

## **CABINET**

**Thursday, 21 May 2020**

Attendance:

|                                      |  |
|--------------------------------------|--|
| Councillor Thompson<br>(Chairperson) | – Leader and Cabinet Member for<br>Communications          |
| Councillor Cutler (Vice-Chair)       | – Deputy Leader and Cabinet Member for Finance<br>and Risk |
| Councillor Ferguson                  | – Cabinet Member for Local Economy & Climate<br>Emergency  |
| Councillor Learney                   | – Cabinet Member for Housing and Asset<br>Management       |
| Councillor Porter                    | – Cabinet Member for Built Environment and<br>Wellbeing    |
| Councillor Prince                    | – Cabinet Member for Sport, Leisure and<br>Communities     |
| Councillor Tod                       | – Cabinet Member for Service Quality and<br>Transformation |

Others in attendance who addressed the meeting:

Councillors Brook, Godfrey, Horrill and Lumby

Audio recording of the meeting

A full audio recording of this meeting is available via this link:

[Full audio recording](#)

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### 1. **DISCLOSURE OF INTERESTS**

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

### 2. **MINUTES OF THE PREVIOUS MEETING HELD ON 11 MARCH 2020**

RESOLVED:

That the minutes of the previous meeting held on 11 March 2020 be approved and adopted.

### 3. **PUBLIC PARTICIPATION**

Patrick Davies spoke regarding report CAB3244 and his comments are summarised under the relevant minute below.

4. **THE LEADER TO APPOINT CABINET MEMBERS AND ALLOCATE RESPONSIBILITIES FOR 2020/21**

The Leader announced the following Cabinet Members and responsibilities for 2020/21:

| <b>Councillor</b> | <b>Responsibility</b>             |
|-------------------|-----------------------------------|
| Cutler            | Finance & Risk                    |
| Ferguson          | Climate Emergency & Local Economy |
| Learney           | Housing & Asset Management        |
| Porter            | Built Environment & Wellbeing     |
| Prince            | Sport, Leisure & Communities      |
| Tod               | Service Quality & Transformation  |

RESOLVED:

That the Cabinet Member appointments and responsibilities set out above be noted.

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

The Leader and Cabinet members made a number of announcements as summarised briefly below.

Councillor Thompson

Welcomed everyone to the second virtual meeting held by the Council under the arrangements of the Coronavirus Act 2020.

Councillor Porter

Work would commence shortly on the Durngate flood defence scheme with a planned finish date by December 2020.

A new Local Enforcement Plan had been approved under Officer delegated powers.

A number of Community Infrastructure Levy (CIL) applications had been received from parish councils and community groups which would be assessed in due course.

Councillor Cutler

The discretionary grant scheme would be launched on 25 May 2020.

Councillor Ferguson

Four new wildflower areas would be planted in residential areas of Badger Farm and Stanmore as a part of improvements to the district's biodiversity.

6. **RESPONDING TO THE CORONAVIRUS OUTBREAK**  
(CAB3244)

Councillor Thompson introduced the report which detailed the council's response to the COVID19 pandemic. She thanked all council staff for their work in ensuring that key services were maintained throughout as well as responding to new challenges. She also welcomed the involvement of parish councils and various local voluntary and community groups. The potential considerable financial impact on the council's budget was also emphasised.

Patrick Davies spoke during public participation as summarised briefly below.

He queried whether all planning decisions previously designated for elected member decision would continue be made at Planning Committee meetings. The ongoing work on the Vision for Winchester, as discussed at the Winchester Town Forum on 19 March 2020, was not readily available via the council's website. Requested further information on the likely impact of the COVID19 pandemic on the Local Plan timetable and welcomed the review of proposals for the Station Approach site.

At the invitation of the Leader, Councillors Lumby, Horrill, Godfrey and Brook addressed the meeting as summarised briefly below.

