



<b>Meeting</b>	The Scrutiny Committee
<b>Date and Time</b>	Wednesday, 4th September, 2024 at 6.30 pm.
<b>Venue</b>	Walton Suite, Guildhall, Winchester and streamed live on YouTube at <a href="http://www.youtube.com/winchestercc">www.youtube.com/winchestercc</a>

**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](http://youtube.com/WinchesterCC) ) during the meeting.

A limited number of seats will be made available at the above named location however attendance must be notified to the council at least 3 working days before the meeting (5pm Thursday, 29 August 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.

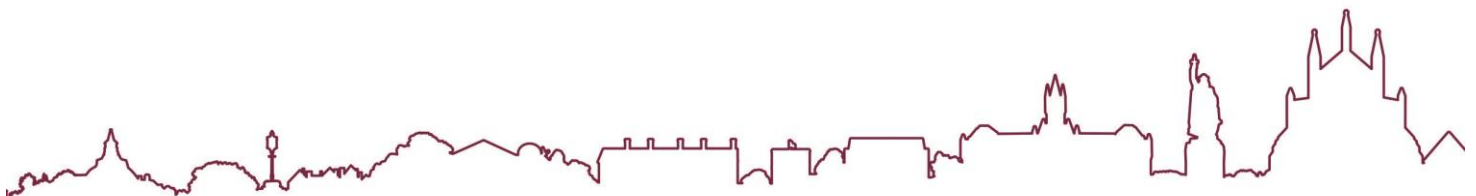
## AGENDA

- 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. Chairperson's Announcements**
- 4. Minutes of the meeting of the 29 July 2024 (Pages 5 - 18)**  
That the minutes of the meeting be signed as a correct record.



5. **Public Participation**

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

Members of the public and visiting councillors may speak at the committee, provided they have registered to speak three working days in advance. Please complete [this form](https://forms.office.com/r/Y87tufaV6G) (https://forms.office.com/r/Y87tufaV6G ) by 5pm on 29 August 2024 or call (01962) 848 264 to register to speak and for further details.

6. **Q1 Finance & Performance Monitoring** (Pages 19 - 60)

RECOMMENDATION:

That the Scrutiny Committee:

Raises with the Deputy Leader or relevant Cabinet member any issues arising from the information in this report, ref CAB3469, which is being presented to Cabinet on the 11 September 2024 and considers whether there are any items of significance to resolve or to be drawn to the attention of Cabinet.

7. **Housing Revenue Account outturn 23/24** (Pages 61 - 82)

RECOMMENDATION:

It is recommended that the committee scrutinise and comment on the proposals within the attached draft cabinet report, ref CAB3465 which is to be considered by cabinet at its meeting on the 11 September 2024.

8. **General Fund outturn 23/24** (Pages 83 - 118)

RECOMMENDATION:

It is recommended that the committee scrutinise and comment on the proposals within the attached draft cabinet report, ref CAB3464 which is to be considered by cabinet at its meeting on the 11 September 2024.

9. **To note the latest Forward Plan of Key Decisions** (Pages 119 - 126)

The current forward plan of key decisions for the period September 2024 to November 2024 is attached to this agenda.

The forward plan of key decisions for the period October 2024 to December 2024 is due to be published before the Scrutiny Committee meeting and will be circulated separately.

10. **To note the latest version of the Work Programme.** (Pages 127 - 128)

The latest version of the committee work programme can be found here:

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

Laura Taylor  
Chief Executive

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27 August 2024

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

## **THE SCRUTINY COMMITTEE – Membership**

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

### **Committee Members.**

#### **Councillors:**

Achwal V  
Batho  
Clear  
Laming  
Pett  
Reach  
Bolton

**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 Thursday, 29 August 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](#)

# Public Document Pack Agenda Item 4

## THE SCRUTINY COMMITTEE

Monday, 29 July 2024

Attendance:

Councillors  
Brook (Chairperson)

Wallace  
Achwal V  
Clear  
Laming

Pett  
Reach  
Bolton

Apologies for Absence:

Councillor Batho

Deputy Members:

Councillor Power (as deputy for Councillor Batho)

Other members in attendance:

Councillors Godfrey, Lee, Horrill, Cook, Porter, Tod and Warwick

[Video recording of this meeting](#)

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1. **APOLOGIES AND DEPUTY MEMBERS**

Apologies for the meeting were noted as above.

2. **DECLARATIONS OF INTERESTS**

Several members advised of the following non-pecuniary interests:

1. Councillor Laming advised that he was the Chairman of the Badger Farm and Oliver's Battery Residents Association.
2. Councillor Porter advised that she was also a member of Hampshire County Council.
3. Councillor Pett advised that he was a member of the South Downs National Park Authority appointed by the City Council.
4. Councillor Wallace advised that he was also a member of Hampshire County Council.
5. Councillor Tod advised that he was also a member of Hampshire County Council.

### 3. **CHAIRPERSON'S ANNOUNCEMENTS**

Councillor Brook provided an introduction and advised members of the following:

1. The committee's task was to assess whether the policy responses in the Regulation 19 plan were suitable to address key issues and whether they met the four tests of soundness in the national planning policy framework:
  - Was the evidence base robust and credible?
  - Was it the most appropriate strategy when considered against alternatives?
  - Was the document effective?
  - Was it deliverable?
2. She emphasised the need to focus on substantive areas such as technical issues or fundamental flaws in the policies.
3. The meeting's purpose was not to determine personal preferences for the policies or allocations but to assess their fitness for consultation.
4. Officers would categorise the main points discussed into three categories:
  - Comments that were noted but required no further action.
  - Comments necessitating alterations to the document, such as technical details.
  - Comments requiring review to decide on potential adjustments to the plan.

Feedback and recommendations from the committee would be reported to the Cabinet meeting in September, followed by Full Council at the end of September.

### 4. **LOCAL PLAN REGULATION 19 – CABINET MEMBER INTRODUCTION TO THE LOCAL PLAN.**

Councillor Jackie Porter, Cabinet Member for Place and Local Plan introduced the Cabinet report, reference CAB3462 and made the following points:

1. Winchester City Council, regardless of political persuasion, wanted to provide the homes and employment necessary for growth, health, and well-being.
2. The new plan included an unwavering commitment to reducing the carbon footprint.
3. A strong local plan provided certainty for residents and clear guidelines for developers and the development planning team.
4. The Integrated Impact Assessment (IIA) indicated that the local plan should offer a succinct and up-to-date vision for each area's future.
5. Extensive consultations had involved Councillors at every stage and utilised various media.
6. Despite its length, the IIA had to go out for public consultation alongside the Regulation 19 document. The IIA was a commissioned objective study to support local plan decision-making.
7. The IIA examined the local plan vision and objectives, spatial strategy, and development principles through the lens of 14 objectives, including the commitment to decarbonise the district.
8. The assessment combined sustainability appraisal, strategic environmental assessment, health impact assessment, and equalities impact assessment.

9. Winchester City Council commissioned LUC to carry out the IIA, and they had used available data on metrics such as air quality, noise, flood risk, access to services, transport, open space, and importantly, reducing the carbon footprint for living, working, and travelling between new buildings and facilities.
10. Winchester City Council had a highly qualified and experienced team of planners, and the success of the local plan's efficacy was evident through a strong record of delivery, appeal judgements, and proof of the five-year land supply.
11. This scrutiny committee meeting was to monitor the local plan process from the publication of the Regulation 18 draft plan to the Regulation 19 proposed submission to reach the examination stage.
12. The Inspectorate must be confident that the local plan was sound, with a deadline for submission by June 30, 2025. Comments from this meeting would go forward to Cabinet, and then Full Council in September 2024.
13. If agreed, the Regulation 19 plan would go out for public consultation in 2024. The Inspectorate would receive full responses from the consultation.
14. The plan acknowledged smaller sites coming forward in sustainable locations on previously developed land, identified as windfall sites.
15. The local plan dictated a "brownfield first" approach to ensure the countryside was not developed while brownfield sites were available. Greenfield sites would only be given planning permission after 2030.
16. The South Downs National Park contributed significantly to biodiversity, leisure, and tourism, occupying 40% of the district's land. Although it had duties as a national park, it was not a housing authority and would contribute 350 homes to the local plan.
17. Detailed studies of employment and retail land requirements were carried out using three different methodologies, updated recently and reviewed to reflect current economic situations and work patterns.
18. The plan allocated sufficient employment land to meet predicted requirements if all opportunities were taken up.
19. The three major spatial areas discussed in the local plan were South Hampshire urban areas, Winchester town, and market towns and rural areas, each contributing about one-third to the district's economy.
20. Despite the different directions these areas faced, they were all part of Winchester District, and efforts would continue to deliver homes, jobs, and infrastructure for all residents.

5. **PUBLIC PARTICIPATION**

The following members of the public and Councillors addressed the committee, and a summary of their points is detailed below.

**1. Councillor June Perrins:**

1. Raised concerns about the settlement boundary change for South Wonston, highlighting that the process for the boundary review, including desktop reviews, site visits, and consultation, was not applied. The last review was in 2006, and the Parish Council only learned of the proposed boundary state after the draft new plan was published.
2. It was noted that the Regulation 18 and Regulation 19 versions indicated a settlement boundary adjustment, including the gardens of 63 to 69 Wrights Way and the open space to the West of Chaucer Close, which were previously rejected for development.
3. The Parish Council feared that the inclusion of SWO1 might lead to a larger extension of the settlement boundary, affecting the rural setting and causing negative impacts such as increased vehicle movements on the road network and pressure on local facilities and infrastructure.
4. The background paper to inform the Local Plan (Appendix 3, 2020-2024) stated that SWO1 achieved a high sensitivity designation for which protection from development was the preferred option. However, the main document concluded that it provided an opportunity to build homes.
5. Development on this Greenfield site was considered inappropriate, based on little more than a general requirement to deliver homes, and the Parish Council did not consider the inclusion of SWO1 justified.

**2. Councillor Pauline Mauder:**

1. Referred to the late inclusion of site reference SU01, Land at Brightlands, and the concerns of sewerage issues and flooding risks in Sutton Scotney. The Parish Council had consistently opposed future development until these issues were resolved.
2. Sutton Scotney was a village with a very high water table, at constant risk of flooding, and suffering from severe sewerage issues. Developments in the village had relied on waste being removed by tankers for over five years.
3. The justification for the late inclusion of Land at Brightlands in the Regulation 19 was that Southern Water had provided reassurances that a pressurised pipeline would be operating and able to accommodate additional flow by 2030. However, Southern Water had previously advised that tankering of waste would end in 6 to 12 months (July 2019) and that the pipeline would eliminate the need for tankers during storm conditions (August 2022), which had not been the case.
4. A flood risk assessment commissioned by Wonston Parish Council concluded that any development at Brightlands would influence the water and floodplain. The Parish Council felt let down by the Local Plan proposals and would respond robustly to the Regulation 19 consultation.



### **3. Councillor Liz Winn:**

1. Raised concerns about the limited planning guidance for the development of the Sir John Moore Barracks site.
2. The approach taken relied on a developer-led master plan, which risked sidelining the community from having an effective role in this and future sites. The Parish Council had not yet seen any detail that would guide and inform the development, such as how it connected to adjoining communities, requirements for zero-carbon housing, and conservation of sites of importance for nature.
3. The lack of clarity about the Winchester/Littleton settlement gap policy NE7, also known as the Littleton gap, was highlighted. The maps showed an overlap in the allocation of development for the Sir John Moore Barracks with the existing settlement gap, increasing its vulnerability to development and potentially removing the voice of local people from any decision.

### **4. Councillor Tiggy Ayoub:**

1. Spoke regarding the Gypsy and Traveller topic paper concerning Boarhunt and other villages with poor infrastructure.
2. At present, there had been no opportunity given to parish councils for consultation of any shape, size, or form by Winchester City Council on the siting of new Gypsy and Traveller sites. While it was a legal requirement, the lack of consultation undermined confidence in both the parish councils and Winchester City Council.
3. The parish already had three Traveller sites, one of which had over 40 homes, making it unsustainable without further consultation. Future plans should involve thorough consultation before finalisation.

### **5. Richard Baker:**

1. Spoke on behalf of the City of Winchester Trust and raised two issues relating to the proposed Regulation 19 Local Plan.
2. The first issue was about public consultation. The Trust had sent 23 pages of detailed comments in December 2022 and expected to find a schedule of these comments and the Council's responses in the report. Without such a schedule and an appendix showing Regulation 18 Local Plan with track changes, it was not possible to know what changes had been made and whether they were fair and reasonable.
3. The second issue was about employment policy. The council revised its timetable for publishing a Regulation 19 Local Plan to allow a town and employment study to be made to inform the plan. An employment land study by Lambert, Smith, and Hampton was published this month. It was questioned whether the study was adequately assessed and integrated into the Regulation 19 plan.

## **6. Councillor Caroline Horrill:**

Raised several points, including:

1. Were the Regulation 18 responses, in full available to view? Residents wanted to know where their original comments had gone after almost two years.
2. A summary of changes would be helpful for individuals to know whether their points had been taken on board, given the substantial size of the documents to review.
3. It was requested that the schedule of public meetings be shared as soon as possible so residents could attend and understand how things had changed.
4. Concerns were raised about the discrepancy in housing numbers between Regulation 18 and Regulation 19 and why substantially more housing was offered to neighbouring districts under the duty to cooperate.
5. The allocation of only 350 houses to the South Downs National Park, despite representing 40% of the district, was felt as unfair and impacting village areas within the park.
6. Issues were also raised about the Sir John Moore Barracks site merging with Winchester town, the lack of clarity on settlement gaps, and the inconsistency in settlement boundary adjustments. Further consultation with the Parish Council was urged on this and several other matters.
7. Concerns were raised about the accuracy of housing numbers at Carousel Park and the inclusion of a new site in Sutton Scotney without proper consultation or infrastructure commitments from Southern Water.

## **7. Patrick Davies:**

1. He endorsed earlier points about the processes followed and was concerned over the lack of public engagement and the handling of Regulation 18 comments.
2. He expressed concerns about the Integrated Impact Assessment's 2200 pages and the impression that sections might refer to other districts.
3. A better way of dealing with these issues was suggested, noting that many meetings had been private for members only, which could have been held publicly.

## **8. Councillor Eric Bodger:**

1. He raised concerns about the gap between Curdrige and Whiteley not being covered in the settlement gap policy, despite assurances that it would be protected through the countryside policy.
2. Curdrige was moving towards a neighbourhood plan, and a notification had been sent to the City Council of its intent to produce one.
3. It was noted that it was not immediately clear what had changed between Regulation 18 and Regulation 19 for their area, but they believed there were very few changes and were content with the Regulation 19 submission.

**9. Councillor Susan Cook and Councillor Maggie Hill:**

1. Concerns were expressed about the hierarchy ranking of Colden Common and the lack of detailed infrastructure plans. Colden Common had been ranked as a market town, which the Parish Council believed was incorrect.
2. Issues were highlighted regarding flooding and sewerage problems in Colden Common, with a call for no additional homes to be built until these issues were resolved. Residents lived in fear of flooding every time it rained, and there were ongoing problems with burst water mains.
3. It was noted that improvements promised from Section 106 money from the last plan had not yet been seen, leading to concerns that future infrastructure plans might also be delayed or not happen.

**10. Janine Pickering:**

1. Advised that she was the Strategic Estates Manager for the NHS Hampshire and Isle of Wight Integrated Care Board (ICB).
2. Currently, 90% of GP surgeries in the Winchester City Council area had more patients than their infrastructure capacity could manage. The new local plan could add a further 30,000 patients, creating a significant impact on access to healthcare.
3. The ICB had been working with the Council's planning team to highlight the impacts on primary care and requested that the local plan include the needs of primary care, ensuring sufficient capacity for the increased population.
4. Asked that the City Council supports the NHS by ensuring that the policies within the Regulation 19 were updated to include the needs of primary care in the same manner as Education.

**11. Councillor Craig Manuel:**

1. He highlighted a discrepancy in the allocation of homes for Wickham Parish, with concerns about the inclusion of specific sites and the lack of consultation regarding it.
2. In 2021, the City Council sent the Parish Council the recommended spatial distribution and housing strategy, allocating 90 to 100 homes. However, the Parish Council was later told that site WI18 was not suitable for selection and that the settlement map had been redrawn without a detailed explanation.
3. The Parish Council objected to this change, and despite rejecting site WI 18, it was still included in the updated local plan, leading to an allocation of 300 homes, three times the original calculation.
4. Concerns were raised about the impact of 6000 homes being built by Fareham just 150 metres away from the parish boundary.

**12. Fred Schiff:**

1. He raised concerns about the Integrated Impact Assessment and its approach to identifying a preferred allocation at Sutton Scotney.
2. He felt that insufficient consultation had taken place, with a limited questionnaire providing little detail of potential sites and the decision-making process. The site assessment scoring of the draft allocation itself was considered flawed, not adequately reflecting the implications of noise, pedestrian movement, or community integration.

3. He also questioned the lack of comparable assessment to alternative sites and the potential negative effects on residential site options.
4. He supported the view of the parish council that proper consultation was required for an allocation and beyond that had a significant impact on the future of Sutton Scotney.

**13. Councillor Danny Lee:**

1. He was concerned about the timing of the publication of the Integrated Impact Assessment and the lack of transparency in the response to Regulation 18 comments.
2. He also asked about the local plan's alignment with national policies on wind energy, the achievement of net-zero carbon for new residential dwellings, and the protection of rivers.
3. Concerns were also expressed about the need for a final Local Plan viability report at the end of the Regulation 19 process and the potential for a partial or full plan review to ensure sustainable growth without accelerating climate threats.
4. He queried why the Environment Policy for example chapter didn't refer to the Nature Emergency declaration.
5. He urged for a definition of valued landscapes to be included.

**14. Councillor Stephen Godfrey:**

1. Concerns were raised about Policy CN1 on mitigating and adapting for climate change, which was at odds with the allocation of small rural sites.
2. Policy NE5 on biodiversity and Policy NE7 on settlement gaps were also questioned, noting that the allocation of Sir John Moore Barracks was at odds with these policies.
3. Further concerns were raised about Policy HE10 on development in conservation areas.
4. Site SU01 had not been included in Regulation 18, and there had been no public consultation on this proposal, so no consideration of expected comments had occurred.

**15. Councillor Jan Warwick:**

1. The allocation of Bushfield Camp (W5) as a landscaped-focused employment area was questioned due to its environmental significance and the potential impact on biodiversity.
2. She raised concerns about the potential impact of 5000 daily vehicle movements on the local area and the motorway network, and the conflict with Hampshire's Local Transport Plan 4, which prioritised planning for people and places over vehicles.
3. It was urged that Bushfield Camp be designated for nature conservation instead, supporting its wildlife-rich habitats and aligning with climate goals.

**16. Jeremy Gardiner:**

1. Spoke on behalf of Taylor Wimpey Strategic Land and expressed support for the draft plan's spatial strategy in distributing housing across a hierarchy of settlements based on their relative sustainability.
2. He pointed out a discrepancy in the housing figures between policies SP2 and H1 for market towns, which needs correction.

3. He noted issues with policy H3, such as inconsistent housing allocations among rural settlements and errors in categorizing settlements.
4. He argued that misallocating homes to smaller settlements undermines the strategy focused on sustainable settlements.
5. He proposed amending the plan to reflect its strategy accurately by reallocating homes to more suitable settlements and correcting errors.

The Chairperson thanked all members of the public and Councillors for attending the meeting. These points would be responded to by officers and the Cabinet Member accordingly during the meeting.

## 6. **CONSIDERATION OF DRAFT CABINET REPORT**

The following is a summary of the points raised in this section of the meeting.

1. What were the risks of challenge to this Regulation 19 Local Plan, specifically regarding reliance on other providers such as Southern Water and Health Services for GP provision, and challenges based on consultation with parishes and other agencies?
2. How had these risks been assessed, and were we adequately protected?
3. Regarding paragraph 3.7 of the Regulation 19 document, how would scrutiny comments be brought forward to the Planning Inspector?
4. How did paragraph 11.12 address the integration of the strategic issues and options paper into Regulation 18 and 19 and how did this approach apply to Wickham and other settlements?
5. Would officers review in detail the comments made by members of the public today?
6. Considering paragraph 2.1 in the Cabinet paper, what were the financial implications to the Council of the work undertaken on the Local Plan?
7. Regarding Appendix 4 which outlined risks arising from changes in government policy, did we have sufficient reserves to ensure the council could produce a compliant plan in the face of such changes?
8. If the new National Planning Policy Framework (NPPF) introduced a shift from Brownfield to Greenfield priorities, how would this impact our current plan, particularly regarding a site at Sutton Scotney?
9. The strategic transport assessment implied that Hampshire's Bus Service Improvement Plan had minimal impact on Winchester. How reliable was this assessment, given the limited bus services in rural areas?
10. Had transport issues, particularly relating to Badger Farm & Olivers Battery been assessed with the new Local Plan's proposed developments?
11. How would infrastructure such as doctors and dentists be addressed given the current lack of amenities?
12. How would potential government changes affecting brownfield sites, such as golf courses and garden centres, impact our emerging plan?
13. What were the implications of the Local Plan on achieving net zero by 2030 for the district?
14. Further information was requested regarding the viability report by Dixon Searle, particularly around affordable housing.
15. Given the expected NPPF update, did the delegated authority in the Cabinet report allow for substantial changes without further consultation and scrutiny?
16. Regarding the availability of comments from the Regulation 18 consultation, it was felt that a large number of comments were not available on the website.

Could officers provide an update on this and what could be done to make these comments easier to find on the website?

17. With the new plan asking for Low Energy Transformational Initiative (LETI) standards, would we be able to enforce this standard?

These points were responded to by the Cabinet Member for Place and Local Plan and officers accordingly.

## 7. **CONSIDERATION OF LOCAL PLAN TOPIC CHAPTERS**

The following is a summary of the points raised in this section of the meeting.

### **Carbon Neutrality and Designing for Low-Carbon Infrastructure**

1. Should there have been more emphasis on the nature emergency within the Local Plan, considering the frequent mentions of the climate emergency?

### **High-Quality Well-Designed Places and Living Well**

1. Regarding Policy D2, what input could the Winchester Town Forum make to the design principles for Winchester Town, considering it was not a statutory consultee but had contributed in previous years?
2. Officers were asked to explain the role of Supplementary Planning Documents (SPDs) as we moved from the current Local Plan to the next one.
3. How could we prevent poorly designed buildings, such as the flats just outside the Winchester District, from being constructed in the future?
4. How could individuality in housing design be encouraged to avoid uniform styles from major developers and promote distinctive housing?

### **Sustainable Transport and Active Travel**

1. Why was there no employment allocation in major housing developments such as those at the Abbots Barton site?
2. How would the change from employment to mixed-use developments impact the outskirts of the city and its business centre?
3. Were there any inaccuracies in the hierarchies of facilities for example in Colden Common, and how would these be addressed and updated?
4. Did the 20-minute neighbourhood concept apply to places like Waltham Chase and Whiteley, and would it still be effective in the future?
5. How did the lack of linkage between the City Council and Hampshire County Council as the transport authority impact the development of active transport and public transport policies?
6. How could we ensure adequate parking provisions in new developments, considering changes in household makeup and the National Planning Policy Framework (NPPF)?
7. Were the sizes of garages considered in parking provisions, ensuring they were functional for modern vehicles?
8. Were there provisions to ensure every house had access to a charging point for electric cars?
9. Were there considerations for changing the standard size of parking spaces to accommodate larger modern vehicles?

### **Biodiversity and the Natural Environment**

1. In reference to Policy NE9, had we taken advice from ecologists and horticulturists regarding the planting of non-native species, considering climate change had made native species less resilient?
2. Should we consider prioritising non-native species for climate resilience, rather than making exceptions for them?
3. Regarding Policy NE5 and CN1, were these at odds with rural small local sites?
4. What considerations were given to settlement gaps, specifically regarding the Sir John Moore Barracks site/Littleton and Curdrige and Whiteley?
5. Why was only the River Itchen referenced in Policy NE16?
6. What challenges do we foresee with biodiversity net gain, especially considering the reliance on 100% offset credits in the viability assessment report?
7. Could officers comment on the concerns raised by Siobhan Brophy regarding wildlife sites and habitats, specifically the 17 Sites of Special Scientific Interest (SSSI) in the district?
8. For Policy NE4, could we change the Wickham to Alton Meon Valley trail reference to reflect that it stops at West Meon?
9. Could we adopt the South Downs National Park's SD2 policy directly, given the different ecosystem services approaches?

