



Meeting Cabinet

Date and Time Tuesday, 16th July, 2024 at 9.30 am.

Venue Walton Suite, Guildhall, Winchester and streamed live on YouTube at www.youtube.com/winchestercc.

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) 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. Please note that priority will be given to those wishing to attend and address the meeting over those wishing to attend and observe.

AGENDA

PROCEDURAL ITEMS

1. **Apologies**

To record the names of apologies given.

2. **Membership of Cabinet bodies etc.**

To give consideration to the approval of alternative arrangements for appointments to bodies set up by Cabinet or external bodies, or the making or terminating of such appointments.

The following appointments are proposed to replace those made at Cabinet on 22 May 2024:

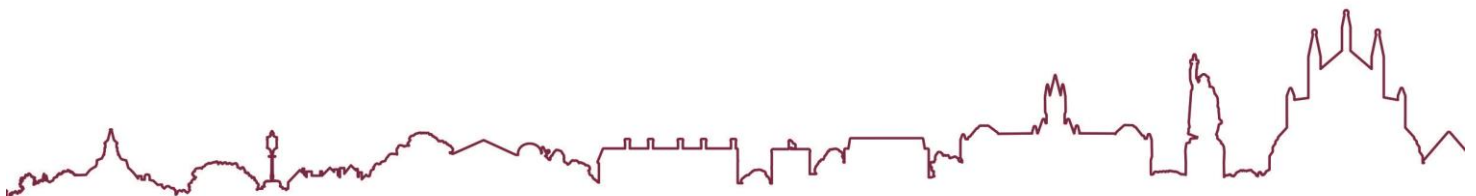
a) Treasury Investment Group

For the 2024/25 municipal year -

- Cabinet Member (with responsibility for Finance) – Cllr Cutler
- One other Cabinet Member – *name to be confirmed*
- Chair of the Audit & Governance Committee – Cllr Morris
- One other Member from the Administration of the Council from the Audit & Governance Committee – Cllr Power
- Principal opposition group member for finance – Cllr Godfrey

b) Winchester Charity School Education Foundation

Councillor Latham (until May 2027)



3. **Disclosure of Interests**
 To receive any disclosure of interests from Members and Officers in matters to be discussed.
Note: Councillors are reminded of their obligations to declare disclosable pecuniary interests, personal and/or prejudicial interests in accordance with legislation and the Council's Code of Conduct.

4. **To note any request from Councillors to make representations on an agenda item.**
Note: Councillors wishing to speak address Cabinet are required to register with Democratic Services three clear working days before the meeting (contact: democracy@winchester.gov.uk or 01962 848 264). Councillors will normally be invited by the Chairperson to speak during the appropriate item (after the Cabinet Member's introduction and questions from other Cabinet Members).

BUSINESS ITEMS

5. **Public Participation**

- to note the names of members of the public wishing to speak on general matters affecting the District or on agenda items (in the case of the latter, representations will normally be received at the time of the agenda item, after the Cabinet Member's introduction and any questions from Cabinet Members).
- NB members of the public are required to register with Democratic Services three clear working days before the meeting (contact: democracy@winchester.gov.uk or 01962 848 264).*

Members of the public and visiting councillors may speak at Cabinet, provided they have registered to speak three working days in advance. Please contact Democratic Services **by 5pm on Wednesday 10 July 2024** via democracy@winchester.gov.uk or (01962) 848 264 to register to speak and for further details.

6. **Minutes of the previous meeting held on 19 June 2024** (Pages 7 - 10)

7. **Leader and Cabinet Members' Announcements**

8. Housing Revenue Account Nutrient Mitigation Proposal (Pages 11 - 22)
Key Decision (CAB3470)

9. Housing retrofit contract approval (Pages 23 - 32)
Key Decision (CAB3458)

10. New acquisitions/buy backs for council housing (less exempt appendices)
(Pages 33 - 40)

Key Decision

(CAB3468)

11. To note the future items for consideration by Cabinet as shown on the August 2024 Forward Plan. (Pages 41 - 46)

12. EXEMPT BUSINESS:

To consider whether in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

- (i) To pass a resolution that the public be excluded from the meeting during the consideration of the following items of business because it is likely that, if members of the public were present, there would be disclosure to them of 'exempt information' as defined by Section 100 (I) and Schedule 12A to the Local Government Act 1972.

13. New acquisitions/buy backs for council housing (exempt appendices) (Pages 47 - 48)

Key Decision

(CAB3468)

**Laura Taylor
Chief Executive**

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.



8 July 2024

Agenda Contact: Nancy Graham, Senior Democratic Services Officer
Tel: 01962 848 235, Email: ngraham@winchester.gov.uk

**With the exception of exempt items, Agenda, reports and previous minutes are available on the Council's Website www.winchester.gov.uk*

CABINET – Membership 2024/25

Chairperson: Councillor Tod (Leader and Asset Management)

Councillor

| | | |
|-------------------|---|--|
| Councillor | - | Cabinet Member |
| Cutler | - | Deputy Leader and Cabinet Member for Finance and Performance |
| Becker | - | Cabinet Member for Community and Engagement |
| Learney | - | Cabinet Member for Climate Emergency |
| Porter | - | Cabinet Member for Place and Local Plan |
| Thompson | - | Cabinet Member for Business and Culture |
| Westwood | - | Cabinet Member for Housing |

Quorum = 3 Members

Corporate Priorities:

As Cabinet is responsible for most operational decisions of the Council, its work embraces virtually all elements of the Council Strategy.

Public Participation at meetings

Representations will be limited to a maximum of 3 minutes, subject to a maximum 15 minutes set aside for all questions and answers.

To reserve your place to speak, you are asked to **register with Democratic Services three clear working days prior to the meeting** – please see public participation agenda item below for further details. People will be invited to speak in the order that they have registered, subject to the maximum time period allowed for speaking not being exceeded. Public Participation is at the Chairperson’s discretion.

Filming and Broadcast Notification

This meeting will be recorded and broadcast live on the Council’s website. The meeting may also be recorded and broadcast by the press and members of the public – please see the Access to Information Procedure Rules within the Council’s Constitution for further information, which is available to view on the [Council’s website](#). 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).

Disabled Access

Disabled access is normally available, but please phone Democratic Services on 01962 848 264 or email democracy@winchester.gov.uk to ensure that the necessary arrangements are in place.

Terms Of Reference

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

CABINET

Wednesday, 19 June 2024

Attendance:

Councillors
Tod (Chairperson)

Cutler
Becker
Porter

Thompson
Westwood

Apologies for Absence:

Councillors Learney

Members in attendance who spoke at the meeting

Councillors Horrill, Lee and Wallace

[Video recording of this meeting](#)

1. **APOLOGIES**

Apologies were received from Councillor Learney as noted above.

2. **MEMBERSHIP OF CABINET BODIES ETC.**

There were no appointments to be made.

3. **DISCLOSURE OF INTERESTS**

Councillors Porter and Tod declared personal (but not prejudicial) interests in respect of various agenda items due to their role as County Councillors.