Councillor Lumby

As shadow cabinet member for the local economy welcomed the report and its intentions which should be translated into actions as soon as possible. Requested a route map for reopening elements of the local economy in accordance with Government timescales. The Council must ascertain what help local businesses and communities required and the individual skills and local knowledge of all councillors should be utilised. The discretionary grant fund policy should be set up as soon as possible. Finally, the council's regulatory and licensing procedures should be simple and accessible.

Councillor Horrill

Thanked all those involved in the COVID19 response, including council officers and local voluntary and community groups. Requested that the membership of the Discretionary Business Support Panel be extended to include a member of the Conservative group. Emphasised that work on the Local Plan would need reviewing in the light of current circumstances. Where possible, regulatory requirements should be relaxed to assist the local economy. Requested that a cross party group be established to oversee work on the Restoration and Recovery Plan.

Councillor Godfrey

Acknowledged the significant financial challenges as outlined in the report. Believed the council should not rely on further government funding but should increase income through capital investments. Requested further information regarding the risks regarding financing set out in the report. Queried when the re-examination of the council's budget for 2020/21 would begin.

### Councillor Brook

Requested a cross party approach in response. Key performance indicators should be established to monitor progress and Scrutiny Committee utilised. Requested further information regarding the consultation and engagement undertaken to date and that proposed. Suggested a project be undertaken to bring the work of the various agencies and local groups together and prevent duplication.

The Leader and Cabinet Members responded to the comments made above and also by Mr Davies during public participation. It was confirmed that a virtual meeting with parish and town councils would be held in June and a revised budget was intended to be presented to Council in July 2020.

The Strategic Director: Place gave further details about engagement that had already taken place and were proposed with local businesses and key stakeholders in Winchester and across the district.

The Leader proposed that the Shadow Cabinet Member Local Economy be included as a member on the Discretionary Business Support Panel and this was agreed.

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

#### RESOLVED:

1. That the council's response to the outbreak of coronavirus is noted.
2. That the emerging financial impacts on the city council budget are noted and a further report be prepared for the June Cabinet meeting.
3. That the Discretionary Business Support policy be developed in line with national guidance and the award of discretionary business support be delegated to the Section 151 officer following recommendation from the Discretionary Business Support Panel comprising the Cabinet Member; Finance and Cabinet Member Local Economy and Shadow Cabinet Member Local Economy, Strategic Director: Place and Corporate Head of Resources.
4. That the policy to write off qualifying commercial rents from March to June 2020 on application from premises with a valid tenancy arrangement in the council's portfolio is agreed. The decision to write off any rent be delegated to the Section 151 officer following recommendation by the Rent Abatement Panel comprising the Cabinet Member: Housing & Assets, Cabinet Member: Finance, Strategic Director Place and Corporate Head Asset Management.

5. That the outline Restoration and Recovery Plan be agreed but updated as required in the light of emerging information and local circumstances.

7. **STRATEGIC SERVICE PLANS 2020 – 25 AND PERFORMANCE REPORTING**  
(CAB3230)

Councillor Tod introduced the report which provided an overview of the Strategic Service Plans and new performance reporting against the Council Plan. The Key Performance Indicators listed in Appendix 2 would be updated to reflect changes to Cabinet Members' responsibilities.

At the invitation of the Leader, Councillors Horrill, Godfrey and Brook addressed the meeting as summarised briefly below.

Councillor Horrill

Welcomed the introduction of strategic KPIs but generally believed there was a lack of detail in the report. Queried why targets had not been set for 2021. Believed that there should be a clearer link between the performance indicators and work being carried out by officers.

Councillor Godfrey

Requested reassurances that the service plans and strategic KPIs would be re-examined once the Council's response to COVID-19 was developed further. The KPIs did not reflect much of the day to day work of the Council and appeared to overly rely on partners' actions (for example, regarding the local economy).

Councillor Brook

Asked a number of detailed questions regarding elements of the specific service plans focussing on queries regarding how services would be adjusted following the impact of COVID19. Requested that members be involved in decisions regarding any new technology and that this be user friendly.