### **The Historic Environment**

1. Were we giving enough thought and prominence to the cultural role that historic buildings play, as opposed to focusing solely on their physical and structural aspects?
2. There was a comment that Policy HE10 - Development and Conservation Areas was subjective. Could officers comment on that?

### **Homes for All**

1. In Policy H13, could officers clarify why Carousel Park appears in both lists for Travelling Show People and Gypsy and Traveller pitches?
2. Why had the housing numbers changed from Regulation 18 to Regulation 19, specifically the reduction in the South Downs National Park allocation from 500 to 350?
3. How does the reduction in housing numbers in the South Downs National Park affect the accessibility and affordability of housing?
4. Regarding Tynfield Caravan Park on page 322, had there been any consultation with the town council about increasing the traveller sites from 18 to 30?
5. There was a question about whether the housing numbers split in Policies H1 and H3 had been calculated correctly. Could officers clarify that?
6. Why does Wickham have an increased allocation of 300 homes, when it was originally 200?
7. Could officers explain the changes in the Partnership for South Hampshire (PfSH) allocation for unmet housing needs from Regulation 18 to Regulation 19, and how it affects our housing numbers?
8. What happens if we cannot meet the housing request from Portsmouth and Havant, given the unmet need allocation?

9. How do we ensure that the inspector would not require Portsmouth and Havant to meet their own housing needs instead of allocating it to Winchester?
10. Could it be clarified that our unmet need allocation was not specifically for Portsmouth or Havant but was a general addition to our housing numbers to help meet overall regional needs?

These points were responded to by the Cabinet Member for Place and Local Plan and officers accordingly.

8. **CONSIDERATION OF LOCAL PLAN ALLOCATIONS**

The following is a summary of the points raised in this section of the meeting.

**Winchester Site Allocations**

1. Why was 42% of all the employment land allocated to Bushfield Camp, considering the potential increase in vehicle movements and whether this allocation had been tested?
2. How could we ensure that the development at Bushfield Camp would not be car-led and would prioritise active travel connections to Winchester Town?
3. Because of the live planning application for this site, it was asked whether this policy was academic.
4. Regarding Sir John Moore Barracks, could we address the concerns about limited planning guidance, settlement gaps, and the involvement of parishes in the master planning process?
5. How does Policy NE7 affect Sir John Moore Barracks, and what were the implications for the site?

**The Market Towns and Rural Area**

1. Given past issues with infrastructure providers not delivering on their commitments, what measures could we take to ensure that necessary infrastructure was in place before development proceeds in areas like Colden Common, Brambridge, and Sutton Scotney?
2. Could we impose conditions to prevent development until the required infrastructure, particularly water and wastewater systems, was completed?
3. What actions were being taken to address the concerns raised about the lack of consultation regarding the new allocation in Sutton Scotney, and how could we ensure better communication with affected communities in the future?

These points were responded to by the Cabinet Member for Place and Local Plan and officers accordingly.



9. **CONSIDERATION OF THE REMAINING APPENDICES TO THE DRAFT CABINET REPORT.**

The following is a summary of the points raised in this section of the meeting.

**1. Local Plan Monitoring Framework**

Would these KPIs come to scrutiny for future scrutiny meetings, or do we propose to monitor them through some other means, please?

**2. The Evidence Base**

Could officers address an earlier question from a member of the public concerning South Wonston, and that a boundary review hadn't taken place since 2006? The local plan mentions boundary adjustments which could cause issues within their ward, impacting the site allocation of SW01.

**3. Habitat Regulations Assessment**

Could officers address an earlier comment about valued landscapes being quoted in some places and not others and hadn't been defined?

**4. Integrated Impact Assessment**

Several Councillors commented that it was challenging to get such a large document a week before a meeting and asked officers to consider looking at alternative ways of providing this information going forward.

These points were responded to by the Cabinet Member for Place and Local Plan and officers accordingly.

10. **COMMITTEE RESOLUTION**

The committee resolved that it had given due consideration to the report, and it had no specific recommendations for Cabinet to consider, however it asked that cabinet consider the following points further:

1. Review how Regulation 18 and Regulation 19 consultation responses were advertised and published to prevent future issues.
2. Investigate opportunities to mitigate reliance on third parties.
3. Monitor risks from government changes, especially regarding the NPPF, and address major changes as they arise.
4. Seek opportunities to align policies with neighbouring councils for example the South Down National Park. Consider mutual support strategies and align policy development timelines.
5. That the Cabinet Member consider the points made during public participation and members debate as summarised above.

The meeting commenced at 2.00 pm and concluded at 6.00 pm

Chairperson

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## SCRUTINY COMMITTEE

REPORT TITLE: Q1 2024/25 PERFORMANCE MONITORING

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

Contact Officer: Simon Howson Tel No: 01962 848 104

Email: [showson@winchester.gov.uk](mailto:showson@winchester.gov.uk)

RECOMMENDATION:

That the Scrutiny Committee:

1. Raises with the Deputy Leader or relevant Cabinet member any issues arising from the information in this report, ref CAB3469, which is being presented to Cabinet on the 11 September 2024 and considers whether there are any items of significance to resolve or to be drawn to the attention of Cabinet.

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## **Finance and Performance Report – April to June 2024**

### **Recommendation**

That Cabinet notes the progress achieved during Q1 of 2024/25 and endorses the contents of the report.

### **Index**

#### **Performance Report**

Section 1 - Tackling the Climate Emergency and Creating a Greener District

Section 2 - Living Well

Section 3 - Homes For All

Section 4 - Vibrant Local Economy

Section 5 - Your Services. Your Voice

Section 6 - Regeneration and Growth

#### **Finance report**

Section 7 - Financial report

## **PERFORMANCE REPORT**

### **Section 1 Tackling the Climate Emergency and Creating a Greener District**

Delivery highlights – April to June 2024

- Cabinet approval given to purchase nine 12-tonne food waste vehicles, the addition of an electric RCV to support a new round in the frontline service and the infrastructure to enable charging the new electric RCV at the depot.
- Park & Ride buses and Biffa vehicle fleet now using sustainably sourced Hydrotreated Vegetable Oil (HVO), delivering a 90% reduction in carbon emissions.
- All electricity supplies are now on a green energy tariff.
- Local Area Energy Plan - WCC has commenced a key piece of strategic work which proposes to bring together a plan which will focus on decarbonising heat, transport, energy generation and map new demand. As part of this, WCC submitted an expression of interest bid to be part of a trial to develop a digital Local Area Energy Plan with Scottish & Southern Energy network operator.
- A new green communications officer has recently joined the team. Work has commenced developing a communications plan to help promote carbon saving initiatives for the council and district programme, as well as other greener faster workstreams.
- A new ecologist & biodiversity officer has joined the team, who will strengthen our ecology team and increase capacity to deal with the new mandatory Biodiversity Net Gain requirement in development management.
- Progressing with implementation of the statutory Bio-diversity Net Gain (BNG) requirement in new planning applications. Regular internal meetings and liaison with other local planning authorities and external partners to ensure we are providing support to applicants as well as a high standard of assessment and delivery of BNG.
- Invasive Goldenrod treated at Topfield, Kings Worthy to benefit the growth of native flora and improve the condition of the meadow.
- Hampshire and Isle of Wight Amphibian and Reptile Group (HIWARG) and Butterfly Conservation volunteers undertaking monitoring surveys on our key biodiversity sites.
- Delivery against the Biodiversity Action Plan progressing including training undertaken by NatureSpace on district level Licensing for Great Crested Newts and renewal of our service level agreement with Hampshire Biodiversity Information Centre to undertake surveys on behalf of the council, update the Sites of Importance for Nature Conservation (SINC) register, and provide a weekly planning screening report.

## Our Carbon Neutrality Action Plan (Council)

<b>Lead Cabinet Member:</b> Cllr Kelsie Learney	<b>Project Sponsor:</b> Dawn Adey		
Programme RAG status	Timeline	Budget	Carbon
<p>Carried out review and updated all actions for the Council Carbon Neutrality Action Plan (CNAP) programme for 2024/25. Various ambitious projects have been identified to help the council work towards its carbon neutrality target. These actions will make a significant impact for the council programme. In last quarter, the Sustainability Manager and Green Communications Officer have joined the council and are assisting with the delivery of the Council's carbon neutrality targets. Data collection was completed for annual carbon footprint report for 2023/24.</p> <p>Good progress has been made across all pathways for Q1.</p> <p><b>Progress achieved during the last quarter:</b></p> <ul style="list-style-type: none"> <li>• From 1 April: all electricity supplies are now on a green energy tariff; all scope 1 gas sites are supplied by green gas for 2024/25 and WSLP &amp; MLC have switched to a green electricity tariff.</li> <li>• All housing fleet vehicles are now 100% electric.</li> <li>• From 1 June both P&amp;R and Biffa fleet are using sustainably sourced hydrotreated Vegetable Oil (HVO), delivering a 90% reduction in carbon emissions.</li> <li>• Commissioned consultant to carry out a solar photo voltaic (pv) feasibility study to understand potential for additional rooftop and carport solar at 5 WCC sites – initial draft of study received.</li> <li>• Mapping and developing communications plan for CNAP.</li> </ul>			
<p><b>Actions for the next quarter:</b></p> <ul style="list-style-type: none"> <li>• Outcome and analysis of council's annual carbon footprint report for 2023/24.</li> <li>• Investigate measures to increase the efficiency of the heating system at City Offices.</li> <li>• Complete tender process for LED lighting replacement at Chesil Car Park. Works to commence in September.</li> <li>• Implement communications plan and launch sustainability staff intranet pages.</li> </ul>			

## Our Carbon Neutrality Action Plan (District)

<b>Lead Cabinet Member:</b> Cllr Kelsie Learney	<b>Project Sponsor:</b> Dawn Adey		
<b>Programme RAG status</b>	<b>Timeline</b>	<b>Budget</b>	<b>Carbon</b>
<p><b>Progress achieved during the last quarter:</b></p> <p>A key challenge for the district Carbon Neutrality Action Plan (CNAP) is tracking the carbon saved and impact the council is having under the 5 pathways. To facilitate this, SMART targets have been identified for the district actions for 2024/25. The actions will make a significant impact, ensuring that we have ambitious plans and projects to help the council work towards its carbon neutrality targets.</p> <p>In last quarter the following new staff have joined the council: Sustainability Manager, Retrofit Coordinator, Green Economic Development Officer and Green Communications Officer and are assisting with the delivery of the Council's carbon neutrality targets.</p> <p>Overall good progress has been made across all pathways for Q1.</p> <p><b>Progress achieved during the last quarter:</b></p> <ul style="list-style-type: none"> <li>• Housing: <b>Council:</b> 47/265 properties have been retrofitted <b>Private homes:</b> HUG2 campaign -19 properties retrofitted.</li> <li>• Expression of interest bid for WCC to take part in a pilot to initiate the development a digital Local Area Energy Plan.</li> <li>• Progressing on Cargo Bike last mile delivery scheme.</li> <li>• UKSPF funding awarded to 2 green skills projects to promote and raise awareness of retrofit training opportunities in area.</li> <li>• Scoping exercise to identify and engage with businesses with large solar pv potential.</li> <li>• Installation of solar panels at Gratton Pavilion, Sutton Scotney. 8 community buildings developed decarbonisation plans.</li> <li>• Supporting the development of the Local Nature Recovery Strategy.</li> </ul>			
<p><b>Actions for the next quarter:</b></p> <ul style="list-style-type: none"> <li>• WCC successful with bid for pilot to help develop a Digital Local Area Energy Plan – project initiation and workshops.</li> <li>• Set up project management for large scale renewable energy scheme.</li> <li>• Deliver CNAP GEDS forum and review outcomes. Promote and launch 10 decarbonisation audits for businesses.</li> <li>• Deliver Carbon Neutrality Open Forum which is focused on Nature based solutions.</li> <li>• Identify and bring together work plan for sites for carbon sequestration based on Arcadian report.</li> <li>• Develop communications plan to engage and support residents and community groups to reduce carbon emissions.</li> </ul>			



## Future of Waste and Recycling

<b>Lead Cabinet Member:</b> Cllr Kelsie Learney	<b>Project Sponsor:</b> Simon Hendey	
<b>Programme RAG status</b>	<b>Timeline</b>	<b>Budget</b>
<p><b>Progress achieved during the last quarter:</b></p> <ul style="list-style-type: none"> <li>• The Council confirmed its preference for a fully co-mingled dry mixed recycling collection system to HCC and the Project Integra partners on 16 April 2024. HCC will now review the data and decide what disposal facility it will provide based on whole system recycling levels, costs, and carbon impacts.</li> <li>• All frontline Refuse Collection Vehicles (RCV) are now operating on Hydrotreated Vegetable Oil (HVO). This will lower the carbon emissions of the service by 683 tonnes CO2e per year.</li> <li>• A new Communications Officer has joined the team in June 2024 and will provide dedicated comms support for this project, ensuring that the engagement and consultation plans are robust and inclusive. Additional support will be requested to Cabinet later this year, such as Recycling Officers, who will facilitate better engagement with our communities and encourage improved participation in existing and new services.</li> <li>• On 19 June 2024 Cabinet approved recommendations to purchase nine 12 tonne food waste vehicles, the addition of an electric RCV to support a new round in the frontline service and the infrastructure to enable charging the new electric RCV at the depot.</li> <li>• Re-routed rounds are set to start in October 2024. These have been re-balanced following housing growth over the last few years and are optimised for efficiency, resilience, and carbon reduction. The change will affect around 60% of households who will be informed prior to any collection day changes. Additional resources will be put in place to cover any increase in customer contact over the transition period.</li> <li>• DEFRA rejected the council's appeal against the capital funding allocation for the purchase of vehicles and bins for the new food waste service. No further capital funding will be made available by government; however, the project's anticipated capital costs remain within the overall allocated capital budget for the project.</li> </ul>		
<p><b>Actions for the next quarter:</b></p> <ul style="list-style-type: none"> <li>• Biffa to procure an electric RCV for use on the optimised new routes from October 2024.</li> <li>• Upgrade depot infrastructure for charging the electric RCV.</li> <li>• Prepare comms and ensure all residents are well informed before the new rounds begin.</li> <li>• Biffa to procure the 9 x 12t specialist food waste vehicles.</li> <li>• Work with the Estates team to provide additional depot space to house the new food waste trucks and their crews.</li> <li>• Prepare for focus groups on food waste collection service in Winter 2024/25.</li> </ul>		

## Nutrient Mitigation Solution

<b>Lead Cabinet Member:</b> Cllr Jackie Porter, Cllr Chris Westwood	<b>Project Sponsor:</b> Dawn Adey	
<b>Programme RAG status</b>	<b>Timeline</b>	<b>Budget</b>
<p><b>Progress achieved against last quarter.</b></p> <ul style="list-style-type: none"> <li>• Initial desk-based reports have been completed to investigate the nutrient credit potential of 8 council-owned Waste water Treatment Works.</li> <li>• Technical reports have been commissioned and are underway to determine which sites should be selected and upgraded.</li> <li>• For the wider Partnership for South Hampshire (PfSH) project, the pre-election period has postponed governance meetings.</li> <li>• Internal investigations and review of technical reports has continued to inform the September Cabinet report and ensure the project is ready to move to the next gateway if approved by Cabinet.</li> </ul>		
<p><b>Actions for the next quarter:</b></p> <ul style="list-style-type: none"> <li>• The HRA-led water treatment work upgrade projects were considered by Cabinet on 16 July 2024 (CAB3470).</li> <li>• A report outlining the PfSH project, and the wider Nutrient Mitigation Strategy will be taken to Cabinet on 11 September 2024.</li> <li>• Final technical reports will also be received in this quarter and procurement and instruction on the first plant upgrades will be completed.</li> <li>• The Local Planning Authority continue to work with private individuals to enter into relevant legal agreements in relation to the upgrade of package treatment plants which would generate nutrients credits.</li> </ul>		

**Tackling the Climate Emergency and Creating a Greener District - Progress against our plans**

Ref	Project	Cabinet Member	Delivery Date	Status R/A/G
1	Develop an electric vehicle strategy	Cllr Learney	Apr 25	
2	Install EV rapid chargers where they are needed across the district	Cllr Learney	Aug 24	
3	Complete the final phase of the repairs to the Weirs	Cllr Learney	Jul 24	
4	Deliver programme of retrofit carbon reduction measures to our housing stock	Cllr Westwood	Mar 25	
5	Review and implement nutrient neutrality mitigation measures	Cllr Porter	Dec 24	
6	Adopt an air quality strategy, complying with National Air Quality Standards	Cllr Porter	Dec 24	
7	Introduce doorstep food waste collections and increase recycling	Cllr Learney	Apr 26	
8	Increase our recycling rates by introducing a simpler approach in line with Government programme for waste reforms	Cllr Learney	Apr 26	
9	Switch our buses and waste collection lorries to low or no carbon fuels	Cllr Learney	Jul 24	
10	Adopt and implement an Active Travel Plan	Cllr Learney	Apr 25	
11	Continue to embed sustainable procurement across our contracts and supply chain to support the carbon neutrality programme.	Cllr Cutler	Mar 25	
12	Investigation into provision of a natural burial area at the cemetery	Cllr Becker	Jun 25	

Tackling the Climate Emergency and Creating a Greener District - Measuring our progress

Long range trackers (Annual)									
No.	Performance measure	Cabinet member (Cllr)	Lead Director	20/21	21/22	22/23	23/24	Target 23/24	Target 24/25
TCE1	Carbon emissions for the council (tonnes)	Learney	Dawn Adey	2,665	4,147	3,837	Not yet available	3,700	2,000
			Lead Director	2020	2021	2022	2023	Target 2023	Target 2024
TCE2	Carbon emissions for the district (tonnes)	Learney	Dawn Adey	506,900 545,300	578,300	555,200	Not yet available	520,000	500,000

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Practical real-time measures (Quarterly)										
No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q1 - 23/24	Q2 - 23/24	Q3 - 23/24	Q4 - 23/24	Q1 - 24/25	Target 24/25	Status
TCE3	% of household waste sent for reuse, recycling and composting	Learney	Simon Hendey	42.37%	42.31%	38.53%	36.13%	42.84%	40%	
TCE4	Residual household waste kg / household (average per household)	Learney	Simon Hendey	104.55	102.00	102.83	102.63	105.36	<420 kg/hh	
TCE5	Energy usage (kWh) corporate buildings: Electricity <sup>1</sup>	Learney	Simon Hendey	131,647	125,340	164,739	151,545	116,815	Measure only	n/a
TCE6	Energy usage (kWh) corporate buildings: Gas <sup>1</sup>	Learney	Simon Hendey	84,981	26,644	180,191	198,383	59,794	Measure only	n/a
TCE7	Retrofit adjustments – total number of houses completed (running total for financial year) <sup>2</sup>	Westwood	Simon Hendey	Programme commenced 02/05/23		226	358	47	265	
TCE8	Retrofit adjustments – total number of measures completed across the houses in TCE7 (running total for financial year) <sup>2</sup>	Westwood	Simon Hendey	Programme commenced 02/05/23		301	543	81	890	
TCE9	Renewable energy generated (kWh) from solar panels <sup>3</sup>	Learney	Simon Hendey	158,836	121,809	33,138	43,197	138,388	Measure only	n/a

Comments:

**TCE7 & 8:** Completion of retrofit measures is expected to increase during the second half of the year once contractors have been appointed. One of the three contractors required for the delivery of the Retrofit Programmes has been appointed and is due to start work.

Footnotes:

<sup>1</sup> *Relates to electricity and gas usage at the City Offices campus (City Offices, main Guildhall plus West Wing); Due to the way metering is set up this includes the whole of each building - so university, CAB and NHS offices are recharged a percentage for their use.*

<sup>2</sup> *Figures from 23/24 relate to that year's programme of properties and measures (i.e. a different set); 24/25 begins a new set of properties and measures. The two KPI work together, so the total number of properties targeted have multiple measures targets against them. I.e. 265 properties have been targeted, and those properties will aim to have 890 measures completed on them.*

<sup>3</sup> *Data reported relates to: WCC Sites (City Offices, Cipher House, Vaultex,), Winchester Sport and Leisure Park, Biffa and Marwell Zoo.*

## **Section 2 Living Well**

### Delivery highlights – April to June 2024

- Winchester Sport and Leisure Park has been recognised as one of the top leisure facilities in England after achieving an Outstanding rating in a national Quest assessment.
- The new sports pavilion at KGV recreation ground in Winchester was completed and the first cricket match held using the new facilities.
- Work commenced on a new £1.4m 3G artificial pitch at Winchester City Football Club.
- A new season of park yoga started, with sessional highs of 50 attendees at Whiteley and 150 at Winchester.
- Consultants appointed to produce a new Playing Pitch Strategy, due for completion in the summer of 2025.
- The Homes for Ukraine team, comprising staff from across both housing and communities teams, was a finalist in the Local Government Chronicle awards in the category of Small Team of the Year.
- An exhibition exploring stories from Ukrainians who are now part of Winchester's community was open to the public from 25 May to 6 June.
- The feedback from the Talavera Road Play Area Refurbishment consultation was published on the website on 22 April. The results of the consultation have been collated and will be used to inform the design of an upgraded play area.
- Anti-Social Behaviour (ASB) Grip Fund – received £37.5K for additional ASB patrols using public guardians i.e. Bid Rangers and Neighbourhood Services Officers in addition to police officer patrols within the police identified hot spot location.
- A new project 'Violence Against Women and Girls (VAWG) Strategy' has been launched to help tackle violence against women and girls in Winchester. The main focus is to improve safety in public places and for those on nights out.
- A Live Longer Better grant of £15,000 has been awarded by Hampshire County Council to improve health life expectancy and reduce health inequalities by promoting physical activities for older adults. This will involve setting up a community of practice involving the Social Inclusion Partnership's Health Inequalities Subgroup.
- The First Foot Forward Employment Course for council tenants ran in May/June, this was in partnership with Itchen College and Winchester Job Centre.

**Living Well - progress against our plans**

Ref	Project	Cabinet Member	Delivery Date	Status R/A/G
1	Work closely with local charities and voluntary organisations to review our Integration Programme for Ukrainian guests	Cllr Becker	Dec 25	
2	Develop a network of private and public sector spaces throughout the district to support a Spaces of Sanctuary scheme	Cllr Becker	Sept 24	
3	Work with developers at each major development area to provide public facilities, green spaces and areas to play	Cllr Becker	Dec 24 Ongoing	
4	Develop a Community and Wellbeing Strategy	Cllr Becker	Mar 25	
5	Deliver a wide range of physical activities through school and community sports coaching programmes	Cllr Becker	Feb 25	
6	Enable, engage and empower young, disadvantaged people to fulfil their potential through participation in sport and outdoor activities	Cllr Becker	Sep 24	
7	Support for residents with the cost-of-living crisis with the roll out of Council Tax Hardship Grants	Cllr Cutler	Mar 24	<b>Completed</b>
8	Deliver a programme supporting residents to live longer better	Cllr Becker	Mar 25	

## Living Well - Measuring our progress

Long range trackers (Annual)								
No.	Performance measure	Cabinet member (Cllr)	Lead Director	20/21	21/22	22/23	23/24	Target 24/25
LW1	% of adults participating in 150+ mins of sport or physical activity per week within the Winchester district	Becker	Dawn Adey	n/a	73.7%	73.0%	73.3%	Measure only
LW2	Number of unemployed (source: Economic Activity data)	Thompson	Dawn Adey	1,800	1,700	1,235	Not yet available	Measure only

Practical real-time measures (Quarterly)										
Page No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q1 - 23/24	Q2 - 23/24	Q3 - 23/24	Q4 - 23/24	Q1 - 24/25	Target 24/25	Status
32	LW3 Winchester Sport and Leisure Park - total number of visits	Becker	Dawn Adey	262,177	286,167	287,617	304,205	339,755	1,233,094	
	LW4 Winchester Sport & Leisure Park – total number of all concessionary rate visits	Becker	Dawn Adey	96,140	112,564	105,824	128,983	131,095	442,798	
	LW5 Meadowside - total number of visits	Becker	Dawn Adey	18,052	14,367	18,296	21,410	19,506	73,050	
	LW6 Meadowside - total number of all concessionary rate visits	Becker	Dawn Adey	953	884	644	444	2,552	10,242	
	LW7 Number of housing benefit claimants (rolling total)	Cutler	Liz Keys	2,955	2,916	2,865	2,811	2,726	Measure only	n/a
	LW8 Number of Council tax reduction claimants (rolling total)	Cutler	Liz Keys	5,776	5,757	5,839	5,898	5,854	Measure only	n/a
	LW9 Average time taken to process new housing benefit claims (days)	Cutler	Liz Keys	25	24	21	19.4	20.73	24 days	
	LW10 Number of reported fly-tips (actual incidents) <sup>4</sup>	Porter	Simon Hendey	255	200	181	244	168	<1,100	
	LW11 % of fly-tips cleared within contract deadlines/days	Porter	Simon Hendey	n/a	n/a	n/a	n/a	80%	80%	



No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q1 - 23/24	Q2 - 23/24	Q3 - 23/24	Q4 - 23/24	Q1 - 24/25	Target 24/25	Status
LW12	Number of reported graffiti incidents (online form totals)	Porter	Simon Hendey	30	18	9	15	26	<169	
LW13	Number of "Public Space" issues reported (online form totals inc. litter, bins, etc.) <sup>5</sup>	Porter	Simon Hendey	124	133	85	199	143	<600	

Footnotes:

<sup>4</sup> Figures are net total of 'actual' reports received (less any that have been identified as duplicates, out of district, private land etc.)

