Part exempt 3
		Final Business Case - Woodman Close, Sparsholt	Cabinet Member for Housing	Yes	Wonston & Micheldever	Simon Maggs	Cabinet report	Cabinet	Jun-24	19-Jun-24	Part exempt 3
	3	Air Quality Strategy	Cabinet Member for Climate Emergency	Yes	All Wards	David Ingram	Cabinet report	Cabinet	Jun-24	19-Jun-24	Open
	4	Housing retrofit contract approval	Cabinet Member for Housing	Yes	All Wards	Andrew Donaldson	Cabinet report	Cabinet	Jun-24	19-Jun-24	Part exempt 3

	Item	Cabinet Member	Key Decision	Wards Affected	Lead Officer	Documents submitted to decision taker	Decision taker (Cabinet, Cabinet Member or Officer)	Date/period decision to be taken	Committee Date (if applicable)	Open/private meeting or document? If private meeting, include relevant exempt paragraph number
5	Nutrient Mitigation Project	Cabinet Member for Place & Local Plan	Yes	All Wards	Robert Green	Cabinet report	Cabinet	Jun-24	19-Jun-24	Part exempt 3
6	Land transaction (if required)	Cabinet Member for Asset Management	Yes	All Wards	Geoff Coe	Cabinet report	Cabinet	Jun-24	19-Jun-24	Part exempt 3
42	<i>Bar End depot disposal</i>	<i>Cabinet Member for Asset Management</i>	Yes	<i>St Michael</i>	<i>Geoff Coe</i>	<i>Cabinet report</i>	<i>Cabinet</i>	<i>Jul-24</i>	<i>16-Jul-24</i>	<i>Part exempt 3</i>
8	<i>Approval of the Central Winchester Regeneration Development Delivery Plan</i>	<i>Cabinet Member for Asset Management</i>	Yes	<i>Town Wards</i>	<i>Veryan Lyons</i>	<i>Cabinet report</i>	<i>Cabinet</i>	<i>Jul-24</i>	<i>16-Jul-24</i>	<i>Part exempt 3</i>

Section B
Decisions made by individual Cabinet Members

None currently scheduled

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

Decisions made by Officers

9	Treasury Management - decisions in accordance with the Council's approved strategy and policy	Cabinet Member for Finance and Performance	Yes	All Wards	Liz Keys	Designated working papers	Designated HCC Finance staff, daily	Jun-24	Jun-24	Open
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Section D

Proposed budget timetable 2024/25

**Not classed as key decisions as final decision taken by full Council*

10	General Fund Budget Options & Medium Term Financial Strategy	Cabinet Member for Finance and Performance	Yes	All Wards	Liz Keys	Cabinet report	Cabinet	Nov-24	20-Nov-24	Open
11	General Fund budget 2025/26*	Cabinet Member for Finance and Performance	No	All Wards	Liz Keys	Cabinet report	Cabinet Council	Feb-25	12-Feb-25 27-Feb-25	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
12	Housing Revenue Account budget 2025/26*	Cabinet Member for Housing	No	All Wards	Liz Keys	Cabinet report	Cabinet Committee : Housing Cabinet Council	Feb-25	3-Feb-25 12-Feb-25 27-Feb-25	Open
13	Capital investment Strategy 2025 - 2035*	Cabinet Member for Finance and Performance	No	All Wards	Liz Keys	Cabinet report	Cabinet Council	Feb-25	12-Feb-25 27-Feb-25	Open

WINCHESTER CITY COUNCIL – THE SCRUTINY COMMITTEE WORK PROGRAMME

	Item	Lead Officer	Date for Scrutiny	Date for Cabinet
Meeting 6 June 2024				
1	Nutrient Mitigation Project	Robert Green	6 Jun 2024	19 Jun 2024
2	Food waste service - procurement of vehicles	Campbell Williams	6 Jun 2024	19 Jun 2024
3	Annual Scrutiny Report 2023/24	Matthew Watson	6 Jun 2024	
4	Appointments of external bodies related to scrutiny	Matthew Watson	6 Jun 2024	
5	Annual Report - Exceptions to Forward Plan 2023/24	Matthew Watson	6 Jun 2024	
Meeting 29 July 2024 2pm				
4	Local Plan	Dawn Adey	29 Jul 2024	TBC
Meeting 4 September 2024				
6	Central Winchester Regeneration update (presentation)	Veryan Lyons	4 Sep 2024	
7	Housing Revenue Account outturn 23/24	Liz Keys	4 Sep 2024	11 Sep 2024
8	General Fund outturn 23/24	Liz Keys	4 Sep 2024	11 Sep 2024
9	Q1 Finance & Performance Monitoring	Simon Howson	4 Sep 2024	11 Sep 2024
Meeting 12 November 2024				
10	General Fund Budget Options & Medium Term Financial Strategy	Liz Keys	12 Nov 2024	20 Nov 2024
11	Q2 Finance & Performance Monitoring	Simon Howson	12 Nov 2024	20 Nov 2024
Meeting 4 February 2025				
12	Housing Revenue Account budget 2025/26*	Liz Keys	4 Feb 2025	12 Feb 2025
13	General Fund budget 2025/26*	Liz Keys	4 Feb 2025	12 Feb 2025
14	Capital investment Strategy 2025 - 2035*	Liz Keys	4 Feb 2025	12 Feb 2025
15	Treasury Management Strategy 2024/25	Liz Keys	4 Feb 2025	12 Feb 2025
Meeting 5 March 2025				
16	Community Safety Partnership Performance Review	Sandra Tuddenham	5 Mar 2025	
17	Q3 Finance & Performance Monitoring	Simon Howson	5 Mar 2025	13 Mar 2025
Future Items				

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