In responding, the Leader emphasised that the report included strategic KPIs and some of the questions related to operational KPIs. In addition, a Member Briefing would be arranged prior to the report's consideration at Scrutiny Committee on 2 July 2020.

Councillor Tod emphasised that Cabinet Members were happy to engage with other Councillors regarding the detail of the service plans and further discussion could also take place at Scrutiny Committee. The previous item (CAB3244) also included reference to a new KPI regarding the COVID19 response.

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

RESOLVED:

1. That the contents of the Strategic Service Plans which will monitor and evidence progress against the Council Plan 2020 -2025 priorities and drive service improvements and transformation be endorsed.

2. That the Strategic Key Performance indicators that will be reported on a quarterly basis be agreed.

8. **ANNUAL APPOINTMENTS TO CABINET FORA AND INFORMAL GROUPS 2020/21**  
(CAB3232 & Addendum)

Cabinet noted that nominations for the various appointments had been received prior to the meeting and were displayed for those present at the meeting (and subsequently published as an Addendum to the report). It was noted that the Cabinet Member with responsibility for the Local Economy should be included as a member of the Local Plan Advisory Group.

At the invitation of the Leader, Councillor Horrill addressed the meeting as summarised briefly below:

Supported the nominations from the conservative group and generally emphasised the importance of cross party working in the current situation. Noted that some queries remained about the future remit of the West of Waterlooville Forum together with some opposition to the proposed renaming.

Councillor Cutler stated that there would be no decision on the proposed renaming of West of Waterlooville Forum until further discussions had been undertaken with Havant Borough Council and Newlands Parish Council.

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

RESOLVED:

1. That the following appointments to Fora and other informal groups be made for the 2020/21 Municipal Year:

- (i) Local Plan Advisory Group – Councillors Porter (Chair), Brook, Evans, Ferguson, Horrill and Thompson.
- (ii) Strategic Asset Purchase Scheme Board  
Leader and Portfolio Holders with responsibility for Finance; Estates; and Business (Councillors Thompson, Cutler, Learney and Ferguson)

Finance Manager (Capital & Treasury), Corporate Head of Housing, Corporate Head of Asset Management, Strategic Director: Place and Section 151 Officer – final approver of the purchase.

- (iii) Treasury Investment Group  
Cabinet Member with responsibility for Finance (Councillor Cutler) and Councillor Thompson (from Cabinet). Councillor Power (Chair of Audit & Governance Committee), Councillor Laming (member of Audit & Governance Committee) and Councillor Miller (Shadow Cabinet Member).  
Finance Manager (Capital and Treasury)  
(The Section 151 Officer, as final decision maker, would not be a member of the TIG).
- (iv) Kings Barton Forum  
Councillors: Rutter (Chair), Godfrey, Horrill, Porter, Prince and Scott  
(Deputies: Hutchison and Mather).
- (v) West of Waterlooville Forum –  
Councillors: Clear (Chair), Brook, Cutler and Read (Deputies: Evans and Weston)
- (vi) North Whiteley Development Forum –  
Councillors: Achwal, Bentote, Evans, Gemmell, Lumby and Miller  
(Deputies: Fern and McLean)
- (vii) Central Winchester Regeneration Open Forum –  
Councillors Learney (Chair), Gordon-Smith, Horrill, Hutchison and Mather (Deputy: McLean)
- (viii) Winchester Sports and Leisure Park Open Forum –  
Councillors Prince (Chair), Cook, Laming, Lumby and Murphy

9. **ANNUAL APPOINTMENTS TO EXTERNAL BODIES 2020/21**  
(CAB3233 and Addendum)

Cabinet noted that a list of nominations received had been distributed to Members present at the meeting (and subsequently published as an Addendum to the report).

At the invitation of the Leader, Councillor Horrill addressed Cabinet regarding this item.

Cabinet considered the appointments set out in Table 4 of the Addendum (where there more nominations put forward than vacancies) and agreed appointments as set out in the resolution below.