<sup>5</sup> Figures are now based on total form reports received for 'Clean my Street' reports relating to bins/bring sites, street mess – human, syringes, spilt waste, street sweeping, overflowing litter/dog waste bins etc.-- glass, litter, alongside report forms submitted for Park Areas and Public Conveniences. The previous kpi for 23/24 - the 'litter' line was only one specific row item from the form, not inclusive of the wider set of reported 'street mess issues being collated this year (Specific totals for litter / street mess and public convenience reports will be in comments below)

### **Section 3 Homes for All**

#### Delivery highlights – April to June 2024

- Nine shared ownership apartments have been purchased at Foxglove Housing in Winnall.
- Working in conjunction with police and wider Community Safety Partnership to roll out the ASB Summer Campaign.
- “Venta Living Ltd commenced trading on 14 June 2024. The first tenancy also commenced on 14 June and by the end of June three apartments had been let. Demand remains buoyant, and the apartments are currently being advertised on Rightmove as well as having been promoted locally.”
- Refurbishment and alteration work to 59 Colebrook Street to provide accommodation for our Ukraine guests is progressing well. Re-roofing has been completed including upgrading of the insulation, internal alterations and refurbishment is well underway and anticipated for completion in December 2024.
- Good progress is being made on the Temporary Accommodation (TA) Strategy work with a supply and demand analysis of households requiring housing assistance from the council developed with a projection of supply and demand data until March 2026. Stakeholder consultation is taking place, a financial forecast to support the plan and activities is underway with options being explored to expand the current portfolio of TA accommodation.
- It’s a year since the council started the Domestic Abuse Housing Alliance (DAHA) improvement project. The officer team are close to finalising the portfolio of evidence that demonstrates compliance within the improvement framework. Should the compliance activity assessment phase be successful, we can expect to receive the DAHA accreditation by the end of this year.
- Successfully appointed 5 out of the 6 members to the TACT Board including 2 Tenants, 1 Sheltered Housing resident, 1 Shared Owner, and 1 Independent member, each bringing valuable and diverse perspectives and insights to the board.
- A questionnaire was sent to 5,000 tenants asking for feedback on the improvements in the repairs and maintenance contract. Results are being analysed. Three tenant workshops were held during June to promote through direct communication with interested tenants, social media and other tenant engagement channels.

## New Homes Programme

<b>Lead Cabinet Member:</b> Chris Westwood	<b>Project Sponsor:</b> Simon Hendey	
<b>Programme RAG status</b>	<b>Timeline</b>	<b>Budget</b>
<p><b>Progress achieved during the last quarter:</b></p> <p>Following completion of the Winnall scheme in Q4 2023/24, new flats and houses have begun to be occupied. This includes shared ownership homes and, following the signing of a lease with Venta Living Ltd (the council's housing company), homes for market rent.</p> <p>Good progress has been made on market engagement with SME and volume housebuilders with the aim of securing new build units for use as council housing. An offer has been accepted on one site and there are ongoing discussions on several other sites.</p> <p>Feasibility studies are underway on several council commissioned schemes with the aim of making them financially viable against a challenging economic backdrop.</p>		
<p><b>Actions for the next quarter:</b></p> <ul style="list-style-type: none"> <li>• Complete feasibility studies on pipeline council commissioned schemes.</li> <li>• Complete project and appoint professional services for The Cornerhouse, Winchester (e.g. architects) (council commissioned scheme).</li> <li>• Make offers on further new-build acquisitions opportunities and progress deals already secured.</li> <li>• Further sales of SO postcode area properties.</li> </ul>		

**Homes for All - progress against our plans**

Ref	Project	Cabinet Member	Delivery Date	Status R/A/G
1	Review HRA Business Plan in light of the economic circumstances and review current planned services and programmes.	Cllr Westwood	Sept 24	
2	Deliver the outcomes and expectations of the standards set by the Regulator of Social Housing	Cllr Westwood	Mar 25	
3	Review of Hampshire Home Choice Framework	Cllr Westwood	Mar 26	
4	Deliver council housing retrofit carbon reduction programme	Cllr Westwood	Mar 25	
5	Develop and implement an Older Persons Accommodation Strategy	Cllr Westwood	Mar 26	
6	Seek opportunities for homes to be offered across the district by Venta Living Ltd	Cllr Westwood	Ongoing	
7	Collaborate with partners to deliver the aims set out in the Winchester Community Safety Delivery Plan 24/25	Cllr Westwood	Mar 25	
8	Review and refresh the Preventing Homelessness and Rough Sleeping Strategy	Cllr Westwood	Mar 26	
9	Develop a Temporary Accommodation Strategy	Cllr Westwood	Mar 26	
10	Complete the Domestic Abuse Housing Alliance (DAHA) accreditation and embed new policies and processes across the organisation	Cllr Westwood	Sept 25	

Homes for all - Measuring our performance

Long range trackers (Annual)										
No.	Performance measure	Cabinet member (Cllr)	Lead Director	20/21	21/22	22/23	23/24	Target 23/24	23/24 Status	Target 24/25
HFA1	% of all WCC homes achieving energy efficiency rating of C or above	Westwood	Simon Hendey	62%	63%	65%	Not yet available	70%	tbc	70%
HFA2	Net total new home completions across the district (rolling total)	Westwood	Simon Hendey	n/a	121	139	268	1,000 by 2030		1,000 by 2030
HFA3	Homelessness – numbers recorded as rough sleepers (as at year end)	Westwood	Simon Hendey	n/a	n/a	2	3	0	Annual Count	0

Practical real-time measures (Quarterly)										
No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q1 - 23/24	Q2 - 23/24	Q3 - 23/24	Q4 - 23/24	Q1 - 24/25	Target 24/25	Status
HFA4	Average time for homeless household to receive offer of a permanent home (days)	Westwood	Simon Hendey	n/a	n/a	n/a	n/a	95	365 days	
HFA5	Numbers on housing waiting list	Westwood	Simon Hendey	1,468	1,539	1,504	1,538	1,592	Measure only	n/a
HFA6	Voids cumulative re-let time (general/older persons) (days)	Westwood	Simon Hendey	12.52	13.52	14.37	15.63	22.59	13	

Comments from CHOS on quarter where status is amber or red:

**HFA6:** The increase in void relet time is due to multiple factors including a change in procedures by the contractor during the quarter. An action plan is in place to improve relet times during Q2.

## **Section 4 Vibrant Local Economy**

### Delivery highlights – April to June 2024

- An open call for Rural England Prosperity Funding (REPF) resulted in 31 applications totalling an over-subscribed £1million with a geographical spread across the Winchester district.
- The UK Shared Prosperity Partnership Board meeting was held on 7 June 2024 and members were able to comment on the REPF applications, above, as well as received an update on project outputs and outcomes from 2023/2024.
- Three applications for Green Business Grants received so far. Top 20 business premises across the district able to take roof top solar panels mapped to influence engagement and adoption of carbon saving investments.
- Tender for the procurement of a Winchester city centre street market operator was advertised on 17 June 2024.
- Event planning toolkit and associated Event Management guidance has been published on [Council's website](#).
- Updated information boards with maps have been installed in car parks, outside the front of the Guildhall Winchester and in Middlebrook Street to aid wayfinding and improve visitor welcome.
- In-destination marketing campaign to promote Winchester district as a sustainable tourism destination continued with promotion of Walking Weekend and National Walking Month in May with display in VIC and social media and e-newsletter content.
- Eye-Openers self-guided trail leaflet printed and distributed in Visitor Information Centre. Free download on [visitwinchester.co.uk](http://visitwinchester.co.uk) or available to purchase from VIC £3.50. Trail showcases public art, crafts and galleries across the Winchester district, supporting and enhancing the profile of the creative and cultural sector.
- Footfall to the Visitor Information Centre remains in line with numbers last year. Year to date over 25,000 visitors have been welcomed and provided with information on what to do see and do in Winchester and the wider district.

**Vibrant Local Economy - Progress against our Plans**

Ref	Project	Cabinet Member	Delivery Date	Status
1	Produce event toolkit and associated event management guidance	Cllr Thompson	June 24	<b>Completed</b>
2	Installation of new information boards with maps and wayfinding information	Cllr Thompson	June 24	<b>Completed</b>
3	Undertake consumer marketing activity including production of a public art trail leaflet	Cllr Thomason	Sep 24	<b>Completed</b>
4	Support independent business (food and drink, retail) and market towns across the district	Cllr Thomspson	Dec 24	
5	Support employment and skills projects and plans	Cllr Thompson	Mar 25	
6	Develop a Sustainable Tourism Strategy for the district	Cllr Thompson	Mar 25	
7	Develop and deliver a programme of Jane Austen 2025 PR and marketing	Cllr Thomspson	Jan 25	
8	Support local investment through both the UK Shared Prosperity and Rural Prosperity Funding programme	Cllr Thompson	Mar 25	
9	Deliver the action in the Green Economic Development Strategy	Cllr Thompson	Mar 25	
10	Deliver Digital Growth Factory (UK Shared Prosperity 24/25 funded project)	Cllr Thompson	Mar 25	
11	Explore future uses of the Guildhall and Abbey House	Cllr Tod	Spring 25	
12	Review of Concessionary Rental Policy	Cllr Tod	Jan 24	<b>Completed</b>
13	Implementation of a new Business Rates exemption and relief to support green technologies.	Cllr Cutler	Mar 24	<b>Completed</b>

## Vibrant Local Economy - Measuring our progress

Long range trackers (Annual)								
No.	Performance measure	Cabinet member (Cllr)	Lead Director	20/21	21/22	22/23	23/24	Target 24/25
VLE1	% of economically active people in employment (aged 16-64 - source: NOMIS)	Thompson	Dawn Adey	77.4%	83.7%	75.1%	Not yet available	Measure only
VLE2	Business counts (micro, small, medium, large – source: NOMIS)	Thompson	Dawn Adey	8,035	8,110	8,165	8,225	Measure only

Practical real-time measures (Quarterly)										
Page No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q1 - 23/24	Q2 - 23/24	Q3 - 23/24	Q4 - 23/24	Q1 - 24/25	Target 24/25	Status
40	% of WCC revenue spend with local suppliers	Cutler	Dawn Adey	26.44%	23.43%	22.28%	31.18%	22.00%	25%	
VLE4	% residents claiming out-of-work benefits <sup>6</sup>	Thompson	Dawn Adey	2.0%	2.0%	2.0%	2.0%	2.10%	Measure only	n/a
VLE5	City centre high street footfall – total number of unique visitor count <sup>7</sup>	Thompson	Dawn Adey	489,475	678,425	688,909	468,438	429,807	Measure only	n/a

### Footnotes:

<sup>6</sup> Data provided by ONS – “CC01 Regional labour market: Claimant Count by unitary and local authority”. Published 17<sup>th</sup> of the month.

<sup>7</sup> Provided by the Winchester BID Place Informatic reports – Please note: From April 24, the calculation method and algorithms in their datasets used in their dashboard have been revised to be more robust, so the 24/25 data will be at lower volumes than for 23/24.



## **Section 5 Your Services. Your Voice**

### Delivery highlights – April to June 2024

- Successfully held District and Police and Crime Commissioner elections and HCC by-election on 2 May 24. Parliamentary General Election held on 4 July 24.
- Prepared for the commencement of the fieldwork for the biennial Residents' Survey, which was subsequently delayed owing to the calling of the Parliamentary Election on 4 July.
- Recruited a Digital Programme manager who is developing a Digital Vision and leading our digital transformation programme.
- On 6 June, the D-Day 80 Flag of Peace was raised at the Guildhall Winchester to mark the 80<sup>th</sup> anniversary of D-Day.
- The Freedom Parade to mark the Freedom of Entry to the Defence School of Logistics & Administration (DSLAs) took place in the City Centre on 26 June.
- King Alfred Place Estate improvements consultation, the plan has been amended in response to residents' feedback and an update on the revised plan was included on the website on 1 May 2024.
- Held the regular Parish Liaison meeting with clerks and chairs from parish and town councils which included discussions about the development of the new council plan and information was shared about the upcoming residents' survey and LGA peer challenge.
- Published our Equality, Diversity and Inclusion annual report for 24/25.
- Completed the closing of financial accounts and published our Annual Financial Report 23/24 before the 31 May statutory deadline.
- Held a performance and scrutiny training workshop in May for Scrutiny Committee members.
- Promoted the switch to e-billing enabling residents to view their council tax account information online.
- Following internal audit reviews of our project management methodology and decision-making achieved opinions of substantial assurance with no governance weaknesses observed.
- Completed preparation for LGA Corporate Peer Challenge which took place over 3 days in July.
- Received Cabinet approval to procure new waste vehicles which would run on Hydrotreated Vegetable Oil (HVO).
- There has been a net increase of 57 subscribers to the Your Council News newsletter with over 90% of new subscribers joining via the pop-up form on the homepage of the website.

**Transformation Challenge (TC25)**

<b>Lead Cabinet Member:</b> Cllr Neil Cutler	<b>Project Sponsor:</b> Liz Keys	
<b>Programme RAG status</b>	<b>Timeline</b>	<b>Budget</b>
<p><b>Progress achieved during the last quarter:</b></p> <ul style="list-style-type: none"> <li>• Actual budget impact reductions £625,632 to date.</li> <li>• Single quote contract negotiations - a total of £12k has been saved via contract negotiations by staff.</li> <li>• 25 projects/reviews have been completed to date.</li> <li>• City Offices and Guildhall cleaning contract - interim contract agreed for period to October 2024 and saving achieved.</li> <li>• Energy Management - Energy Manager now in place and is pro-actively managing energy portfolio and identifying supplier over-charging. Circa £100k of cost savings identified so far.</li> <li>• E-Billing Council Tax rate is 20.68%. Winner of the annual billing prize draw presented with prize.</li> </ul>		
<p><b>Actions for the next quarter:</b></p> <ul style="list-style-type: none"> <li>• Data analysis of customer contact channels to inform review of future arrangements in reception.</li> <li>• Pilot use of AI for taking and summarising meeting minutes.</li> <li>• Mobile Working – Proof of concept project – Digital inspections module tested for parking inspections during August to improve efficiencies and reduce carbon and costs.</li> <li>• Review of costs, recharges and allocations to ensure fees and charges achieve full cost recovery (ahead of annual update of fees and charges schedule of rates for 2025/26).</li> <li>• Review of portfolio of paintings, civic silver, and other items – external review undertaken, and report received. Working Group being set up to review and discuss options.</li> </ul>		

**Your Services. Your Voice - Progress against our plans**

Ref	Project	Cabinet Member	Delivery Date	Status
1	Undertake a district wide Residents' and Young Persons' survey	Cllr Becker	Aug 24	
2	Development of a corporate digital strategy that drives innovation across the council	Cllr Cutler	Sep-24	
3	Modernise the contact channels our residents and businesses use to contact and do business with the council to improve the customer journey	Cllr Cutler	2025	
4	Adoption of a Council Plan 2025-30 that is fit for the future	Cllr Tod	Jan 25	
5	Review and improve our approach to consultation and engagement, by adopting a new Consultation and Engagement Policy and Charter	Cllr Becker	Dec 24	
6	Further promotion of self-serve and digital services including the increased take-up of electronic billing (rollout of "Digital by Default") and notifications for Council Tax, Business Rates and Housing Benefits services, and the further roll out of SMS for the issue of electronic payment alerts and reminders. This will lead to more efficient process and a reduce in printing and postage costs with the additional benefit of reduced carbon.	Cllr Cutler	2025/26	
7	Review our complaints policy and processes and demonstrate learning from complaints to drive service improvements	Cllr Cutler	Jun 25	
8	Establish and introduce new tenant/leaseholder engagement programme	Cllr Westwood	May 24	
9	Deliver customer focussed digital transformation of housing services	Cllr Westwood	Mar 26	
10	Install improvements to the audio/visual systems for public facing meetings	Cllr Cutler	Apr 24	<b>Complete</b>
11	Increase subscription take up to the Your Council News email newsletter	Cllr Tod	Jun 24	

**Your Services. Your Voice - Measuring our progress**

Long range trackers (Annual)									
No.	Performance measure	Cabinet member (Cllr)	Lead Director	2021	2022	2023	2024	Target 2024	Status
YSYV1	Residents' satisfaction with the way the council runs things (Residents' Survey)	Becker	Laura Taylor	No survey	75% (SE 62%)	No survey	Not yet available	79%	n/a
YSYV2	% of Residents' Survey respondents that feel the council involves residents when making decisions	Becker	Laura Taylor	No survey	58%	No survey	Not yet available	60%	n/a

Practical real-time measures (Quarterly)										
No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q1 - 23/24	Q2 - 23/24	Q3 - 23/24	Q4 - 23/24	Q1 - 24/25	Target 24/25	Status
YSYV3	% complaints responded to within 10 working days	Becker	Liz Keys	57%	62%	71%	79%	79%	90%	
YSYV4	% of upheld and partially upheld complaints	Becker	Liz Keys	68%	58%	63%	68%	47%	Measure only	n/a
YSYV5	Number of residents digitally interacting with the council (number of online reports submitted through online forms platforms)	Becker	Liz Keys	10,195	9,429	4,972	15,513	8,837	42,000	
YSYV6	Number of respondents to consultations	Becker	Laura Taylor	998	734	9,672	1,182	1,182	Measure only	n/a
YSYV7	% of major planning applications decided within time or agreed extension (WCC / SDNP)	Porter	Dawn Adey	100% / ~	100% / ~	78% / ~	100% / ~	100% / 100%	80%	
YSYV8	% of non-major planning applications decided within time or agreed extension (WCC / SDNP)	Porter	Dawn Adey	96% / 83%	93% / 82%	95% / 81%	96% / 94%	97% / 86%	80%	

Comments on quarter:

**YSYV3:** Complaint completion rate for the quarter was impacted by a lower-than-average number being completed in time in April, due to unexpected resource absence. Since then, completion percentages have steadily risen and for June were at 94%. **Staff shortages resolved, now running at 100%.**

**Section 6 Regeneration and Growth**

**Bar End Depot**

<b>Lead Cabinet Member:</b> Cllr Martin Tod	<b>Project Sponsor:</b> Dawn Adey/ Simon Hendeby	
<b>Programme RAG status</b>	<b>Timeline</b>	<b>Budget</b>
<p><b>Progress achieved during the last quarter:</b></p> <ul style="list-style-type: none"> <li>• Four bidders were interviewed in February and the shortlist is now down to a single preferred bidder.</li> <li>• Final due diligence is being undertaken and Heads of Terms (HOTs) are being negotiated.</li> </ul>		
<p><b>Actions for the next quarter:</b></p> <ul style="list-style-type: none"> <li>• A recommendation for preferred bidder will be presented to Cabinet on 15 October 2024.</li> <li>• External lawyers to be instructed.</li> <li>• Heads of Terms to be finalised.</li> <li>• Cabinet paper to be prepared.</li> <li>• Preferred bidder to commission ground condition surveys.</li> </ul>		

**Central Winchester Regeneration (CWR)**

<b>Lead Cabinet Member:</b> Cllr Martin Tod		<b>Project Sponsor:</b> Dawn Adey/Ken Baikie	
<b>Programme RAG status</b>	<b>Timeline</b>	<b>Budget</b>	
<p><b>Progress achieved during the last quarter:</b></p> <ul style="list-style-type: none"> <li>• Work on the new open space at Friarsgate has continued, with hard landscaping now complete and soft landscaping well underway. The space was open in time for the Hat Fair at the beginning of July.</li> <li>• Co-Creation Workshops with key stakeholders well held in the Nutshell over a three-day period. Jigsaw plan to present their findings in the coming weeks, after a final session has been held with members. Work on the DDP is progressing with several chapters nearing the stage for initial internal review.</li> </ul>			
<p><b>Actions for the next quarter:</b></p> <ul style="list-style-type: none"> <li>• The new Friarsgate Park will be open to the public. While a few more elements will be added to enhance the space over the coming months, the majority of the work will be complete.</li> <li>• The Archaeological dig at Friarsgate Park will begin on the 22 July and run for six weeks. During this time there will be two open days where members of the public can come down and see what has been found.</li> <li>• Work will continue on the DDP, which is working towards a completion date in Q3.</li> </ul>			

## Local Plan

<b>Lead Cabinet Member:</b> Cllr Jackie Porter	<b>Project Sponsor:</b> Dawn Adey	
<b>Programme RAG status</b>	<b>Timeline</b>	<b>Budget</b>
<p><b>Progress achieved during the last quarter:</b></p> <p>Analysis of the recommendations from the Regulation 18 Local Plan consultation are being completed.</p> <p>During Q1 a number of draft Local Plan Topic Papers on a range of issues (Housing, Carbon Neutrality and Embodied Carbon, Heritage, Site Selection Process, Gypsy and Travellers and Student accommodation) that will accompany the Regulation 19 Local Plan have been completed. This was a key recommendation from the Planning Inspectorate (PINS) advisory meeting held in June 2023. The draft Local Plan topic papers have been discussed with an Inspector at the second PINS advisory meeting in April 2024.</p> <p>Work on the evidence Base continues, this needs to be concluded before the Regulation 19 Local Plan can be agreed by Cabinet / Full Council for public consultation. This includes:</p> <ul style="list-style-type: none"> <li>• Retail and Town centre study.</li> <li>• Strategic Transport Assessment.</li> <li>• Preparing and agreeing Site Delivery Statements.</li> <li>• Undertaking further work on a nutrient neutrality mitigation strategy.</li> <li>• Preparing an Infrastructure Delivery Plan; and</li> </ul> <p>Work with consultants continues to undertake additional areas of Evidence Base that have come out of the representations to the Regulation 18 Local Plan:</p> <ul style="list-style-type: none"> <li>• Flood site sequential test and Stage 2 Strategic Flood Risk Assessment.</li> <li>• Review of existing Settlement Gaps; and</li> <li>• Focused update to the Strategic Housing Market Assessment.</li> </ul> <p>Work with consultants continues to prepare the Integrated Impact Assessment, Habitats Regulation Assessment, Strategic Transport Assessment and Local Plan Viability Assessment.</p> <p>Work continues with engaging neighbouring Local Planning authorities and statutory agencies such as Southern Water, Natural England on the content of Statement of Common Grounds. Officers have also prepared the draft report for Cabinet/Full Council on the Proposed Submission Local Plan (Regulation 19) and been working with the graphic designer on the version of the Local Plan that is due to be considered at Scrutiny on 29 July 2024.</p>		
<p><b>Actions for the next quarter:</b></p> <p>Finalise:</p> <ul style="list-style-type: none"> <li>• The outstanding analysis of the Reg 18 representations,</li> <li>• The Local Plan Evidence Base and the Local Plan Topic Papers,</li> <li>• Continue to work on the Statement of Common Ground and the Statement of Compliance,</li> <li>• Work with the Communications team regarding the publicity of the date of the Scrutiny meeting,</li> <li>• Prepare for the Scrutiny meeting at the end of July; and</li> <li>• Start making arrangements for the public consultation in terms of preparing a FAQs and ensuring that the Local Plan website is up to date.</li> </ul>		



## Station Approach

<b>Lead Cabinet Member:</b> Cllr Martin Tod	<b>Project Sponsor:</b> Dawn Adey/ Ken Baikie	
<b>Programme RAG status</b>	<b>Timeline</b>	<b>Budget</b>
<p><b>Progress achieved during the last quarter:</b></p> <p><u>Concept Master Plan and public consultation:</u></p> <ul style="list-style-type: none"> <li>Design Engine Architects have spent the last three months working on the Concept Master Plan (CMP) and the public consultation boards. An initial first draft of the CMP was shared with the Board and Reference group at the beginning of April, where feedback was provided from the group and alterations were then made. This allowed Design Engine to then begin work on the consultation material that will be used to create an on-line consultation via the Station Approach website. A draft version of the consultation boards have been shared with the Project Group and Board and their feedback has informed further iterations of the material. We are now in the process of finalising the boards for approval.</li> <li>Due to the announcement of the General Election in July, the consultation period has been delayed until 16 September and will run for six weeks until the 27 October.</li> </ul>		
<p><b>Actions for the next quarter:</b></p> <ul style="list-style-type: none"> <li>Public consultation material and supporting documents will be finalised.</li> <li>The consultation will begin towards the end the quarter and run into Q3.</li> </ul>		

## Winchester Movement Strategy

<b>Lead Cabinet Member:</b> Cllr Kelsie Learney	<b>Project Sponsor:</b> Simon Hendey	
<b>Programme RAG status</b>	<b>Timeline</b>	<b>Budget</b>
<p><b>Progress achieved during the last quarter:</b></p> <p>A very good response level to the public consultation on Fulflood Liveable Neighbourhood scheme ‘co-discover’ was received by HCC and analysis is awaited The Engagement Analysis Report will show where residents in Fulflood have identified as ‘good’ and ‘not good’ for walking and cycling through and around the neighbourhood.</p> <p>Work with Solent Transport continues finalising details on a micro consolidation (delivery hub) trial in the city centre. The trial will look at social, environmental and economic impacts of a last mile city centre delivery hub over 12 months.</p> <p>Public consultation on District Local Cycling and Walking Infrastructure Plan underway to get feedback on the walking and cycle network put forward for improvements.</p> <p>Ongoing development of the City Local Cycling Walking and Infrastructure Plan.</p> <p>Ongoing work with HCC on Worthy Lane walking and cycling improvements. Phase 1 of the scheme widened shared use path, new crossing and trial continuous footways at Stoke Road and Dyson Drive, to start in the Autumn.</p>		
<p><b>Actions for the next quarter:</b></p> <p>Co-design stage with stakeholders of the Fulflood Liveable Neighbourhood scheme – a number of engagement workshops are to be undertaken with residents looking at which interventions would be supported and where so as to improve walking and cycling routes through and around Fulflood.</p> <p>Finalise details of the micro consolidation scheme to allow a 12-month trial of last mile delivery consolidation to start.</p> <p>Analysis of the District Local Cycling and Walking Infrastructure Plan public consultation responses</p> <p>Audits of the walking and cycling routes to be consulted on will be undertaken for the City Local Cycling and Walking Infrastructure Plan ready for consultation later in the year.</p> <p>Start construction of Phase 1 of Worthy Lane walking and cycling improvements by Dyson Drive and Stoke Road.</p>		

## **FINANCE REPORT**

### **Section 7 - Financial Position**

This section presents a summary of the council's financial position as of 30 June 2024 regarding the General Fund and Housing Revenue Account budgets.