4. **PUBLIC PARTICIPATION**

There were no members of the public present.

5. **MINUTES OF THE PREVIOUS MEETING HELD ON 22 MAY 2024**

RESOLVED:

That the minutes of the previous meeting held 22 May 2024 be agreed as a correct record.

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

Councillor Tod announced that it was unusual to hold a meeting in the pre-election period but this meeting was being held as there were urgent and critical matters requiring consideration by Cabinet. He highlighted that like every Council, Winchester faced a statutory deadline to implement food waste collection service and the timely procurement of the necessary vehicles are essential to this and will demand an extensive lead in time and a delay in decision making could significantly affect this timetable. For these reasons the recommendations in report CAB3452 had been assessed by the council's Monitoring Officer as urgent and critical. Therefore the Scrutiny Committee considered this issue on the 6 June 2024 and Appendix 2 to CAB3452 contained the draft minute extract from that meeting to assist Cabinet in their decision making.

7. **PROCUREMENT OF WASTE & RECYCLING COLLECTION VEHICLES**
(CAB3452)

In the absence of Councillor Learney, Councillor Tod introduced the report which contained proposals relating to the introduction of new kerbside food waste collection and the requirement to purchase new collection vehicles to enable this. It also recommended the purchase of a new electric Refuse Collection Vehicle to the waste fleet.

At the invitation of the Leader, Councillors Wallace, Horrill and Lee addressed Cabinet as summarised briefly below.

Councillor Wallace

Speaking in a personal capacity (and not as vice-chairperson of Scrutiny Committee), he welcomed the report but emphasised that Scrutiny Committee had received a presentation on this issue which lacked the level of detail contained in the report to Cabinet. He queried why the budget level requested was different to that agreed at Council in February 2024. He asked about the potential impact of loss of rental income from Barfield depot and the final resale value of the vehicles purchased. Finally, he welcomed the trial of the electric vehicle but requested clarification of the budget to be used and additional financial justification for the expenditure.

Councillor Horrill

She supported the development of the waste and recycling services provided and welcomed the additional detail provided in the report which had not been available at the Scrutiny Committee. She asked a number of questions: the rationale for the recommended method for purchasing the new collection vehicles; the analysis of the additional costs involved if smaller vehicles were used; further explanation of the annual cost to operate the trial electric vehicle (EV) and the intended gains from the trial; whether a final decision on the type of vehicle to be purchased had been made; and had any risks associated with the financial robustness of Biffa been assessed.

Councillor Lee

He supported the comments made by Councillor Wallace in relation to the Scrutiny Committee and welcomed the future improvements to waste and recycling. He raised a number of queries: whether the experience of other local authorities using EV for waste collections, such as Basildon Borough Council, been examined; had the potential future impact of extended producer responsibility been considered; reiterated his previous concerns about the wider environmental impact of the use of Hydro-treated Vegetable Oil (HVO) and the possible cost saving opportunities of bulk purchasing HVO; requested assurance of the council's commitment to the future use of EV collection.

Councillor Tod thanked councillors for their comments and questions which were responded to at the meeting by himself, the Strategic Director, the Chief Finance Officer, the Head of Programme – Place and the Service Lead – Environmental Services.

Councillor Tod also referred to the matters raised by Scrutiny Committee at its meeting on 6 June 2024 as set out in Appendix B to the report, together with the recommendation to Cabinet from that Committee. The Head of Programme – Place and the Service Lead – Environmental Services responded to the comments made regarding ensuring effective communication and the requirement for an education programme, including confirming that a new Communications Officer had been employed to assist the team.

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

RESOLVED:

1. That it be agreed to procure, through Biffa, nine 12 tonne food waste vehicles, to operate on Hydro-treated Vegetable Oil, at an estimated cost of up to £1.34m to be funded by the New Burdens capital grant.
2. That it be agreed to provide through the contract with Biffa an electric refuse collection vehicle for the new route to be introduced in Autumn 2024.
3. That the annual revenue cost of £36k to cover the cost of the electric Refuse Collection Vehicle be agreed, to be funded by an existing waste budget.
4. That, subject to the introduction of an electric Refuse Collection Vehicle to the waste fleet, the use of up to £30k from this project's approved capital allocation to fund infrastructure requirements at the Council's depot to enable charging of the electric Refuse Collection Vehicle be agreed.

8. **FUTURE ITEMS FOR CONSIDERATION BY CABINET**

Councillor Tod highlighted that a number of additional items for the July Cabinet had been published since the initial July forward plan had been made available.

RESOLVED:

That the list of future items as set out in the Forward Plan for July be 2024 be noted.

The meeting commenced at 9.30 am and concluded at 10.45 am

Chairperson

REPORT TITLE: HOUSING REVENUE ACCOUNT NUTRIENT MITIGATION PROPOSAL

16 JULY 2024

REPORT OF CABINET MEMBER:

Cllr Chris Westwood, Cabinet Member for Housing

Contact Officer: Simon Maggs Tel No: 01962 848 368 Email smaggs@winchester.gov.uk

WARD(S): ALL

PURPOSE

In 2019, Natural England issued advice to Winchester City Council that requires all new overnight development (e.g. houses, hotels, care homes) to mitigate for any increase in nutrient pollution arising from development that may harm internationally protected sites (such as the Solent Special Protect Area). Further advice was issued in March 2022 requiring the further mitigation of Phosphorus for new overnight accommodation within the catchment of the River Itchen.

The impact of this has been several new housing schemes are held in abeyance, including council house development schemes.

The council's strategy to enable nutrient mitigation solutions includes generating nutrient credits by upgrading some of its own waste-water treatment works (WwTW)) using Housing Revenue Account (HRA) funding which is the subject of this report.

The strategy also involves working alongside the Partnership for South Hampshire (PfSH) to access the Local Nutrient Mitigation Fund. In addition, the council is supporting third-party mitigation schemes and water efficiency measures in its own stock. These initiatives complement and build upon those outlined in this paper to address the demand for nutrient credits in the district. Further details on the PfSH initiative and other initiatives will be presented to a future Cabinet meeting.

In 2023 the council upgraded two of its own WwTWs (Phase I) one of which has already generated both phosphate and nitrate credits, which have been earmarked to facilitate its own development of council housing under construction and the future pipeline. The approach proposed in this report builds on this success.

The purpose of this report is to seek approval, subject to individual business cases, to upgrade a further 4 of WCC's own WwTWs) (Phase II) in order to generate nutrient credits, approval of a budget envelope and approval of a strategy for use of those credits, including disposal of credits to the external market. Specific Phase II WwTWs will be selected once detailed scientific analysis has been carried out and detailed discussions have been held with Natural England. It is anticipated that some of the WwTWs will be in the area of South Downs National Park which has implications for how the mitigation scheme is set up. Decisions to proceed with each scheme will be subject to the approval of individual business cases.