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

RESOLVED:

1. That the following appointments to external bodies be made for the 2020/21 Municipal Year (unless stated otherwise):

- (a) Citizens Advice Winchester District – Councillor Porter (Observer) (until May 2022)
- (b) Hampshire & Isle of Wight Association of Local Authorities (HIOWA) – Leader and Deputy Leader (Councillors Thompson and Cutler)
- (c) Hampshire County Council Annual Meeting with Parish & District Councils regarding public transport issues – Cabinet Member with responsibility for Transport (Councillor Tod)
- (d) Hampshire Cultural Trust – Cabinet Member with responsibility for Culture (Councillor Ferguson) (Trustee) and Councillor Evans (Observer)
- (e) Hampshire Homechoice Board – Cabinet Member with responsibility for Housing (Councillor Learney)
- (f) Hampshire Rural Forum – Cabinet Member with responsibility for the Economy (Councillor Ferguson)
- (g) Hospital of St Cross & Almshouses of Noble Poverty – Councillor Mather (until May 2024)
- (h) Intergr8 CIC at Unit 12 – Cabinet Member with responsibility for the Economy (Councillor Ferguson)
- (i) Local Government Association – Leader and Deputy Leader (Councillors Thompson and Cutler)
- (j) Partnership for South Hampshire (PfSH) Joint Committee – Leader and Deputy Leader (Councillors Thompson and Cutler)
- (k) Police and Crime Panel (until May 2021, confirmed annually) – Councillor Griffiths (Councillor Clear)
- (l) Project Integra Management Board – Cabinet Member with responsibility for Waste (Councillor Tod) plus Councillor Ferguson (deputy)
- (m) South East Employers – Chair of Audit & Governance Committee (Councillor Power)
- (n) South East Employers – Councillors’ Local Democracy & Accountability Network – Councillors Gottlieb & Power
- (o) South East England Councils (SEEC) – Leader and Deputy Leader (Councillors Thompson and Cutler)
- (p) Southampton International Airport Consultative Committee – Cabinet Member with responsibility for Transport (Councillor Tod) plus Councillor Bronk (Councillors Achwal & Clear)
- (q) Tourism South East – Cabinet Member with responsibility for Tourism (Councillor Ferguson)
- (r) WinACC – Cabinet Member with responsibility for Environment (Councillor Ferguson)
- (s) Winchester Business Improvement District (BID) – Cabinet Member with responsibility for Economy (Councillor Ferguson)
- (t) Winchester Churches Night Shelter – Cabinet Member with responsibility for Housing (Councillor Learney)
- (u) Winchester Housing Trust – Councillors Learney (Director) and Rutter (Observer) (until May 2022)
- (v) Winchester Road Safety Council Committee – Councillor Hutchison



- (w) Winchester Sports Stadium Management Committee – Cabinet Member with responsibility for Sport (Councillor Prince) and Councillor Laming
- (x) Winchester Welfare Charities – Councillor Power (until June 2024). NB the other trustee is Councillor McLean (until May 2022).

2. That the Governance Manager remind representatives of their responsibilities whilst representing the Council on an external organisation, as summarised in Paragraphs 11.6 – 11.9 of the report and in the [Guidance regarding serving on Outside Bodies](#).

## 10. **FUTURE ITEMS FOR CONSIDERATION**

At the invitation of the Leader, Councillor Horrill highlighted that there were a number of significant items proposed for consideration by Cabinet in June which had not previously been considered by Policy Committees or at Member Briefings etc. She also queried when the review of the Council's Constitution would take place.

The Leader stated that it was intended to hold Member Briefings where appropriate in the future weeks. In addition, a number of items could be considered by the Business and Housing Policy Committee on 22 June 2020.

The Strategic Director: Resources explained that work on reviewing the Constitution was well underway but Member engagement had been delayed due to priority focus on response to the Coronavirus Act 2020. However, the Constitution Working Group would be reconvened in the near future.

### RESOLVED:

That the list of future items, as set out in the Forward Plan for June 2020, be noted.

The meeting commenced at 5.00 pm and concluded at 6.55 pm

Chairperson