#### **General Fund Revenue**

##### **Summary**

1. A balanced 2024/25 budget was set by Council in February 2024 (CAB3444 refers).
2. Inflation has steadily reduced since the budget was set in February to 2% in June 2024 (CPI). Whilst this reduction is not expected to have a material impact on 2024/25 forecasts, if inflation were to remain at current levels, then this would result in a positive impact from 2025/26 onwards.
3. Retained Business Rates – the final outturn for 2023/24 (NNDR3 return) resulted in an end of year surplus of £3.7m, with Winchester receiving a share of £1.5m. This £1.5m surplus will be distributed over 2024/25 (£1.06m) and 2025/26 (£0.44m). The cause of this variance is a significant reduction in the provision for appeals now that the 2017 rating appeals have all been determined. Whilst these decisions are incorporated into estimates from 2024/25 the forecasting of appeals remains a highly complex process, often with little information to go on, and so it is likely that further releases will take place.
4. Income forecasts
  - i) Planning Fees- £0.1m adverse in Q1. Despite government set fee increases, volume has further reduced in Q1 leading to an adverse budget variance. Work is ongoing to re-forecast income for the full year, particularly large applications which make up a large proportion of total income.
  - ii) Building Control - £0.05m adverse in Q1. Despite fee increases for Q1 2024/25, volume has fallen by a further c40% compared to Q1 2023/24. Work is ongoing to re-forecast income for the full year but to note that income in July was above budget and highlights the 'lumpy' nature of income during the year.
  - iii) Car Parking - £0.3m favourable full year forecast. Income in Q1 was significantly higher than expected due to higher usage levels across all central car parks.
  - iv) Premises Licensing - £0.09m favourable full year forecast. A post-covid recovery in licensing income was seen in the 2023/24 outturn and this is expected to continue in 2024/25 onwards.

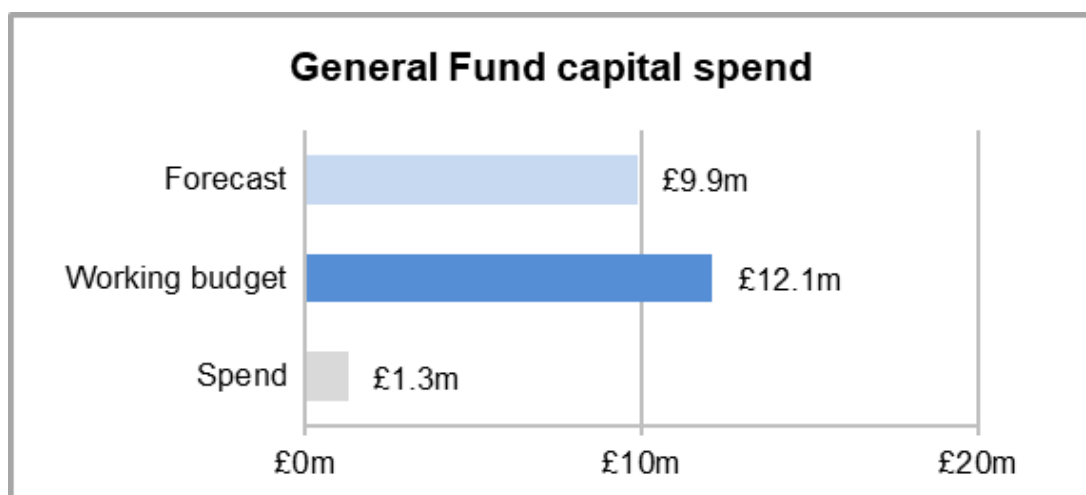
5. A baseline budget growth of £0.4m was approved from 2023/24 in relation to increased energy costs at Winchester Sport and Leisure Park. The 2023/24 energy benchmarking resulted in a net payment of £0.36m to Everyone Active but very early indications are that this could significantly reduce from 2024/25.
6. The above updated forecasts give a total forecast 2024/25 favourable budget variance of £0.24m relating to net service expenditure, plus £1.06m relating to retained business rates. These estimates will be considered as part of the 2025/26 budget process in order to determine whether any ongoing impact is expected.

### **General Fund Budget Forecast 2024/25**

	Budget	Forecast	Variance FAV/(ADV)
	£'000	£'000	£'000
Environment	7,256	7,016	240
Living Well	3,984	3,984	
Homes for All	2,512	2,512	
Vibrant Local Economy	991	991	
Your Services. Your Voice	7,269	7,269	
	<hr/>		
TOTAL before funding	<b>22,012</b>	<b>21,772</b>	<b>240</b>
TOTAL funding	<b>(22,012)</b>	<b>(23,072)</b>	<b>1,060</b>
	<hr/>		
FORECAST BUDGET UNDERSPEND			<b>1,300</b>

## General Fund Capital

1. General Fund capital expenditure to the end of June was £1.3m which relates to several different projects: KGV Pavilion (£0.18m), Disabled Facilities grants (£0.32m), Venta Living housing company purchase of share capital (£0.15m), KGV play area (£0.11m), St Catherine's Park & Ride resurfacing (£0.11m), and WCFC all-weather 3G pitch (£0.1m). There have also been small amounts of expenditure on several other projects.
2. Capital budgets for 2024/25 have been revised for brought forward balances and other changes, such as reforecasting, as part of the General Fund 2023/24 outturn reported to September cabinet (CAB3464 refers), and this is reflected in the forecast below. Due to the nature of capital expenditure, there is always a risk of programme slippage particularly in respect of projects that have yet to commence.
3. The full year budget and forecast below excludes £4m in respect of the Strategic Asset Purchase scheme (SAPS). This budget will only be spent if suitable assets are identified. There have been no SAPS purchases to date in 2024/25.



4. Key items of expenditure in Q1 2024/25:

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

*Exp: Prior years £3.09m                      Q1 £0.18m                      Total £3.27m*

Work on the new pavilion has been completed and it was officially opened on 1 August although users have been able to enjoy its facilities since June. It is now in the final account stage. It replaces two out-dated, underused, and inaccessible pavilions with a single larger, accessible, modern facility designed with sustainability and carbon saving measures. The new pavilion will benefit communities across the city and district and looks to support the development of 'grass roots' football, with a particular focus on women's, girls,' and youth football.

• **WCFC all-weather 3G pitch** *Total Budget: £1.466m*

*Exp: Prior years £0* *Q1 £0.14m* *Total £0.14m*

Following a successful grant application which will fund almost 90% of the project costs, work has started on the installation of a 3G artificial turf pitch at the Winchester City Football Club alongside some stadium improvements. The project will deliver on aims and commitments such as reduced health inequalities, a wide range of physical and cultural activities for all ages and abilities and supporting communities to extend the range of sports and cultural facilities across the district. In addition to providing opportunities to host inter-school tournaments and skills workshops for under 16s, older adults, and disability football, the new facilities will offer new opportunities for female coaches and players through the involvement of Winchester City Flyers FC.

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

*Expenditure: recurring annually Q1 £0.32m*

During the period 1 April to 30 June £315,000 of grants were paid over.

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

• **59 Colebrook St.** *Total Budget: £0.61m*

*Exp: Prior years £0.003m* *Q1 £0.099m* *Total £0.102m*

The refurbishment and conversion of 59 Colebrook Street for shared accommodation is underway. Around 75% of the budget is funded from external grants and initially the property will be used to house those from the Ukrainian Resettlement scheme.

• **Housing Company** *Total Budget: £0.15m*

*Exp: Prior years £0* *Q1 £0.15m* *Total £0.15m*

£150,000 has been spent on the purchase of share capital in the council's wholly owned subsidiary, Venta Living. This is based on a leasing model whereby the council's HRA has leased a total of 41 flats recently completed as part of the HRA new build programme. It enables the council to provide alternative tenure and support those who may be unable to easily access the private sector rental market.

## **HOUSING REVENUE ACCOUNT**

<b>Housing Revenue Account Budget Forecast 2024/25 (£000)</b>	<b>Expenditure</b>	<b>Income</b>	<b>NET</b>
Housing Management - General	7,431	(164)	7,267
Housing Management - Special	4,307	(2,119)	2,188
Repairs & Repairs administration	9,968	(127)	9,841
Debt management & interest income	5,624	0	5,624
Contribution to Major Repairs costs (Depreciation)	10,216	0	10,216
<b>TOTAL</b>	<b>37,546</b>	<b>(2,410)</b>	<b>35,136</b>
Rent, Service Charges & Other income			(34,545)
<b>FORECAST BUDGET DEFICIT</b>			<b>591</b>
<b>AGREED BUDGET DEFICIT</b>			<b>1,704</b>
<b>Forecast movement:</b>			<b>(1,114)</b>
<b>Of which (net):</b>			
<b>Baseline</b>			<b>1,116</b>
<b>One-off</b>			<b>(2,229)</b>

### **Housing Revenue Account summary**

1. A deficit 2024/25 HRA budget of £1.7m was set by Council in February 2024 (CAB3445 refers).
2. The current end of year forecast is an overall deficit of £0.59m. This currently excludes the impact of capitalising the extension of time claim at Winnall Flats following agreement in June 2024, to give a clear picture of the underlying financial performance of the HRA. The key movements in the forecast are as follows:
  - i) The Outturn report CAB3445 outlines a significant overspend on repairs & maintenance costs, which is a result of a combination of increases in the volume of works being undertaken, and increased costs due to materials inflation. This continued into the 2024/25 financial year, with materials costs remaining at a high level. This is driving a forecast adverse variance on cyclical and voids costs of

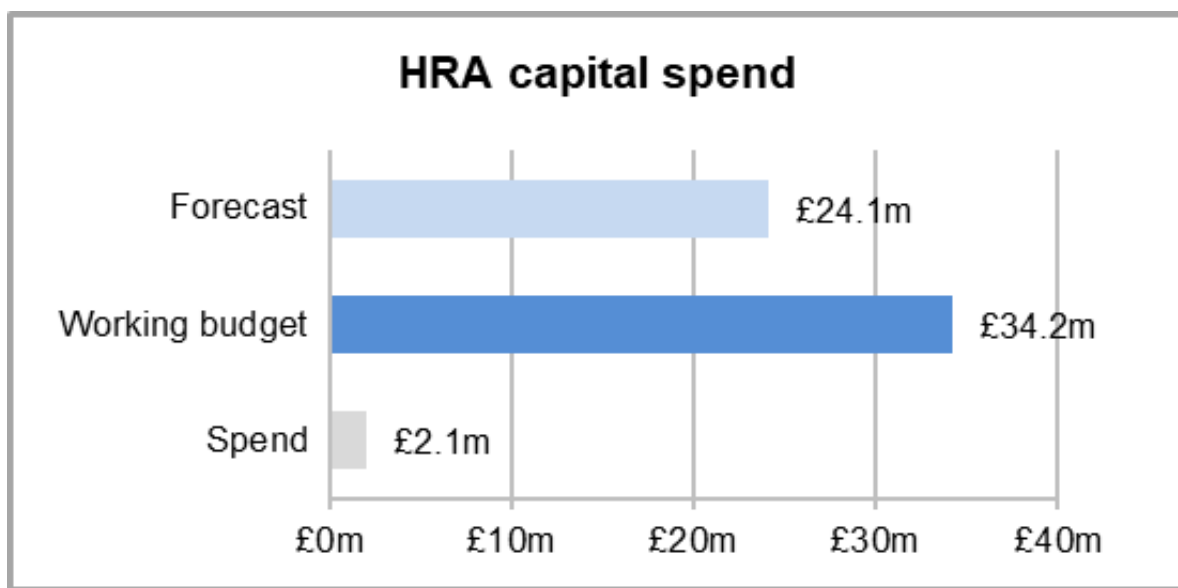
£1m. Measures to address the high cost of maintenance works, including prioritisation of work, recharge policy etc are currently being reviewed.

- ii) Budgeted depreciation for HRA assets is an estimate based on prior year data, adjusted for inflation. Actual depreciation is affected by several factors such as the annual valuation of the council's housing stock and underlying component costs: therefore, varying from forecast. The budgeted depreciation for 2024/25 was based on the 2022/23 data available at the time of budget setting. Levels of actual depreciation for 2023/24 indicate that the budget for 2024/25 may be insufficient, so an adverse variance of £0.24m is currently forecast.
  - iii) The budgeted cost of external interest is currently £8.1m, which is sufficient to fund all current borrowing at 5%. The capital forecast indicates that a significant proportion of the unallocated new build budget will not be spent in this financial year, which will allow current unfinanced debt to continue to be internally borrowed, generating a one-off favourable variance of £2.1m in 2024/25.
3. The HRA budget approved by Council included budget savings of £0.4m to be achieved by 2024/25. The business plan set in February 2024 included £0.2m of identified savings, with a further £0.2m to be identified during the 2024/25 financial year. This has been achieved through staff restructuring during the first quarter of 2024/25 and is reflected as a favourable variance of £0.2m in the forecast.

### **Housing Revenue Account Capital Spend**

1. Housing capital expenditure to the end of June 2024 was £2.059m, of which:
  - £0.876m was on major works.
  - £0.102m improvements & upgrades.
  - £0.835m on the New Build programme; and
  - £0.245m on other schemes.
2. Capital budgets for 2023/24 will be revised for carried forward balances and other changes as part of the HRA outturn report (report CAB3465). Due to the nature of capital expenditure, there is always a risk of programme slippage, particularly in respect of the unallocated new builds budget that is largely pending decisions to proceed with specific projects.





3. Key items of expenditure in Q1 2024/25 includes:

- **Major repairs** *Total Budget £10.405m*

*Exp: Recurring Annually*

*Q1 £0.876m*

The major repairs programme reflects the planned major repairs to the Council's housing stock, and includes investment in doors, windows, wall structures, kitchens and bathrooms, roofing and other similar major works. The budget has been reprofiled in Quarter 1 to reflect anticipated planned works in 2024/25.

- **Climate Emergency** *Total Budget £4.905m*

*Exp: Recurring annually*

*Q1: £0.071m*

The agreed HRA Business plan agreed a £45m investment into energy efficiency measures across the housing stock over the next 8 years, and includes expenditure on insulation and ventilation measures, and significant energy investment measures at the Swiss Cottages. The current programme for 2024/25 is anticipated at £5.47m, the increase a result of final tender costs and high cost works to non-traditional properties. In addition to the planned works for 2024/25, energy efficiency works totalling £1.3m not complete on 31<sup>st</sup> March will be completing during 2024/25. The costs of these will be met from proposed reprofiling of 2023/24 underspend into 2024/25.

- **Improvements & Upgrades** *Total budget £0.688m*

*Exp: Recurring Annually*

*Q1 £0.102m*

The budget for improvements and upgrades relates specifically to Sheltered Housing upgrades and Estates improvements. The Estates improvements programme expected spend for 2024/25 is £0.35m, against budget of £0.53m. Carry forward from prior years is proposed to be slipped to future years within the HRA business plan to facilitate future works.

## **New build:**

- **Corner House**

*Total Budget £0.986m*

*Exp: £0*

*Q1 £0*

The Corner House scheme is currently undergoing viability works to inform an outline business case in Q4 of 2024/25. If approved, detail design work and planning application development will proceed in late 2024/25. It is therefore unlikely that capital works will begin until 2025/26 financial year; the forecast for 2024/25 will therefore be zero and the budget reprofiled as part of the 2024/25 business planning process.

- **Barton Farm Extra Care**

*Total Budget £0.189m*

*Exp: £0*

*Q1: £0*

Discussions are ongoing with Cala Homes, the site developer. Outline business case, initial design work and tender process are expected to progress in 2024/5. Depending on progress the process of land acquisition, more detailed design and planning application development will begin in 2025/26. It is therefore unlikely that capital works will begin until 2025/26 financial year, at the earliest, or the following year; the forecast for 2024/25 will therefore be zero and the budget reprofiled as part of the 2024/25 business planning process.

- **Nutrient Mitigation**

*Total budget £0.6m*

*Exp: Prior years – None*

*Q1: £0*

At its July meeting, Cabinet agreed to proceed with £0.4m projects in 2024/25. The forecast has been amended to £0.4m to reflect this decision. Detailed work on developing the approach to implementation has already commenced with a detailed programme likely to be developed in Q3 2024/25.

- **Winnall flats**

*Total budget £19.5m*

*Exp Prior years: £16.873m*

*Q1: £0.861m*

*Total £17.734m*

The development at Winnall is expected to be handed over in 2024/25, (how many units – check), with a forecast overall cost of £19.9m. Overall costs to be incurred in 2024/25 is expected to be £2.9m, and budget carry forward of £2.1m from 2024/25 is pending agreement as part of the outturn report.

- **Local Authority Housing Fund**

*Total budget: £12.145m*

*Exp: Prior years £10.306m*

*Q1 £0*

*Total £10.306m*

The Local Authority Housing fund is specific government grant funding awarded to the council to support the resettlement of Ukrainian refugees via acquisition or new build of properties. The council agreed to acquire a number of properties into the HRA in 2023/24, of which at the 2023/24 year end a small number of properties were

still awaiting final completion. The budget for the purchase costs, and associated assumed repair costs, are proposed to be carried forward into 2024/25 within the outturn report.

- ***New Build Unallocated***

*Total budget £13.703m*

***Exp:*** *Is allocated to specific sites following decision to proceed.*

This capital budget represents the business plan commitment to deliver 1,000 new homes by 2030, for which sites have not yet been allocated. To date in 2024/25, commitment has been made to acquire four properties in 2024/5 at a forecast cost of £1.36m. The remainder of the budget is forecast to be unspent pending the identification and viability assessments of potential opportunities (both council commissioned new build on the council's own land and off the shelf new-build acquisitions from developers), and subsequent formal decisions to proceed.

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# Agenda Item 7

## SCRUTINY COMMITTEE

REPORT TITLE: HOUSING REVENUE ACCOUNT (HRA) OUTTURN 2023/2024

4 SEPTEMBER 2024

REPORT OF CABINET MEMBER: CLLR CHRIS WESTWOOD – CABINET MEMBER FOR HOUSING

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

WARD(S): ALL

### RECOMMENDATION:

It is recommended that the committee scrutinise and comment on the proposals within the attached draft cabinet report, ref CAB3465 which is to be considered by cabinet at its meeting on the 11 September 2024.

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REPORT TITLE: HOUSING REVENUE ACCOUNT OUTTURN 2023/24

11 SEPTEMBER 2024

REPORT OF CABINET MEMBER: CLLR CHRIS WESTWOOD – CABINET MEMBER FOR HOUSING

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

WARD(S): ALL

#### PURPOSE

This report provides an update to members on the financial performance of the Housing Revenue Account (HRA) in 2023-24 and the associated HRA capital programme. It requests approval for revised budget forecasts to the 2024-25 HRA capital programme to reflect slippage, to take account of delays to some schemes and reflect the likely revised spend profile in the capital programme.

The year end resulted in a deficit to the HRA of £1.258m for 2023/24, which was £0.352m more than budgeted for, and has reduced the current working balance to £14.096m (£15.163m as at 31 March 2023).

#### RECOMMENDATIONS:

That Cabinet

1. Notes the HRA Outturn figures for 2023/24 as detailed in Appendices 1 and 2;
2. Notes the Housing capital programme outturn for Major Works and New Build as detailed in Paragraphs 11.5 to 11.7 and Appendices 3 & 4;
3. Approves the funding of the 2023/24 HRA capital programme as detailed in Paragraphs 11.8 to 11.11 and Appendix 5;
4. Approves the reforecast capital programme budget of £24.057m for 2024/25 as detailed in paragraphs 11.12 to 11.14 and Appendix 6 & 7 that takes into account potential programme slippage and the reprofiling of expected spend.

## IMPLICATIONS:

### 1 COUNCIL PLAN OUTCOME

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

#### 1.1 Tackling the Climate Emergency and Creating a Greener District

The capital programme provides for accelerated carbon reduction measures across the existing housing stock, included within the design and construction of new properties, and included within the feasibility assessment when considering the purchase of properties. This includes the Council's 10 year retrofit programme for existing properties

#### 1.2 Homes for all

Assist with the increase of affordable housing property stock across the Winchester district and meet the council's objective to provide a range of tenures to meet demand.

#### 1.3 Vibrant Local Economy

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

#### 1.4 Living Well

The wellbeing of residents is considered within the design of new properties, and new homes are designed to be energy efficient and to meet tenants needs. Any substitute properties are assessed according to these criteria.

#### 1.5 Your Services, Your Voice

Housing tenants are directly involved in decisions regarding service provision, both through the work of TACT and through regular tenant and leaseholder digital surveys, to capture wider tenant views. The service continues to review options to provide an improved customer experience, increase opportunities for engagement and to ensure satisfaction with services provided by the Council.