The upgrades will be funded through the HRA and disposal proceeds will be reinvested into the HRA.

RECOMMENDATIONS:

That Cabinet agrees

1. A capital budget of £400,000 to upgrade 4 waste-water treatment works (WwTW) to be funded from HRA reserves.
2. Works to individual WwTW works to be delivered subject to the Council's Chief Finance Officer and Strategic Director agreeing the business case and granting authority to spend the budget under Financial Procedure Rule 7.4; and, if credits are to be sold in the market, suitable agreements being secured.
3. Delegate to the Strategic Director, S151 Officer and Director – Legal the authority to utilise and/or dispose of (in accordance with market conditions at the time of sale) credits generated from historic and new upgrades in accordance with the following strategy:
 - a) To support the delivery of council housing commissioned by the council.
 - b) To support the delivery of housing where an element of that housing is to be council housing and the approach helps to unlock delivery via credit disposal.
 - c) To dispose of credits to support other council led and enabled activities.
 - d) Disposal of credits to the open market.
4. Delegate to the Strategic Director and Director - Legal authority to agree required monitoring and enforcement mechanisms for such arrangements and to enter into legal agreements to facilitate delivery.
5. Delegate the procurement of any works or services to the Strategic Director and that the Strategic Director be authorised to award contracts and enter into all necessary legal agreements with the preferred bidder(s).

IMPLICATIONS:1 COUNCIL PLAN OUTCOME

1.1 Tackling the Climate Emergency and Creating a Greener District

The upgrade of WwTWs ensures that water quality discharged from the facilities is improved and operates more efficiently. Associated water efficiency measures may result in reduced water usage.

1.2 Homes for All

Proposals will ensure that council can continue to implement its own new council homes programme to deliver new affordable housing.

The creation of additional nutrient credits will support the delivery of other affordable and market housing across the district.

1.1 Vibrant Local Economy

Proposals allow for development to be achieved, resulting in construction employment and supporting the local economy.

Providing affordable homes for local people helps provide a source of locally based workers and supports local spend.

1.2 Living Well

A council motion was passed on 6 July 2022 to protect our local rivers and waterways by taking account of the cumulative impact of pollution including sewage discharge. Investment for the upgrade of WwTWs with improved and more efficient equipment results in water quality improvements, including in rivers, reducing the amount of pollution from sewage discharge.

There are strong links between high quality housing and health and wellbeing outcomes. Proposals support the provision of high-quality affordable housing.

1.3 Your Services, Your Voice

Proposals will support the delivery of affordable housing, which has been identified as an important community priority.

2 FINANCIAL IMPLICATIONS

2.1 In addition to providing the necessary credits for the council's own schemes, initial high-level estimates indicate that there is potential for a significant surplus to be generated from the sale of surplus credits subject to the risks detailed in section 10 of this report.

- 2.2 The income generated from surplus credits will defray the cost of the capital investment and any income in excess of that will be recycled into the HRA.
- 2.3 Individual decisions to upgrade WwTWs will be subject to a satisfactory business case agreed by Strategic Director Services and Chief Financial Officer. Business cases will include consideration of the quantity of credits that can be generated, the benefits of those credits (e.g. utility to the council or income from disposal) and of any monitoring or maintenance cost implications.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 The procurement of feasibility works and of each upgrade will comply with the council's and legal procurement requirements.
- 3.2 The proposals are principally intended to upgrade the WwTWs and to generate credits to support the delivery of council led initiatives. Disposal of surplus credits will be incidental to that primary purpose with powers to do so granted by the General Power of Competence under section 1 of the Localism Act 2011. Commissioning of any external supplier to manage credit disposals and any monitoring or other requirements will comply with the council's and legal procurement requirements.
- 3.3 In order to set up a scheme to generate credits, whether for use for new council housing schemes or for sale to third party developers, a legal mechanism is required to ensure that mitigation sites are monitored and maintained in perpetuity (125 years) and, where applicable, to ensure that enforcement action can be taken if they are not being maintained correctly. This usually involves the owner of the mitigation scheme, entering into an agreement under s106 of the Town and Country Planning Act 1990 with the relevant local planning authority (LPA) to secure the mitigation scheme. The s106 option is unlikely to be appropriate for schemes where the council is both the site owner and the LPA.
- 3.4 There are a number of other solutions to be considered, the suitability of which will depend on whether the sites are located in the area for which the council is the LPA or whether the sites are in the area for which the South Downs National Park Authority is the LPA.
- 3.5 It is suggested that all options to secure the mitigation schemes to the satisfaction of the relevant LPA and Natural England, are explored with Strategic Director and Director-Legal, given delegated authority to agree on the most suitable available option and enter into necessary arrangements, including any legal agreements required.

4 WORKFORCE IMPLICATIONS

- 4.1 The initial two WwTWs upgrades are completed. The monitoring regime is established as a delegated duty of the Service Lead – Engineering and this would not change as a result of selling surplus credits to third parties.

- 4.2 The administration of credit sales (processing customer enquiries, recording available capacity, receiving credit payments and preparation of monitoring reports) is to be absorbed into Service Lead – New Homes duties as a continuation of the HRA investment in the project.
- 4.3 A form of legal agreement will also be required to which each purchaser who buys credits will be party. These will be processed by Director-Legal.
- 4.4 The initial investigations and commissioning of reports for Phase II works has been absorbed by the Corporate Head of Planning and Regulatory and Service Lead – New Homes. The on-going procurement and commissioning of works will continue to be absorbed within existing resource.
- 4.5 The procurement and commissioning of works will be absorbed within existing resource, as this was already in the HRA maintenance workplan.

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 All sites are owned and operated by the council. The works result in improved efficiency of the facilities and replaces infrastructure to improve water efficiency.

6 CONSULTATION AND COMMUNICATION

- 6.1 Careful evaluation is being made of the scale of work necessary for the WwTWs that will be upgraded, which serve both HRA and private properties.
- 6.2 Ward members will be briefed on the works to be undertaken and a clear communication plan for local residents will be put in place before works commence.

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 A council motion was passed on 6 July 2022 to protect our local rivers and waterways by taking account of the cumulative impact of pollution including sewage discharge. Investment in the upgrade of WwTWs with improved and more efficient equipment results in water quality improvements, including in rivers, reducing the amount of pollution from sewage discharge.

8 PUBLIC SECTOR EQUALITY DUTY

- 8.1 None directly associated with the proposals.

9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 None required.

10 RISK MANAGEMENT

| Risk | Mitigation | Opportunity |
|--|---|--|
| <p>Financial Exposure</p> <p><i>Up-front investment prior to the sale of credits.</i></p> <p><i>Demand for credits may be removed or reduced, costs may increase or values may fall, thus removing or reducing financial benefits.</i></p> <p><i>Increase in competition by other providers/upgrades to other facilities that may reduce demand.</i></p> <p><i>Regulatory changes.</i></p> | <p>Phase I works already paid for from HRA and capital budget – sale of credits is an additional revenue.</p> <p>Phase II works funded by HRA budget subject to individual business case for each project. Projects to proceed based on agreements to purchase.</p> <p>Horizon scan and stress test business cases.</p> | <p>Opportunity to generate additional income for the HRA to support its capital programme.</p> |
| <p>Exposure to challenge</p> <p><i>Challenge from competitor mitigation schemes.</i></p> | <p>Fair credit price set based on other Local Authority schemes.</p> | |
| <p>Innovation</p> <p><i>WwTW are complex systems and project may not deliver as many credits as expected.</i></p> | <p>Hydrogeological reports used to identify the exact amount of credits – to be confirmed by Natural England prior to sale.</p> <p>Experience from Phase I means the council is aware of how to develop the projects on time and within budgets.</p> | |

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| <p>Reputation</p> <p><i>Perceived un-fair distribution of available credits may damage relationships.</i></p> | <p>Selling strategy outlined in recommendation above to ensure transparency.</p> | <p>Environmental improvements and delivery of new housing, including new council housing.</p> |
| <p>Achievement of outcome</p> <p><i>Non - delivery of new council homes, initiatives and generation of income to HRA.</i></p> | <p>Business case for each individual scheme to be in place. Feasibility studies will identify the most appropriate schemes to upgrade.</p> | |
| <p>Property</p> <p><i>Council housing continues to require nutrient mitigation.</i></p> | <p>Projected council housing demand will be subtracted from the credits available for the market.</p> | <p>Development of council housing, providing affordable units for those in need.</p> |
| <p>Community Support</p> | N/A | |
| <p>Timescales</p> <p><i>Upgrades lag behind need.</i></p> | <p>Feasibility works have been commissioned and implementation will take account of council home delivery</p> | |
| <p>Project capacity</p> <p><i>Insufficient resourcing</i></p> | <p>Experience of Phase I works means the council understands the resource required and allocate accordingly.</p> | |
| <p>Other</p> <p><i>Natural England may not agree with using sites as mitigation.</i></p> | <p>Natural England's Discretionary Advice Service will be used proactively throughout the project to understand any potential concerns in the planning stages of the project. Natural England have provided positive</p> | |

| | | |
|---|--|--|
| <p><i>Not being able to agree a legally robust framework to set up and secure the mitigation schemes.</i></p> | <p>responses to Phase I works.</p> <p>The Council will explore all suitable legal mechanisms to secure satisfactory monitoring and enforcement arrangements for the mitigation schemes in cooperation with third party organisations and will enter into necessary arrangements, including any legal agreements.</p> | |
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11 SUPPORTING INFORMATION

11.1 Background

- 11.2 Nitrate Neutrality impacts all parts of the district. In 2019, Natural England issued advice to Winchester City Council that requires all new overnight development (e.g. houses, hotels, care homes) to mitigate for any increase in nutrient pollution arising from development that may harm internationally protected sites (such as the Solent Special Protect Area). Further advice was issued in March 2022 requiring the further mitigation of Phosphorus for new overnight accommodation with the catchment of the River Itchen.
- 11.3 Applicants have not been able to provide nutrient mitigation and therefore the LPA have been unable to undertake an Appropriate Assessment (required by the Habitat Regulations) to make a positive recommendation, these applications have therefore been held in abeyance. Currently, 37 applications are held in abeyance, amounting to 183 units.
- 11.4 The emerging Winchester District Local Plan 2020 – 2040 is scheduled for examination in 2025. The Local Plan has a demand for 6,247 Nitrogen credits and 355 Phosphorus Credits.
- 11.5 It should be noted that 2 sites have significant phosphorus mitigation demands. Alternative mitigation measures are available and Local Planning Authority Officers are working with site promoters to reduce or remove phosphorus mitigation requirements, this will reduce the overall demand figure.
- 11.6 Separate to the project proposed in this paper, the Council is working alongside the Partnership for South Hampshire (PfSH) to upgrade treatment

plants to generate further credits available for the wider market, to mitigate existing applications and those allocated within the Local Plan.

- 11.7 The Council operates 28 WwTWs across the district, all of which are capable of generating nitrate credits, 17 of the works are within the Itchen catchment and have the potential to generate nitrate and phosphorus credits.
- 11.8 Funding for these further works is provided by PfSH from the Local Nutrient Mitigation Fund. PfSH have highlighted upgrades to council owned facilities as a project supported by the fund.
- 11.9 Subject to a July 2024 PfSH Joint Committee decision, £200k will be released to undertake preliminary works, including the replacement of a small number of plants, with a further budget of £700k to be released later in the year to roll out a full scheme of mitigation across the facilities. The credits are likely to be sold and managed by PfSH, which is being considered in a future PfSH governance decision.
- 11.10 In addition, further funding is available to retrofit water efficiency measures in council housing to generate further credits. The HRA has already made provision to undertake works to sewage treatment plants where running costs are high so as to mitigate service charge recharges. Any works to WwTW will aim to reduce running costs of plants where possible. The Council is also supporting third-party mitigation providers by establishing standard legal agreements and monitoring fees, to enable the credits generated to also be available in the market.
- 11.11 The works described above are separate to those proposed in this paper, however when combined with the HRA projects they form a nutrient mitigation strategy to address the demand of existing applications and future Local Plan allocations.
- 11.12 HRA Implemented Projects
- 11.13 CAB3387 (9 February 2023) outlined a nutrient mitigation project undertaken by the council's New Homes Delivery team of HRA WwTWs. The project upgraded 2 WwTWs (Phase I) which are owned and operated by the Council. The upgraded WwTWs resulted in a higher amount of nitrates and phosphorus being removed compared to the existing equipment. This excess amount (or 'credit') can then be used to mitigate development and for phosphorous this credit needs to be upstream of the development.
- 11.14 The New Homes Delivery team have used some of the credits to mitigate the council's own developments, delivering affordable council homes. There remain a number of surplus credits which could be used to mitigate other developments, including new council housing.
- 11.15 The costs of the works to upgrade the 2 WwTWs have already been funded using the HRA. This covered the cost of site investigations and replacement of the WwTWs.

11.16 Details of HRA Proposal

- 11.17 As explained above, by upgrading council owned WwTWs there is the potential to create additional nutrient credits to mitigate the impact of development. An initial desktop study has been undertaken and further feasibility work, including hydrogeological studies, is underway. This will identify which WwTWs are best able to generate nutrient credits and the quantity of those credits that can be used as mitigation.
- 11.18 The purpose of this report is to seek approval, subject to individual business cases, to upgrade 4 of WCC's own HRA WwTWs (Phase II) and to set up nutrient mitigation schemes in order to generate nutrient credits, approval of a budget envelope and approval of a strategy for use of those credits, including disposal of credits to the external market.
- 11.19 Specific Phase II WwTWs will be selected once detailed scientific analysis has been carried out and detailed discussions have been held with Natural England.
- 11.20 This HRA led project would complement the strategic approach explained above.
- 11.21 It is proposed that credits generated from historic and new upgrades are used in accordance with the following strategy:
- a) To support the delivery of council housing commissioned by the council.
 - b) To support the delivery of housing where an element of that housing is to be council housing and the approach helps to unlock delivery via credit disposal.
 - c) To dispose of credits to support other council led and enabled activities.
 - d) Disposal of credits to the open market.
- 11.22 The upgrades will be funded through the HRA and disposal proceeds will be reinvested into the HRA. This will supplement the receipts targets already set in the HRA business plan.
- 11.23 Successful implementation of these projects will help to deliver council led activities (including new council homes), generate income for the HRA and improve water quality.