## 2 FINANCIAL IMPLICATIONS

- 2.1 Full details are included in section 11. In summary, the Council had a net deficit on its HRA revenue account of £1.258m for 2023/24, an adverse variance on the revised budget of £0.352m. This reduces the HRA general balance as at 31.3.2024 from £15.163m to £14.096m. Current HRA reserves and balances as at 31.3.2024 are shown in Appendix 5, together with current HRA borrowing.
- 2.2 Total expenditure in the Housing capital programme for 2023/24 was £36.170m, some £6.398m lower than the revised budget of £42.568m. The original budget for the year was £30.049m.
- 2.3 It is proposed to carry forward to 2024/25 £6.96m of capital budget slippage from 2023/24. In addition, the approved budgets for 2024/25 are being re-profiled and as a result reduced by £16.943m to realign them with anticipated activity and achievable forecast spend. The ten year HRA indicative approved capital programme will be amended in the forthcoming budget cycle process for 2024/25 -2033/34 to reflect these changes in the timing of proposed project milestones and also the capacity of the council to resource these activities.

## 3 LEGAL AND PROCUREMENT IMPLICATIONS

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

## 4 WORKFORCE IMPLICATIONS

- 4.1 As at the end of the financial year 2023/24, consultation had been completed on a new structure for the service, including the proposed deletion of a number of vacant posts, changes to reporting lines to give focus to service delivery and also allocation additional resources to support the increased retrofit programme. At the time of writing this report, the structure had been implemented and recruitment to vacant posts underway.

## 5 PROPERTY AND ASSET IMPLICATIONS

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

## 6 CONSULTATION AND COMMUNICATION

- 6.1 The Outturn Report will be shared with the TACT Board.

## 7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 The Housing Service considers environmental and ecological factors when developing new build properties and preparing major works plans including estate improvements, working closely with planning officers and the Council's Landscape Team where appropriate. Additional costs for meeting these responsibilities are included in project appraisals and scheme budgets.
- 7.2 The 30-year business plan agreed in February 2024 includes provision of £45m to fund the proposed fabric-first retrofit programme of works over the next 8 years. Delivery of the planned investment could lead to a reduction of 1666.22 tCO<sub>2</sub> from customers' homes by 2030.

## 8 PUBLIC SECTOR EQUALITY DUTY

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

## 9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 None required.

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

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

## 11 SUPPORTING INFORMATION:

### HRA Outturn 2023/24

Details of the 2023/24 financial performance are analysed in Appendix 1 (subjective summary) and Appendix 2 (service summary).

- 11.1 Overall, the HRA produced a deficit of £1.258m. The outturn deficit is £0.352m higher than the £0.907m Revised Budget (CAB3417).
- 11.2 Within the subjective summary (Appendix 1), the material variances were:
- a) Employee costs: £0.352m Favourable variance, representing an underspend against the overall employee budget of 6.5%. This is reflective of continuing difficulty in recruiting staff and ongoing restructuring within Property and Estates.
  - b) Premises costs: £1.692m Adverse variance is predominantly due to demand led repairs and maintenance. During 2023/24, the authority saw a significant increase of over 30% across the HRA in the number of jobs being completed or work in progress. Concurrently, persistent inflation on materials costs, has been significantly above the headline CPI rate. In addition, a historic underpayment of cumulative inflation was identified during the year, of which £1.3m related to prior years, contributed to an overspend of £2m on maintenance spend. The impact on 2024/25 and future years of the business plan, along with potential mitigations, is being assessed as part of the business planning exercise for 2024/25. The overspend has been partially offset by a reduction in cleaning costs following the reprocurement of the cleaning contract commencing July 2023, and on utility costs following a softening in energy prices in the second half of 2023/24.
  - c) Other costs: £0.291m Favourable variance. This is made up of a number of variances. The main variances contributing to this are underspend on the professional and consultancy budget (£0.173m), an underspend on staff car park permits & travel claims (£0.07m), and lower than budgeted compensation payments (£0.08m).
  - d) Interest & depreciation £0.229m Favourable variance is the net result of interest payments on debt being £1.622m under budget, and end of year depreciation charges being £1.393m over budget. The budget for interest payments on debt had assumed both a higher level of capital spend financed by borrowing and higher debt financing charges and was largely due to the use of internal borrowing (see Appendix 5). Depreciation is an estimate based on the prior year; actual depreciation is affected by several factors such as the annual valuation of the council's housing stock, and underlying component costs and will therefore vary from forecast.

- e) External Income: Favourable variance of £0.806m, of which £0.41m relates to overachievement of dwelling rents, £0.140m overachievement on Temporary Accommodation rents and £0.19m recovery of costs through successful insurance claims.
- f) Interest receivable: The interest receivable, or item 8 credit, is the net interest on balances and internal borrowing. The adverse variance is due to increasing interest costs on internal borrowing.

11.3 Within the service summary (Appendix 1), the material variances were:

- a) Vacant Dwellings: Adverse variance of £0.083m. This variance relates to Council Tax charges on empty properties which, in 2023/24 amounted to £0.12m. The 2024/25 business plan includes a more realistic budget for void council tax charges.
- b) New build programme support: Favourable variance of £0.121m. This variance is driven by vacancies within the programme support team.
- c) Communal Services: Favourable Variance of £0.066m. This relates to the cleaning contract referred to in paragraph 11.2b.
- d) Homelessness: Favourable variance of £0.285m. Of this variance, £0.059m relates to cleaning contract referred to in paragraph 11.2b, void and collection rates of rents & service charges improved performance against budget £0.160m, and vacancy savings of £0.044m.
- e) Sheltered Housing: Favourable variance of £0.120m is predominantly due to utilities costs, following a softening in energy prices in the second half of 2023/24
- f) Responsive repairs: This is due to inflationary pressure and increase in jobs referred to in paragraph 11.2b.
- g) Interest Payable: Favourable variance £1.622m avourable. The budget for interest payments on debt had assumed both a higher level of capital spend financed by borrowing and higher debt financing charges and was largely due to the use of internal borrowing.
- h). Depreciation of fixed assets – Adverse variance £1.393m. Depreciation is an estimate based on the prior year; actual depreciation is affected by several factors such as the annual valuation of the council's housing stock, and underlying component costs and will therefore vary from forecast.
- i) Dwelling rents: Void losses and income collection rates were slightly favourable compared to the budget assumptions, generating a favourable variance of £0.41m.
- j) Interest receivable: Adverse variance £0.184m. This adverse variance is due to the use of cash balances for internal borrowing purposes and is offset

by the favourable variance on external interest costs explained at paragraph 11.3 g)

#### 11.4 HRA Revenue Carry Forwards from 2023/24 to 2024/25

There are no proposed HRA Revenue Carry Forward from 2023/24 to 2024/25.

#### 11.5 HRA Capital Programme Outturn 2023/24

11.6 Appendices 3 & 4 detail the expenditure in 2023/24 for both the Housing Services and New Build capital programmes against both the Original Budget and the Revised Budget position.

Overall, within Housing Services (Appendix 3), £8.897m was spent against a Revised Budget of £11.095m, a variance of £2.198m on the year.

The material variances were as follows:

- a) Major repairs £0.50m adverse variance: this variance is an accumulation of minor adverse variances on external works, internal finishes and kitchens/bathrooms programme, which can be attributed to inflation on materials costs.
- b) Estate improvements £0.33m adverse variance: Difficulty in recruiting appropriate staff during 2023/24 has led to under delivery against the estates delivery programme. The programme will need to be reprofiled as part of the 2024/25 business planning.
- c) Fire Safety provision £0.32m favourable variance: This relates to compartmentation works, which was not procured during 2023/24 due to staff vacancy in the second half of the year. Procurement is expected to commence in Q2 of 2024/25 and contained within the 2024/25 budget for fire safety. It is proposed to reprofile the remaining budget to future years as part of the business planning process.
- d) Climate Change emergency £1.9m favourable variance. 2023/24 saw a significant increase in retrofitting, and as at the end of 2023/24 there was £1.4m cavity wall and loft insulation works commissioned but not yet completed. Budget will therefore require carrying forward. The remaining £0.5m will be reprofiled into 2024/25 to support the current year programme of works.
- e) Sewerage treatment works £0.21m adverse variance. This budget is earmarked for the replacement tanker, which is now due for delivery in early 2024/25.

11.7 For the New Build Capital Programme (Appendix 4), £27.724m was spent against a Revised Budget of £31.723m, a variance of £4.200m

The material variances were as follows:

- a) Winnall £2.127m underspent. Expected completion is now expected in early 2024/25 following rectification of defects and final works. Remaining budget is therefore proposed to be slipped into 2024/25.
- b) Southbrook Cottages £0.107m favourable variance. Expected completion is now expected in early 2024/25 following rectification of defects and final works. Remaining budget is therefore proposed to be slipped into 2024/25.
- c) Nutrient Mitigation £0.11m favourable variance. During 2023/24, two schemes progressed at Northington & Goodens, total cost of £0.09m. The budget was set prior to technical feasibility work being undertaken. The outcome of feasibility and subsequent tendering resulted in an underspend of £0.11m.
- d) LAHF Property Acquisitions £1.839m favourable variance. As at the year end there were a small number of acquisitions that were awaiting full completion, which completed in July 2024. The budget for these properties, and associated assumed repair costs, will require carry forward into 2024/25.

#### 11.8 HRA Capital Programme Funding

11.9 Appendix 5 details the actual funding for the capital programme in 2023/24. The funding requirement for the year was £36.170m, £6.398m less than previously anticipated in setting the Revised Budget. The Housing Services programme was underspent by £2.198m, with the New Build capital programme being £4.200m

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

11.11 The proposed funding of the programme firstly applies all required 1-4-1 RTB funding of £3.412m to maximise the council's position on these resources. Capital receipts from other retained RTB receipts of £4.799m, new build sales £3.568m, and other disposals £1.042m are then applied. Grant funding of £6.495m for the Local Authority Acquisition Fund scheme are then applied. A contribution of £4.029m was drawn from the Major Repairs Reserve towards Decent Homes capital works, with the remaining £12.856m unfinanced. This resulted in a net movement of £12.769m in the Capital Financing Requirement from £199.777m to £212.546m. This represents the underlining need to borrow for capital purposes, i.e. its borrowing requirement.



## 11.12 HRA Capital Programme Re-Forecast for 2024/25

Within the capital programme, there is an increase due to slippage from the 2023/24 programme into the 2024/25 budget of £6.96m, combined with the reduction due to the re-profiling of £16.943m into future years, which is proposed in Appendix 6 & 7. The impact of these changes on the original budget of £34.04m, is a net decrease in approved budget for 2024/25 of £9.98m.

11.13 The proposed Housing Services programme has slippage of £2.695m and re-profiled budgets of £4.354m, resulting in a decrease of £1.659m. This reflects the anticipated need to spend on ongoing programmes and the carry forward of funding for key Council priorities such as climate change and fire safety

11.14 The profiling of all the New Homes scheme capital projects has also been reviewed in light of current progress against agreed projects and agreed utilisation of the unallocated new build budget line to date. As a result, the net budget after bringing forward slippage and re-profiling has been reduced by £8.324m. Of the total budget of £15.391m in 2024/25, £7.06m is committed and likely to spend. The overall impact of this on the HRA 10 year indicative programme will be identified during the next year's budget preparation process.

## 12 OTHER OPTIONS CONSIDERED AND REJECTED

12.1 No other options considered. There is a statutory requirement to approve the HRA outturn.

### BACKGROUND DOCUMENTS:-

#### Previous Committee Reports:-

CAB3417 HRA Outturn report 2022-23	13 Sept 2023
CAB3365 HRA Budget Options 2023-24	15 Nov 2022
CAB3387 Housing Revenue Account Budget 2023-24	9 Feb 2023
CAB3432 HRA Budget Options 2024-25	21 Nov 2023
CAB3445 Housing Revenue Account Budget 2024-25	8 Feb 2024

#### Other Background Documents:-

None

### APPENDICES:

Appendix 1 – Housing Revenue Account Outturn 2023/24 – Subjective Summary

Appendix 2 – Housing Revenue Account Outturn 2023/24 – Service Summary

Appendix 3 – Housing Capital Programme 2023/24 – Housing Services Outturn

Appendix 4 – Housing Capital Programme 2023/24 – New Build Outturn

Appendix 5 – Housing Capital Programme 2023/24 - Funding, Resources and Debt

Appendix 6 – Housing Capital Programme 2023/24 – Re-forecast Budget Major Works

Appendix 7 – Housing Capital Programme 2023/24 – Re-forecast Budget New Build

HRA - INDICATIVE OUTTURN 2023/24

APPENDIX 1

Original Budget	Revised Budget	Indicative Outturn	Variance Outturn to Revised Budget
£000	£000	£000	£000

Report Notes
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Employees	(5,504)	(5,504)	(5,152)	(352)	11.2 a).
Premises	(8,380)	(8,380)	(10,072)	1,692	11.2 b).
Other Costs	(4,542)	(4,560)	(4,269)	(291)	11.2 c).
Net Interest and Depreciation	(15,677)	(15,677)	(15,448)	(229)	11.2 d).
External income	32,600	32,600	33,406	(806)	11.2 e).
<b>Deficit(/) Surplus for year on HRA Services</b>	<b>(1,503)</b>	<b>(1,521)</b>	<b>(1,536)</b>	<b>15</b>	
Right to Buy Admin Fees	29	29	18	10	
Interest receivable	585	585	402	184	11.2 f).
Assets Funded by HRA	0	0	(47)	47	
Net (increase)/decrease in HRA Balance before transfers to or from reserves	(889)	(907)	(1,163)	256	
			0	0	
Transfer to/from Reserves	0	0	(95)	(95)	
(decrease)/Increase in HRA Balance	(889)	(907)	(1,258)	161	
	0	0	0	0	
	0	0	0	0	
<b>HRA Working Balance</b>				0	
Opening Balance	16,052	15,354	15,354	(0)	
Add Projected (Deficit)/Surplus	(889)	(907)	(1,258)	352	
<b>Projected Balance at Year End</b>	<b>15,163</b>	<b>14,447</b>	<b>14,096</b>	<b>352</b>	

## HRA - INDICATIVE OUTTURN 2023/24

Original Budget	Revised Budget	Indicative Outturn	Variance Outturn to Revised Budget	Report Notes
£000	£000	£000	£000	

**Service Summary****Housing Management General**

Estate Management	(1,518)	(1,518)	(1,520)	2	
HRA General	(450)	(450)	(404)	(45)	
Tenancy Sustainment	(3,152)	(3,170)	(3,140)	(29)	
Downsizing	(65)	(65)	(48)	(17)	
Rent Accounting	(77)	(77)	(66)	(11)	
Tenants Involvement	(88)	(88)	(47)	(41)	
Vacant Dwellings	(41)	(41)	(124)	83	11.3 a)
New Build Programme Support	(935)	(935)	(815)	(121)	11.3 b)
	(6,325)	(6,343)	(6,165)	(178)	

**Housing Management Special**

Communal Services	(28)	(28)	38	(66)	11.3 c)
Disabled Adaptations	(152)	(152)	(187)	35	
Estate Improvements	(552)	(552)	(519)	(34)	
Homelessness	(347)	(347)	(62)	(285)	11.3 d)
Home ownership	215	215	212	3	
Sewage Works	(406)	(406)	(406)	0	
Sheltered Housing	(1,142)	(1,142)	(1,022)	(120)	11.3 e)
	(2,412)	(2,412)	(1,945)	(466)	

**Repairs**

Responsive Maintenance	(3,237)	(3,237)	(4,233)	996	
Voids	(1,681)	(1,681)	(1,891)	210	
Cyclic	(1,080)	(1,080)	(1,350)	271	
Sub - total Repairs Works	(5,997)	(5,997)	(7,474)	1,477	
Repairs Administration	(1,904)	(1,904)	(1,805)	(99)	
	(7,901)	(7,901)	(9,278)	1,377	11.3 f)

Debt Management Expenses	(9)	(9)	(10)	2	
Interest Payable	(6,857)	(6,857)	(5,235)	(1,622)	11.3 g)
Depreciation of Fixed Assets	(8,821)	(8,821)	(10,214)	1,393	11.3 h)
	(15,686)	(15,686)	(15,459)	(227)	

**Rents and Other Income**

Dwelling Rents	29,951	29,951	30,417	(466)	11.3 i)
Garage Rents	63	63	74	(11)	
Other Income	176	176	196	(20)	
Investment Properties	48	48	85	(37)	
Sheltered Charges	583	583	539	44	
	30,821	30,821	31,311	(490)	

<b>Deficit (/) / Surplus for year on HRA Services</b>	<b>(1,503)</b>	<b>(1,521)</b>	<b>(1,536)</b>	<b>15</b>	
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## HRA - INDICATIVE OUTTURN 2023/24

Original Budget	Revised Budget	Indicative Outturn	Variance Outturn to Revised Budget
£000	£000	£000	£000

Report Notes

## Service Summary

Right to Buy Admin Fees	29	29	18	10	
Interest Receivable	585	585	402	184	
Assets financed by HRA	0	0	(47)	47	
<b>Net (increase)/decrease in HRA Balance before transfers to or from reserves</b>	<b>(889)</b>	<b>(907)</b>	<b>(1,163)</b>	<b>256</b>	
Transfer (to)/from Reserves	0	0	(95)	95	
<b>(Increase)/ decrease in HRA Balance</b>	<b>(889)</b>	<b>(907)</b>	<b>(1,258)</b>	<b>352</b>	
	0	0	0	0	
<b>HRA Working Balance</b>					
Opening Balance	16,052	15,354	15,354	0	
Add Projected (Deficit)/Surplus	(889)	(907)	(1,258)	352	
<b>Projected Balance at Year End</b>	<b>15,163</b>	<b>14,447</b>	<b>14,096</b>	<b>352</b>	

11.3 j)

## HRA CAPITAL PROGRAMME INDICATIVE OUTTURN 2023/24

	2023/24 Original Budget	2023/24 Revised Budget	2023/24 Indicative Outturn	2023/24 Variance Outturn to Revised Budget	
	£000	£000	£000	£000	
<b><u>Housing Services Programme</u></b>					
<b><u>Major Repairs</u></b>					
External Envelope Works	(1,500)	(1,500)	(1,784)	284	
External Ground Works	(300)	(300)	(321)	21	
External Window/Door/Screens	(1,192)	(1,192)	(1,001)	(192)	
Internal Structure & Finishes	(2,200)	(2,410)	(2,636)	226	
Kitchen & Bathroom Renewals	(300)	(300)	(518)	218	
Mechanical & Electrical Services	(400)	(400)	(344)	(56)	
	<b>(5,892)</b>	<b>(6,102)</b>	<b>(6,604)</b>	<b>502</b>	11.6 a).
<b><u>Improvements &amp; Conversions</u></b>					
Estate Improvements	(434)	(350)	(16)	(334)	11.6 b).
Sheltered Housing Upgrades	(74)	(20)	0	(20)	
	<b>(508)</b>	<b>(370)</b>	<b>(16)</b>	<b>(354)</b>	
<b><u>Other Capital Spending</u></b>					
Disabled Adaptations	(793)	(793)	(951)	158	
Fire Safety Provision	(507)	(816)	(470)	(345)	11.6 c).
Climate Change Emergency	(1,512)	(2,696)	(750)	(1,946)	11.6 d).
Sewage Treatment Works	(318)	(318)	(106)	(213)	11.6 e).
Total Housing Service Capital Programme	<b>(9,530)</b>	<b>(11,095)</b>	<b>(8,897)</b>	<b>(2,198)</b>	

Report Notes

## HRA CAPITAL PROGRAMME INDICATIVE OUTTURN 2023/24

	2023/24 Original Budget	2023/24 Revised Budget	2023/24 Indicative Outturn	2023/24 Variance Outturn to Revised Budget	Report Notes
	£000	£000	£000	£000	
<b>New Build Programme &amp; Other Capital</b>					
Winnall	(4,727)	(6,496)	(4,370)	(2,127)	11.7 a)
Barton Farm	0	(20)	0	(20)	
North Whitely	(14,123)	(10,932)	(10,995)	64	
Southbrook Cottages	(1,161)	(1,505)	(1,398)	(107)	11.7 b)
Dyson Drive	(201)	(50)	0	(50)	
Woodman Close	(56)	(98)	(114)	15	
CornerHouse	(50)	(27)	0	(27)	
Nutrient Mitigation	(200)	(200)	(90)	(110)	11.7 c)
LAHF Property Acquisitions	0	(12,145)	(10,306)	(1,839)	11.7 d)
	<b>(20,518)</b>	<b>(31,473)</b>	<b>(27,274)</b>	<b>(4,200)</b>	
<b>Total HRA Capital Programme</b>	<b>(30,049)</b>	<b>(42,568)</b>	<b>(36,170)</b>	<b>(6,398)</b>	

## HRA CAPITAL PROGRAMME INDICATIVE FUNDING 2023/24

	Original Budget	Indicative Outturn	Variance Outturn to Revised Budget	Report Notes
	£000	£000	£000	
<b>Funding Source</b>				
Right to Buy Other Retained receipts	887	4,799	3,912	
Right to Buy 1-4-1 Receipts	4,031	3,412	(619)	
Other Capital Receipts	4,027	1,042	(2,985)	
S.106 Contributions	10,756	0	(10,756)	
CIL	755	0	(755)	
Homes England Grant	306	0	(306)	
LAHF Grant	0	6,495	6,495	
New Build Sales	0	3,568	3,568	
HRA Borrowing	0	12,856	12,856	
Major Repairs Reserve	9,287	4,029	(5,258)	
<b>TOTAL</b>	<b>30,049</b>	<b>36,200</b>	<b>6,151</b>	

**HRA Usable Reserves/Resources**

	Bal 31.3.2023 £000	Bal 31.3.2024 £000	Change £000
HRA Revenue Reserves	15,354	14,096	(1,258)
Earmarked Reserves	174	182	8
Major Repairs Reserve	26,140	32,323	6,184
Right to Buy 1-4-1 Receipts	6,729	4,830	(1,899)
Other Capital Receipts	6,403	156	(6,247)
S.106 Contributions	5,758	10,515	4,757
<b>TOTAL</b>	<b>60,557</b>	<b>62,102</b>	<b>1,544</b>

**HRA Capital Financing Requirement**

	Bal 31.3.2023 £000	Bal 31.3.2024 £000	Change £000
<b>CFR (Underlying need to borrow)</b> (Expenditure funded by Borrowing)	199,777	212,546	12,770
Annual Cost of Debt	5,361	7,230	1,869
Average Cost of Capital to HRA	2.68%	3.40%	0.72%
of Which			
<b>[a] PWLB external debt</b>	156,722	164,722	8,000
Average cost of debt	5,235	5,224	(11)
Average Cost of Capital	3.34%	3.17%	-0.17%
<b>[b] Internal borrowing</b>	43,055	47,824	4,770
Average cost of debt	126	1,995	1,880
Average Cost of Capital	0.29%	4.17%	39.41%



Appendix 6

HRA CAPITAL PROGRAMME PROPOSED REVISED BUDGETS 2024/25

2024/25 Original Approved Budget. £000	2024/25 Other Budget Changes £000	2024/25 Proposed B/fwd £000	2024/25 Revised Budget £000
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**Housing Services Programme**

**Major Repairs**

External Envelope Works	(6,110)	4,057	0	(2,053)
External Window/Door/Screens	(725)	(142)	0	(867)
Internal Structure & Finishes	(137)	0	0	(137)
Kitchen & Bathroom Renewals	(708)	(250)	0	(958)
Ground Works	0	(100)	0	(100)
Mechanical & Electrical Services	(2,725)	(343)	0	(3,067)
	<b>(10,405)</b>	<b>3,223</b>	<b>0</b>	<b>(7,182)</b>

**Improvements & Conversions**

Estate Improvements	(534)	518	(334)	(350)
Sheltered Housing Upgrades	(154)	0	(20)	(174)
	<b>(688)</b>	<b>518</b>	<b>(354)</b>	<b>(524)</b>

**Other Capital Spending**

Disabled Adaptations	(815)	(358)	158	(1,015)
Fire Safety Provision	(1,176)	521	(345)	(1,000)
Climate Change Emergency	(4,906)	450	(1,946)	(6,402)
Sewage Treatment Works	(659)	0	(207)	(866)
	<b>(7,556)</b>	<b>613</b>	<b>(2,341)</b>	<b>(9,284)</b>
Total HS Capital Programme	<b>(18,649)</b>	<b>4,354</b>	<b>(2,695)</b>	<b>(16,990)</b>

## Appendix 7

### HRA CAPITAL PROGRAMME PROPOSED REVISED BUDGETS 2024/25

2024/25 Original Approved Budget. Budget. £000	2024/25 Other Budget Changes £000	2024/25 Proposed Bfwd £000	2024/25 Revised Budget £000
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#### New Build Programme & Other Capital

Winnall	0	(861)	(2,097)	(2,958)
Barton Farm	0	20	(20)	0
Southbrook Cottages	0	(332)	(107)	(439)
Dyson Drive	0	50	(50)	0
Woodman Close	(56)	0	15	(41)
CornerHouse	(986)	1,013	(27)	0
Nutrient Mitigation	(600)	310	(110)	(400)
LAHF Property Acquisitions	0	0	(1,839)	(1,839)
New build major repairs	(46)	46	0	0
Unallocated sites	(13,703)	12,343	0	(1,360)
<b>Total New Build Programme</b>	<b>(15,391)</b>	<b>12,589</b>	<b>(4,235)</b>	<b>(7,037)</b>
<b>Total HRA Capital Programme</b>	<b>(34,040)</b>	<b>16,943</b>	<b>(6,930)</b>	<b>(24,027)</b>

# Agenda Item 8

## SCRUTINY COMMITTEE

REPORT TITLE: GENERAL FUND OUTTURN 2023/24

4 SEPTEMBER 2024

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

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

WARD(S): ALL

### RECOMMENDATION:

It is recommended that the committee scrutinise and comment on the proposals within the attached draft cabinet report, ref CAB3464 which is to be considered by cabinet at its meeting on the 11 September 2024.