12. OTHER OPTIONS CONSIDERED AND REJECTED

- 12.1 Do Nothing. Not carrying out upgrades would reduce the opportunity for the council to develop new build housing due to the requirement to mitigate nutrients. In addition, the potential would be lost for the council to generate income to support the HRA, to facilitate new council and other affordable and market housing and to improve water quality. Each scheme will need to be supported by a specific business case. For this reason, the option is rejected.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

CAB3301 Nitrate Neutrality Update (21 July 2021)

CAB3387 Housing Revenue Account (HRA) Budget 2023/24 (9 February 2023)

Other Background Documents:-

None

APPENDICES:-

None

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CAB3458
CABINET

REPORT TITLE: HOUSING RETROFIT CONTRACT APPROVAL
16 JULY 2024

REPORT OF CABINET MEMBER: Councillor Westwood: Cabinet Member for Housing

Contact Officer: Preshanta Burbidge Tel No: 01962 848 175 Email
P.Burbidge@winchester.gov.uk

WARD(S): ALL

PURPOSE

The declaration of a Climate Emergency in 2019, committed Winchester City Council to the Carbon Neutrality Action Plan (CNAP). A key element of the council's CNAP includes additional investment in the council's housing stock to improve energy efficiency and help tenants reduce their carbon emissions while also reducing their energy costs during the cost-of-living crisis. The 10-year HRA capital programme approved in February 2024 included an indicative budget allocation of £45m for climate emergency works (retrofit) from 2023/24 to 2030-31 with £ 4.906m programmed for 2024/25. This report addresses an element of the 2024/5 retrofit capital programme.

The purpose of this report is to seek approval to enter into contract to retrofit 21 Swedish cottages to improve the energy efficiency performance to current standards and to improve up to 500 properties with loft insulation top ups, of which 150 are programmed in 2024/25 ,which will improve their current EPC rating of D or below.

The report also seeks authorisation to award the contract for the works described above to an accredited contractor identified via a suitable Framework agreement and to enter into a JCT Standard Building Contract.

RECOMMENDATIONS:

1. Approves up to £3.25m of HRA capital expenditure in 2024/25, using the existing retrofit budget, for the retrofit of 21 Swedish cottages and up to 150 loft insulation top-ups and associated works.
2. Delegates authority to the Strategic Director - Services to be authorised to award and enter into a JCT Standard Building Contract to retrofit 21 Swedish Cottages and improve the loft insulation in up to 500 properties with Synergize Ltd.
3. The Strategic Director - Services to be authorised to negotiate and agree contractual terms with the contract appointment.
4. Delegates authority to the Service Lead: Legal to prepare and enter into all relevant agreements, negotiate the contractual agreements, and see them to completion to enable the successful delivery of the Retrofit Works.

IMPLICATIONS:**1 COUNCIL PLAN OUTCOME****1.1 Tackling the Climate Emergency and Creating a Greener District**

- a) Winchester district to be carbon neutral by 2030.
- b) Greener Faster through delivery of Energy Saving Homes

This proposal would enable the team to retrofit 21 Swedish cottages and install up to 150 loft insulation top-ups and associated works in 2024/25. The delivery of the two programmes will improve some of the Council's worst performing properties. The below schedule illustrates the uplift of EPC within the Swedish Cottage programme.

| No. of Properties | Existing EPC/ SAP Rating | Post Work EPC/SAP Rating |
|--------------------------|---------------------------------|---------------------------------|
| 2 | EPC F/SAP 32 | EPC C/SAP 79 |
| 2 | EPC E/SAP 48 | EPC C/SAP 79 |
| 1 | EPC E/SAP 49 | EPC C/SAP 79 |
| 1 | EPC E/ SAP 51 | EPC C/SAP 79 |
| 2 | EPC D/SAP 56 | EPC C/SAP 78 |
| 5 | EPC D/ SAP 60 | EPC C/SAP 78 |
| 1 | EPC D/SAP 65 | EPC C/SAP 74 |
| 5 | EPC D/SAP 67 | EPC C/SAP 73 |
| 1 | EPC C/SAP 71 | EPC C/SAP 75 |
| 1 | EPC C/SAP 70 | EPC C/SAP 75 |

The Swedish Cottage programme is a whole house retrofit of No. 21 timber constructed post war prefabricated cottages. The whole house retrofit of these cottages includes the replacement of roofs, timber cladding, windows & doors, the work also includes the addition of loft, wall and floor insulation and ventilation upgrades. The successful Swedish Cottage pilot project completed in 2023, included the whole house retrofit of 5 properties. Tenants within these properties have reported a significant change in their energy bills and

comfort levels. The whole house retrofit includes essential repairs that are required to ensure longevity of these homes.

1.2 Homes for all

Retrofit has a direct influence on the quality of the Council's existing housing stock. The demand for new housing, over and above the Council's current commitment, is reduced by the delivery of quality retrofit. Homes are improved and repaired to increase the lifespan of a property's fabric and heating systems.

1.3. Vibrant Local Economy

The Green Economic Development Strategy (GEDS) (2021) sets out the direction for the next ten years to bring green economic growth and transition to net zero carbon.

There is a major shortage of skills within the Domestic Energy Improvement sector. To competitively appoint suitable contractors there is a requirement to contract swiftly as well as robustly.

1.4. Living Well

Health Inequalities: Retrofit of domestic homes has a direct impact on tenant's health by reducing illness, reducing pressure on the NHS and increases tenants' wellbeing. Warmer, better ventilated, and cheaper to run properties that last longer enable tenants to focus on their lives as opposed to surviving the winter or facing decisions such as heating vs eating.

1.5. Your Services, Your Voice

The proposal directly impacts on the goals within the 'Your Services, Your Voice': The work will improve the quality of the housing the council provides, and the programming of works will take place via engagement and consultation with customers, to minimise disruption as much as possible.

1.6. Climate Emergency

Climate Emergency: Retrofit aims to decarbonize Winchester City Council's 4,900 social rented homes, moving homes that are EPC D and below to an EPC C and ensuring existing energy measures are in good working order. The Retrofit of 21 Swedish Cottages and up to 500 Lofts Insulation Top-ups of which 150 in the current financial year contributing to uplifting the Council's properties EPC Ratings.

2 FINANCIAL IMPLICATIONS

| Proposed Contract Programmes | Est. cost £'000 |
|--|----------------------------|
| Loft and associated works to traditional houses, bungalows, and top floor. Flats - insulation top-ups to 400mm, cavity wall insulation and easy to reach ventilation | 1,042 |
| 21 Swedish Cottages; Whole house retrofit | 2,300 |
| Funding received from South Downs National Park | (minus) -92, |
| Total | 3.250 |

| Retrofit 24/25 Capital Annual Programmes (does not include work to void properties or retrofit work included in other programmes such as window or door replacement) | Est. cost £'000 | No. of properties |
|---|----------------------------|------------------------------|
| Loft and associated works to traditional houses, bungalows, and top floor. Flats: insulation top-ups to 400mm, cavity wall insulation and easy to reach ventilation | 1,042 | 150 |
| Additional loft and associated works to traditional houses, bungalows, and top floor flats | 340 | 50 |
| Wall works feasibility study: Winnall Flats - EWI | 100 | |
| All external elements: non-traditional stock - Deep retrofits & single glazed window replacement : including Swedish and Aireys | 2,860 | 40 |
| Showers & assoc. works | 630 | 126 |
| Total | 4.972 | 316 |

- 2.1 The proposal will allow the appointment of the contractor secured through an approved Framework for the two main Retrofit programmes. Although it is programmed to complete 150 loft insulations in 2024/5 the appointment of the contractors will enable up to 500 homes to receive the works in total in this and subsequent years.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 The nature and range of the projects requires a specialist contractor(s) with Retrofit Certification, to ensure value for money and quality assurance.

- 3.2 Due to the high demand for these specialist contractors utilising a suitable Framework, where contractors have already undertaken a robust selection process to be appointed, was identified to be the most suitable procurement route. The Framework utilised is Efficiency East Midlands Limited (EEM) 00046 Framework for insulation and associated works.
- 3.3 Utilising a suitable Framework agreement is in accordance with the Public Contract Regulations 2015 and the council's Contract Procedure Rules
- 3.4 The winning contractor holds the relevant certification to carry out specialist retrofit work. The PAS 2030 and 2035 certification is governed by Trustmark an accreditation scheme that is a Central Government pre-requisite for all Central Government funded retrofit work.
- 3.5 The winning contractors submitted fee was benchmarked with other contractors and proved to be the most competitively priced.
- 3.6 The tender was carried out as a mini-competition under the EEM Framework reference: WICC0046(3)-22-204.
- 3.7 The Contractor conducting the work will be appointed using a JCT Standard Building Contract. The contractual payments being linked to successful performance of the works, whether in whole or in stages.
- 3.8 This contract offers the flexibility and procedures required to deliver two programmes that are different in nature and time scales.
- 3.9 The JCT contract will be managed in accordance with the council's contract management framework.

4 WORKFORCE IMPLICATIONS

- 4.1 Following a recent restructure of the housing service a dedicated retrofit team has been established to deliver the high priority programme. Delivery of these schemes will be by the retrofit team and therefore has no additional workforce requirements.

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 The proposal will positively affect Winchester City Council's housing stock. Retrofit not only enables better living for tenants it also provides an opportunity to landlords to improve their housing stock. Retrofit with PAS 2035 as a quality benchmark ensures that all energy improvements are assessed against unintended consequences, upgrades of ventilation, door under cuts, trickle vents in windows, new DPC etc contribute to better functioning homes resulting in long lasting housing stock therefore reducing the cost, time and carbon required to constantly repair homes.
- 5.2 PAS 2035 is a Central Government Quality standard that is governed by Trustmark and is mandatory on all Central Government Retrofit Funding

Schemes. The standard demands that a specific process is followed using appropriately qualified specialists at key stages within the inception, design, delivery, and completion stages of a retrofit project. This is to ensure the Client (Funder) and Occupants are safeguarded against substandard retrofit work. PAS 2035 provides guidance to Landlord's and the Delivery team to ensure the end user and Client (Funder) obtains their intended retrofit outcome. This outcome may be a higher EPC, better quality homes for tenants, lower energy bills, better air quality within a home or warmer homes.

An improved EPC, warmer homes and lower energy bills are some of the intended outcomes of retrofit projects, these are prioritized according to the Occupant's and Client's (Funder) requirements/brief.

6 CONSULTATION AND COMMUNICATION

- 6.1 The Energy Saving Homes Programme is included in the Carbon Neutrality Action Plan. CNAP consultation is continuously reviewed since the Carbon Emergency was announced in 2019, by Winchester City Council.
- 6.2 Dedicated forums and coffee mornings were held in 23/24 and are currently being planned for 24/25. Tenant engagement includes inviting tenants to sign up for Energy Improvements as well as face-to-face consultations in the format of house visits (*where required*), coffee mornings and evening forums. These events allow us to describe the work taking place, provide a platform for tenants to discuss concerns and raise additional support where required. The appointed contractor is required to attend these meetings to ensure requests and support is provided to tenants sensitively and appropriately. Tenants also have a chance to meet the delivery team.
- 6.3 Consultations will continue through 24/25, the current strategy is to arrange community events prior to the delivery of retrofit work therefore giving tenants an opportunity to find out more about the Energy Improvements on offer and the possible impact these improvements can have on their homes.

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 Winchester declared a Nature Emergency in September 2023.
- 7.2 Retrofit tackles climate change in its effort to reduce the requirement for Fossil fuels to warm homes. Many of UK's vulnerable species rely on domestic gardens for survival. Investment and retention of these homes protects existing gardens contributing to species protection.

8 PUBLIC SECTOR EQUALITY DUTY

- 8.1 The proposal which enables a more efficient and time conscious delivery of retrofit cannot proceed without the engagement of Winchester City Council's tenants. The programme approach aims to:

- Eliminate discrimination, harassment and victimisation and any other conduct that is prohibited by or under the Act.
- Foster good relations between people who share a relevant protected characteristic and those who do not share it.
- Advance equality of opportunity between people who share a relevant protected characteristic and people who do not share it.

9 DATA PROTECTION IMPACT ASSESSMENT

9.1 None required.

10 RISK MANAGEMENT

| Risk | Mitigation | Opportunities |
|-----------------------|--|---|
| Financial Exposure | Provision has been made in the HRA business plan to achieve EPC C for all the housing stock by 2030. The plan is reviewed annually taking into account Government rent regime and wider economic circumstances in framing a viable and sustainable HRA long term Business plan | |
| Exposure to challenge | Ensuring that the Council's Contract Procedure Rules and applicable external legislation is complied with protects the council from challenge. Advice and support from the council's Procurement and Legal teams also mitigates challenge. | |
| Innovation | Innovative technology is only installed within one off pilot properties, allowing the team the necessary time to analyse the effectiveness and durability of the system. | Retrofit provides the council with the opportunity to trial modern technologies that will be required to achieve Netzero. |
| Reputation | | |

| | | |
|------------------------|--|--|
| Achievement of outcome | The proposed approach mitigates risk of non-delivery. | |
| Property | | |
| Community Support | The delivery of the programme will be based on significant engagement and consultation with customers. | |
| Timescales | | |
| Project capacity | A recent restructure of the housing service has delivered a dedicated project team for retrofit. | |
| Other: | | |

11 SUPPORTING INFORMATION:

- 11.1 Winchester City Council are committed to the decarbonisation of their housing. The contractor has been procured using an approved Framework. The outstanding action for the appointment of this contractor for the Swedish Cottages Upgrade and up to 500 Loft Insulation top-up of which 150 are programmed in 2024/5 .