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REPORT TITLE: GENERAL FUND OUTTURN 2023/24

11 SEPTEMBER 2024

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

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

WARD(S): ALL

PURPOSE

This report provides an overview of the General Fund Revenue outturn and Capital Programme outturn for 2023/24.

The 2023/24 General Fund budget was approved by Council in February 2023 (CAB3444 refers) based upon a one-year spending review announcement. The budget was set based on a stable financial position with a forecast balanced budget now covering 2024/25 and 2025/26. Quarterly monitoring has kept the forecast 2023/24 outturn under close review. A final outturn favourable variance of just under £0.9m is reported, resulting from a number of service variances.

RECOMMENDATIONS:

That Cabinet:

1. Note the General Fund Revenue Outturn and Capital Programme Outturn as set out in the report;
2. Approve the transfers to and from the Major Investment Reserve as detailed in Appendix 1 and note the reserves and closing balances at 31 March 2024 (as set out in Appendix 2);
3. Approve the revised 2024/25 capital programme as set out in appendix 5; and
4. Note the revised 2024-2034 capital programme as set out in appendix 6.

## IMPLICATIONS:

### 1 COUNCIL PLAN OUTCOME

- 1.1 The budget approved in February 2023 (CAB3388 refers) directly supported the delivery of all outcomes set out in the Council Plan. This included revenue and capital funding for the carbon neutrality programme; funding to support the delivery of the Central Winchester Regeneration programme; additional funding to provide extra staffing to ensure high quality services were maintained (for example around the Pride in Place works); and budget to support the Health and Wellbeing Strategy and its focus on partnership working.
- 1.2 The council plan outcome focussing on Homes for All is supported by the Housing Revenue Account Business Plan considered elsewhere on this agenda (CAB3465).

### 2 FINANCIAL IMPLICATIONS

- 2.1 As set out in the report.

### 3 LEGAL AND PROCUREMENT IMPLICATIONS

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

### 4 WORKFORCE IMPLICATIONS

- 4.1 The council employed 446 permanent and fixed term staff at 31 March 2024, as reported to Audit and Governance in July (AG126). This is one of the most significant costs to the council and therefore as services change, the staffing requirements also change. This represents a net 1FTE increase during the year.

## 5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 The Asset Management Strategy (CAB3377 refers) highlights how the Council's non-housing property assets (the Estate) play a significant role in generating rental income and creating opportunity for social, economic, environmental, and cultural and regeneration interventions.
- 5.2 Overall property income for 2023/24 was £4.8m, including investment and non-investment properties. This is offset by expenditure of £1.2m, leaving a net surplus of £3.6m (excluding MRP and borrowing costs).

## 6 CONSULTATION AND COMMUNICATION

- 6.1 The 2023/24 budget (CAB3388) and Capital Investment Strategy 2023-33 (CAB3389) were set in February 2023 and this followed consultation with stakeholders, including with parish councils through the parish liaison meetings; with local businesses through discussions with the Chamber of Commerce / BID Business forum; and with the public through an on line survey.
- 6.2 Throughout the year, the financial monitoring reports have been to Scrutiny Committee quarterly.

## 7 ENVIRONMENTAL CONSIDERATIONS

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

## 8 PUBLIC SECTOR EQUALITY DUTY

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

## 9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 None required

## 10 RISK MANAGEMENT

- 10.1 The new government are likely to make a number of changes to funding and scope of local government over the coming years but as yet, we have no certainty about the impact that will have on the council. Modelling of sensitivities and scenarios is kept under review and as information becomes available forecasts will be updated.

<b>Risk</b>	<b>Mitigation</b>	<b>Opportunities</b>
<p><i>Financial</i> Budget deficit or unforeseen under or overspends.</p> <p>Financial pressure caused by influences outside the control of the council such as high rates of inflation, high borrowing costs, and uncertainty around local government funding settlements.</p>	<p>Regular monitoring of budgets and financial position including forecasting to year end to avoid unplanned over/underspends.</p> <p>Regular monitoring of macroeconomic situation and recommended establishment of an Exceptional Inflation Pressures reserve.</p>	<p>Early notification of unplanned under / overspends through regular monitoring allows time for plans to be put in place to bring the finances back into line with budget forecast.</p>
<p><i>Legal</i> Risk that external factors, such as high inflation, have an impact on budgets that is so severe that the Council cannot balance the budget and is at risk of needing to issue a s114 notice.</p>	<p>Enhanced monitoring of key at-risk areas (including parking and commercial rent income) and the establishment of an additional risk reserve to cover exceptional inflation pressures.</p>	
<p><i>Team capacity</i> Availability of staff to effectively monitor budgets and produce / report on outturn.</p>	<p>Resources to deliver projects are discussed at the project planning stage and agreed by the project board and monitored by the Programme and Capital Strategy Board. If, at critical budgeting times, resource shortages are identified, funding has been set aside in the budget to fund external support.</p>	<p>Opportunities present themselves for staff to get involved in projects outside their normal role enabling them to expand their knowledge and skills base as well as working with others.</p>
<p><i>Achievement of outcome</i> Risk that the balanced budget and stable finances required by the Your services, your voice Council Plan priority is not achieved or is not perceived to be open and transparent.</p>	<p>Through the quarterly monitoring reports, officers and members can monitor the ongoing financial position.</p>	



## 11 SUPPORTING INFORMATION:

### **General Fund Revenue**

11.1 A high quality of service delivery has been maintained during the year. In addition, progress continues to be made in delivering key areas of work and the council's major projects.

11.2 The Local Government Association undertook a Corporate Peer Challenge in July 2024 which included financial planning and management. The review specifically noted:

“The council has a well-deserved and warranted reputation for prudent financial management”

“The quality of financial reporting appears strong”

“a well-controlled financial environment is in place”

“The TC25 programme is well-embedded with staff and communicated with members”

The post-review action plan also includes some work on increasing financial literacy in service managers and continuing to make the organisation ready for the transformational change of TC25.

11.3 Additional income identified in section 13 below was one-off and, whilst this was a good outcome for the council during 2023/24, the below-budget income levels from some key services shows the difficulty in forecasting income. The majority of the variances with an ongoing, baseline impact (such as NNDR savings on River Park Leisure Centre) were identified as part of the 2024/25 budget process and are therefore already reflected within baseline budget forecasts from 2024/25. The income variances do not change the scope of or need for further savings through the Transformation Challenge 2025 (TC25) programme. The TC25 programme of savings was progressed through 2024/25 and further budget savings will be identified in the November MTFS paper to Cabinet.

11.4 The final outturn position in Appendix 1 shows an increased transfer to reserves, compared to February 2022, of just under £0.9m. Whilst regular updated forecasts have been reported throughout the year, the budget is not revised mid-year, so this report highlights all significant variations compared to the original budget (many of which have been reported previously).

11.5 Careful management of earmarked reserves has resulted in an increase in overall balances at the end of 2023/24. However, significant commitments are in place against these balances and along with continued uncertainty around

funding and interest rates, it is important to continue to manage reserves in a prudent manner.

12 Impact on the collection fund

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

12.2 **Council Tax** - In January, the Council forecast a collection rate of 99% based on previous experience of collection rates across the district. This was reflected in the outturn with a minor surplus variance of £144k.

12.3 **Business Rates** – The total collectable business rates for 2023/24 were over £60m within the year including significant ongoing and new reliefs. With 2017 listing appeals now completed there has been a significant reduction in the provision held to cover successful appeals. This has resulted in additional retained business rates of £1.4m in 2023/24, which is held in unusable reserves for distribution over 2024/25 and 2025/26.

13 Revenue Baseline Budget Variances

13.1 Total general fund baseline net service expenditure was originally budgeted at £18.3m for 2023/24. A final outturn of £16.9m is £1.4m below budget.

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

	Favourable / (Adverse) Variance £000
<u>Income Variances</u>	
a) Planning Fees	(360)
b) Land Charges	(195)
c) Building Control	(129)
d) NET Benefits	193
e) Recycling Income	165
f) Private Sector Housing	97
g) Garden Waste Income	95
h) Licensing Act 2003	90
i) Corporate Covid Income	45
j) Winchester Sport & Leisure Park	55
k) Other	83
<b>TOTAL INCOME VARIANCE</b>	<b>139</b>

Expenditure Variances

a) Employees	345
b) RPLC Site & Coitbury House NNDR	260
c) Utilities - Office Accommodation	129
d) Office Accommodation	126
e) P&R Bus Contract	108
f) Support Services to Inv. Properties	121
g) Telephones	88
h) Communications	72
i) Increased Audit Fees	(68)
j) Other	58
<b>TOTAL EXPENDITURE VARIANCE</b>	<b>1,239</b>
<hr/>	
<b>TOTAL FAVOURABLE SERVICE VARIANCE</b>	<b>1,378</b>

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

- a) Planning Fees – Income was budgeted at £1.1m for the year but only £0.76m was received in total. The baseline budget from 2024/25 has been updated to reflect lower volumes but also the government set increase in planning charges.
- b) Building Control – Income of £0.35m for 2023/24 compared to £0.52m budget and reflects a recent downward trend in overall building control income and volumes. The baseline budget from 2024/25 has been updated to reflect lower volumes and also an increase in fees.
- c) Land Charges – income of £0.25m for 2023/24 compared to £0.44m budget. This is in line with the well reported decline in house sales and the baseline budget from 2024/25 has been reduced to £0.34m.
- d) Benefit payments are distributed by the Council and recovered from government at recovery rates that deviate slightly from 100%. In 2023/24 government funding of £18.646m netted against expenditure of £18.328m, leaving an excess of £0.318m (£0.19m higher than budget).
- e) Recycling Income – rates received for recycling materials has significantly increased over the last couple of years leading to additional income of £0.17m (2023/24 actual income of £0.56m vs budget of £0.39m). Whilst this is a highly volatile source of income, higher rates are expected into 2024/25.
- f) Private sector housing – higher than forecast DFG payments in 2023/24 resulted in a higher than forecast recovery of administrative costs (£0.1m higher than budgeted).
- g) Garden Waste Income – a better than expected overall customer base caused by strong retention and sign ups led to additional income of £0.1m.

- h) Licensing Act 2003 – premises licensing income achieved is running significantly higher than budgeted (£0.09m higher than budget in 2023/24) and will be reviewed as part of the 2025/26 budget process.
- i) Corporate Covid Income – represents delayed Covid income now passed over from HCC.
- j) Winchester Sport & Leisure Park – higher than budgeted operator payment (£0.055m above budget) including a slightly lower than budgeted contractual reduction relating to the 2023/24 energy benchmarking exercise.
- k) Other income variances – a build up of smaller variances relating to additional costs recovered, and higher income in areas such as elections and IT.

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

- a) Employees – net vacancy savings and a slightly lower than budgeted inflationary increase for the year led to lower than budgeted expenditure of £0.35m (total savings of £0.69m including vacancy management target savings achieved).
- b) River Park Leisure Centre Site and Coitbury House NNDR refunds – successful appeals led to refunds of £0.26m during the year.
- c) Office Accommodation Utilities – budgets had become overinflated by forecast price increases. Lower than budgeted costs by £0.13m have been included in the baseline budget from 2024/25.
- d) P&R Bus Contract – savings of £0.11m related to supplier requested timetable reductions during the year.
- e) Support Services recharges to Investment Properties – higher than budgeted support service recharges to investment properties (reported in a separate section of the table) leading to savings of £0.12m within net service expenditure.
- f) Telephones – savings on data lines and telephones totalling £0.09m for the year.
- g) Communications – implementation of no external designer policy led to budget savings of £0.07m for the year.
- h) Increased Audit Fees – unavoidable audit fee increases relating to the audit framework and impacting on local authorities generally.
- i) Other minor savings across numerous service areas across the general fund.

- 13.5 An overall income surplus of £0.7m within 'Investment Activity' relates to:
- Additional net interest receivable of £0.3m caused by higher than expected S106 balances. This additional interest has been transferred to reserves to be used on the respective S106 projects.
  - Additional investment property income of £0.4m caused by unused contingency budgets in 2023/24. Baseline budgets from 2024/25 have been updated to reflect latest forecasts.

#### 14 "One Off" Budgets

- 14.1 In addition to the baseline budget to fund core services, a number of "one off" provisions were approved and included in the 2023/24 budget to fund key projects across 2023/24 and 2024/25. The original one-off revenue budgets totalled £2.150m and this was revised to £6.997m during the year taking into account of budget brought forwards and in-year approvals. The final outturn of £3.987m was therefore £3.010m below revised budget. There were also a number of additional grants received in-year which increased the budget available to carry forward. The key one-off revenue budgets are listed below:

General Fund One-off Expenditure Budgets	Original	Revised		(Additional	Budget
	Budget	Budget	Outturn	Govt. Funding) / Budget not C/F	Brought Forward to 24/25
	£000	£000	£000	£000	£000
1 Central Winchester Project	400	1,240	577		663
2 Project Delivery cc1905		603	258		345
3 Transformation Programme		500	54		446
4 Car Parks	310	483	104	194	185
5 Historic Buildings / Monuments		437			437
6 Climate Emergency	250	441	38		403
7 Homes for Ukraine		383	419	(1,015)	980
8 Climate Emergency / Transport		250	89		161
9 Other smaller 'one-off' projects	1,190	2,660	2,448	(1,161)	1,373
	<b>2,150</b>	<b>6,997</b>	<b>3,987</b>	<b>(1,982)</b>	<b>4,992</b>

- 2023/24 outturn underspend reflects a re-profiling of the work programme with the spend now anticipated in 2024/25.
- Additional project capacity to support other major projects – a total budget of £1m was approved in October 2021 (CAB3318 refers). The budget supports revenue spend which is required to deliver major projects which will eventually be mainly capital in nature. The budget is therefore allocated and spent based on the timescales of these individual projects. A budget of £0.258m has been carried over to 2024/25 and there may be further re-profiling of the budget based on the timescales of the individual projects.

- 3) Transformation programme – this budget has been allocated to the TC25 programme in order to have the resources available to complete the work needed to support projects which will deliver the future baseline savings needed to balance the medium-term budget.
  - 4) The car parks maintenance programme reflects an annual paper taken to Cabinet (CAB3440 refers). A release of budget totalling £194k will remain available within reserves towards future maintenance plans.
  - 5) Historic Buildings / Monuments budget has been brought forward to 2024/25 to reflect latest spend forecasts.
  - 6) Climate Emergency work – this budget supports ongoing climate emergency revenue projects. The underspend has been carried over to 2024/25.
  - 7) Homes for Ukraine – significant additional in-year government funding of over £1m has led to a total budget carry over of £0.98m to 2024/25.
  - 8) Climate Emergency work – this budget supports ongoing climate emergency revenue projects. The underspend has been carried over to 2024/25.
  - 9) Other “one off” budgets include the provision to support the preparation of the Local Plan, Winchester Movement Strategy, and other smaller projects. Significant in-year additional new burdens funding was received, in particular in relation to Homelessness, which was been carried over to 2024/25.
- 14.2 Work on all of these provisions is continuing and it is anticipated that all budgets will be fully committed in 2024/25. Budget profiles have been amended to reflect this and will require transfers from the Earmarked Reserves.

## 15 Outturn by Council Plan outcome

- 15.1 The Council Plan outcome summary outturn below shows the full general fund revenue outturn position for 2023/24.
- 15.2 The final net surplus of £0.896m has been transferred to earmarked reserves. The full budget variance analysis is shown in section 13 above and variances in the table below show variations to original budget which may for example be additional expenditure which is fully funded by government grants.

<b>General Fund Summary Council Plan 2023/24 Outturn (£000)</b>	<b>Original Budget</b>	<b>Actual</b>	<b>Variance ADV / (FAV)</b>
Environment	6,315	6,437	122
Living Well	3,917	3,721	(196)
Homes for All	2,186	2,401	215
Vibrant Local Economy	1,306	1,530	224
Your Services, Your Voice	6,556	6,305	(251)
<b>TOTAL</b>	<b>20,281</b>	<b>20,395</b>	<b>114</b>
<b>FUNDING AND OTHER ACTIVITY</b>	<b>(21,887)</b>	<b>(25,384)</b>	<b>(3,497)</b>
<b>TRANSFER TO (FROM) EARMARKED RESERVES</b>	<b>1,606</b>	<b>4,093</b>	<b>(2,487)</b>
<b>SURPLUS TRANSFERRED TO TRANSITIONAL RESERVE</b>		<b>(896)</b>	<b>(896)</b>

15.3 The causes of the variances above are explained as:

- a) Funding and Other Activity outturn was £3.5m higher than originally budgeted for. This was through additional government funding and retained business rates. The additional government funding related to £2.2m of new burdens funding received during the year related to Homes for Ukraine and Preventing Homelessness. The retained business rates £1.4m favourable outturn was primarily through the release of 2017 provision for business rates appeals no longer required.
- b) Environment – additional expenditure relates to expenditure on the future of waste project where budget was brought forward from 2022/23.
- c) Living Well – lower than budgeted expenditure relates to a River Park Leisure Centre NNDR saving explained in 13.4 (b) above.
- d) Homes for all – additional expenditure on Homes for Ukraine which was fully funded by government grant.
- e) Vibrant Local Economy - additional expenditure relates to expenditure on the Central Winchester Regeneration project where budget was brought forward from 2022/23.

- f) Your Services, Your Voice – an overall underspend relates mainly to the re-profiling of one-off expenditure budgets, such as the transformation programme.

## 16 Government financial support

16.1 In total, funding of £22.9m was £3.7m higher than the original budget of £19.2m. All of this funding is one-off in nature but there is a distinction between retained business rates which is available for general use and Other Government Grants, significantly new homes bonus, which is available for specific purposes such as Homelessness and Homes for Ukraine.

16.2 The Government distributed a number of specific support packages during the year. The city council has received/claimed during 2023/24:

	<u>£000</u>
a) Homes for Ukraine	1,398
b) Preventing Homelessness	597
c) Rough Sleeping Grant	63
d) Housing Benefits New Burdens Funding	58
e) Defra Biodiversity Grant	54
f) Electoral Integrity Grant	51
g) EBSS AF ADP Admin	40
h) Asylum Dispersal Grant	38
i) Domestic Abuse Grant	36
j) Transparency Grant	24
k) Pavement Licensing Grant	4
l) Tenant Satisfaction Measures Grant	2
m) Affordable Housing New Investment	2
<b>Total:</b>	<b>2,365</b>

## 17 Earmarked Reserves

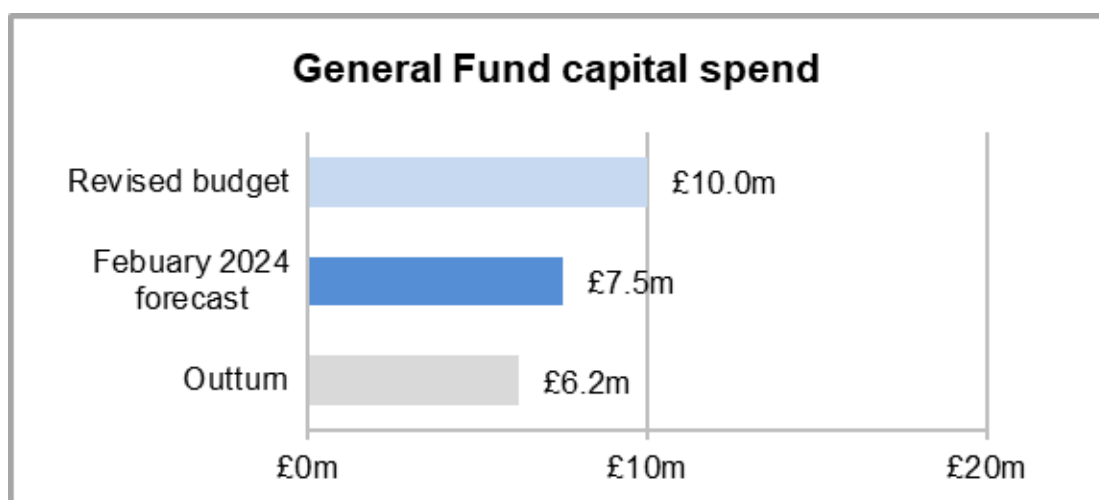
17.1 General Fund earmarked reserve balances have increased from £38.2m at April 2023 to £41.3m at the end of March 2024. This increase was mainly caused by additional government funding relating to Homes for Ukraine and Homelessness which has been transferred to earmarked reserves for spend in 2024/25.

17.2 Earmarked reserve balances are set out in appendix 2. The 'operational reserves' balance totals £11.5m at the end of 2023/24 and is forecast to reduce to just under £8m by the end of 2024/25 based on existing budgeted draws from reserves. This balance also includes reserves set aside for Homelessness and Future of Waste where budget spending plans will come forward in due course.



## 18 General Fund Capital

- 18.1 Total capital expenditure in year was £42.4m - of which £36.2m relates to the Housing Revenue Account (HRA). The detailed HRA outturn is reported separately to Cabinet (CAB3465).
- 18.2 General Fund capital expenditure amounted to £6.2m. Excluding the SAPS scheme (see below), this compares to an original budget of £12.4m, set in February 2023 (CAB3389) and a revised budget of £10.0m (including 'brought forwards' and other revisions) set in September 2023 (CAB3416). Following subsequent approvals and reprogramming, the forecast expenditure was amended to £7.5m as reported in February 2024 (CAB3443). Further details by project are provided in Appendix 4.
- 18.3 In addition, a budget of £4m in respect of the Strategic Asset Purchase Scheme (SAPS) was allocated. When the scheme was approved by Council a SAPS Board was created which includes members and officers; the board receives recommendations of potential purchases and the s151 officer has delegated authority to make acquisitions up to £4m following discussions with the board, subject to due diligence, or recommend to Cabinet and Council to approve for acquisitions above £4m. During the financial year no suitable purchases were identified.



## 19 Key items of expenditure

- 19.1 The following are some of the key items of expenditure in 2023/24:

i. **King George V (KGV) Pavilion**

*Total Budget: £3.3m*

*Exp: Prior years £0.79m*

*2023/24 £2.3m*

*Total £3.09m*

Work on the new pavilion was completed in spring 2024 and has been available to users since June. It is now in the final account stage. It replaces two out-dated, underused and inaccessible pavilions with a single larger, accessible, modern facility designed with sustainability and carbon saving

measures. The new pavilion will benefit communities across the city and district and looks to support the development of 'grass roots' football, with a particular focus on women's, girls' and youth football.

ii. **Disabled Facilities Grants** *23/24 Budget: £1.23m*

*Exp: recurring* *2023/24 £1.6m*

The Private Sector Housing (PSH) Team is responsible for the administration of Disabled Facilities Grants (DFGs). Such grants enable residents of private and / or social housing who are disabled or have a mobility or other limiting condition to apply for adaptations to be undertaken in their home. Such adaptations can include the installation of stair lifts, level access showers, kitchen adaptations or ramping etc. and enable residents to remain in their homes rather than having to move, go into hospital or residential care. In 2023/24 the PSH Team approved 80 DFG applications enabling families to be kept together.