12 OTHER OPTIONS CONSIDERED AND REJECTED

- 12.1 Due to the value of works they could be procured via an open tender. This approach is not recommended due to the costs and time this would entail compared to using an existing suitable and compliant framework.

13 BACKGROUND DOCUMENTS: -

Previous Committee Reports: -

CAB 3293 MAKING HOMES CARBON NEUTRAL

CAB 3445 HOUSING REVENUE ACCOUNT BUDGET 2024-25

Other Background Documents: -

- Winchester City Council's Carbon Neutral Programme Review April 2021 to March 2022 & Priorities for 2022/2: [HEP027 - Appendix 1.pdf \(winchester.gov.uk\)](#)
- CREATING A VIBRANT ECONOMY: [Economy chapter.pdf](#)

- Winchester District Local Plan: [Homes for all - Winchester District Local Plan](#)
- High Quality Well Design Places and Living Well: [High Quality Well-Designed Places and Living Well - Winchester District Local Plan](#)
- Winchester Declares a Nature Emergency: [Winchester City Council declares a Nature Emergency - Winchester City Council](#)
- Precedent Cab Report: CAB 3363: New Build Pavilion

14 APPENDICES:

None

CAB3468
CABINET

REPORT TITLE: NEW ACQUISITIONS/BUY BACKS FOR COUNCIL HOUSING

16 JULY 2024

REPORT OF CABINET MEMBER: Cllr C WESTWOOD

Contact Officer: Gillian Knight Tel No: 01962 848 577 Email
gknight@winchester.gov.uk

WARD(S): ALL

PURPOSE

This report directly supports the council priority of delivering Homes for All.

The Council is corporate landlord for circa 5,000 homes and has a development programme to secure new homes through acquisition or build. It is well known that construction costs are high and sites for development are limited and from time to time, council properties purchased under the Right to Buy scheme and other “off the shelf” second hand homes become available on the open market for purchaser. This report proposes that the council actively pursues the opportunity to buy these homes to return them to the affordable housing stock if suitable to meet housing needs.

This approach complements other new council house provision, including commissioned schemes and off the shelf purchases of new homes. As well as increasing the overall council housing stock benefits would include speed of delivery, meeting specific housing needs where location is important and rebalancing housing stock where there are large proportions of housing in multiple occupation (HMOs).

Specifically authority is sought to buy 2 properties to increase the number of council owned homes to assist in meeting identified housing need and to delegate authority to the Strategic Director with responsibility for Housing, to approve the purchase of 2 additional homes subject to availability and viability.

RECOMMENDATIONS:

That Cabinet:

1. Approves HRA capital expenditure of up to £0.680 m for the purchase of 2 properties and associated costs as identified in the exempt appendix, using the HRA new build unallocated schemes budget, subject to each purchase demonstrating a positive net present value including cost of necessary works.
2. Approves HRA capital expenditure of £ 0.680m for the purchase of 2 properties yet to be identified using the HRA new build unallocated schemes budget, subject to each purchase demonstrating a positive net present value including cost of necessary works.
3. Delegates to the Corporate Head – Asset Management and the Strategic Director with the responsibility for housing the authority to make offers for the unidentified properties and to complete purchase the 4 properties.

IMPLICATIONS:**1 COUNCIL PLAN OUTCOME****1.1 Tackling the Climate Emergency and Creating a Greener District**

Any properties purchased would be subject to full inspection and after purchase they will become part of the HRA property portfolio. If appropriate and as either part of void works or within future programmes will be retrofitted in line with the rest of the Council's stock to ensure they meet current and future energy standard.

The properties to be acquired will form part of the Council's ambition to deliver 1000 new homes over the 10-year programme to meet housing needs in the district.

1.2 Vibrant Local Economy

The proposal increases the amount of affordable housing to support local workers in lower paid employment and generates a positive impact in the local economy. The proposal increases the amount of temporary accommodation to support Ukrainian's who can work in paid employment and generate impact in the local community.

1.3 Living Well

The additional properties will be good quality family accommodation for household that may live in temporary accommodation or in other housing that does not meet their needs thus reducing potential for the housing circumstances to impact on household health.

1.4 Your Services, Your Voice

There is a 2 year 4 month waiting time for 3 bedroom new council homes for households assessed as medium priority (band 3)so this approach assists in increasing available stock. As with all new homes schemes undertaken by the council there will be a 12-month tenant satisfaction survey carried out to address and understand any issues or concerns.

2 FINANCIAL IMPLICATIONS

2.1 Under the new flexible RTB-1-41 retention agreement the council can acquire properties and fund them using RTB 1-4-1 receipts. The number of acquisitions is however currently limited by a cap to 20 a year with any additional acquisitions in year based upon a proportion of the new build Start on Site (SOS) in that year. This proportion is currently 50% but will reduce to 30% over the next two years. This would for instance allow the council to acquire an extra 3 properties if it had 6 SOS's in this year.

- 2.2 In the last few years, the council has applied RTB 1-4-1 receipts through the acquisition of new build properties at North Whitely. However, at present it has no plans to acquire any new build in this year using RTB1-4-1 receipts and thus has capacity to apply them to purchase back these Right of First refusal ex-RTB properties.
- 2.3 Each scheme is subject to financial appraisal and offer prices will seek to minimise the amount of subsidy required to make the purchase viable whilst setting rents at Local housing allowance levels for the respective broad rental markets areas which properties fall within. Given the rents that can be charged within the Winchester BRMA it is likely that the unidentified properties will be within that BRMA.
- 2.4 One property will be part funded by a capital grant from Hampshire County council as it will increase the housing stock so as to provide temporary accommodations for Ukrainian households.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 The powers under which the Council acquires property assets can be general or specific. General Powers to acquire land and property stem from the Local Government Act 1972. (Section 120). These enable local authorities to acquire property for any of their functions, or for the benefit, improvement, or development of their area.
- 3.2 The council has the right of first refusal on any ex Right to Buy (RTB) properties when they are first offered for sale under "The Housing (Right of First Refusal) (England) Regulations 2005". The council must determine and acknowledge if it is exercising this right within a defined 8-week timescale to the sellers.

4 WORKFORCE IMPLICATIONS

- 4.1 None.

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 The additional homes will be managed and maintained within the Housing Revenue Account (HRA) and provide a positive long-term asset for the council.

6 CONSULTATION AND COMMUNICATION

- 6.1 Given the time constraints in making offers on the homes and the recruitment of the new TACT board it has not been possible to undertake consultation on the proposals.