The original budget was based on the annual grant receivable from government. The actual spend exceeded this but was funded by £107,000 additional grant received and unapplied DFG grant received in prior years of which £0.7m is now remaining. Spending has been higher as an additional DFG case officer has been employed which has allowed more cases to be processed as well as a small number of individual cases which involved significant expenditure.

iii. **Friarsgate – demolition and overage** *Total Budget: £0.57m*

*Exp: Prior years £0.032m* *2023/24 £0.473m* *Total £0.505m*

The demolition of the former Friarsgate Medical Centre was completed in 2023/24 in preparation for the interim open space and the wider Central Winchester Regeneration scheme. The total cost of the demolition came in around £25,000 (10%) lower than budget. As a consequence of the demolition, an overage payment to the former owner was triggered at a cost of £281,000 which was £39,000 lower than budget.

These works are funded by prudential borrowing and so the capital saving will result in lower ongoing borrowing costs.

iv. **Friarsgate – interim open space** *Total Budget: £0.441m*

*Exp: Prior years £0.078m* *2023/24 £0.035m* *Total £0.113m*

Following the demolition of the former medical centre, work commenced in late 2023/24 on the interim open space, Friarsgate Park, which will serve as a meanwhile use while plans are drawn up for the wider Central Winchester

Regeneration scheme in the longer term. The park includes benches and planters, as well as a small bridge and beds of wildflowers. The park has been completed in the first half of 2024/25.

- v. **King's Walk improvements** *Total Budget: £0.385m*  
*Exp: Prior years £0.069m*      *2023/24 £0.306m*      *Total £0.375m*

Works to King's Walk to provide improvements to the ground floor & public realm were completed just under budget. These works included external greening, lighting, and internal alterations to create a refreshed image and to enhance connectivity and visibility between Kings Walk and the High Street.

- vi. **CIL funded community projects** *23/24 Budget: £0.85m*  
*Exp:* *2023/24 £0.23m*

Several grants totalling £234,000 were paid over in 2023/24 as part of the ongoing CIL funded community projects programme. As these are external projects, often relying on other funding sources, the exact timing is uncertain and subject to delay. The scheme allows community groups to apply for a share of between £10,000 and £200,000 for essential infrastructure projects. Supported projects included the refurbishment of a community centre, a new insulated roof for Reading Rooms, and the provision of several recreational facilities – a cycle pump track, and outdoor gym, a new skatepark, and an outdoor play facility.

- vii. **UKSPF & REPF** *23/24 Budget: £0.25m*  
*Exp:* *2023/24 £0.16m*

The UK Shared Prosperity Fund (UKSPF) is the UK's replacement of the EU European Structural and Investment Programme and provides local authorities funding for communities, places, businesses, people and skills. Funding is provided for both revenue and capital purposes. In 2023/24, £12,000 was provided for the capital purchase of lighting for the Glowing Galaxies event held in February 2024 after the success of the Enchanted Light Garden Event in 2023.

The Rural England Prosperity Fund (REPF) is a top up to UKSPF and is the replacement for the EU funded LEADER Programme used to support the development of rural economies. Capital grants are awarded to small businesses, voluntary organisations, charities, and community groups. In 2023/24 a total of £144,000 in capital grants were paid to help with the installation of solar PV and heat pumps, a new Scouts barn, and the purchase of a coffee roaster machine and a staging and sound system.

- 19.2 In addition to the projects detailed above, the following projects completed in 2023/24: North Walls play area; RPLC decommissioning; St Giles Hill

stabilising works (Matley's yard); the purchase of new AV equipment for the Guildhall; and capital grants to the Theatre Royal and to Bishop's Waltham Parish Council for a footpath and cycle link. Works were also carried on several other schemes – detail of expenditure on all capital projects is provided at Appendix 4.

## 20 Reforecast of capital programme

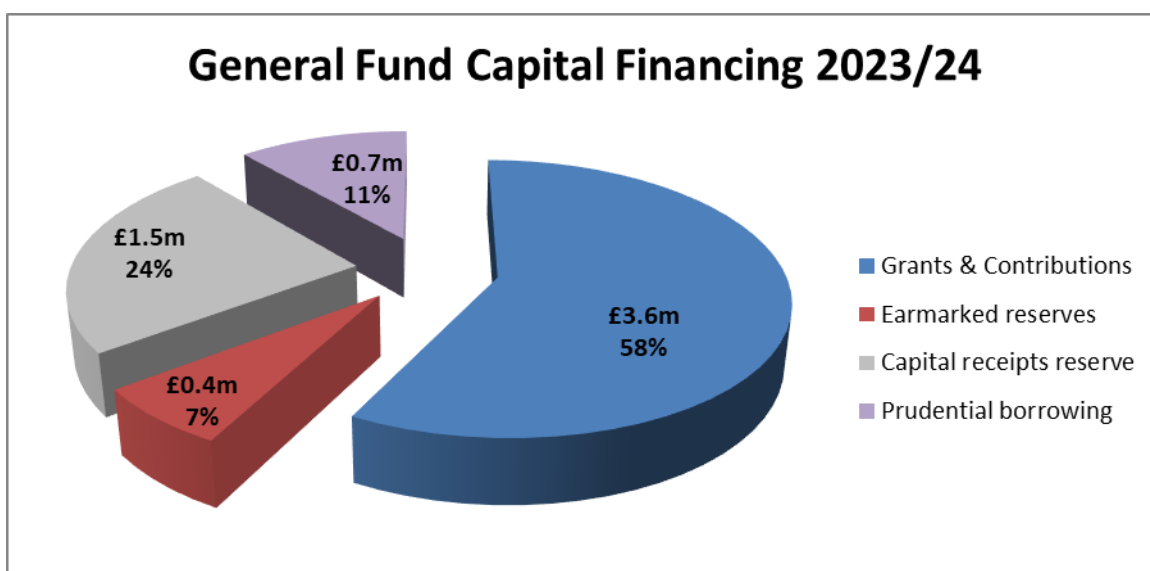
- 20.1 The 2024/25 capital programme has been reforecast to include adjustments made for brought forward budgets from 2023/24 and other adjustments such as budget reductions following tender or reforecasting to the subsequent period.
- 20.2 With the exception of budgets funded by external grant or unfinanced (prudential borrowing), reduced budgets result in funding being released back to earmarked reserves or to the capital receipts reserve where it becomes available to fund future projects.
- 20.3 Full details of all changes to the 2024/25 capital programme are provided in Appendix 5 and the impact on the overall 10 year capital programme is provided at Appendix 6.

## 21 Flexible use of capital receipts

- 21.1 Ordinarily, capital resources such as capital receipts can only be used on capital expenditure (i.e. the creation or enhancement of a capital asset). However, the MHCLG Secretary of State issued a direction to local authorities in order to give them the freedom to use capital receipts from the sale of their own assets (excluding Right to Buy receipts) to help fund the revenue costs of transformation projects and release savings, including through redundancy, for the financial years 2016/17 to 2021/22. The government has recently extended this to 2024/25 but councils are no longer able to make use of the flexibility to fund discretionary redundancy costs following the extension. By using capital receipts, the council is able to avoid the negative impact of on its annual revenue budget of one-off costs but this will reduce the available resources for future capital projects.
- 21.2 In the Capital Investment Strategy approved in February 2021 (CAB3283), £194,000 of eligible capital receipts were set aside for this purpose which were applied to partially fund £266,000 in severance costs in 2020/21. This resulted in ongoing annual savings of circa £700,000 per annum. No further use of capital receipts has been made since then and the council currently has no specific plans to apply further capital receipts to transformation plans through its flexible use of capital receipts strategy (most recently approved in the Capital Investment Strategy in February 2024 (CAB3443)). However, the approved strategy allows it do so should there be qualifying spend and if sufficient eligible capital receipts are available.

## 22 Capital financing

22.1 The sources of finance available for capital projects include capital receipts, grants and contributions, reserves, revenue contributions, and prudential borrowing or “Capital Financing Requirement” (unfinanced capital expenditure met by future revenue provision). Under the Prudential Code, the council can invest in a capital programme so long as its capital spending plans are “affordable, prudent and sustainable”. The financing of the 2023/24 General Fund capital expenditure is illustrated in the following graph. The single largest source of finance was capital grants and contributions including £1.6m in Disabled Facilities Grant funding and £1.5m of Community Infrastructure Levy (CIL) funding.



22.2 Where capital expenditure is to be financed in future years by charges to revenue, the expenditure results in an increase in the council’s borrowing need known as “Capital Financing Requirement” (CFR), a measure of the capital expenditure incurred historically by the council that has yet to be financed. While the council has sufficient cash and investment balances, it is able to internally borrow but as CFR increases, and cash and investment balances decrease, it will need to increase its external borrowing in addition to the £159.7m the council has already borrowed to finance HRA projects including the HRA self-financing settlement. In the General Fund an annual charge called Minimum Revenue Provision (MRP) is required to finance prior year unfinanced expenditure; this reduces the CFR over the lives of the related assets. In 2023/24 additional provision for financing capital of £0.6m was made in the General Fund; this was funded by the capital receipt from the sale of Upper Brook St. Car Park and was applied to reduce the CFR in respect of the leisure centre which will reduce the ongoing MRP revenue cost. This is shown as voluntary provision for the financing of capital in the table below.

<b>Capital Financing Requirement</b>	<b>General Fund £000</b>	<b>Housing Revenue Account £000</b>	<b>Total £000</b>
<b>Capital Financing Requirement at 1 April 2023</b>	<b>71,653</b>	<b>199,777</b>	<b>271,430</b>
Unfinanced capital expenditure - in year	698	12,856	13,554
Minimum revenue provision (MRP)	(1,591)	0	(1,591)
Voluntary provision for the financing of capital	(600)	(87)	(687)
<b>Capital Financing Requirement at 31 March 2024</b>	<b>70,160</b>	<b>212,546</b>	<b>282,706</b>
<b>Made up of:</b>			
External borrowing	0	159,722	159,722
Internal borrowing	70,160	52,824	122,984

## 23 Commercial activities: property

- 23.1 The council owns an investment property portfolio (assets held solely for rental income or capital appreciation) which was valued at £71.6m as at 31 March 2024 (£70.0m as at 31 March 2023) and generated gross income of £4.27m and net income after costs, including minimum revenue provision, of £2.74m in 2023/24. This income helps contribute to the Council Plan outcomes. This represents an average net yield of 3.8%.
- 23.2 In 2023/24, the council disposed of part of its share in a Partnered Home Purchase (PHP) scheme shared property following staircasing.

*Property held for investment purposes in £000s*

<b>1 April 2023</b>	<b>71,033</b>
Acquisitions	0
Enhancements	3
Disposals	(87)
Gains/(losses) in fair value	697
Transfer (to)/from PPE (operational assets) *	0
<b>31 March 2024</b>	<b>71,646</b>

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

## 24 Proportion of financing costs to net revenue stream

- 24.1 Although capital expenditure is not charged directly to the revenue budget, interest payable on loans, MRP, and any revenue funded reductions in the borrowing need are charged to the General Fund (GF) or Housing Revenue Account (HRA) income and expenditure statements as appropriate. The net annual charge is known as financing costs - this is compared to the net

revenue stream: Council Tax, Business Rates, and general government grants in the case of the GF; and rents and other charges in the case of the HRA.

- 24.2 The Council's General Fund capital programme includes a number of unfinanced projects (i.e. funded by prudential borrowing). MRP (equivalent to the repayment of loan principal) is applied annually and commences in the financial year following an asset becoming operational and increases the financing costs.
- 24.3 The General Fund financing costs as a proportion of net revenue stream are lower than forecast due to higher than forecast income from council tax, business rates, and non-ringfenced government grants. The HRA financing costs are lower than budgeted as the council had sufficient cash and investment balances to delay additional external borrowing thus reducing the interest cost against forecast.

*Prudential Indicator: Proportion of financing costs to net revenue stream*

	<b>2022/23 actual</b>	<b>2023/24 forecast</b>	<b>2023/24 actual</b>	<b>2024/25 budget</b>
GF financing costs (£m)	1.6	1.6	1.6	1.8
GF proportion of net revenue stream	8.2%	7.9%	7.2%	9.0%
HRA financing costs (£m)	5.4	7.1	5.3	8.2
HRA proportion of net revenue stream	17.4%	21.4%	15.9%	22.4%

## 25 OTHER OPTIONS CONSIDERED AND REJECTED

- 25.1 The potential to use the additional surplus for specific investment has been considered. However, in light of the specific emerging pressures identified within the MTFS, this is not recommended at this stage.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

CAB3444 - General Fund Budget 2024/25 dated 08 February 2024

CAB3443 – Capital Investment Strategy 2024-2034 dated 08 February 2024

CAB3430 - General Fund Budget Options and Medium Term Financial Strategy dated 21 November 2023

Other Background Documents:-

None

APPENDICES:

Appendix 1 – General Fund Summary Outturn

Appendix 2 – General Fund Earmarked Reserves

Appendix 3 – Winchester Town Account Outturn

Appendix 4 – General Fund Capital Expenditure 2023/24 outturn

Appendix 5 – Revised 2024/25 General Fund Capital Programme

Appendix 6 – Revised 2024-2034 General Fund Capital Programme



General Fund Revenue 2023/24 (£m)	Original Budget	Forecast	Outturn	Variance to Original Budget
<b>Funding</b>				
Council Tax (excluding Parish Precepts)	9.360	9.360	9.504	0.144
Retained Business Rates	6.680	6.680	8.082	1.402
Revenue Support Grant	0.156	0.156	0.156	0.000
New Homes Bonus	1.629	1.629	1.629	0.000
Services Grant	0.087	0.087	0.090	0.003
3% Guarantee	0.894	0.894	0.885	-0.009
Rural Services Delivery Grant	0.054	0.054	0.054	0.000
New Burdens & Other Grants	0.295	2.145	2.543	2.248
	<b>19.154</b>	<b>21.005</b>	<b>22.944</b>	<b>3.790</b>
<b>Investment Activity</b>	2.745	2.968	3.433	0.688
<b>Resources available</b>	<b>21.900</b>	<b>23.973</b>	<b>26.377</b>	<b>4.477</b>
<b>Baseline resource requirements</b>	<b>-18.289</b>	<b>-18.009</b>	<b>-16.911</b>	<b>1.378</b>
<b>One-off net expenditure</b>	<b>-2.005</b>	<b>-6.894</b>	<b>-3.869</b>	<b>-1.864</b>
<b>Reserve Related Movements</b>	<b>-1.606</b>	<b>0.931</b>	<b>-5.597</b>	<b>-3.991</b>
<b>Total net resource requirements</b>	<b>-21.900</b>	<b>-23.973</b>	<b>-26.377</b>	<b>-4.477</b>
<b>Budget Surplus / (Shortfall)</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>
<b>Surplus transfer to Transitional Reserve</b>			<b>0.896</b>	<b>0.896</b>

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**GENERAL FUND EARMARKED RESERVES (£000)**

	2023/24	2023/24	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
	Op. Bal.	Forecast	Cl. Bal.	Forecast Closing Balances									
<b>OPERATIONAL RESERVES</b>													
Major Investment Reserve	(7,687)	(3,790)	(6,351)	(4,305)	(4,581)	(4,581)	(4,581)	(4,581)	(4,581)	(4,581)	(4,581)	(4,581)	(4,581)
Community Grants & Commissions	(588)	(260)	(444)	(322)	(257)	(257)	(257)	(257)	(257)	(257)	(257)	(257)	(257)
Cost of Living / Living Well (Supporting People)		(170)	(166)	(155)	(155)	(155)	(155)	(155)	(155)	(155)	(155)	(155)	(155)
Digital Transformation		(400)	(400)	(400)	(400)	(400)	(400)	(400)	(400)	(400)	(400)	(400)	(400)
Greener Faster		(250)	(214)	(214)	(214)	(214)	(214)	(214)	(214)	(214)	(214)	(214)	(214)
Flood Support Schemes	(66)		(46)										
Future of Waste		(500)	(500)	(1,030)	(1,500)	(1,500)	(1,500)	(1,500)	(1,500)	(1,500)	(1,500)	(1,500)	(1,500)
Landscape Mitigation	(10)	(8)	(10)	(8)	(6)	(4)							
Local Development Framework (LDF)	(911)	(904)	(798)	(739)	(739)	(739)	(739)	(739)	(739)	(739)	(739)	(739)	(739)
New Burdens - Ukraine	(462)		(1,442)										
New Burdens	(879)	(1,390)	(919)	(599)	(599)	(599)	(599)	(599)	(599)	(599)	(599)	(599)	(599)
Pride in Place		(140)	(101)	(101)	(101)	(101)	(101)	(101)	(101)	(101)	(101)	(101)	(101)
Regeneration		(300)	(106)										
	<b>(10,603)</b>	<b>(8,112)</b>	<b>(11,497)</b>	<b>(7,872)</b>	<b>(8,551)</b>	<b>(8,549)</b>	<b>(8,545)</b>	<b>(8,545)</b>	<b>(8,545)</b>	<b>(8,545)</b>	<b>(8,545)</b>	<b>(8,545)</b>	<b>(8,545)</b>
<b>ASSET RESERVES</b>													
Property - Asset Management Reserve	(3,818)	(3,600)	(3,995)	(3,253)	(3,253)	(3,253)	(1,713)	(1,713)	(1,713)	(1,463)	(1,463)	(1,463)	(1,448)
Car Parks Property	(2,044)	(1,262)	(2,039)	(1,276)	(1,121)	(1,091)	(1,061)	(1,031)	(1,001)	(971)	(941)	(911)	(881)
Information Management and Technology	(468)	(355)	(451)	(377)	(330)	49	(4)	60	(138)	(194)	43	(192)	(297)
	<b>(6,331)</b>	<b>(5,218)</b>	<b>(6,485)</b>	<b>(4,906)</b>	<b>(4,704)</b>	<b>(4,295)</b>	<b>(2,778)</b>	<b>(2,684)</b>	<b>(2,852)</b>	<b>(2,627)</b>	<b>(2,361)</b>	<b>(2,566)</b>	<b>(2,626)</b>
<b>RESTRICTED RESERVES</b>													
S105 (Interest)	(386)	(386)	(888)	(888)	(888)	(888)	(888)	(888)	(888)	(888)	(888)	(888)	(888)
Community Infrastructure Levy - General Fund	(11,585)	(9,473)	(11,695)	(9,523)	(8,848)	(8,848)	(8,848)	(8,848)	(8,848)	(8,848)	(8,848)	(8,848)	(8,848)
Community Infrastructure Levy - Winchester Town	(1,142)	(679)	(701)	(349)	(349)	(349)	(349)	(349)	(349)	(349)	(349)	(349)	(349)
Winchester Town Reserve	(408)	(185)	(378)	(317)	(273)	(259)	(352)	(352)	(352)	(352)	(352)	(352)	(352)
	<b>(13,520)</b>	<b>(10,722)</b>	<b>(13,662)</b>	<b>(11,077)</b>	<b>(10,358)</b>	<b>(10,344)</b>	<b>(10,437)</b>	<b>(10,437)</b>	<b>(10,437)</b>	<b>(10,437)</b>	<b>(10,437)</b>	<b>(10,437)</b>	<b>(10,437)</b>
<b>RISK RESERVES</b>													
Municipal Mutual Insurance	(139)	(139)	(139)	(139)	(139)	(139)	(139)	(139)	(139)	(139)	(139)	(139)	(139)
Transitional Reserve	(3,752)	(4,530)	(5,620)	(7,324)	(9,308)	(9,308)	(9,308)	(9,308)	(9,308)	(9,308)	(9,308)	(9,308)	(9,308)
Exceptional Inflation Pressures	(2,902)	(2,902)	(2,902)	(2,902)	(2,902)	(2,902)	(2,902)	(2,902)	(2,902)	(2,902)	(2,902)	(2,902)	(2,902)
Business Rates Retention	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
	<b>(7,793)</b>	<b>(8,571)</b>	<b>(9,661)</b>	<b>(11,364)</b>	<b>(13,348)</b>	<b>(13,348)</b>	<b>(13,348)</b>	<b>(13,348)</b>	<b>(13,348)</b>	<b>(13,348)</b>	<b>(13,348)</b>	<b>(13,348)</b>	<b>(13,348)</b>
<b>Total General Fund Earmarked Reserves</b>	<b>(38,248)</b>	<b>(32,624)</b>	<b>(41,305)</b>	<b>(35,220)</b>	<b>(36,961)</b>	<b>(36,537)</b>	<b>(35,109)</b>	<b>(35,015)</b>	<b>(35,183)</b>	<b>(34,958)</b>	<b>(34,692)</b>	<b>(34,897)</b>	<b>(34,957)</b>
General Fund Balance	(2,789)	(2,789)	(2,789)	(2,789)	(2,789)	(2,789)	(2,789)	(2,789)	(2,789)	(2,789)	(2,789)	(2,789)	(2,789)
Usable Capital Receipts Reserve - General Fund	(4,898)	(11,436)		(9,382)	(9,720)	(10,042)	(10,267)	(10,616)	(10,968)	(11,324)	(11,683)	(12,046)	(12,412)

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**WINCHESTER TOWN ACCOUNT - 2023/24 Outturn**

	2023/2024 Budget	2023/2024 Outturn	2023/2024 Variance
<b>Cost of Services</b>			
<b>Recurring Budgets:</b>			
Allotments	(4,000)	(3,879)	(121)
Bus Shelter Cleaning / Maintenance / New Provision	20,000	11,930	8,070
Cemeteries	83,028	97,360	(14,332)
Christmas Lights	7,500	7,500	0
Neighbourhood Service Officers (Contribution)	45,000	45,000	0
Footway Lighting	33,043	20,465	12,578
Grants and Vision Delivery	80,000	64,812	15,188
Support Costs for Grant Scheme	2,000	2,000	0
Maintenance Work to Council Owned Bridges	5,500	0	5,500
Night Bus Contribution	12,029	9,049	2,980
Public Conveniences (Contribution)	50,000	50,000	0
Recreation Grounds & Open Spaces	758,666	764,789	(6,123)
<b>GROWTH - revenue play area reactive maintenance</b>			0
Tennis Court Improvements			0
Recreation Grounds & Open Spaces - Additional Budget	50,000	0	50,000
Town Forum Support	5,000	5,000	0
<b>Total Cost of Services</b>	<b>1,147,766</b>	<b>1,074,026</b>	<b>73,740</b>
<b>Taxation and Non-specific grant income</b>			
Council Tax Income	(1,186,879)	(1,186,879)	
Interest on Balances	(11,988)	(11,017)	
<b>Total Taxation and Non-specific grant income</b>	<b>(1,198,867)</b>	<b>(1,197,896)</b>	
<b>Transfers to/(from) Earmarked reserves</b>			
(Surplus added to Reserves) / Deficit taken from Reserves	(51,101)	(123,870)	
Capital Expenditure funded by Town Reserve	274,000	153,850	
Reserve			
<b>Opening Reserve Balance (at 1st April)</b>	<b>(408,220)</b>	<b>(408,220)</b>	
<b>Closing Reserve Balance (carried forward)</b>	<b>(185,321)</b>	<b>(378,239)</b>	
Closing Reserves forecast as % of net expenditure	<b>16%</b>	<b>35%</b>	

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## General Fund capital expenditure outturn 2023/24

This appendix details the revised budget approved in September 2023 (CAB3416) and approved changes since then. Further adjustments were made to the forecast in February 2024 (CAB3443) which are included for reference below

	Priority	2023/24							Comments
		Revised budget (CAB3416)	Approved changes and adjts.	Approved budget	Actuals	Under / (over) spend	Reforecast (Feb 24)	Variance to reforecast	
		£000	£000	£000	£000	£000	£000	£000	
<b>General Fund</b>									
<b>Approved*</b>									
Disabled Facility Grants	Homes for all	1,230	-	1,230	1,603	(373)	1,230	(373)	Overspend funded from additional grant received (£0.1m) and prior year unspent grant
King George V Pavilion replacement	Living well	2,517	-	2,517	2,299	218	2,517	218	Opened in June 2024
IMT Assets	Your services, your voice	401	-	401	209	192	401	192	Exp. on corporate network (£197k) and Uninterruptable Power Supply (£12k)
SAPS - Car Park at the Dean, Alresford	Vibrant local economy	600	-	600	-	600	-	-	Reforecast to 2024/25
CIL funded community projects	Living well	759	90	849	234	615	327	93	Several external projects yet to commence
North Walls Pavilion replacement	Living well	718	-	718	-	718	40	40	£40,000 approved for fees reforecast to 2024/25
Friar Gate Medical Centre - demolition & overage	Vibrant local economy	538	-	538	473	65	499	26	Complete - savings on both demolition and estimated overage payment
Friar Gate Medical Centre - interim open space	Vibrant local economy	172	-	172	35	137	172	137	Reforecast to 2024/25
Kings Walk improvements	Vibrant local economy	317	-	317	306	11	317	11	Project complete
Kings Walk Fire Safety Improvements	Vibrant local economy	-	-	-	64	(64)	-	(64)	Capital works identified in revenue maintenance expenditure.
Chesil Multi Storey car park - resurfacing	Vibrant local economy	150	-	150	-	150	-	-	Resurfacing works now expected to be completed in 2024/25
Car Parks	Vibrant local economy	287	-	287	5	282	192	187	Resurfacing of P&R occurred in Q1 2024/25
Car Parks - public convenience improvements	Vibrant local economy	200	10	210	-	210	210	210	Works to be completed in 2024/25
Public convenience improvements - approved	Living well	-	210	210	-	210	-	-	Works to be completed in 2024/25
KGV Park Plan	Living well	13	-	13	13	0	13	0	Purchase of portable goals
North Walls - tennis court resurfacing (Town)	Living well	150	-	150	54	96	80	26	Practically complete - saving of circa £90,000 vs original budget
Open Spaces & Recreational Facilities - North Walls	Living well	150	-	150	150	-	150	-	Project complete
Open Spaces & Recreational Facilities - KGV play area	Living well	124	-	124	4	120	124	120	Completed in April 2024
Meadowside Leisure centre - solar PV	Living well	-	125	125	-	125	125	125	Transferred from Energy Management budget - now expected in 2024/25
River Park Leisure Centre site - decommissioning	Living well	129	-	129	122	7	129	7	Project complete
St Giles Hill chalk face stabilising works - Matley's Yard	Vibrant local economy	180	-	180	162	18	170	8	Project complete
Housing Company - purchase of share capital	Homes for all	150	-	150	-	150	150	150	Purchase of share capital in early 2024/25
Bishop's Waltham footpath & cycle link	Living well	50	-	50	50	-	50	-	Project complete
Winchester Sport & Leisure Park	Living well	32	-	32	67	(35)	32	(35)	Project complete - final account stage
Open Spaces & Recreational Facilities - Abbey Gardens	Living well	-	-	-	1	(1)	-	(1)	Project complete in prior year - late invoice
City Offices decarbonisation	Climate Emergency	38	-	38	9	29	13	4	Project complete
Durngate flood prevention works	Climate Emergency	53	-	53	2	51	4	2	Project complete
Goods Shed, Barfield Close	Vibrant local economy	59	-	59	-	59	-	-	Site now leased to HCC
Theatre Royal grant	Living well	59	-	59	60	(1)	59	(1)	Project complete
Hampshire Community Bank - share purchase	Vibrant local economy	62	-	62	-	62	62	62	Timing of final 25% tranche uncertain
Decked car park at former Vaultex site	Vibrant local economy	-	-	-	22	(22)	-	(22)	Purchase of battery for energy storage

**General Fund capital expenditure outturn 2023/24**

	Priority	2023/24							Comments
		<i>Revised budget (CAB3416)</i>	<i>Approved changes and adjs.</i>	<b>Approved budget</b>	<b>Actuals</b>	<b>Under / (over) spend</b>	<i>Reforecast (Feb 24)</i>	<i>Variance to reforecast</i>	
		<i>£000</i>	<i>£000</i>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<i>£000</i>	<i>£000</i>	
UK Shared Prosperity Fund - approved schemes	Living well	20	9	29	12	17	20	8	"Glowing galaxies" equipment purchased
Rural Prosperity Fund - approved schemes	Living well	-	174	174	144	30	174	30	Several grants awarded
59 Colebrook Street refurbishment	Vibrant local economy	-	-	-	2	(2)	-	(2)	Initial spend - budget allocated to 2024/25
Garrison Ground Drainage improvements	Living well	-	-	-	55	(55)	-	(55)	Additional remedial works identified in revenue expenditure
Guildhall microphones	Your services, your voice	24	-	24	18	6	18	-	Project complete
Winchester Town bus shelters	Living well	-	21	21	-	21	21	21	Bus shelters procured in Q1 2024/25
Jane Austen statue - capital grant	Vibrant local economy	-	10	10	-	10	10	10	
<b>Total Approved*</b>		<b>9,182</b>	<b>649</b>	<b>9,831</b>	<b>6,174</b>	<b>3,657</b>	<b>7,309</b>	<b>1,135</b>	



**General Fund capital expenditure outturn 2023/24**

	Priority	2023/24							Comments
		Revised budget (CAB3416)	Approved changes and adjs.	Approved budget	Actuals	Under / (over) spend	Reforecast (Feb 24)	Variance to reforecast	
		£000	£000	£000	£000	£000	£000	£000	
<b><u>Subject to Appraisal*</u></b>									
Asset Management Plan	Your services, your voice	20	-	20	-	20	20	20	Provisional budget for reactive capital works not required in year
Energy Management Projects	Climate Emergency	250	(125)	125	-	125	-	-	£125,000 transferred for Solar PV at Meadowside LC
UK Shared Prosperity Fund	Living well	9	-	9	-	9	9	9	Remaining unallocated sum in 23/24
Rural Prosperity Fund - unallocated	Living well	186	(174)	12	-	12	12	12	Allocated to schemes
Public convenience improvements - Middle Brook St & Changing Pla	Living well	-	150	150	-	150	50	50	Works to be completed in 2024/25
CIL funded community projects - unallocated	Living well	300	(300)	-	-	-	-	-	Allocated to projects (CAB3426)
Relocation of bone store to F2 - racking	Your services, your voice	75	-	75	-	75	75	75	Capital spend expected in 2024/25
<b>Subject to Appraisal*</b>		<b>840</b>	<b>(449)</b>	<b>391</b>	<b>-</b>	<b>391</b>	<b>166</b>	<b>166</b>	
<b>Total General Fund</b>		<b>10,022</b>	<b>200</b>	<b>10,222</b>	<b>6,174</b>	<b>4,048</b>	<b>7,475</b>	<b>1,301</b>	

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

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

SAPS Unallocated	Vibrant local economy	4,000	-	4,000	-	4,000	-	-	No suitable purchases identified
<b>Total SAPS - unallocated</b>		<b>4,000</b>	<b>-</b>	<b>4,000</b>	<b>-</b>	<b>4,000</b>	<b>-</b>	<b>-</b>	

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## Revised 2024/25 General Fund capital programme

This appendix details the original budget approved in February 2024 (CAB3443), approved changes since then, adjustments for brought forward balances from 2023/24 and other changes

	Priority	2024/25					Comments
		Original budget (CAB3443)	Approved changes	Brought forward from 2023/24	Other changes incl. reforecast	Revised budget	
		£000	£000	£000	£000	£000	
<b>General Fund</b>							
<b>Approved*</b>							
Disabled Facility Grants	Homes for all	1,230	-	-	-	1,230	£0.7m of unspent grant from prior years is held in the capital grants unapplied account
IMT Assets	Your services, your voice	30	-	179	-	209	
WCFC all weather 3G pitch	Living well	1,466	-	-	-	1,466	
CIL funded community projects	Living well	771	-	93	-	864	
SAPS - Car Park at the Dean, Alresford	Vibrant local economy	1,065	-	-	(465)	600	Land purchase only in 2024/25
59 Colebrook Street - shared accommodation	Homes for all	610	-	(3)	-	607	Small amount of initial spend in 2023/24
Guildhall fire safety improvement works	Your services, your voice	485	-	-	-	485	
Car Parks	Vibrant local economy	433	-	170	-	603	
Chesil Multi Storey car park - resurfacing	Vibrant local economy	299	-	-	-	299	
Chesil Multi Storey car park - replacement lighting	Vibrant local economy	120	-	-	(70)	50	Works now estimated at £50,000. Budget saving released back to property reserve
Public conveniences improvements	Living well	210	-	-	-	210	
Friarsgate Medical Centre - interim open space	Vibrant local economy	191	-	137	-	328	
KGV Park Plan	Living well	187	17	-	(147)	57	Additional budget approved for portable goals part funded by Football foundation
Meadowside Leisure centre - new equipment	Living well	22	-	-	-	22	
King George V Pavilion replacement	Living well	-	-	218	-	218	
Car parks - public convenience improvements	Living well	-	-	210	-	210	
Housing Company	Homes for all	-	-	150	-	150	
Meadowside Leisure centre - solar PV	Climate Emergency	-	-	60	-	60	
Open Spaces & Recreational Facilities - KGV play area	Living well	-	-	120	-	120	
Open Spaces & Recreational Facilities - Talvera Road play area	Living well	100	-	-	-	100	
The Weirs - essential repairs	Vibrant local economy	200	-	-	-	200	
North Walls - tennis court resurfacing	Living well	-	-	7	-	7	
Hampshire Community Bank - share purchase	Vibrant local economy	-	-	62	-	62	
Winchester Sport & Leisure Park	Living well	-	55	-	-	55	Additional budget approved for improved flooring in reception area
North Walls Park Plan - path improvements	Living well	50	-	-	-	50	
St Giles Hill stabilisation works (Town)	Living well	50	-	-	-	50	
North Walls Pavilion replacement	Living well	-	-	40	-	40	Approved for fees
Winchester Town bus shelters	Living well	-	-	21	-	21	
UK Shared Prosperity Fund - approved projects	Living well	-	55	14	-	69	Additional projects approved via decision notice
Rural Prosperity Fund - approved projects	Living well	-	-	157	-	157	Additional projects approved via decision notice
Jane Austen Statue - capital grant	Vibrant local economy	-	-	10	-	10	
<b>Total Approved*</b>		<b>7,519</b>	<b>127</b>	<b>1,645</b>	<b>(682)</b>	<b>8,609</b>	

Revised 2024/25 General Fund capital programme

	Priority	2024/25					Comments
		Original budget (CAB3443)	Approved changes	Brought forward from 2023/24	Other changes incl. reforecast	Revised budget	
		£000	£000	£000	£000	£000	
<b>Subject to Appraisal*</b>							
North Walls Pavilion replacement	Living well	1,060	-	-	(1,060)	-	Main works expected in 2025/26
Demolition of former leisure centre at River Park	Living well	2,000	-	-	(2,000)	-	Not expected in 2024/25
Asset Management Plan	Your services, your voice	150	-	-	-	150	
Energy Management Projects	Climate Emergency	250	-	-	-	250	
Rural Prosperity Fund	Living well	559	42	(157)	-	444	Additional projects approved via decision notice
Former bar end depot demolition	Vibrant local economy	200	-	-	(200)	-	Planned sale - budget no longer required
UK Shared Prosperity Fund	Living well	170	(55)	12	-	127	Additional projects approved via decision notice
Public conveniences improvements (Middlebrook St & Changing Places)	Living well	100	-	50	-	150	£50,000 brought forward from 2023/24 in respect of Middlebrook St
City Offices - additional solar PV	Climate Emergency	100	-	-	-	100	
Relocation of bone store to F2 - racking	Your services, your voice	-	-	75	-	75	
<b>Subject to Appraisal*</b>		<b>4,589</b>	<b>(13)</b>	<b>(20)</b>	<b>(3,260)</b>	<b>1,296</b>	
<b>Total General Fund</b>		<b>12,108</b>	<b>114</b>	<b>1,625</b>	<b>(3,942)</b>	<b>9,905</b>	
* Under the Council's Financial Procedure Rule 7.4, the inclusion of a scheme in the capital programme does not constitute authority to incur the expenditure. Such authority is obtained subject to the various conditions and limits as set out in the Constitution.							
<b>The Strategic Asset Purchase Scheme (SAPS) is subject to separate governance procedures as outlined in the Capital Investment Strategy</b>							
SAPS unallocated	Vibrant local economy	4,000	-	-	-	4,000	
<b>Total SAPS - unallocated</b>		<b>4,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,000</b>	

2024/25

Revised 2024-34 General Fund capital programme

	Priority	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	TOTAL
		Revised budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	2024-2034 Forecast
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>General Fund</b>												
<b>Approved*</b>												
Disabled Facility Grants	Homes for all	1,230	1,230	1,230	1,230	1,230	1,230	1,230	1,230	1,230	1,230	12,300
IMT Assets	Your services, your voice	209	90	464	305	300	35	75	364	90	220	2,152
Food waste collection - vehicles	Your services, your voice	-	1,367	-	-	-	-	-	-	-	-	1,367
WCFC all weather 3G pitch	Living well	1,466	-	-	-	-	-	-	-	-	-	1,466
CIL funded community projects	Living well	864	375	-	-	-	-	-	-	-	-	1,239
SAPS - Car Park at the Dean, Alresford	Vibrant local economy	600	-	465	-	-	-	-	-	-	-	1,065
59 Colebrook Street - shared accommodation	Homes for all	607	-	-	-	-	-	-	-	-	-	607
Guildhall fire safety improvement works	Your services, your voice	485	-	-	-	-	-	-	-	-	-	485
Car Parks	Vibrant local economy	603	-	-	-	-	-	-	-	-	-	603
CIL funded HCC projects - contra-flow cycle scheme Upper High St.	Living well	-	300	-	-	-	-	-	-	-	-	300
Chesil Multi Storey car park - resurfacing	Vibrant local economy	299	-	-	-	-	-	-	-	-	-	299
Chesil Multi Storey car park - replacement lighting	Vibrant local economy	50	-	-	-	-	-	-	-	-	-	50
Public conveniences improvements	Living well	210	-	-	-	-	-	-	-	-	-	210
Friarsgate Medical Centre - interim open space	Vibrant local economy	328	-	-	-	-	-	-	-	-	-	328
KGV Park Plan	Living well	57	147	-	-	-	-	-	-	-	-	204
Meadowside Leisure centre - new equipment	Living well	22	-	-	-	101	-	-	-	-	-	123
King George V Pavilion replacement	Living well	218	-	-	-	-	-	-	-	-	-	218
Car parks - public convenience improvements	Living well	210	-	-	-	-	-	-	-	-	-	210
Housing Company	Homes for all	150	-	-	-	-	-	-	-	-	-	150
Meadowside Leisure centre - solar PV	Climate Emergency	60	-	-	-	-	-	-	-	-	-	60
Open Spaces & Recreational Facilities - KGV play area	Living well	120	-	-	-	-	-	-	-	-	-	120
Open Spaces & Recreational Facilities - Talvera Road play area	Living well	100	-	-	-	-	-	-	-	-	-	100
The Weirs - essential repairs	Vibrant local economy	200	-	-	-	-	-	-	-	-	-	200
North Walls - tennis court resurfacing	Living well	7	-	-	-	-	-	-	-	-	-	7
Hampshire Community Bank - share purchase	Vibrant local economy	62	-	-	-	-	-	-	-	-	-	62
Winchester Sport & Leisure Park	Living well	55	-	-	-	-	-	-	-	-	-	55
North Walls Park Plan - path improvements	Living well	50	-	-	-	-	-	-	-	-	-	50
St Giles Hill stabilisation works (Town)	Living well	50	-	-	-	-	-	-	-	-	-	50
North Walls Pavilion replacement	Living well	40	-	-	-	-	-	-	-	-	-	40
Winchester Town bus shelters	Living well	21	-	-	-	-	-	-	-	-	-	21
UK Shared Prosperity Fund - approved projects	Living well	69	-	-	-	-	-	-	-	-	-	69
Rural Prosperity Fund - approved projects	Living well	157	-	-	-	-	-	-	-	-	-	157
Jane Austen Statue - capital grant	Vibrant local economy	10	-	-	-	-	-	-	-	-	-	10
<b>Total Approved*</b>		<b>8,609</b>	<b>3,509</b>	<b>2,159</b>	<b>1,535</b>	<b>1,631</b>	<b>1,265</b>	<b>1,305</b>	<b>1,594</b>	<b>1,320</b>	<b>1,450</b>	<b>24,377</b>



## Forward Plan of Key Decisions

1 September 2024 – 30 November 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](mailto: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](mailto: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 21	1	Partnership for South Hampshire Nutrient Mitigation Proposal	Cabinet Member for Place & Local Plan	Yes	All Wards	Robert Green	Cabinet report	Cabinet Council	Sep-24	11-Sep-24 18-Sep-24	Open
		Bar End depot disposal	Cabinet Member for Asset Management	Yes	St Michael	Geoff Coe	Cabinet report	Cabinet	Sep-24	11-Sep-24	Part exempt 3
	3	Procurement of the Council Energy Supply Contract	Cabinet Member for Climate Emergency	Yes	All Wards	Graeme Todd	Cabinet report	Cabinet	Sep-24	11-Sep-24	Part exempt 3
	4	Q1 Finance & Performance Monitoring	Cabinet Member for Finance and Performance	Yes	All Wards	Simon Howson	Cabinet report	Cabinet	Sep-24	11-Sep-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
5	Housing Revenue Account outturn 23/24	Cabinet Member for Housing	Yes	All Wards	Liz Keys	Cabinet report	Cabinet	Sep-24	11-Sep-24	Open
6	General Fund outturn 23/24	Cabinet Member for Finance and Performance	Yes	All Wards	Liz Keys	Cabinet report	Cabinet	Sep-24	11-Sep-24	Open
7	River Park Cricket Pavilion	Cabinet Member for Community and Engagement	Yes	St Bartholomew	Susan Robbins	Cabinet report	Cabinet	Sep-24	11-Sep-24	Open
8	Land transaction (if required)	Cabinet Member for Asset Management	Yes	All Wards	Geoff Coe	Cabinet report	Cabinet	Sep-24	11-Sep-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
9	Winchester District Proposed Submission Local Plan (Regulation 19)	Cabinet Member for Place & Local Plan	No	All Wards	Adrian Fox	Cabinet report	Cabinet Council	Sep-24	16-Sep-24 30-Sep-24	Open
10	<i>Procurement of HRA Repairs and Maintenance Term Contract</i>	<i>Cabinet Member for Housing</i>	Yes	<i>All Wards</i>	<i>Andrew Donaldson</i>	<i>Cabinet report</i>	<i>Cabinet Committee: Housing</i>	<i>Nov-24</i>	<i>5-Nov-24</i>	<i>Open</i>
11	<i>Sewage treatment works</i>	<i>Cabinet Member for Housing</i>	Yes	<i>All Wards</i>	<i>Gillian Knight</i>	<i>Cabinet report</i>	<i>Cabinet Committee: Housing</i>	<i>Nov-24</i>	<i>5-Nov-24</i>	<i>Open</i>
12	<i>Temporary accommodation plan &amp; pathways</i>	<i>Cabinet Member for Housing</i>	Yes	<i>All Wards</i>	<i>Karen Thorburn</i>	<i>Cabinet report</i>	<i>Cabinet Committee: Housing</i>	<i>Nov-24</i>	<i>5-Nov-24</i>	<i>Open</i>

	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	
	13	<i>Future of Waste and Recycling</i>	<i>Cabinet Member for Climate Emergency</i>	Yes	<i>All Wards</i>	<i>Andy Hickman</i>	<i>Cabinet report</i>	<i>Cabinet</i>	<i>Nov-24</i>	<i>20-Nov-24</i>	<i>Open</i>
	14	<i>Public Toilets Improvement Strategy Update</i>	<i>Cabinet Member for Climate Emergency</i>	Yes	<i>All Wards</i>	<i>Andy Hickman</i>	<i>Cabinet report</i>	<i>Cabinet</i>	<i>Nov-24</i>	<i>20-Nov-24</i>	<i>Open</i>
Page 124	15	<i>Q2 Finance &amp; Performance Monitoring</i>	<i>Cabinet Member for Finance and Performance</i>	Yes	<i>All Wards</i>	<i>Simon Howson</i>	<i>Cabinet report</i>	<i>Cabinet</i>	<i>Nov-24</i>	<i>20-Nov-24</i>	<i>Open</i>
	16	<i>HRA budget options</i>	<i>Cabinet Member for Housing</i>	Yes	<i>All Wards</i>	<i>Simon Hendey</i>	<i>Cabinet report</i>	<i>Cabinet</i>	<i>Nov-24</i>	<i>20-Nov-24</i>	<i>Open</i>
	17	<i>General Fund Budget Options &amp; Medium Term Financial Strategy</i>	<i>Cabinet Member for Finance and Performance</i>	Yes	<i>All Wards</i>	<i>Liz Keys</i>	<i>Cabinet report</i>	<i>Cabinet</i>	<i>Nov-24</i>	<i>20-Nov-24</i>	<i>Open</i>

	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 B**

Decisions made by individual Cabinet Members

Page 125	18	Public Art Plan for West of Waterlooville	Cabinet Member for Business & Culture	Yes	Denmead; Southwick & Wickham	Andrew Gostelow	Cabinet Member decision report	Cabinet Member for Business & Culture Decision Day	Sep-24	11-Sep-24	Open
		Complaints Handling Code Self-Assessment	Cabinet Member for Housing	No	All Wards	Sarah Hobbs	Cabinet Member decision report	Cabinet Member for Housing Decision Day	Sep-24	16-Sep-24	Open

**Section C**

Decisions made by Officers

	20	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	Sep-24	Sep-24	Open
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	Item	Cabinet Member	Key Decision	Wards Affected	Lead Officer	Documents submitted to decision taker	Decision taker (Cabinet, Cabinet Member or Officer)	Date/period decision to be taken	Committee Date (if applicable)	Open/private meeting or document? If private meeting, include relevant exempt paragraph number
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**Section D**

***Proposed budget timetable 2024/25***

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

21	General Fund budget 2025/26*	Cabinet Member for Finance and Performance	No	All Wards	Liz Keys	Cabinet report	Cabinet	Feb-25	12-Feb-25	Open
							Council		27-Feb-25	
22	Housing Revenue Account budget 2025/26*	Cabinet Member for Housing	No	All Wards	Liz Keys	Cabinet report	Cabinet Committee: Housing	Feb-25	3-Feb-25	Open
							Cabinet Council		12-Feb-25 27-Feb-25	
23	Capital investment Strategy 2025 - 2035*	Cabinet Member for Finance and Performance	No	All Wards	Liz Keys	Cabinet report	Cabinet Council	Feb-25 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
<b>Meeting 4 September 2024</b>				
1	Housing Revenue Account outturn 23/24	Liz Keys	4 Sep 2024	11 Sep 2024
2	General Fund outturn 23/24	Liz Keys	4 Sep 2024	11 Sep 2024
3	Q1 Finance & Performance Monitoring	Simon Howson	4 Sep 2024	11 Sep 2024
<b>**Meeting 3 October 2024** Additional Meeting</b>				
4	Bar End depot disposal	Geoff Coe	3 Oct 2024	15 Oct 2024
<b>Meeting 12 November 2024</b>				
5	Council Plan 2025-30	Simon Howson	12 Nov 2024	11 Dec 2024
6	Procurement of HRA Repairs and Maintenance Term Contract	Andrew Donaldson	12 Nov 2024	20 Nov 2024
7	General Fund Budget Options & Medium Term Financial Strategy	Liz Keys	12 Nov 2024	20 Nov 2024
8	HRA budget options	Simon Hendey	12 Nov 2024	20 Nov 2024
9	Q2 Finance & Performance Monitoring	Simon Howson	12 Nov 2024	20 Nov 2024
<b>Meeting 4 February 2025</b>				
10	Housing Revenue Account budget 2025/26*	Liz Keys	4 Feb 2025	12 Feb 2025
11	General Fund budget 2025/26*	Liz Keys	4 Feb 2025	12 Feb 2025
12	Capital investment Strategy 2025 - 2035*	Liz Keys	4 Feb 2025	12 Feb 2025
13	Treasury Management Strategy 2024/25	Liz Keys	4 Feb 2025	12 Feb 2025
<b>Meeting 5 March 2025</b>				
14	Community Safety Partnership Performance Review	Sandra Tuddenham	5 Mar 2025	
15	Q3 Finance & Performance Monitoring	Simon Howson	5 Mar 2025	13 Mar 2025

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