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 One of the acquired properties is an ex-council property. After purchase properties will become part of the HRA property portfolio and if appropriate will be retrofitted as necessary along with the rest of the Council's stock to ensure they meet current and future energy standard either when void or via the appropriate programme.

8 PUBLIC SECTOR EQUALITY DUTY

- 8.1 This meets the Homes for All objective in the Corporate Plan and the Housing Strategy objective, both of which have been equality impact assessed. No further issues arise.

9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 None.

10 RISK MANAGEMENT

| Risk | Mitigation | Opportunities |
|--|--|--|
| <i>Financial Exposure:</i> . | <i>Each property has been financially appraised and meets viability requirements.</i> | This proposal will secure use of RTB receipts thus protecting the Council from risk of having to return receipts with the prohibitive interest penalty |
| Exposure to challenge | The council has commissioned independent valuations of the properties | |
| <i>Innovation:</i> . | | |
| Reputation: The acquisition of three bedroom homes that were once Council properties purchased under the right to buy may lead to questions of overall value for money. | The financial appraisals shows that the acquisitions are an economic way of bringing three bedroom property into the Council's HRA | |

| | | |
|--|--|--|
| Property. The buying back of several ex-council properties on the open market. | A surveyor has visited the property, to conduct a survey drafting up a preliminary schedule of works as part of negotiations on offer price. | Provide the council with additional housing assets for the future and bring local properties back into council owned family housing. |
| <i>Community Support:</i> A negative perception that the funding and acquisitions of properties will not provide new homes for those on the Housing Register. | Properties in the longer term will be additional HRA housing stock for all future tenants | The council will have acquired 2 additional homes |
| <i>Timescales:</i> | Operational processes in place with identified lead officers to acquire properties and complete the purchases on time. | |
| <i>Project capacity:</i> To be delivered within current staffing resources. | Team in place with clearly defined roles. | |

11 SUPPORTING INFORMATION:

- 11.1 The council's Housing Strategy has an objective to deliver Homes for All that meet identified need, creating housing that people chose to live in and are proud to call their home.
- 11.2 The council needs to increase its supply of council housing to meet housing need which includes households on the council's housing register and other housing need such as residents on the Home for Ukraine Scheme. (HFU)
- 11.3 The council currently have 1600 households on the housing register, and of that 172 households have a 3-bed need. There are 86 Ukrainian families still residing with hosts in the district of Winchester.
- 11.4 Due to the Council being given right of first refusal 1 ex- RTB property has been identified to be purchased to assist in addressing the identified need. All properties are 3 bed houses which will be used to assist households on the housing register and let through Hampshire Home Choice.
- 11.5 The properties are to be funded from up to 50% RTB 1-4-1 capital receipts, with the remainder through HRA borrowing, except the property that will be part funded by Hampshire County council to provide accommodation for Ukrainian households.

- 11.6 The budget for unallocated new homes is £13.703m in 2024-25 and these purchases will be funded from that budget and will count towards the 1000 Housing target that the council has set.
- 11.7 As the properties will be part funded using public funding and the council is a registered provider of social housing it is exempt from Stamp Duty Land Tax
- 11.8 In addition, the general needs properties (ex RTB) will have a cost floor applied to that will prevent them being sold for less than the cost of purchase for the next 15 years.
- 11.9 Under current regulations, if the acquired general needs properties were to be sold in future through RTB, the Council has to “pool” the capital receipts and must use a proportion of the retained receipts to finance eligible new build or acquisitions within a specified timescale. The council can apply to DLUCH to have any sales receipts from future RTB sales of the acquired general needs properties exempted from any future requirement to be pooled. This means that the council would be able to retain the whole receipt with no conditions or time constraints, and therefore available to be spent on any eligible capital purpose - affordable housing, regeneration projects or repaying HRA debt.
- 11.10 The 2 identified properties for purchase meet the council’s criteria for housing need and are assessed financially as being viable at LHA rent levels and are considered to represent good value for money, and can be cash flowed through the HRA Business Plan
- 11.11 The properties that are proposed to be purchased are:
- Property A – Up to £340,000
- Property B – up to £320,000
- A budget of £0.680m is required , including allowance for land registry fees, and estimated repair costs.
- Property A has a favourable NPV of £17,765, and Property B has a positive NPV of £20,019.
- 10.12. Two further properties will be identified and are likely to be three bedroom in Winchester City with the intention of turning current houses in multiple occupation back into three bedroom family homes.

12 OTHER OPTIONS CONSIDERED AND REJECTED

The other option is to not purchase the properties however this would not meet the Council Plan and Housing Strategy objectives or assist in meeting the identified housing needs.

BACKGROUND DOCUMENTS:-

Council Plan and Housing Strategy 2023-2028.

Previous Committee Reports:-

None.

Other Background Documents:-

None.

APPENDICES

Exempt appendix - Exempt as identifies financial information and property addresses

Forward Plan of Key Decisions

1 August 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 |
|--|------|----------------|--------------|----------------|--------------|---------------------------------------|---|----------------------------------|--------------------------------|--|
|--|------|----------------|--------------|----------------|--------------|---------------------------------------|---|----------------------------------|--------------------------------|--|

Section A
Decisions made by Cabinet & Cabinet committees

| | | | | | | | | | | |
|---|--------------------------------|-------------------------------------|-----|-----------|-----------|----------------|---------|--------|----------------------|---------------|
| 1 | Land transaction (if required) | Cabinet Member for Asset Management | Yes | All Wards | Geoff Coe | Cabinet report | Cabinet | Aug-24 | Aug-24 (if required) | Part exempt 3 |
|---|--------------------------------|-------------------------------------|-----|-----------|-----------|----------------|---------|--------|----------------------|---------------|

Section B
Decisions made by individual Cabinet Members

None currently scheduled.

Section C
Decisions made by Officers

| | | | | | | | | | | |
|---|---|--|-----|-----------|-------------------------------------|---------------------------|-------------------------------------|--------|--------|------|
| 2 | Treasury Management - decisions in accordance with the Council's approved strategy and policy | Cabinet Member for Finance and Performance | Yes | All Wards | Designated HCC Finance staff, daily | Designated working papers | Designated HCC Finance staff, daily | Aug-24 | Aug-24 | 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 |
|--|------|----------------|--------------|----------------|--------------|---------------------------------------|---|----------------------------------|--------------------------------|--|
|--|------|----------------|--------------|----------------|--------------|---------------------------------------|---|----------------------------------|--------------------------------|--|

Section D

Proposed budget timetable 2024/25

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

| | | | | | | | | | | | |
|----------|---|--|--|-----|-----------|----------|----------------|--|--------|--|------|
| Page 424 | 3 | 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 |
| | | 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 |
| | 5 | 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 |

| | 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 |
|---|--|--|--------------|----------------|--------------|---------------------------------------|---|----------------------------------|--------------------------------|--|
| 6 | 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 |

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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